



ADMINISTRATIVE COMMITTEE AGENDA

Date and Time: Monday, September 27, 2021 at 8:00AM
Location: City Hall, 101 South Boulevard, Baraboo, WI 53913
Room: C205 *Dennis O Thuro* Committee Room

This meeting is open to the public. However, with the health concerns regarding COVID-19, anyone appearing in person will be required to socially distance themselves.

Remote participation at this meeting is allowed and encouraged. Committee Members and the public wanting to participate remotely must dial:

Conference Call: 1 (414) 662-3639 Conference Code: 647 062 708#

Notices:

Full Paper to Members: Alderpersons: John Ellington, Heather Kierzek & Kathleen Thuro
Citizen or other notices: Mayor, Rob Nelson, City Administrator, Casey Bradley; Police Chief, Mark Schauf; Finance Director, Julie Ostrander; City Engineer, Tom Pinion; Clerk, Brenda Zeman, Library for subsequent posting, and Media

- 1) Call to Order:
 - a) Roll call of members
 - b) Note Compliance with Open Meeting Law.
 - c) Approve minutes – September 7, 2021.
 - d) Approve agenda.
- 2) Action Item(s):
 - a) Review and recommendation to the Common Council on approving the Temporary Liquor License (aka Picnic License) for the Shakespeare on the Edge, Inc Renaissance Faire, October 9th & October 10th, 2021.
- 3) Discussion Item(s): None.
- 4) Information Item(s):
 - a) Date and time of next meeting: Monday, October 4, 2021 at 8:00AM
- 5) Adjournment: Alderperson Ellington

For more information about the City of Baraboo, visit our website at www.cityofbaraboo.com.

Agenda prepared by Brenda Zeman, (608) 355-2700
Agenda Posted by Donna Munz on September 23, 2021

Any person, who has a qualifying disability as defined by the Americans with Disabilities Act and requires the meeting or materials at the meeting to be in an accessible location or format, should contact the Baraboo City Clerk at 101 South Boulevard, Baraboo, Wisconsin or by phone (608) 355-2700 during regular business hours at least 48 hours before the meeting to ensure reasonable arrangements are made to accommodate each request.

Present: Alderpersons John Ellington, Heather Kierzek, Kathleen Thurow
Absent: None.
Also Present: City Clerk, Brenda Zeman; Finance Director Julie Ostrander, Mayor Rob Nelson, Police Chief Schauf (late), City Adm. Casey Bradley (late)
Citizen Present: Lacey Howard

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 July 6, 2021 minutes. Motion carried unanimously.

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

Consider Request for Excessive Household Animals from Lacey Howard:

City Clerk Zeman read for the record an email received from Gary & Vicki Merrell supporting Ms. Howards request. Motion by Thurow, seconded by Kierzek to approve and recommend to Council Lacey Howards request to allow 3 dogs at her residence. Motion carried unanimously.

Consider the Temporary Liquor Licenses, aka Picnic License, for Downtown Baraboo's Brew HaHa:

Motion by Kierzek, seconded by Thurow to approve and recommend to Council the Temporary Liquor License for Downtown Baraboo, Inc for the September 24, 2021 Brew HaHa. Motion carried unanimously.

Consider the Liquor License Change of Agent for Kwik Trip #657:

Motion by Kierzek, seconded by Thurow to approve and recommend to Council the Change of Agent for Kwik Trip #657 (8th St.) to Brittany Kuchta. Motion carried unanimously.

Consider the Liquor License Change of Agent for Kwik Trip #855:

Motion by Kierzek, seconded by Thurow to approve and recommend to Council the Change of Agent for Kwik Trip #855 (South Blvd) to Jacob Goeke. Motion carried unanimously.

Consider the Liquor License application for GRS MGT, LLC amending the premise description:

Motion by Thurow, seconded by Kierzek to approve and recommend to Council the Liquor License application for GRS MGT, LLC, d/b/a Brothers On Oak, amending the premise description. Motion carried unanimously.

Consider amending §1.21 of the Baraboo Municipal Code, Membership of the Library Board:

Motion by Kierzek, seconded by Ellington to approve and recommend to Council amending §1.21 of the Baraboo Municipal Code, Membership of the Library Board to the following:

- (1) MEMBERSHIP. The Library Board shall consist of nine members who shall be appointed by the Mayor subject to confirmation by the Council. One member shall be the Baraboo School District Administrator or his/her representative. All members shall be residents of the Baraboo School District, and at least seven members shall be residents of the City of Baraboo. The members shall be appointed for staggered three-year terms.

Motion carried unanimously.

Discussion Items:

Consider allowing chickens to be raised for educational purposes on school property, §29.13 Chicken Permits. This will be reviewed by the Police Chief and City Clerk and will be brought back to the Administrative Committee.

Informational Items

The next meeting will be Monday, October 4, 2021 at 8:00AM.

Motion to adjourn by Kierzek, seconded by Thurow and unanimously carried. Meeting adjourned at 8:19AM.

Respectfully submitted,
Brenda Zeman, City Clerk

Application for Temporary Class "B" / "Class B" Retailer's License

Application Date: 09/07/2021

City of Baraboo

County of Sauk

The named organization applies for: (check appropriate box(es).)

- A Temporary Class "B" license to sell fermented malt beverages at picnics of similar gatherings under § 125.26(6), Wis. Stats.
- A Temporary "Class B" license to sell wine at picnics or similar gatherings under §125.51(10), Wis. Stats.

At the premises described below during a special event beginning 10/09/2021 and ending 10/10/2021 and agrees to comply with all laws, resolutions, ordinances and regulation (stat, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) → Bona fide Club Church Lodge/Society
 Chamber of Commerce or similar Civic or Trade Organization
 Veteran's Organization Fair Association

(a) Name SHAKESPEARE ON THE EDGE, INC

(b) Address PO BOX 352 Monroe, WI 5366
(Street) _____ City _____

(c) Date Organized 10/2008

(d) If corporation, give date of incorporation _____

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to §77.54 (7m), Wis. Stats, check this box:

(f) Names and addresses of all officers:
President PAULA VESTIN Monroe, WI 53566

Vice President CALVIN VESTIN LaCrosse, WI

Secretary ZEN JOHNSTON Milwaukee, WI

Treasurer STEVEN JOHNSTON Brodhead, WI

(g) Name and address of manager or person in charge of affair: JENNIFER BETHEL
info@shakespeareontheedge.org

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Store, and Areas Where Alcohol Beverage Records Will Be Stored:

(a) Street Number 550 Water Street Baraboo, WI

(b) Outdoor Event Description Renaissance Faire--youth non profit fundraiser faire

(c) Do premises occupy all or part of building? all outdoor grounds at

(d) Describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover:
Beer tent is on the outdoor grounds of Circus World. All drinks are consumed on grounds.

3. Name of Event A GATHERING OF ROGUES AND RUFFIANS-A RENAISSANCE FAIRE

(a) List name of the event _____

(b) Dates of event 10/09/2021 10/10/2021

E-mail address: info@shakespeareontheedge.org

DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

PAYMENT OPTIONS: (choose one)

- On line
- US mail
- In person
- City Hall Night Deposit

SHAKESPEARE ON THE EDGE, INC.

(Name of Organization)



Officer: _____

(Signature/date)

09/07/2021

Approvers:

Key: 70127276aa483a4850ba30c37806ca30

09/08/2021