License Committee

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

Regular Meeting

Agenda

Tuesday, October 21, 2014 **7:00 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 **October 21, 2014** at **7:00 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 October 7, 2014 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, 161 Reid St., De Pere, WI submitted by St. Norbert College, Inc., Agent: Terrie DuBois, 729 Bascom Way, Green Bay 54311.*
6. Application for a Temporary Class "B" Retailer's License for Knights on Broadway Presidents Club Show submitted by St. Norbert College, Inc.
7. Adjournment.

Respectfully Submitted,

Shana Defnet, 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
Alderpersons
Department Heads
TV, Newspapers & Radio Stations
Kress Family Library
De Pere Chamber of Commerce
BAKER, THERESE A.
BEQUEAITH, DONNA M.
DONAHUE, STEPHANIE M.
FINKEL, ANNA R.
GRUTZA, AARON F.
WINDORSKI, TRISTA J.
Terri DuBois
Amy Sorenson

City of De Pere, Wisconsin

Request For License Committee Action

MEETING DATE: **October 21, 2014**

DEPARTMENT: **City Clerk-Treasurer**

FROM: **Shana Defnet**

SUBJECT: **Approval of the Minutes of the October 7, 2014 License Committee Meeting.**

ATTACHMENTS:

- 10-07-2014 License Committee Minutes (DOCX)

License Committee

335 South Broadway

De Pere, WI 54115

http://www.de-pere.org

Regular Meeting

Draft Minutes

Tuesday, October 7, 2014 7:00 PM De Pere City Hall Riverview Room

1. Call to Order. The meeting was called to order at 7:00 PM by Alderperson Kevin Bauer.

Attendee Name	Title	Status	Arrived
Kevin Bauer	Alderperson	Present	
James Boyd	Alderperson	Present	
Dean Raasch	Alderperson	Present	

2. Approval of the Minutes of the September 10th, 2014 Special Meeting of the License Committee.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	James Boyd, Alderperson
AYES:	Kevin Bauer, James Boyd, Dean Raasch

3. Approval of the Minutes of the September 16th, 2014 License Committee Meeting.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	James Boyd, Alderperson
SECONDER:	Dean Raasch, Alderperson
AYES:	Kevin Bauer, James Boyd, Dean Raasch

4. Public Comment Period and other Announcements. None.

5. Operator License Applications.

CITY OF DE PERE - OCTOBER 7, 2014

ITEM	NAME	ADDRESS	CITY	ST	IP
Previously Tabled Operator License Applications					
1	ROSNER, COREY W.	1961 SCHEURING RD., APT. 4	DE PERE	WI	115
New Operator License Applications for the 2014-2016 Licensing Period					
1	BAKER, TERESE A.	1294 ELMORE ST.	GREEN BAY	WI	303
2	BEQUEAITH, DONNA M.	420 HARTLUNG ST.	GREEN BAY	WI	302
3	CABLE, TERICA L.	1971 SWAN RD., #221	DE PERE	WI	115
4	DONOHUE, STEPHANIE M.	2344 HOPF LN.	DE PERE	WI	115
5	KIRKEGAARD, CONNIE L.	7350 ELMS RD.	STURGEON BAY	WI	235
6	LONDO, JO A.	1006 CARDINAL ST.	DE PERE	WI	115
7	REED, LEAH M.	1740 PATRIOT WAY	DE PERE	WI	115
8	STERLETSKE, NANCY L.	208 N. SUPERIOR ST.	DE PERE	WI	115
9	SCHOENFELDT, ALICIA M.	1423 SAND ACRES DR.	DE PERE	WI	115
10	STAMPER, JESSICA M.	525 S. TAYLOR ST.	GREEN BAY	WI	303
11	VANDERLEEST, ADRIANA M.	1351 VANDERBRAAK ST.	GREEN BAY	WI	302
12	WOODLIFF, CAITLYN J.	117 MCDONALD ST.	OCONTO	WI	153

Attachment: 10-07-2014 License Committee Minutes (2756 : Approval of the Minutes of the October 7, 2014 License Committee Meeting.)

Previously Tabled Operator License Application #1 for Corey W. Rosner was presented. Alderperson Bauer moved, seconded by Alderperson Raasch to open the meeting. Upon vote, motion carried unanimously. The applicant answered the Committee's questions. Alderperson Bauer moved, seconded by Alderperson Raasch to close the meeting. Upon vote, motion carried unanimously. Alderperson Bauer moved, seconded by Alderperson Raasch to approve Previously Tabled Operator License Application #1. Upon vote, motion carried unanimously.

Operator License Application #1 for Terese A. Baker was presented. Alderperson Bauer moved, seconded by Alderperson Raasch to table the application. Upon vote, motion carried unanimously.

Operator License Application #2 for Donna M. Bequeaith was presented. Alderperson Bauer moved, seconded by Alderperson Raasch to table the application. Upon vote, motion carried unanimously.

Operator License #4 for Stephanie M. Donohue was presented. Alderperson Bauer moved, seconded by Alderperson Raasch to table the application. Upon vote, motion carried unanimously.

Operator License #8 for Nancy L. Sterletske was presented. Alderperson Bauer moved, seconded by Alderperson Raasch to open the meeting. Upon vote, motion carried unanimously. The applicant answered the Committee's questions. Alderperson Bauer moved, seconded by Alderperson Raasch to close the meeting. Upon vote, motion carried unanimously.

Alderperson Bauer moved, seconded by Alderperson Boyd to approve Operator License Applications #3 and 5-12. Upon vote, motion carried unanimously.

6. Adjournment. Alderperson Bauer moved, seconded by Alderperson Raasch to adjourn the meeting at 7:08 p.m. Upon vote, motion carried unanimously.

Respectfully submitted,

Shana Defnet, Clerk-Treasurer

Attachment: 10-07-2014 License Committee Minutes (2756 : Approval of the Minutes of the October 7, 2014 License Committee Meeting.)

City of De Pere, Wisconsin

Request For License Committee Action

MEETING DATE: **October 21, 2014**

DEPARTMENT: **City Clerk-Treasurer**

FROM: **Shana Defnet**

SUBJECT: **Operator License Applications.***

ATTACHMENTS:

- License List (PDF)

Attachment: License List (2750 : Operator License Applications.*)

CITY OF DE PERE - OCTOBER 21, 2014

ITEM	NAME	ADDRESS	CITY	ST	ZIP
Previously Tabled Operator License Applications					
1	BAKER, THERESE A.	1294 ELMORE STREET	GREEN BAY	WI	54303
2	BEQUEAITH, DONNA M.	420 HARTUNG STREET	GREEN BAY	WI	54302
3	DONAHUE, STEPHANIE M.	2344 HOPF LANE	DE PERE	WI	54115
New Operator License Applications for the 2014-2016 Licensing Period					
1	FINKEL, ANNA R.	1545 SILVERSTONE TRAIL #7	DE PERE	WI	54115
2	GRUTZA, AARON F.	1020 TANAGER TRAIL	DE PERE	WI	54115
3	WINDORSKI, TRISTA J.	1687 DECKNER AVENUE #6	GREEN BAY	WI	54302

City of De Pere, Wisconsin

Request For License Committee Action

MEETING DATE:	**October 21, 2014**
DEPARTMENT:	**City Clerk-Treasurer**
FROM:	**Shana Defnet**
SUBJECT:	**Application for a Temporary Premise Description Change for St. Norbert College, 161 Reid St., De Pere, WI submitted by St. Norbert College, Inc., Agent: Terrie DuBois, 729 Bascom Way, Green Bay 54311.***

ATTACHMENTS:

- St. Norbert College (PDF)

TEMPORARY EXTENSION

Have Lic done for at mtg

ORIGINAL ALCOHOL BEVERAGE RETAIL LICENSE APPLICATION

Submit to municipal clerk.

Applicant's WI Seller's Permit No.:	FEIN Number:

LICENSE REQUESTED ▶

TYPE	FEE
☐ Class A beer	$
☑ Class B beer	$
☐ Class C wine	$
☐ Class A liquor	$
☑ Class B liquor	$
☐ Reserve Class B liquor	$
☐ Class B (wine only) winery	$
Publication fee	$ 30 NK
TOTAL FEE	$

For the license period beginning July 1, 20 14
ending June 30, 20 15

RECEIVED OCT – 2 2014 DE PERE CITY CLERK

TO THE GOVERNING BODY of the: ☐ Town of ☐ Village of ☑ City of DePere

County 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.

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 River Ct	DePere 54115
Vice President/Member				
Secretary/Member	Secretary	Amy Sorenson	1521 Bay Highlands Ct.	Green Bay 54311
Treasurer/Member	Treasurer	Eileen Jahnke	3435 Bay Highlands Ct.	Green Bay 54311
Agent ▶	Assoc. Dir. of Catering	Terrie DuBois	729 Bascom Way	Green Bay 54311
Directors/Managers				

3. Trade Name ▶ St. Norbert College Business Phone Number 9204031352
4. Address of Premises ▶ applying for ext of premise Post Office & Zip Code ▶ DePere 54115
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 employe 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.
   (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.) Gehl-Mulva Science building lower level
10. Legal description (omit if street address is given above): 161 Reid Street
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 5630.5) before beginning business? [phone 1-800-937-8864] ☑ Yes ☐ No
13. Does the applicant understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown in Section 2, above? [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 ME

this 23rd day of September, 20 14

Patricia A. Wesp
(Clerk/Notary Public)

My commission expires 1/31/2016

Thomas Kunkel
(Officer of Corporation/Member/Manager of Limited Liability Company/Partner/Individual)

Eileen Jahnke
(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:

Gehl-Mulva Science Building; Southeast Entrance First floor lobby, 161 Reid Street(Behind Bemis Conference Center which is licensed)

October 22, 2014, 5-8:30pm

City of De Pere, Wisconsin

Request For License Committee Action

MEETING DATE:	**October 21, 2014**
DEPARTMENT:	**City Clerk-Treasurer**
FROM:	**Shana Defnet**
SUBJECT:	**Application for a Temporary Class "B" Retailer's License for Knights on Broadway Presidents Club Show submitted by St. Norbert College, Inc.**

ATTACHMENTS:

- Knights on Broadway (PDF)

APPLICATION FOR TEMPORARY CLASS "B"/"CLASS B" RETAILER'S LICENSE

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

RECEIVED
OCT - 2 2014
DE PERE
CITY CLERK

FEE $10.00 R# 96930 Application Date: 10-2-14

☐ Town ☐ Village ☒ City of De Pere County of Brown

The named organization applies for: *(check appropriate box(es).)*

☒ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

☒ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning _____ and ending _____ and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. **ORGANIZATION** *(check appropriate box)* ☐ Bona fide Club ☐ Church ☐ Lodge/Society ☐ Veteran's Organization ☐ Fair Association
   (a) Name St. Norbert College, Inc.
   (b) Address 100 Grant St. DePere WI 54115 *(Street)* ☐ Town ☐ Village ☒ City
   (c) Date organized 1898
   (d) If corporation, give date of incorporation 1981
   (e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☐
   (f) Names and addresses of all officers:
   President Thomas Kunkel 1527 Fox River Ct. DePere 54115
   Vice President _____
   Secretary Amy Sorenson 1521 Bay Highlands Ct. Green Bay 54311
   Treasurer Eileen Jahnke 3435 Bay Highland Ct. Green Bay 54311
   (g) Name and address of manager or person in charge of affair: Terrie DuBois
   729 Bascom Way Green Bay WI 54311 Phone #: 403-1352

2. **LOCATION OF PREMISES WHERE BEER AND/OR WINE WILL BE SOLD:**
   (a) Street number 400 Grant St. DePere 54115 Bay Binder Hall
   (b) Lot _____ Block _____
   (c) Do premises occupy all or part of building? All
   (d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover:

3. **NAME OF EVENT**
   (a) List name of the event Knights on Broadway Presidents Club Show
   (b) Dates of event and time: Dec. 2, 2014 5-10pm.

DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

St. Norbert College, Inc.
(Name of Organization)

Officer _____ *(Signature/date)*

Officer Amy Sorenson *(Signature/date)*

Officer _____ *(Signature/date)*

Officer Eileen Jahnke *(Signature/date)*

Date Filed with Clerk _____

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

AT-315 (R. 5-11) Wisconsin Department of Revenue