



# City of Appleton

100 North Appleton Street  
Appleton, WI 54911-4799  
www.appleton.org

## Meeting Agenda - Final-revised Safety and Licensing Committee

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Wednesday, March 13, 2019

5:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

2. Roll call of membership

3. **Approval of minutes from previous meeting**

[19-0348](#) Approval of minutes from previous meeting

**Attachments:** [S&L Minutes 3-6-19.pdf](#)

4. **Public Hearings/Apearances**

5. **Action Items**

[19-0357](#) Class "B" Beer and Reserve "Class B" Liquor application of Christianos Pizza, Located at 2400 Kensington Dr, Paul Wise, Agent, contingent upon approval from all departments.

**Attachments:** [Liquor License-Christianos Pizza.pdf](#)

[19-0339](#) Special Class "B" Beer License application for Appleton Downtown Inc Summer Music Concert Series, Jennifer L. Stephany, Person in Charge, Thursdays from May 30, 2019 through August 29, 2019, contingent upon approval from all departments

**Attachments:** [Summer music concert series S&L 3-13-19.pdf](#)

[19-0343](#) Operator's Licenses

**Attachments:** [Operator's Licenses for 3-13-19 S & L.pdf](#)

[19-0359](#) Cigarette and Tobacco License application for The Factory, Eugene Rice, Agent, 508 W. College Ave.

**Attachments:** [The Factory S&I.pdf](#)

[19-0356](#) Special Class "B" License applications filed after the agenda was published.

## 6. Information Items

[19-0322](#)

Special Events:

Appleton Downtown, Inc., Mini Golf on the Town, Downtown participating establishments, April 6, 2019

Snowdrop Foundation Wisconsin, Apple Creek 50k, Apple Creek Road and approved route, April 27, 2019

Edison Elementary PTA, Edison Family Fun Run, Edison Elementary School, May 18, 2019

[19-0345](#)

Director's Reports:

City Clerk

-Staffing Update

-Granicus Ipad Transition

-Spring Election Reminders

Fire Chief

-Sole Source Request to Purchase New Ladder Truck in January 2020

Police Chief

-Staffing Update

-Preliminary 2018 Crime Numbers

-Update on Behavioral Health Officer position

**Attachments:** [Memorandum 3-13-19.pdf](#)

[19-0355](#)

Police Department information on liquor law violation convictions.

## 7. Adjournment

*Notice is hereby given that a quorum of the Common Council may be present during this meeting, although no Council action will be taken.*

*Reasonable Accommodations for Persons with Disabilities will be made upon Request and if Feasible.*



# City of Appleton

100 North Appleton Street  
Appleton, WI 54911-4799  
www.appleton.org

## Meeting Minutes - Final Safety and Licensing Committee

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Wednesday, March 6, 2019

6:45 PM

Council Chambers, 6th Floor

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### SPECIAL

1. Call meeting to order

*The meeting was called to order by Chair Lobner at 6:45 p.m.*

2. Roll call of membership

**Present:** 4 - Lobner, Konetzke, Reed and Siebers

**Excused:** 1 - Williams

3. Approval of minutes from previous meeting

[19-0288](#)

Approval of minutes from previous meeting

**Attachments:** [S&L Minutes 2-20-19.pdf](#)

**Siebers moved, seconded by Konetzke, that the Minutes be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 4 - Lobner, Konetzke, Reed and Siebers

**Excused:** 1 - Williams

4. Public Hearings/Appearances

5. Action Items

[19-0256](#)

Secondhand Jewelry License Renewal application of Expert Jewelry Repair, 636 W. College Ave, contingent upon approval from all departments.

**Attachments:** [Expert Jewelry Repair - S&L.pdf](#)

**This Report Action Item was recommended for approval**

**Aye:** 4 - Lobner, Konetzke, Reed and Siebers

**Excused:** 1 - Williams

[19-0277](#) Special Class "B" Beer License application of St. Pius X Appleton, Greg L. Feistel, Person in Charge, 500 W. Marquette St, for the dates of March 15, 2019, March 29, 2019 and April 12, 2019, contingent upon approval from all departments.

**Attachments:** [St. Pius X Fish Frys S&L.pdf](#)

**This Report Action Item was approved**

**Aye:** 4 - Lobner, Konetzke, Reed and Siebers

**Excused:** 1 - Williams

[19-0297](#) Special Class "B" License applications filed after the agenda was published.

*There were no applications filed.*

## 6. Information Items

[19-0257](#) Special Events:  
Orthopedic & Sports Institute, OSI/MIRON April Fools' 5k fundraiser - OSI, approved 5k route, Appleton North HS, March 22, 2019  
March of Dimes, Fox Cities March for Babies, Badger Sports Park, 3600 E. Evergreen Dr, April 27, 2019  
B.A.B.E.S. Inc, Movin' and Grovin' 5k, Downtown Appleton/Fox Cities Exhibition Center, April 27, 2019  
National MS Society, Walk MS Appleton 2019 - Appleton North High School - April 28, 2019  
Appleton Police Department, National Police Week Vehicle Display - Houdini Plaza - May 15, 2019

[19-0289](#) Director's Report  
City Clerk  
Fire Chief  
    -New recruits hiring update  
    -Battalion Chief of Prevention Process Update  
Police Chief

[19-0296](#) Police Department information on liquor law violation convictions.

## 7. Adjournment

**Konetzke moved, seconded by Reed, that the meeting be adjourned at 6:47 p.m. Roll Call. Motion carried by the following vote:**

**Aye:** 4 - Lobner, Konetzke, Reed and Siebers

**Excused:** 1 - Williams

# Original Alcohol Beverage Retail License Application

Submit to municipal clerk.

For the license period beginning \_\_\_\_\_ 20 \_\_\_\_\_ ;  
ending June 30 20 19

TO THE GOVERNING BODY of the:  Town of }  
 Village of } Appleton  
 City of }

County of Outagamie 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): Wise Restaurant Group

Applicant's WI Seller's Permit No.: <u>456-1029432925-03</u>		FEIN Number: <u>82-2053977</u>	
LICENSE REQUESTED ▶			
TYPE	FEE		
<input type="checkbox"/> Class A beer	\$		
<input checked="" type="checkbox"/> Class B beer	\$		
<input type="checkbox"/> Class C wine	\$		
<input type="checkbox"/> Class A liquor	\$		
<input type="checkbox"/> Class A liquor (cider only)	\$ N/A		
<input type="checkbox"/> Class B liquor	\$		
<input checked="" type="checkbox"/> Reserve Class B liquor	\$		
<input type="checkbox"/> Class B (wine only) winery	\$		
Publication fee	\$		
<b>TOTAL FEE</b>	<b>\$</b>		

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>owner</u>	<u>Wise, Paul, J</u>	<u>1349 Partridge Ct Okosh, WI 54904</u>
Vice President/Member	<u>owner</u>	<u>Wise, Lee, D</u>	
Secretary/Member	<u>owner</u>	<u>Wise, Sean, M</u>	
Treasurer/Member	<u>owner</u>	<u>Wise, Larry, L</u>	
Agent ▶	<u>Paul Wise</u>		
Directors/Managers			

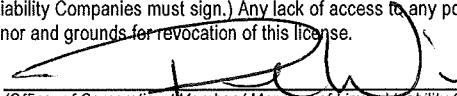
3. Trade Name ▶ Christianos Pizza Business Phone Number \_\_\_\_\_  
4. Address of Premises ▶ 2400 Kensington Dr Post Office & Zip Code ▶ 54911

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.) 3540 sq ft of restaurant space (Kitchen, Bar, Dining Room, Patio space)

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 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>3/4/2019</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 Appleton Liquor License Questionnaire

1. Name of Applicant: Wise Restaurant Group, LLC
2. Name of Business: Christinos Pizza
3. Address of Business: 2400 Kensington Dr
4. Have you or any member of your organization ever been convicted of a misdemeanor or ordinance violation? Yes \_\_\_\_\_ No X  
AND/OR been convicted of a felony? Yes \_\_\_\_\_ No X  
If yes to either question, please explain in detail: \_\_\_\_\_

5. List all partners, shareholders or investors. Include full name, middle initial and date of birth. Please use additional sheets if necessary.

<u>Paul</u>	<u>J</u>	<u>Wise</u>	<u>11/29/1985</u>
First name	Initial	Last name	Date of Birth
<u>LEE</u>	<u>D</u>	<u>Wise</u>	<u>10/11/1983</u>
First name	Initial	Last name	Date of Birth
<u>Sean</u>	<u>M</u>	<u>Wise</u>	<u>12/05/1990</u>
First name	Initial	Last name	Date of Birth
<u>LARRY</u>	<u>L</u>	<u>Wise</u>	<u>4/17/1957</u>
First name	Initial	Last name	Date of Birth

6. Name of person/corporation you are buying the premises and equipment from?

Name: Paul Klister Klister Kensington Properties LLC  
First name Initial Last name  
Address: PO BOX 11237  
City, State, Zip: Green Bay, WI 54307

7. What was the previous name and nature of the business operating at this location?

Refuge lounge - Wine Bar

8. Are alcohol sales an existing use in this building? Yes \_\_\_\_\_ No X  
If no, When did the operation cease? 4 months ago.

9. Are alcohol sales a new use in this building? Yes X No \_\_\_\_\_  
If yes, please contact the Community Development Department at 832-6468 to obtain a Special Use Permit.

10. Is your primary business restaurant? Yes X No \_\_\_\_\_

11. Seating capacity: Inside 99 Outside 20

12. Operating hours: 11am - 9:30 pm

13. Number of floor personnel \_\_\_\_\_ Number of door checkers \_\_\_\_\_

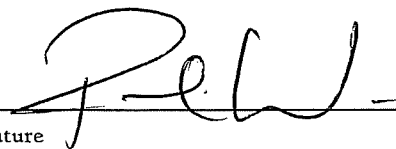
14. In general, state the size, design and type of the proposed establishment and the operational details.

3540 sqft of Restaurant space.

There will be an open kitchen looking out into  
the BAR/dinning Room Area. Counter service  
Pizzeria with full service at BAR, patio space

2.2.19

Date



Signature

*Reasonable accommodations for persons with disabilities will be made upon request and if feasible.*





"meeting community needs  
...enhancing quality of life"

<b>FEES ARE NON-REFUNDABLE</b>		Date Rec'd <b>3/1/19</b>
License Fee - \$10.00 per event	Investigation Fee	Acct. 11030.4322
	Total Amount Paid <b>137 + 7.00</b>	Acct. 100.2359
		Receipt <b>533D</b>

\* Concerts \*  
2-28-19  
CK# 17207

Application for Special Class "B" License to Sell Fermented Malt Beverages at Picnics or Gatherings

The named organization applies for:

A temporary Class "B" license to sell FERMENTED MALT BEVERAGES at picnics or similar gathering under s. 125.26(6) Wis. Stats.

A temporary Class "B" license to sell WINE at picnics or similar gathering under s. 125.51(10) Wis. Stats. (Limit 2 permits in a 12 month period)

**SECTION 1 - ORGANIZATION INFORMATION - Answer all questions completely. Please PRINT clearly**

Name of Organization (Boys' Life club, lodge or society, veteran's organization or fair association) **Appleton Downtown Inv.** Date Organized **4.2.93**

Address **333 W. College Ave., Ste. 100** City **Appleton** State **Wi** Zip **54911**

Person in Charge of Event: Name: Last **Stephan** First **Jennifer** Middle Initial **L** State of Birth **WI**

Address **333 W. College, Ste. 100** City **Appleton** State **WI** Zip **54911**

President Last **Peterson** First **John** Middle Initial **O.** Male  Female

Address **200 E. College Ave.** City **Appleton** State **Wi** Zip **54911**

Vice President Last **Johnson** First **Deb** Middle Initial **A.** Male  Female

Address **300 W. College Ave.** City **Appleton** State **Wi** Zip **54911**

Secretary Last **Haage** First **Lynn** Middle Initial **S.** Male  Female

Address **101 E. Water St.** City **Appleton** State **Wi** Zip **54911**

Treasurer Last **Vargaska** First **Laura** Middle Initial **E.** Male  Female

Address **200 E. Washington St.** City **Appleton** State **Wi** Zip **54911**

**SECTION 2 - EVENT INFORMATION SECTION**

Date(s) of Event: Beginning **5/30/19** Ending: **8/29/19** Hours **5:30 AM**  **9:30 AM**  (13 wks)

Please describe the type of event you are going to have:  
**Summer music concert series**

Do you plan to serve food at this event? No  Yes  If yes, contact the Appleton Health Department, (920.832.6429)

Location where beer or wine will be sold:  
**Honolulu Plaza**

Address **Appleton & College** City **Appleton** State **Wi** Zip **54911**

Are you requesting an "open concept" license? No  Yes  Will minors be present? No  Yes

Describe actual location and dimensions of area to be licensed -  
Be precise: **Full use of park area** If yes, how will you prevent minors from obtaining alcoholic beverages? **wristband required w/ I.D. tickets with licensed bartenders.**

**SECTION 3 - PENALTY SECTION**

This application must be on file in the Office of the City Clerk for at least ten (10) business days prior to granting the license.  
If the event will last more than four (4) days, the application shall be filed 15 days prior to the granting of the license.  
This organization also agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages if the license is granted. The officer(s) of the organization, individually and together, declare under penalty of law that the information provided in this application is true and correct to the best of their knowledge and belief.

Signature of Officer *Jennifer Stephan*

**FOR OFFICE USE ONLY**

Dept.	Approve	Deny	By	Reason
Police				
Fire	<b>3-5</b>		<b>Patterson</b>	
Health				
Inspection	<b>3-5</b>		<b>Meissner</b>	
S&L				

11-01-09 Reasonable accommodations for persons with disabilities will be made upon request and if feasible.  
Return application to: City Clerk, 100 North Appleton Street, Appleton, WI 54911-4799

\* Note: No concert on July 4.

Operator's Licenses for 3/13/19 S & L

Approved

David D. Ahren	213 E Taft Ave Appleton
Nicholas J. Blair	1625 E Frances St Appleton
Joanna L. Conn	2821 S Wheatfield Dr Appleton
Kambria K. Donnelly	3081 Green Meadow Dr #5 Appleton
Hongda Du	2217 Joyce St Kaukauna
Kielan K. Erickson	1403 W College Ave Appleton
Hira Haleem	324 N Outagamie St Appleton
Trisha L. Houfek	509 W Atlantic St Appleton
Alisha J. Leidl	1271 Christopher Dr #8 Neenah
Eliza Jo M. Lohry	1725 Robin Ave K4 Oshkosh
Elyse R. Moeller	1542 Jacobsen Rd Neenah
Bradley J. Novak	358 Nicolet Blvd Menasha
Grady M. Olson	1043 ½ E Vine St Appleton
Elizabeth M. Parker	2400 Wintergreen Dr Appleton
Jason C. Smith	212 E College Ave #4 Appleton
Alejandra Variable	888 E Shady Ln #302 Neenah
Lynnea M. Wurm	143 McKinley St Kaukauna

Rec. 5694  
\$100.00  
3-7-19

19-0359

# Application for Cigarette and Tobacco Products Retail License

Submit to municipal clerk.

MUNICIPAL USE ONLY

License Number
Period Covered
Date of Issuance

Applicant's Wisconsin 15-digit Sales Tax Account Number  
456-1027048147-04

← This must be issued in the same Legal Name of the licensee below.

Legal Name (corporation, limited liability company, partnership or sole proprietorship) <u>Eugene Rice</u>			Telephone Number <u>(920) 809-6844</u>		
Trade or Business Name (if different than Legal Name) <u>The Factory</u>			Business Telephone <u>(920) 809-6844</u>		
Business Address (License Location) <u>508 W College</u>		Business Located In <input checked="" type="checkbox"/> City <input type="checkbox"/> Village <input type="checkbox"/> Town		County <u>OUTAGAMIE</u>	
Municipality <u>Appleton WI</u>	State <u>WI</u>	Zip Code <u>54911</u>	of: <u>Appleton</u>		State <u>WI</u>
Mailing Address (if different than Business Address) <u>6602 E Edgemore Dr</u>			Municipality <u>Appleton WI</u>		Zip Code <u>54915</u>

Organization (check one)

Sole Proprietor       Wisconsin Corporation – Enter date incorporated: \_\_\_\_\_

Partnership       Out-of-State Corporation – Are you registered to do business in Wisconsin?     Yes     No

Other (describe) \_\_\_\_\_

- Yes     No    1. Does the applicant understand that they must purchase cigarettes only from distributors or jobbers who hold a permit with the Wisconsin Department of Revenue?
- Yes     No    2. Does the applicant understand that they must obtain a Tobacco Products Distributor permit if purchasing untaxed tobacco products from an out-of-state company? (Tobacco Products Distributor permit is available from the Wisconsin Department of Revenue at 608-266-6701. See application form CTP-129, [revenue.wi.gov/forms/excise/ctp-129.pdf](http://revenue.wi.gov/forms/excise/ctp-129.pdf).)
- Yes     No    3. Does the applicant understand that they cannot purchase/exchange cigarettes or tobacco products from another retailer, including transferring existing stock to a new owner?
- Yes     No    4. Does the applicant understand that they must provide employees with tobacco sales training approved by the Wisconsin Department of Health Services? (<https://witobaccocheck.org>)
- Yes     No    5. Does the applicant understand that they may not sell, give or otherwise provide cigarettes/tobacco products and nicotine products to minors (including electronic cigarettes containing nicotine)?
- Yes     No    6. Does the applicant understand that they may not sell single cigarettes?
- Yes     No    7. Does the applicant understand that cigarette and tobacco products invoices must be kept on the licensed premises for two years from the date of the invoice and be available for inspection by the Wisconsin Department of Revenue/law enforcement and that failure to comply can result in criminal penalties, including loss of cigarettes/tobacco products?
- Yes     No    8. Does the applicant understand that only cigarettes and roll-your-own (RYO) tobacco products listed on the Wisconsin Department of Justice's website labeled "Directory of Certified Tobacco Manufacturers and Brands" at [www.doj.state.wi.us/dls/tobacco-directory](http://www.doj.state.wi.us/dls/tobacco-directory) may be sold in Wisconsin?

Cigarettes / Tobacco will be sold     over counter     through vending machine     both

**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 applicant. Applicant agrees to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, cannot be assigned to another.

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. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000.

Eugene Rice    3-7-19  
(Officer of Corporation / Member / Manager of Limited Liability Company / Partner / Individual)



*"...meeting community needs...enhancing quality of life."*

**APPLETON FIRE DEPARTMENT  
700 N. DREW STREET  
APPLETON, WI 54911**

## **MEMORANDUM**

**To:** Alderperson Kathy Plank, Finance Committee  
Alderperson Kyle Lobner, Safety and Licensing Committee  
Members of the Common Council

**From:** Jeremy J. Hansen, Fire Chief

**Date:** March 6, 2019

**Re:** Authorization to Purchase an Aerial Ladder – Single Source

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The Appleton Fire Department (AFD) is requesting to purchase an aerial ladder from Fire Apparatus and Equipment (FAE), which is the local vendor for Pierce Manufacturing. The purchase would take place in January 2020 through the Central Equipment Agency's (CEA) replacement funding and it may take 6-9 months to construct the vehicle. Apparatus specifications are being developed by an internal committee comprised of fire department members of various ranks and a CEA mechanic. This process can take several months. This work is technical in nature and a single source vendor will have the knowledge and ability to customize the aerial ladder to meet the specific needs of the AFD.

Experience has proven purchasing fire trucks from Pierce Manufacturing has provided exceptional pricing. The AFD has garnished better pricing by single sourcing the vendor for multiple vehicle purchases. In addition to this request, the AFD will be purchasing an engine in 2020 which is the last vehicle in a four fire truck single source agreement. Additionally, we have another fire truck in the capital improvement plan in 2021.

The department has identified that standardizing our fleet will improve maintenance and consistency for personnel moving from station to station. While the fire department seeks to single source this purchase and potential future purchases, the final purchase recommendation will still come before the Safety and Licensing Committee and the Common Council for approval.

The AFD has a long-standing relationship with Pierce Manufacturing and has seen the innovation, cooperation, improved pricing and their direct involvement in the growth of our City. When the department encounters issues with a fire truck, Pierce Manufacturing is extremely responsive to our needs, including taking parts off the assembly line to assist us with keeping our trucks in service. Historically, Pierce Manufacturing has supported many community-wide initiatives, including the City of Appleton Flag Day parade. Hundreds of employees working for Pierce Manufacturing live in the City of Appleton and our surrounding communities. For all these reasons, the AFD seeks authorization to single source the future purchase of our aerial ladder with FAE, our local Pierce Manufacturing vendor.

Please feel free to contact me with any questions.

*"Appleton Fire Department....serving with P.R.I.D.E."*