



License Committee

Regular Meeting

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

Agenda

Tuesday, October 4, 2016

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 4, 2016** 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 September 20, 2016 License Committee Meeting.
3. Public Comment Period and other Announcements.
4. Operator License Applications.*
5. Application for Change of Agent submitted by Walgreen Co.*
6. Application for a Temporary Premise Description Change for St. Norbert College.*
7. 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
Richard L. Hendricks
Joseph K. Phillips
Stefanie S. Strege
Katherine A. Towle
Amy L. Borowski
Melissa S. Burrows
Craig S. Cayo
Steven L. De Cleene
Emily C. Diny
Renee C. Dusha
Regan J. Earney
Rebecca A. Firkus
Yolanda M. Fox

Tyler R. Frye
Ellen A. Janssen
Paul A. Johnson
Molly C. Kafka
Makayla S.M. Kitson
Katie M. Knapp
Kim M. Mc Nulty-Kramer
Scott P. Mulhern
Zachary E. Perrotte
Bryant J. Phillips
Benjamin P. Poley
Tyler R. Radant
Angela L. Rhode
Corey W. Rosner
Marissa J. Ryder
Sadie B. Stieglitz-Van Vonderen
Cassie J. Thompson
Jennifer L. Tingle
Patrick D. Trainor
Anthony R. Vander Loop
Elizabeth M. Watts
Katrina S. Weber
Tina M. Zeamer
Toni A. Minor
St. Norbert College

City of De Pere, Wisconsin



Request For License Committee Action

MEETING DATE: October 4, 2016

DEPARTMENT: City Clerk-Treasurer

FROM: Shana Ledvina

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

ATTACHMENTS:

- 9-20-2016 License Committee Minutes (DOC)



License Committee

Regular Meeting

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

Draft Minutes

Tuesday, September 20, 2016

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 Raasch.

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

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

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

3. Public Comment Period and other Announcements. None.

4. Operator License Applications.

CITY OF DE PERE - September 20, 2016					
ITEM	NAME	ADDRESS	CITY	ST	ZIP
Previously Tabled Operator Licenses					
1	CAELWAERTS, WINETTE C.	1901 RIDGEWAY DR #37	DE PERE	WI	54115
2	PHILLIPS, JOSEPH K.	3201 GLENDALE AV	GREEN BAY	WI	54313
New Operator License Applications for the 2016-2018 Licensing Period					
1	AUGUSTIN, ROBIN A.	W5634 DEPOT ST, P.O. BOX 81	NICHOLS	WI	54152
2	BOLDT, TRISHA M.	14529 CTY RD F	VALDERS	WI	54245
3	BURGOYNE, LEONARD	1222 WESTERN AV	GREEN BAY	WI	54303
4	FERNANDEZ, HAKEEM M.	1791 BRIARWOOD CT	DE PERE	WI	54115
5	HENDRICKS, RICHARD L.	617 BIRCH ST	DE PERE	WI	54115
6	SMITH, FRANCIS R.	1380 SCHEURING RD #42	DE PERE	WI	54115
7	STOFFREGEN, AIMEE M.	1700 S. OAKWOOD RD	OSHKOSH	WI	54904
8	STREGE, STEFANIE S.	159 KENNEY ST	GREEN BAY	WI	54301
9	TOWLE, KATHERINE A.	536 N. HENRY ST	GREEN BAY	WI	54302
10	RYAN, TREY W.	1729 CHARLES ST	DE PERE	WI	54115

Previously Tabled Operator License Application #1 for Winette C. Caelwaerts was presented. Aldersperson Raasch moved, seconded by Aldersperson Boyd to open the meeting. Upon vote, motion carried unanimously. The applicant answered the Committee's questions. Aldersperson Raasch moved, seconded by Aldersperson Carpenter to close the meeting. Upon vote, motion carried unanimously. Aldersperson Raasch moved, seconded by Aldersperson Boyd to approve the application. Upon vote, motion carried unanimously.

Previously Tabled Operator License Application #2 for Joseph K. Phillips was presented. Aldersperson Boyd moved, seconded by Aldersperson Raasch to table the application. Upon vote, motion carried unanimously.

Attachment: 9-20-2016 License Committee Minutes (5157 : Approval of the Minutes of the September 20, 2016 License Committee Meeting.)

Operator License Application #3 for Leonard Burgoyne was presented. Alderperson Raasch moved, seconded by Alderperson Carpenter to open the meeting. Upon vote, motion carried unanimously. The applicant answered the Committee's questions. Discussion followed. City Attorney Judy Schmidt-Lehman explained that an applicant cannot be a "habitual law offender" and hold a license and that she believes the applicant fits into that classification. Alderperson Raasch moved, seconded by Alderperson Carpenter to close the meeting. Upon vote, motion carried unanimously. Alderperson Boyd moved, seconded by Alderperson Carpenter to deny the application. Upon vote, motion carried unanimously.

Operator License Application #5 for Richard L. Hendricks was presented. Alderperson Raasch moved, seconded by Alderperson Carpenter to table the application. Upon vote, motion carried unanimously.

Operator License Application #8 for Stefanie S. Strege was presented. Alderperson Boyd moved, seconded by Alderperson Raasch to table the application. Upon vote, motion carried unanimously.

Operator License Application #9 for Katherine A. Towle was presented. Alderperson Carpenter moved, seconded by Alderperson Boyd to table the application. Upon vote, motion carried unanimously.

Operator License Application #10 for Trey W. Ryan was presented. Alderperson Carpenter moved, seconded by Alderperson Boyd to open the meeting. Upon vote, motion carried unanimously. The applicant answered the Committee's questions and explained that he has not been in trouble since his license was revoked by the Common Council in September 2015. City Attorney Judy Schmidt-Lehman explained that the Common Council made the finding a year ago that Trey Ryan was a habitual law offender and that she believes the applicant still fits into that classification. Discussion followed. The License Committee acknowledged the progress that the applicant has made since his revocation hearing and commended him for moving in the right direction. Alderperson Raasch moved, seconded by Alderperson Boyd to close the meeting. Upon vote, motion carried unanimously. Alderperson Raasch moved, seconded by Alderperson Carpenter to deny the application. Upon vote, motion carried unanimously. Alderperson Raasch moved, seconded by Alderperson Boyd to approve Operator License Applications #1, 2, 4, 6, and 7. Upon vote, motion carried unanimously.

5. Application for a Class "A" Beer and "Class A" Liquor License for The Shinery LLC (DBA The Shinery), 327 Main Av, De Pere, WI. Submitted by The Shinery LLC, Agent: Elizabeth Reissmann, 5091 Pumpkin Ct, Larsen, WI.*

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

6. Adjournment. Alderperson Raasch moved, seconded by Alderperson Carpenter to adjourn the meeting at 7:23 p.m. Upon vote, motion carried unanimously.

Respectfully submitted,

Shana Ledvina, Clerk-Treasurer

City of De Pere, Wisconsin



Request For License Committee Action

MEETING DATE: October 4, 2016
DEPARTMENT: City Clerk-Treasurer
FROM: Shana Ledvina
SUBJECT: Operator License Applications.*

ATTACHMENTS:

- 10-04-2016 (PDF)

CITY OF DE PERE - October 4, 2016

ITEM	NAME	ADDRESS	CITY	ST	ZIP
Previously Tabled Operator Licenses					
1	HENDRICKS, RICHARD L.	617 BIRCH ST	DE PERE	WI	54115
2	PHILLIPS, JOSEPH K.	3201 GLENDALE AV	GREEN BAY	WI	54313
3	STREGE, STEFANIE S.	159 KENNEY ST	GREEN BAY	WI	54301
4	TOWLE, KATHERINE A.	536 N. HENRY	GREEN BAY	WI	54302

New Operator License Applications for the 2016-2018 Licensing Period					
1	BOROWSKI, AMY L.	1410 PORLIER ST	GREEN BAY	WI	54301
2	BURROWS, MELISSA S.	2281 SAMANTHA ST #118	DE PERE	WI	54115
3	CAYO, CRAIG S.	1619 E. GLENDALE	APPLETON	WI	54911
4	DE CLEENE, STEVEN L.	1334 SCHEURING RD #1	DE PERE	WI	54115
5	DINY, EMILY C.	1879 PARTRIDGE RD	DE PERE	WI	54115
6	DUSHA, RENEE C.	2435 SYCAMORE DR #5	GREEN BAY	WI	54311
7	EARNEY, REGAN J.	948 GREEN RIDGE DR	DE PERE	WI	54115
8	FIRKUS, REBECCA A.	100 GRANT ST #558	DE PERE	WI	54115
9	FOX, YOLANDA M.	1337 S. NORWOOD	GREEN BAY	WI	54304
10	FRYE, TYLER R.	625 REID ST	DE PERE	WI	54115
11	JANSSEN, ELLEN A.	255 N. 10TH ST #215	DE PERE	WI	54115
12	JOHNSON, PAUL A.	2031 ZEISE AV	GREEN BAY	WI	54302
13	KAFKA, MOLLY C.	1120 ORLANDO DR	DE PERE	WI	54115
14	KITSON, MAKAYLA S.M.	1368 WEISE ST	GREEN BAY	WI	54302
15	KNAPP, KATIE M.	1581 CYPRESS RD #3	DE PERE	WI	54115
16	MC NULTY-KRAMER, KIM M.	2467 KIMBERLY ST	GREEN BAY	WI	54313
17	MULHERN, SCOTT P.	665 A FOXVIEW AV	DE PERE	WI	54115
18	PERROTTE, ZACHARY E.	1004 HENNES CT	KAUKAUNA	WI	54130
19	PHILLIPS, BRYANT J.	605 DORELLE ST	KEWAUNEE	WI	54216
20	POLEY, BENJAMIN P.	220 FORT HOWARD AV	DE PERE	WI	54115
21	RADANT, TYLER R.	850 SWAN RD	DE PERE	WI	54115
22	RHODE, ANGELA L.	1736 KEEHAN LN	GREEN BAY	WI	54311
23	ROSNER, COREY W.	2680 HE NIS RA LN	GREEN BAY	WI	54304
24	RYDER, MARISSA J.	1268 SCHEURING RD #9	DE PERE	WI	54115
25	STIEGLITZ-VAN VONDEREN, SADIE B.	525 S. HURON RD	GREEN BAY	WI	54311
26	THOMPSON, CASSIE J.	707 PINE ST	DE PERE	WI	54115
27	TINGLE, JENNIFER L.	240 1/2 FRANK ST	OCONTO	WI	54153
28	TRAINOR, PATRICK D.	2564 STONE MEADOW TR #12	GREEN BAY	WI	54313
29	VANDER LOOP, ANTHONY R.	1221 KLAUS ST	GREEN BAY	WI	54302
30	WATTS, ELIZABETH M.	904 CLEMENT #3	GREEN BAY	WI	54302
31	WEBER, KATRINA S.	413 N LINCOLN ST	ELKHORN	WI	53121
32	ZEAMER, TINA M.	3384 SCHOOL RD	DE PERE	WI	54115

Attachment: 10-04-2016 (5161 : Operator License Applications.*)

City of De Pere, Wisconsin



Request For License Committee Action

MEETING DATE: October 4, 2016
DEPARTMENT: City Clerk-Treasurer
FROM: Shana Ledvina
SUBJECT: Application for Change of Agent submitted by Walgreen Co.*

ATTACHMENTS:

- Walgreens_Change of Agent (PDF)

ORIGINAL ALCOHOL BEVERAGE RETAIL LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning 7/1 2016 ;
ending 6/30 2017TO THE GOVERNING BODY of the: ☐ Town of
☐ Village of } De Pere
☒ City of }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):
- Walgreen Co.

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	Please see corporate rider		
Vice President/Member			
Secretary/Member			
Treasurer/Member			
Agent	Toni A. Minor - Store Manager	2790 Lavender Ln, Howard, WI 54313	
Directors/Managers			

3. Trade Name Walgreens #15637 Business Phone Number 920--278-3241
4. Address of Premises 150 S Wisconsin St Post Office & Zip Code De Pere, WI 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 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 IL and date 9/15/1909 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.) One-story building of 16,300 sq ft
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 21st day of September, 2016

Ricardo J. Ramirez
(Clerk/Notary Public)
OFFICIAL SEAL
RICARDO J RAMIREZ
NOTARY PUBLIC - STATE OF ILLINOIS
MY COMMISSION EXPIRES: 07/30/17

My commission expires _____

Amelia Legutki
Asst Secretary

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

(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 <u>9-23-16</u>	Date reported to council/board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

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

MEETING DATE: October 4, 2016

DEPARTMENT: City Clerk-Treasurer

FROM: Shana Ledvina

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

ATTACHMENTS:

- SNC_Premise Description Change (PDF)

ORIGINAL ALCOHOL BEVERAGE RETAIL LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning 07/01 20 1 ;
ending 06/30 20 1TO THE GOVERNING BODY of the: ☐ Town of
☐ Village of } DEPERE
☒ City of }

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 RIDGE CT	54115
Vice President/Member			
Secretary/Member	SECRETARY AMY SORENSON	1521 BAY HIGHLANDS	GREEN BAY 54311
Treasurer/Member	TREASURER EILEEN JAHNKE	3435 BAY HIGHLANDS	GREEN BAY 54311
Agent	TERRIE DUBOIS	118 S. WASHINGTON ST 114B	GREEN BAY 54301
Directors/Managers			

3. Trade Name ST. NORBERT COLLEGE Business Phone Number 9204031352
4. Address of Premises SEE ATTACHED Post Office & Zip Code 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 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.
- (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 FOR DATES AND LOCATION-PREMISE EXTENSION
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 5630.5) 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 ME

this 8th day of September, 2016

Krissti M. Simon
(Clerk/Notary Public)

My commission expires 09/25/2016

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	

Applicant's WI Seller's Permit No.: 458102011225103		FEIN Number: 39-1399196
LICENSE REQUESTED ▶		
TYPE	FEE	
☐ Class A beer	\$	
☒ Class B beer	\$	
☐ Class C wine	\$	
☐ Class A liquor	\$	
☐ Class A liquor (cider only)	\$ N/A	
☒ Class B liquor	\$	
☐ Reserve Class B liquor	\$	
☐ Class B (wine only) winery	\$	
Publication fee	\$	
TOTAL FEE	\$	

Extension of Premise for:

Bush Art Center; First floor area outside the gallery, 403 Third Street (attached to Michels Commons which is licensed) for a wine reception open to the public

Oct. 13th 5-7 pm