



City of Appleton

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

Meeting Minutes - Final Safety and Licensing Committee

Wednesday, February 14, 2024

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

This meeting was called to order by Vice Chair Schultz at 5:30 p.m.

2. Pledge of Allegiance

3. Roll call of membership

Ald. Croatt appeared virtually.

Present: 5 - Croatt, Schultz, Siebers, Van Zeeland and Wolff

4. Approval of minutes from previous meeting

[24-0089](#)

Safety & Licensing Committee Minutes from 01/10/2024

Attachments: [S&L Minutes 01-10-24.pdf](#)

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

Aye: 5 - Croatt, Schultz, Siebers, Van Zeeland and Wolff

5. Public Hearing/Appearances

[24-0147](#)

Demerit Point Violation Appearance for McGuinness Irish Pub -
Matthew Miller, Agent

Attachments: [Demerit Point Notification Letter -McGuinness 2024.pdf](#)

Mr. Miller was in attendance and addressed the committee.

6. Action Items

[24-0145](#)

Proposed Modifications to the Special Event Policy

Attachments: [S&L Memo- Special Event Policy Updates.pdf](#)
 [Special Event Policy - 2024 Edits- Formatted.pdf](#)

Siebers moved, seconded by Wolff, that the Proposed Modifications to the Special Event Policy be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Croatt, Schultz, Siebers, Van Zeeland and Wolff

Balance of the action items on the agenda.

Wolff moved, Van Zeeland seconded, to approve the balance of the agenda. The motion carried by the following vote:

Aye: 5 - Croatt, Schultz, Siebers, Van Zeeland and Wolff

[24-0086](#)

Class "B" Beer / "Class C" Wine license application for Apple Valley Pancake House Inc, Memedali Useini, Agent, located at 1216 W Wisconsin Avenue, contingent upon approval from the Health and Inspection departments

Attachments: [Apple Valley Pancake House.pdf](#)

This Report Action Item was recommended for approval

[24-0091](#)

Class "B" Beer / "Class C" Wine license application for Ototo LLC d/b/a Ototo Ramen, Lee Lor, Agent, located at 205 N Richmond St, contingent upon approval from the Health and Inspection departments

Attachments: [Ototo LLC.pdf](#)
 [Ototo Ramen-SUP 2-21_Transfer_Report.pdf](#)

This Report Action Item was recommended for approval.

[24-0107](#)

Class "A"- Beer/ "Class A"- Liquor License Change of Agent application for Walgreens # 12693, New Agent, Andrew S. Krueger, located at 836 E. John St.

Attachments: [Walgreens Change of Agent.pdf](#)

This Report Action Item was recommended for approval.

[24-0173](#) Class "A"- Beer/ "Class A"- Liquor License Change of Agent application for Ultimate Mart LLC d/b/a, Pick N Save # 123, New Agent, Timothy Smith, located at N4459 Nelson Rd, Princeton, WI

Attachments: [Pick-N-Save-Change-of-Agent.pdf](#)

This Report Action Item was recommended for approval.

[24-0094](#) 2024 Secondhand Article License renewal applications, contingent upon approval from all departments.

Attachments: [Secondhand Article Renewal-2-14-24.pdf](#)

This Report Action Item was recommended for approval.

[24-0119](#) Temporary Class "B" Beer and "Class B" Wine License application for Fox Cities Chamber Foundation, Rebecca Bartoszek, Person in Charge, located at, 125 N. Superior St, for Appleton's Oktoberfest event on September 28, 2024.

Attachments: [Fox Cities Chamber Foundation Temp B Application 2024.pdf](#)

This Report Action Item was recommended for approval.

[24-0153](#) Temporary Class "B" Beer and "Class B" Wine License application for Celebration Lutheran School, Laura Ambroso, Person in Charge, located at, 3100 E Evergreen Dr, for Celebration Gala 2024 event on April 19, 2024

This Report Action Item was recommended for approval.

7. Information Items

[24-0056](#) Police Department Forensic Evidence Specialist Memo

Attachments: [Lead FES_.pdf](#)
[Lead Forensic Evidence Specialist.pdf](#)
[Lead FES Request.pdf](#)

[24-0057](#)

Directors Report

1. City Clerk
 - Spring Primary Election Information
2. Police Chief
 - Staffing Study
3. Fire Chief
 - Grant Updates
 - Fall Hiring Process

8. Adjournment

Siebers moved, seconded by Van Zeeland, that the meeting be adjourned at 5:53 p.m. Roll Call. Motion carried by the following vote:

Aye: 5 - Croatt, Schultz, Siebers, Van Zeeland and Wolff