



License Committee

Regular Meeting

335 South Broadway
De Pere, WI 54115
<http://www.de-pere.org>

Agenda

Tuesday, January 3, 2017

7:15 PM

De Pere City Hall Riverview Room

Pursuant to Wisconsin Statutes 19.84, Notice is hereby given to the public that a meeting of the **License Committee** of the City of De Pere will be held on **January 3, 2017** at **7:15 PM** in the **De Pere City Hall Riverview Room, 335 S. Broadway, De Pere, WI 54115.**

Call to Order

1. Roll Call
2. Approval of the Minutes of the December 20, 2016 License Committee Meeting.
3. Public Comment Period and other Announcements.
4. Operator License Applications.*
5. Application for a Temporary Premise Description Change for St. Norbert College.*
6. Adjournment.

Respectfully Submitted,

Shana Ledvina, Clerk - Treasurer

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the Clerk-Treasurer's office at 339-4050 by Noon, the previous day so that arrangements can be made.

Mayor
Alderspersons
Department Heads
TV, Newspapers & Radio Stations
Kress Family Library
De Pere Chamber of Commerce
Gerondale, Amber L.
Benz, Michelle L.
Depas, Kailyn E.
Evangelista, Brittany M.
Jerale, Jennifer I.
Nitka, Tammy L.
Sachin, Ka Patel
Wirth, Heather J.
Zia, Usman
Dubois, Terrie

City of De Pere, Wisconsin



Request For License Committee Action

MEETING DATE: January 3, 2017

DEPARTMENT: City Clerk-Treasurer

FROM: Shana Ledvina

SUBJECT: Approval of the Minutes of the December 20, 2016 License Committee Meeting.

ATTACHMENTS:

- 12-20-16 License Committee Minutes (PDF)



License Committee

Regular Meeting

335 South Broadway
De Pere, WI 54115
<http://www.de-pere.org>

Draft Minutes

Tuesday, December 20, 2016

7:15 PM

De Pere City Hall Riverview Room

Call to Order

The meeting was called to order at 7:15 PM by Alderperson Dean Raasch

Attendee Name	Title	Status	Arrived
James Boyd	Aldersperson	Present	
Dan Carpenter	Aldersperson	Present	
Dean Raasch	Aldersperson	Present	

2. Approval of the Minutes of the December 6, 2016 License Committee Meeting.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Dan Carpenter, Aldersperson
SECONDER: James Boyd, Aldersperson
AYES: James Boyd, Dan Carpenter, Dean Raasch

3. Public Comment Period and other Announcements. None.
 4. Operator License Applications.

CITY OF DE PERE - December 20, 2016

ITEM	NAME	ADDRESS	CITY	ST	ZIP
Previously Tabled Operator Licenses					
1	BECKS, BRYAN	817 THIRD ST	DE PERE	WI	54115
2	GERONDALE, AMBER L.	1739 BRIQUELET ST	GREEN BAY	WI	54304

New Operator License Applications for the 2016-2018 Licensing Period					
1	HEISE, AMY L.	1028 MICHALINE APT D	GREEN BAY	WI	54304
2	NELSON, BARTHOLOMEW J.	3117 PIONEER DR	GREEN BAY	WI	54313
3	VAN ROSSUM, MELISSA M.	1326 HOCKERS ST	DE PERE	WI	54115
4	WRITT, BRYNN M.	915 THIRD ST	DE PERE	WI	54115

Previously Tabled Operator License Application #1 for Bryan Becks was presented. Aldersperson Raasch moved, seconded by Aldersperson Carpenter, to open the meeting. Upon vote, motion carried unanimously. The applicant answered the Committee's questions. Aldersperson Raasch moved, seconded by Aldersperson Carpenter, close the meeting. Upon vote, motion carried unanimously. Aldersperson Raasch moved, seconded by Aldersperson Boyd, to approve Previously Tabled Operator License Application #1. Upon vote, motion carried unanimously. Previously Tabled Operator License Application #2 for Amber L. Gerondale was presented. Aldersperson Raasch moved, seconded by Aldersperson Carpenter, to table the application. Upon vote, motion carried unanimously. Aldersperson Raasch moved, seconded by Aldersperson Carpenter, to approve Operator License Applications #1-4. Upon vote, motion carried unanimously.

5. Application for a "Class A" Intoxicating Liquor License for Scheuring Road Mobil Mart, LLP (DBA Scheuring Road Mobil Mart), 1620 Lawrence Dr. Submitted by Scheuring Road Mobil Mart, LLP, Agent: Scott Hendricks, 649 Harvest Winds Ct, De Pere, WI.*

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dan Carpenter, Alderperson
SECONDER:	James Boyd, Alderperson
AYES:	James Boyd, Dan Carpenter, Dean Raasch

6. Adjournment.

Alderperson Raasch moved, seconded by Alderperson Boyd, to adjourn the meeting at 7:19 p.m.
Upon vote, motion carried unanimously.

Respectfully submitted,

Carey Danen, Deputy Clerk-Treasurer

City of De Pere, Wisconsin



Request For License Committee Action

MEETING DATE: January 3, 2017
DEPARTMENT: City Clerk-Treasurer
FROM: Shana Ledvina
SUBJECT: Operator License Applications.*

ATTACHMENTS:

- 01-03-17 (PDF)

CITY OF DE PERE - January 3, 2017

ITEM	NAME	ADDRESS	CITY	ST	ZIP
Previously Tabled Operator Licenses					
1	GERONDALE, AMBER L.	1739 BRIQUELET ST	GREEN BAY	WI	54304

New Operator License Applications for the 2016-2018 Licensing Period					
1	BENZ, MICHELLE L.	724 BOLLES ST	DE PERE	WI	54115
2	DEPAS, KAILYN E.	1134 ST. AGNES DR	GREEN BAY	WI	54304
3	EVANGELISTA, BRITTANY M.	601 WEST BRIAR APT 104	GREEN BAY	WI	54301
4	JERALE, JENNIFER I.	808 CHERRY ST	GREEN BAY	WI	54301
5	NITKA, TAMMY L.	1328 SAN JOSE PL	GREEN BAY	WI	54303
6	SACHIN, KA PATEL	200 N. PERKINS ST #110	APPLETON	WI	54914
7	WIRTH, HEATHER J.	740 OAK ST	DE PERE	WI	54115
8	ZIA, USMAN	1405 S. NORWOOD AV APT 6	GREEN BAY	WI	54304

Attachment: 01-03-17 (5397 : Operator License Applications.*)

City of De Pere, Wisconsin**Request For License Committee Action**

MEETING DATE: January 3, 2017

DEPARTMENT: City Clerk-Treasurer

FROM: Shana Ledvina

SUBJECT: Application for a Temporary Premise Description Change for St. Norbert College.*

ATTACHMENTS:

- Temporary Premise Description Change_SNC (PDF)

ORIGINAL ALCOHOL BEVERAGE RETAIL LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning 07/01 20 16 ;
ending 6/30 20 1TO THE GOVERNING BODY of the: ☐ Town of
☐ Village of } DEPERE
☒ City ofCounty of BROWN Aldermanic Dist. No. _____ (if required by ordinance)

1. The named
- ☐
- INDIVIDUAL
- ☐
- PARTNERSHIP
- ☐
- LIMITED LIABILITY COMPANY
-
- ☒
- CORPORATION/NONPROFIT ORGANIZATION

hereby makes application for the alcohol beverage license(s) checked above.

2. Name (individual/partners give last name, first, middle; corporations/limited liability companies give registered name):
- ST. NORBERT COLLEGE INC

ST. NORBERT COLLEGE INC

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the name, title, and place of residence of each person.

Title	Name	Home Address	Post Office & Zip Code
President/Member	PRESIDENT THOMAS KUNKEL	1527 FOX RIDGE CT	54115
Vice President/Member			
Secretary/Member	SECRETARY AMY SORENSON	1521 BAY HIGHLANDS	54311
Treasurer/Member	TREASURER EILEEN JAHNKE	3435 BAY HIGHLANDS	54311
Agent	ASSOC. DIRECTOR CATERING TERRIE DUBOIS	118 S. WASHINGTON ST 114B	54301
Directors/Managers			

3. Trade Name
- ST NORBERT COLLEGE
- Business Phone Number
- 403-1352

4. Address of Premises
- SEE ATTACHED
- Post Office & Zip Code
-

5. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? ☐ Yes ☒ No
6. Is the applicant an employee or agent of, or acting on behalf of anyone except the named applicant? ☐ Yes ☒ No
7. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? ☐ Yes ☒ No
8. (a) Corporate/limited liability company applicants only: Insert state _____ and date _____ of registration. ☐ Yes ☒ No
- (b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? ☐ Yes ☒ No
- (c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? ☐ Yes ☒ No

(NOTE: All applicants explain fully on reverse side of this form every YES answer in sections 5, 6, 7 and 8 above.)

9. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.)
- See attached

10. Legal description (omit if street address is given above): _____

11. (a) Was this premises licensed for the sale of liquor or beer during the past license year?
- ☐
- Yes
- ☒
- No
-
- (b) If yes, under what name was license issued? _____

12. Does the applicant understand they must file a Special Occupational Tax return (TTB form 5630.5d) before beginning business? [phone 1-800-937-8864]
- ☒
- Yes
- ☐
- No

13. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776]
- ☒
- Yes
- ☐
- No

14. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs?
- ☒
- Yes
- ☐
- No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

SUBSCRIBED AND SWORN TO BEFORE MEthis 14th day of December, 20 16Patricia A. Wery
(Clerk/Notary Public)My commission expires 2/14/2020Eileen M. Jahnke
(Officer of Corporation/Member/Manager of Limited Liability Company/Partner/Individual)Amy A. Sorenson
(Officer of Corporation/Member/Manager of Limited Liability Company/Partner)

(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk	Date reported to council/board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

Extension of Premise for:

Bush Art Center; First floor area outside the gallery, 403 Third Street(attached to Michels Commons which is licensed)

Feb. 2, 2017 4:30-7:30pm

March 2, 2017 4:30-7:30pm

April 21, 2017 4:30-5:30pm