

## **Minutes of the Personnel, License and Insurance Committee – 21 June 2011**

A meeting of the Personnel, License and Insurance Committee of the City of Prairie du Chien was held on Tuesday June 21st 2011 at 6:20 PM in Conference Room #2 of City Hall. Chairperson Linda Munson called the meeting to order.

### **1. CALL TO ORDER/ROLL CALL**

ABSENT – Hein Also in attendance – Mayor Dave Hemmer, Mary Wayne

### **2. CERTIFICATION OF THE OPEN MEETING LAW AGENDA REQUIREMENTS**

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

### **3. APPROVAL – Minutes of the June 7th 2011 meeting**

ACTION: To approve MOTION: Solomon SECOND: Munson VOTE: 4-0

### **4. DISCUSSION AND ACTION – Operator’s License Approvals for 2011-2012**

A list of the applicants was included in the packet. These are in addition to the ones approved on May 26th and June 7th. ACTION: To approve, pending the payment of all proper fees MOTION: Ames SECOND: Solomon VOTE: 4-0

### **5. DISCUSSION AND ACTION – Proposed Changes to Ordinance 12.02 (6) (Operators’ Licenses) and 12.02 (8) (Qualifications for Licenses and Permits)**

Staff was directed by the Council earlier this month to come forward with a series of changes aimed at improving the manner in which the City approves operator’s licenses. A memo was included with the proposed changes for discussion. Discussion was held on the criteria involved in denying an applicant, especially in the area of Operating While Intoxicating (OWI) arrests and convictions. While the proposal called for denial if there was one OWI in the year prior to application, the Committee agreed to the benchmark of two OWI’s in the five years prior to an application. A new proposed application form was also reviewed and discussed. No formal action was taken, and the item will be brought back to the Committee, with the changes discussed at this meeting, in the near future.

### **6. ADJOURN (6:55 PM)**

MOTION: Riebe SECOND: Solomon VOTE: 4-0

Submitted by City Administrator Aaron Kramer