

Present: Alderpersons John Ellington, Heather Kierzek, Kathleen Thurow
Absent: None.
Also Present: Mayor Nelson, City Clerk, Brenda Zeman; Finance Director Julie Ostrander, Police Chief Schauf; City Administrator, Casey Bradley
Citizen Present: Debbie Zirzow, Rick Eilertson

The meeting was called to order by Chairman John Ellington at 8:00AM, with roll call and noting compliance with the Open Meetings Law.

Motion by Thurow, seconded by Kierzek to approve the November 1, 2021 minutes. Motion carried unanimously.

Motion by Kierzek, seconded by Thurow to approve the Agenda. Motion carried unanimously.

Consider Debbie Zirzow's request for Excessive Household Animals

Chief Schauf noted that the police department has had contact with Debbie regarding the barking dogs. In her request to the committee, she does explain that they have purchased "bark boxes" to help control the barking. Chief Schauf would like to see her aggressively stay in front of the barking. No other complaints have been received. Motion by Thurow, seconded by Kierzek to approve and recommend to Council Debbie Zirzow's request for Excessive Household Animals. Motion carried unanimously.

Consider the Operator's License for Brittane Leverenz

Chief Schauf explained that this license is being referred to the Administrative Committee following a denial by City staff to issue to the license. This license was denied by Chief Schauf due to pending felony drug charge and two misdemeanor drug charges. Chief Schauf advised that if the committee decides to grant the license, they consider a Conditional Operator's License. Clerk Zeman noted that Ms. Leverenz had requested her application be reviewed by the Administrative Committee; she is not in attendance at today's meeting. Ald. Kierzek requested we follow up with Columbia County regarding the charges. Chief Schauf is not sure what they will share because the case is currently pending but will follow up. Once Ms. Leverenz's case is settled, she can apply again. Motion by Thurow, seconded by Ellington to recommend to Council denying the Operator's License for Brittane Leverenz. Motion carried 2 ayes, 1 nay (Kierzek)

Consider amending §12.05(2), Special Event License

Clerk Zeman explained that there have been some issues with Special Event applications. There are some downtown businesses are concerned because they are not being notified of street closures due to Special Event. This amendment will require a detailed map to assist city staff in the setup for the event, and will also require businesses and tenants be notified of public right-of-way closures. Chief Schauf also added that this will allow us to get a little better with consistency, both internally and what is required of the applicants. It also increases the safety of all events that request closure of public right-of-way. Clerk Zeman will send the proposed changes to recent applicants of the Special Event permit to make them aware of the changes and notify them it will come before Council on December 14th. Motion by Kierzek, seconded by Thurow to approve and recommend to Council amending §12.05(2), Special Event License. Motion carried unanimously.

Consider amending §29.11(1), number of cats and dogs allowed per household

Chief Schauf noted that this was brought to the committee because of the number of requests received. Per the discussion at the last Administrative Committee, the code was amended to allow for 3 dogs or 3 cats, for a total of 4 animals. This was presented to animal control officers and they have no issues with the changes. Motion by Thurow, seconded by Kierzek to approve and recommend to Council amending §29.11(1), number of cats and dogs allowed per household. Motion carried unanimously.

Discussion Items: None.

Informational Items

The next meeting will be Monday, January 3, 2022 at 8:00AM.

Motion to adjourn by Kierzek, seconded by Thurow and unanimously carried.

Respectfully submitted, Brenda Zeman, City Clerk