

Minutes of the Personnel, License and Insurance Committee – 26 May 2011

A meeting of the Personnel, License and Insurance Committee of the City of Prairie du Chien was held on Thursday May 26th 2011 at 6:00 PM in Conference Room #2 of City Hall. Chairperson Linda Munson called the meeting to order.

1. CALL TO ORDER/ROLL CALL

Kathleen Hein absent. Also in attendance – Mayor Dave Hemmer, Police Lieutenant Terry Sprosty

2. CERTIFICATION OF THE OPEN MEETING LAW AGENDA REQUIREMENTS

ACTION: To certify MOTION: Solomon SECOND: Ames VOTE: 4-0

3. APPROVAL – Minutes of the April 13th 2011 joint meeting of the Personnel, License and Insurance Committee and Protection and Health Committee

ACTION: To approve, but have staff try to add more language to agenda items 5 and 6 MOTION: Ames SECOND: Solomon VOTE: 4-0

4. DISCUSSION AND ACTION – Alcoholic Beverage License Approvals for 2011-2012

Staff recommended the approval of all of the licenses. ACTION: To recommend for the June 7th Council meeting the approval of the alcoholic beverage license for 2011-2012, pending proper payment of all fees and notices MOTION: Solomon SECOND: Ames VOTE: 3-0-1 (Riebe abstained)

Hein arrived at 6:15 PM.

5. DISCUSSION AND ACTION – Operator’s License Approvals for 2011-2012

Considerable discussion was held on the current application and the current city ordinance. The City Administrator informed the Committee that some parts of the city’s Licensing Ordinance were in non-compliance with state law, and needed to be corrected or clarified. ACTION: To recommend for the June 7th Council meeting the approvals of all the operator’s license applications, with the exception of Bradley Braun, David Baker and Patricia Nading MOTION: Solomon (Motion died for the lack of a second) ACTION: To recommend for the June 7th Council meeting the approval of all the operator’s license applications, with the exception of Bradley Braun and David Baker, and to direct staff to report back to the Committee on proposed changes and corrections to the existing city ordinance governing alcoholic licensing. MOTION: Hein SECOND: Ames VOTE: 5-0

Without objection, the following two items were combined for discussion purposes:

6. DISCUSSION AND ACTION – City Assessor Services

7. DISCUSSION AND ACTION – City Building Inspection Services

Don McGuire (Assessor) and Dennis Hampton (Inspection) were present to answer questions from the Committee. McGuire made a brief presentation on a proposed change to the current city reassessment process, whereby sections of the city would be re-assessed, with on-site visits, on a 4-year cycle, starting in 2012. Staff said the proposal would likely come before the Council or Finance Committee later this year for action. Overall, the City Administrator told the Committee he saw no major problems with the current structure in the inspection and assessment departments. No formal action was taken.

8. ADJOURN (7:00 PM)

MOTION: Hein SECOND: Ames VOTE: 5-0

Submitted by City Administrator Aaron Kramer