

City of Monroe
License Committee Minutes
March 21, 2017

A. ROLL CALL

Chairperson Thoman called the meeting to order. Present at roll call were Alderpersons Thoman and Beer. Also present were alternate Alder Miller, City Attorney Bartholf, City Clerk Stamm and Police Chief Kelley. Alder Boyce arrived late.

B. CORRECTION OF MINUTES

None

C. BUSINESS

1. DISCUSSION AND POSSIBLE ACTION REGARDING RECENT ISSUES WITH TEMPORARY ALCOHOL LICENSE ISSUED TO MONROE THEATRE GUILD

Alder Thoman explained he asked for this to be put on the agenda. He said Clerk Stamm had mentioned that letters were written to other recent violators. City Attorney Bartholf said they were sent to the Lion's Club, Green County Fair Grounds, and the unofficial "Bock Run" done over Cheese Days. Alder Thoman wondered if the Theatre Guild should be sent a letter. He said that sending them a ticket only hurts the Theatre Guild when it was certain individuals who were the violators. He's looking for direction from the rest of the committee and Police Chief Kelley as to what should be done. Police Chief Kelley said more than one ticket could be issued in this case. He said since the Theatre Guild got the license they are the ones he would look to first to issues a ticket to. He said in this case the license was issued to them but the management of it was then turned over. He said it would make sense to be consistent with the others that have had issues recently and to send a letter from the City Attorney and not cite them. City Clerk Stamm said it should state in the letter that they are the responsible party and they should have been the one controlling or overseeing it.

Discussion took place about addressing future issues with the supplemental application that was created. Alder Beer said going forward there should be no excuse, they can't say they weren't aware. Alder Miller asked if there was a letter going out to everyone who has a permit. City Clerk Stamm said there is a blanket letter that the City Attorney created that now gets attached to all the temporary licenses and special event permits. City Attorney Bartholf briefly went over what was included in the letter. He said they are "be aware of the consequences" letters. He also said when filling out the application they have to acknowledge that they have read the retailers regulations. People can't claim they weren't aware.

The committee generally agreed to have City Attorney Bartholf send a letter to Monroe Theatre Guild like the one that was sent to the others.

2. APPLICATION FORM FOR PERMIT FOR POSSESSION OF LIVE CHICKENS

City Clerk Stamm said she updated some language on the application form. The changes are now in red. Alder Miller asked questions about slaughtering chickens, and discussion took place. Alder Beer said she thought it looked good as it contained the information about covenants. Alder Boyce arrived at this time.

The committee generally agreed to go with the revised application.

Alder Boyce spoke at this time. He said he had voiced his concerns to City Clerk Stamm and City Attorney Bartholf about the duties of the License Committee, if they include enforcement and recommendations. Police Chief Kelley said he had spoken with City Attorney Bartholf and this committee is not the board that decides complaints. That should be referred to the Council. The issue can be discussed and they can give a general consensus about what they would like to be seen done, but they cannot give a direct order. City Attorney Bartholf said this committee can talk about the issues before and after as long as action is not being taken. He also said this committee does not have the authority to revoke licenses.

The committee agreed that the changes are good and no motion is needed.

D. BUSINESS BY MEMBERS

NONE

E. ADJOURNMENT

Motion made by Alderperson Beer to adjourn. The motion was seconded by Alderperson Boyce. Motion carried on voice vote.

Transcribed by
Nicole M. Cummings, Deputy Clerk