



License Committee

Regular Meeting

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

Agenda

Tuesday, March 19, 2019

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 **March 19, 2019** 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 March 5, 2019 License Committee Meeting.
3. Public Comment Period and other Announcements.
4. Operator License Applications.*
5. Application for a Temporary Premises 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.

***Items with an asterisk require City Council approval.**

Agenda Sent To:

Alderspersons
City Administrator
Mayor
Department Heads
TV, Newspapers & Radio Stations
Kress Family Library
De Pere Chamber of Commerce
Jon P. Ehlinger
Jennifer L. Phillips
Jay G. Achten
Scott J. Baeten

Angie L. Hoey
Staci J. Baumann
Jane E. Gantenbein
Max R. Hoffman
Danelle R. Hove
Jason P. Kools
Olivia M. Platz
Michael D. Vander Bloomen
Jacob M. Van Dyke
Jillian R. Zimmerman
Terrie DuBois, St. Norbert College



City of De Pere, Wisconsin

Request For License Committee Action

MEETING DATE: March 19, 2019

DEPARTMENT: City Clerk-Treasurer

FROM: Carey Danen

SUBJECT: Approval of the Minutes of the March 5, 2019 License Committee Meeting.

ATTACHMENTS:

- 3-5-19 License Committee Minutes_Draft (PDF)



License Committee

Regular Meeting

Draft Minutes

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

Tuesday, March 5, 2019

7:00 PM

De Pere City Hall Riverview Room

Call to Order

The meeting was called to order at 7:00 PM by Alderperson James Boyd.

Attendee Name	Title	Status	Arrived
James Boyd	Alderperson	Present	
Dan Carpenter	Alderperson	Present	
Jonathon Hansen	Alderperson	Present	

- Approval of the Minutes of the February 20, 2019 License Committee Meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Jonathon Hansen, Alderperson
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen

- Public Comment Period and other Announcements. None.

- Operator License Applications.*

Alderperson Carpenter moved, seconded by Alderperson Boyd to open the meeting. Upon vote, motion carried unanimously.

Previously Tabled Operator License Application #1 for Alex B. Duaine and #2 for Daisy A.L. Freward were presented. The applicants answered the Committee's questions.

Alderperson Boyd, moved, seconded by Alderperson Carpenter to close the meeting. Upon vote, motion carried unanimously.

Alderperson Carpenter moved, seconded by Alderperson Hansen to approve Previously Tabled Applications #1 and 2. Upon vote, motion carried unanimously.

Alderperson Carpenter moved, seconded by Alderperson Boyd, to deny Previously Tabled Application #3 based upon the applicant's alcohol related convictions and non-appearance before the Committee. Upon vote, motion carried unanimously.

Alderperson Carpenter moved, seconded by Alderperson Hansen, to approve the lone Temporary Operator License application. Upon vote, motion carried unanimously.

Alderperson Boyd moved, seconded by Alderperson Carpenter to open the meeting. Upon vote, motion carried unanimously.

New Operator License Application #10 for Mitchell J. Prestine was presented. The applicant answered the Committee's questions.

Alderperson Boyd moved, seconded by Alderperson Carpenter to close the meeting. Upon vote, motion carried unanimously.

Alderperson Carpenter moved, seconded by Alderperson Hansen to approve New Operator License Applications #1-4, 6-8, and 10-12. Upon vote, motion carried unanimously.

Alderperson Hansen moved, seconded by Alderperson Carpenter to table New Operator License Applications #5 & 9. Upon vote, motion carried unanimously.

- Request by Alicia M. Stiles to Appear Before the License Committee Regarding Denial of her Operator License Application.*

Attachment: 3-5-19 License Committee Minutes_Draft (8006 : Approval of the Minutes of the March 5, 2019 License Committee Meeting.)

Alderson Hansen moved, seconded by Alderson Carpenter to deny the request because the applicant did not appear before the Committee. Upon vote, motion carried unanimously.

6. Adjournment.

Alderson Boyd moved, seconded by Alderson Carpenter to adjourn the meeting at 7:09 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: March 19, 2019
DEPARTMENT: City Clerk-Treasurer
FROM: Carey Danen
SUBJECT: Operator License Applications.*

ATTACHMENTS:

- 3-19-19 (PDF)

CITY OF DE PERE
License Committee - March 19, 2019

Previously Tabled Operator License Applications	
1	EHLINGER, JON P.
2	PHILLIPS, JENNIFER L.

Temporary Operator License Applications	
1	ACHTEN, JAY G.
2	BAETEN, SCOTT J.
3	HOEY, ANGIE L.

New Operator License Applications	
1	BAUMANN, STACI J.
2	GANTENBEIN, JANE E.
3	HOFFMAN, MAX R.
4	HOVE, DANELLE R.
5	KOOLS, JASON P.
6	PLATZ, OLIVIA M.
7	VANDER BLOOMEN, MICHAEL D.
8	VAN DYKE, JACOB M.
9	ZIMMERMAN, JILLIAN R.



City of De Pere, Wisconsin

Request For License Committee Action

MEETING DATE: March 19, 2019

DEPARTMENT: City Clerk-Treasurer

FROM: Carey Danen

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

ATTACHMENTS:

- Premises Description Change_SNC (PDF)

Premise Description Change

Original Alcohol Beverage Retail License Application

Submit to municipal clerk.

For the license period beginning JULY 1 20 18 ;
 ending JUNE 30 20 19

TO 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): 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 (Last, First, M.I.)	Home Address	Post Office & Zip Code
President/Member	<u>PRESIDENT BRIAN BRUESS</u>		
Vice President/Member			
Secretary/Member	<u>SECRETARY AMY SORENSON</u>		
Treasurer/Member	<u>TRUASURER EILEEN JAHNKE</u>		
Agent	<u>TERRIE DUBOIS</u>		
Directors/Managers			

3. Trade Name ST NORBERT COLLEGE, INC. Business Phone Number 9204031352

4. Address of Premises SEE ATTACHED 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.) 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? ST NORBERT COLLEGE, INC.

12. Does the applicant understand they must register as a Retail Beverage Alcohol Dealer with the federal government, Alcohol and Tobacco Tax and Trade Bureau (TTB) by filing (TTB form 5630.5d) before beginning business? [phone 1-877-882-3277]. 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 signer. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000. Signer agrees 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, or one member of a partnership applicant must sign; one corporate officer, one member/manager 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.


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

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>2-22-19</u>	Date reported to council / board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

Attachment: Premises Description Change_SNC (8007 : Application for a Temporary Premises Description Change for St. Norbert College.)*)

Extension of Premise for:

Cassandra Voss Center: 311 Grant Street, Main floor conference room

April 6th, 2019, 6:30pm-10pm

Abbot Pennings Hall of Fine Arts: 315 Third Street, Walter Theater Stage

April 25th, 2019, 6pm-8pm