AGENDA
City of Milton
Personnel & Finance Committee Meeting
Tuesday, May 17, 2016
6:15 PM
MILTON CITY HALL
Council Chambers, 710 S. Janesville Street

1. **Call to Order**

2. **Approval of Agenda**

3. **Approval of Minutes - Personnel & Finance Committee Minutes – April 19, 2016.**

   Documents: 04-19-2016 Personnel and Finance Committee Minutes.pdf

4. **Public Hearing and Discussion and Possible Action to Approve Renewal Beer and Alcohol Licenses.**

   Documents: Memo - Renewal Alcohol and Beer Licenses.pdf

5. **Discussion and Possible Action to Approve Renewal Cigarette and Tobacco Licenses.**

   Documents: Memo - Renewal Cig and Tobacco Licenses.pdf

6. **Discussion and Possible Action to Approve Renewal Operator's Licenses.**

   Documents: Memo - Renewal Operator Licenses.pdf

7. **Discussion and Possible Action Regarding Treasurer's Report – April 2016.**

8. **Next Meeting Date – Tuesday, June 21, 2016 at 6:30 p.m.**

9. **Motion to Adjourn**

**Please note that upon reasonable notice, at least 48 hours in advance, efforts will be made to accommodate the needs to disabled individuals through appropriate aids and services. For additional information to request this service, please contact the City Clerk's Office at 868-6900, 710 S. Janesville Street, Milton, WI 53563.

Posted at Dave's Ace Hardware, Piggly Wiggly, Milton City Hall

City of Milton
Personnel and Finance Committee Minutes

4/19/2016 - Minutes

1. **Call to Order**

   Ald. Adams called the meeting of the Personnel & Finance Committee to order at 6:47 p.m.

   Present: Ald. Dave Adams (via phone) and Ald. Theresa Rusch.

   Excused: Ald. Jeremy Zajac.

   Also Present: City Administrator Al Hulick, Director of Public Works Howard Robinson, Finance Director Dan Nelson, Police Chief Scott Marquardt, and City Clerk Elena Hilby.

2. **Approval of Agenda**
   Ald. Rusch moved to approve the agenda. Ald. Adams seconded, and the motion carried.

3. **Approval of Minutes - Personnel & Finance Committee - February 17, 2016.**
   Ald. Rusch moved to approve the minutes. Ald. Adams seconded, and the motion carried.

4. **Discussion and Possible Action to Approve Operator's Licenses.**
   Ald. Rusch moved to recommoned to the Common Council to approve the Operator Licenses as presented. Ald. Adams seconded, and the motion carried.

5. **Discussion and Possible Action Regarding the Transfer of $40,687 from Debt Service Fund to General Fund Retroactively to December 31, 2015.**
   Ald. Rusch moved to recommend to the Common Council to approve the transfer of $40,687 from the Debt Service Fund to the General Fund retroactively to December 31, 2015. Ald. Adams seconded, and the motion carried.

6. **Discussion and Possible Action Regarding Treasurer's Report – February 2016 and March 2016.**
   Finance Director Nelson reviewed the reports. Ald. Rusch moved to accept the report. Ald. Adams seconded, and the motion carried.

7. **General Items**

8. **Next Meeting Date - Tuesday, May 17, 2016 at 6:30 p.m.**

9. **Motion to Adjourn**
   Ald. Rusch moved to adjourn the meeting of the Personnel & Finance Committee at 6:51 p.m. Ald. Adams seconded, and the motion carried.

Respectfully submitted,
Elena Hilby
City Clerk

CITY OF MILTON

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Office of the City Clerk

To: City of Milton Personnel and Finance Committee
From: Elena Hilby, City Clerk/Deputy Treasurer
Date: May 17, 2016
Subject: Discussion and Possible Action to Approve Renewal Alcohol and Beer Licenses

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Discussion

All renewal beer, liquor, and wine license applications were received in the Clerk's Office timely and completed accurately. Criteria for approval have been met for all applicants. Staff recommends approval of these licenses.

Class "A" Beer License:

Francois Oil Co. Inc., (dba Milton Travel Center), 1262 Arthur Drive, Agent: Steven Merry
Kwik Trip, Inc., (dba Kwik Trip 295), 1157 Gateway Drive, Agent: Jamie Udelhofen

Class "A" Beer and "Class A" Liquor License;

The Beverage Mart, 136 Merchant Row, Agent: Susan A. Lovelace
Cowley's Family Foods, Inc (dba Cowley's Piggly Wiggly), 727 S. Janesville Street, Agent: Jason T. Cowley

Class "B" Beer and "Class B" Liquor License;

Oak Ridge Golf Course LLC, 1136 Bowers Lake Road, Agent: Andrea L. Wieland
Kimori, Inc. (dba Jake's Junction Pub), 130 Merchant Row, Agent: Lori A. Jacobson
The Gathering Place Inc, 715 Campus Street, Agent: Mary Jurgens-Jones
Burri Brothers, LLC (dba Scoreboard Bar & Grill), 100 Merchant Row, Agent: Tia Burri
Liberty Station Enterprises, LLC, (dba Klig's Union Depot Pub & Eatery) 231 Front Street, Agent: Chad A. Kligora
The Cove Bar, Inc, 319 Parkview Drive, Agent: Lori R. Blum
MLMS LLC, (dba Fredricks Supper Club) 118 Merchant Row, Agent: Michael S. Fredrick
Klub Bub, 46 Merchant Row, Agent: Chasidy C Talley
Red Zone Pub & Grill, LLC, 403 W. High Street, Agent: Karen A. Lou

Class "B" and "Class B" Winery License:

Northleaf Winery LLC, (dba Northleaf Winery, Bistro & Market) 220/232 S. Janesville Street, Agent: Gail E. Nordlof

Class "Class B" Winery License:

Timber Hill Winery LLC, 1223 Storrs Lake Road, Agent: Amanda O'Leary.

Staff Recommendation

To recommend to the Common Council to approve the Liquor, Beer and Wine Renewal Licenses as presented.

Attachments

None.

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Office of the City Clerk

To: City of Milton Personnel and Finance Committee
From: Elena Hilby, City Clerk/Deputy Treasurer
Date: May 17, 2016
Subject: Discussion and Possible Action to Approve Renewal Cigarette and Tobacco Licenses

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Discussion

Eight renewal cigarette and tobacco license applications have been received in the Clerk's Office. Staff recommends approval of these licenses.

A Renewal Cigarette and Tobacco License to the following license holders:

- Dolgencorp, LLC dba Dollar General at 383 S. John Paul Road
- Francois Oil Co., Inc dba Milton Travel Center at 1262 Arthur Drive
- Cowley's Family Foods Inc dba Cowley's Piggly Wiggly at 727 S. Janesville Street
- Susan A. Lovelace dba The Beverage Mart at 136 Merchant Row
- Kwik Trip, Inc dba Kwik Trip #605 at 603 W. Madison Avenue
- Casey's Marketing Company dba Casey's General Store #1992 at 464 S. John Paul Road

Staff Recommendation

To recommend to the Common Council to approve the Cigarette and Tobacco Renewal Licenses as presented.

Attachments

None.

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Office of the City Clerk

To: City of Milton Personnel and Finance Committee
From: Elena Hilby, City Clerk/Deputy Treasurer
Date: May 17, 2016
Subject: Discussion and Possible Action to Approve Renewal Operator Licenses

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Discussion

The following operator license renewal applications have been received in the Clerk's Office. A successful background check has been completed and Staff recommends approval of these licenses.
A New Operator License to the following individuals:

- Drew Jones
- David Fisher
- Susan Eckert
- Scott Thomson
- Monica Popp
- Andrea Pak
- Katherine Morehart
- Kayla Henschel
- Susan Fredrick
- Torey Fish
- Madeline Walton
- Jennifer Preiss
- John Nordlof
- Wayne Lubke
- Devin Kunda
- Jaimie Dewey
- Vanessa Chapman
- Kirk Wieland
- Jeffrey Meeker
- Marlys Howe
- John Courtney
- Courtney Cradall
- Jessica Farrar
- Frances Giffone
- Theresa Jozefowski
- Doreen Newport
- Jane Olson
- Joniine Thompson
- Renee Weerda
- Michael Morehart
- Ali Grischow
- Stephanie Calkins
- Emily Gable
- Michael Grindey
- Lauren Hickstein
- Wendy Luchsinger
- Cassandra Nottestad
- Taylor Penny
- Cynthia Noonan
- Bradly Breidenstein
- Karen Lou
- Kyle Lou

Staff Recommendation

To recommend to the Common Council to approve the operator renewal licenses as presented.

Attachments

None.