

CITY OF WISCONSIN DELLS MEETING AGENDA

Meeting Description COMMON COUNCIL MEETING

Date: MONDAY, SEPTEMBER 17, 2018 Time: 7:00PM Location: MUNICIPAL BUILDING COUNCIL CHAMBERS - 300 LA CROSSE STREET, WISCONSIN DELLS, WI

MAYOR	COUNCIL MEMBERS		
ED WOJNICZ	FIRST DISTRICT	SECOND DISTRICT	THIRD DISTRICT
	Jesse DeFosse	Mike Freel	Ben Anderson
	Brian Holzem	Terry Marshall	Vacant
OPENING			
1	CALL TO ORDER & ROLL CALL		
2	PLEDGE OF ALLEGIANCE		
3	APPROVAL OF CONSENT AGENDA ITEMS: <ul style="list-style-type: none"> a. Approval of the August 20, 2018 Common Council Meeting Minutes b. Schedule of Bills Payable dated September 17, 2018 c. Applications for Bartender Licenses 		
AGENDA ITEMS			
4	PUBLIC COMMENT/CITIZEN APPEARANCES FOR ANY NON-AGENDA ITEM		
5	FILLING VACANT THIRD DISTRICT ALDERPERSON SEAT PER WIS. STATE STATUTE 17.23(1)(a) <ul style="list-style-type: none"> a. Decision on Length of Term b. Decision on Appointment 		
6	PROCLAMATION FOR FIRE PREVENTION MONTH (OCTOBER) AND FIRE PREVENTION WEEK (OCTOBER 7-13)		
7	APPLICATION FOR SPECIAL EVENTS PERMIT SUBMITTED BY DOWNTOWN DELLS COMMITTEE FOR CHRISTMAS "FIRE IN THE SKY" FIREWORKS DISPLAY ON CITY PROPERTY SATURDAY, NOVEMBER 24, 2018		
RESOLUTIONS			
8	RESOLUTION TO APPROVE COUNTY LIBRARY TAX EXEMPTION		
9	RESOLUTION TO APPROVE THE 2018 AUDIT ENGAGEMENT LETTER WITH JOHNSON-BLOCK		
10	RESOLUTION TO APPROVE THE SITE PLAN APPLICATION SUBMITTED BY MATT WAVREK FOR THE EXPANSION BIG LIFT AT 1575 STAND ROCK ROAD, SAUK COUNTY PARCEL 291-0012-02000		
11	RESOLUTION TO APPROVE THE CERTIFIED SURVEY MAP REQUESTED BY ED KARAS IN ORDER TO DIVIDE COLUMBIA COUNTY PARCELS 11291-1008.3 AND 1129-893.01		
12	RESOLUTION TO APPROVE THE RAZE & REMOVE ORDER FOR 925 BROADWAY		
13	RESOLUTION TO APPROVE POLICE DEPT POLICY 2.03 UPDATE TO INCLUDE DETECTIVE JOB DESCRIPTION		
ORDINANCES			
14	SECOND READING OF ORDINANCE TO ADOPT BY REFERENCE THE PROVISIONS OF STATE STATUTE 125.32 WHICH PROVIDES MISCELLANEOUS GENERAL RESTRICTIONS AND REQUIREMENTS CONCERNING ALCOHOL BEVERAGE LICENSES AND PREMISES; INCLUDING POSSESSION OF BEVERAGES NOT SOLD ON PREMISES		
CLOSING			
15	BUSINESS FOR REFERRAL TO COMMITTEES OR SUBSEQUENT MEETINGS		
16	ADJOURNMENT		
	NANCY R. HOLZEM, CITY CLERK/COORDINATOR		
	POSTED: 09/14/2018		

(Continued)

- 1. Have you been convicted of any felony or misdemeanor? Yes ___ No X
- 2. Have you been convicted of any license law or ordinance regulating the sale and/or consumption of fermented malt beverages or intoxicating liquors? Yes ___ No X
- 3. Are there currently any charges, federal, state, or local pending against you? Yes ___ No X
- 4. Do you currently have any outstanding forfeitures owed to the City of Wisconsin Dells? Yes ___ No X

If you answered **yes** to any of the above questions, list the offense convicted of, pending conviction, date of conviction, and state and county of conviction.

<u>Date</u>	<u>Nature of Offense</u>	<u>County</u>	<u>State</u>

STATE OF WISCONSIN
COUNTIES OF COLUMBIA, SAUK, ADAMS & JUNEAU

The undersigned, being first duly sworn on oath, deposes and says that he/she is the person named in the foregoing application: that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application.

Signature of Applicant: *[Handwritten Signature]* Date: 08/06/18

Subscribed and sworn to before me this 6th day of August 2018.
[Handwritten Signature]
Notary Public
My Commission Expires: 10/25/2019



(Continued)

- 1. Have you been convicted of any felony or misdemeanor? Yes ___ No X
- 2. Have you been convicted of any license law or ordinance regulating the sale and/or consumption of fermented malt beverages or intoxicating liquors? Yes ___ No X
- 3. Are there currently any charges, federal, state, or local pending against you? Yes ___ No X
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<u>Date</u>	<u>Nature of Offense</u>	<u>County</u>	<u>State</u>

STATE OF WISCONSIN
COUNTIES OF COLUMBIA, SAUK, ADAMS & JUNEAU

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Signature of Applicant: *Johna [Signature]* Date: 08/24/18

Subscribed and sworn to before me this 24 day
of August 2018.

[Signature]
Notary Public
My Commission Expires: 10/25/2019



(Continued)

- 1. Have you been convicted of any felony or misdemeanor? Yes ___ No
- 2. Have you been convicted of any license law or ordinance regulating the sale and/or consumption of fermented malt beverages or intoxicating liquors? Yes ___ No
- 3. Are there currently any charges, federal, state, or local pending against you? Yes ___ No
- 4. Do you currently have any outstanding forfeitures owed to the City of Wisconsin Dells? Yes ___ No

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<u>Date</u>	<u>Nature of Offense</u>	<u>County</u>	<u>State</u>

STATE OF WISCONSIN
COUNTIES OF COLUMBIA, SAUK, ADAMS & JUNEAU

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Signature of Applicant: *Heather Blodgett* Date: 8-20-18

Subscribed and sworn to before me this 20th day
of August, 2018.
[Signature]
Notary Public
My Commission Expires: 7/25/2019



(Continued)

- 1. Have you been convicted of any felony or misdemeanor? Yes ___ No
- 2. Have you been convicted of any license law or ordinance regulating the sale and/or consumption of fermented malt beverages or intoxicating liquors? Yes ___ No
- 3. Are there currently any charges, federal, state, or local pending against you? Yes ___ No
- 4. Do you currently have any outstanding forfeitures owed to the City of Wisconsin Dells? Yes ___ No

If you answered **yes** to any of the above questions, list the offense convicted of, pending conviction, date of conviction, and state and county of conviction.

<u>Date</u>	<u>Nature of Offense</u>	<u>County</u>	<u>State</u>

STATE OF WISCONSIN
COUNTIES OF COLUMBIA, SAUK, ADAMS & JUNEAU

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Signature of Applicant: *B. Blanch* Date: 8-30-18

Subscribed and sworn to before me this 30th day
of August, 20 18
Tammy L Miller
Notary Public
My Commission Expires: 1-21-22



(Continued)

- 1. Have you been convicted of any felony or misdemeanor? Yes ___ No
- 2. Have you been convicted of any license law or ordinance regulating the sale and/or consumption of fermented malt beverages or intoxicating liquors? Yes ___ No
- 3. Are there currently any charges, federal, state, or local pending against you? Yes ___ No
- 4. Do you currently have any outstanding forfeitures owed to the City of Wisconsin Dells? Yes ___ No

If you answered yes to any of the above questions, list the offense convicted of, pending conviction, date of conviction, and state and county of conviction.

<u>Date</u>	<u>Nature of Offense</u>	<u>County</u>	<u>State</u>

STATE OF WISCONSIN
COUNTIES OF COLUMBIA, SAUK, ADAMS & JUNEAU

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Signature of Applicant: *Carli Allen* Date: 8-16-18

Subscribed and sworn to before me this 16th day
of August, 2018.
[Signature]
Notary Public
My Commission Expires: 10/25/2019



(Continued)

- 1. Have you been convicted of any felony or misdemeanor? Yes ___ No ✓
- 2. Have you been convicted of any license law or ordinance regulating the sale and/or consumption of fermented malt beverages or intoxicating liquors? Yes ___ No ✓
- 3. Are there currently any charges, federal, state, or local pending against you? Yes ___ No ✓
- 4. Do you currently have any outstanding forfeitures owed to the City of Wisconsin Dells? Yes ___ No ✓

If you answered **yes** to any of the above questions, list the offense convicted of, pending conviction, date of conviction, and state and county of conviction.

<u>Date</u>	<u>Nature of Offense</u>	<u>County</u>	<u>State</u>

STATE OF WISCONSIN
COUNTIES OF COLUMBIA, SAUK, ADAMS & JUNEAU

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Signature of Applicant: Amor Echevarria Date: 8/28/18

Subscribed and sworn to before me this 28th day
of August, 2018.

[Signature]
Notary Public

My Commission Expires: 10/25/2019



(Continued)

- 1. Have you been convicted of any felony or misdemeanor? Yes ___ No X
- 2. Have you been convicted of any license law or ordinance regulating the sale and/or consumption of fermented malt beverages or intoxicating liquors? Yes ___ No X
- 3. Are there currently any charges, federal, state, or local pending against you? Yes X No ___
- 4. Do you currently have any outstanding forfeitures owed to the City of Wisconsin Dells? Yes ___ No X

If you answered **yes** to any of the above questions, list the offense convicted of, pending conviction, date of conviction, and state and county of conviction.

<u>Date</u>	<u>Nature of Offense</u>	<u>County</u>	<u>State</u>
8/3/18	OWI	Adams	WI

STATE OF WISCONSIN

COUNTIES OF COLUMBIA, SAUK, ADAMS & JUNEAU

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Signature of Applicant: [Signature] Date: 8/20/18

Subscribed and sworn to before me this 21st day of August, 2018.
[Signature]
Notary Public

My Commission Expires: 10/25/2019



(Continued)

- 1. Have you been convicted of any felony or misdemeanor? Yes ___ No ✓
- 2. Have you been convicted of any license law or ordinance regulating the sale and/or consumption of fermented malt beverages or intoxicating liquors? Yes ___ No ✓
- 3. Are there currently any charges, federal, state, or local pending against you? Yes ___ No ✓
- 4. Do you currently have any outstanding forfeitures owed to the City of Wisconsin Dells? Yes ___ No ✓

If you answered **yes** to any of the above questions, list the offense convicted of, pending conviction, date of conviction, and state and county of conviction.

<u>Date</u>	<u>Nature of Offense</u>	<u>County</u>	<u>State</u>

STATE OF WISCONSIN
COUNTIES OF COLUMBIA, SAUK, ADAMS & JUNEAU

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Signature of Applicant: Coely Jess Date: 8/22/18

Subscribed and sworn to before me this 22nd day
of August, 2018
Tammy L Miller
Notary Public
My Commission Expires: 1-21-22



(Continued)

- 1. Have you been convicted of any felony or misdemeanor? Yes No
- 2. Have you been convicted of any license law or ordinance regulating the sale and/or consumption of fermented malt beverages or intoxicating liquors? Yes No
- 3. Are there currently any charges, federal, state, or local pending against you? Yes No
- 4. Do you currently have any outstanding forfeitures owed to the City of Wisconsin Dells? Yes No

If you answered yes to any of the above questions, list the offense convicted of, pending conviction, date of conviction, and state and county of conviction.

<u>Date</u>	<u>Nature of Offense</u>	<u>County</u>	<u>State</u>
	<u>Drive w/o Insurance</u>	<u>Sauk</u>	<u>WI</u>

STATE OF WISCONSIN

COUNTIES OF COLUMBIA, SAUK, ADAMS & JUNEAU

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Signature of Applicant: *James Q. Neger* Date: *Aug 16, 2018*

State of Wisconsin
County of Columbia
Subscribed and sworn to before me this *16* day
of *August*, 20*18*.
Colleen Pausic
Notary Public
My Commission Expires: *Dec 5, 2020*



(Continued)

- 1. Have you been convicted of any felony or misdemeanor? Yes ___ No
- 2. Have you been convicted of any license law or ordinance regulating the sale and/or consumption of fermented malt beverages or intoxicating liquors? Yes ___ No
- 3. Are there currently any charges, federal, state, or local pending against you? Yes ___ No
- 4. Do you currently have any outstanding forfeitures owed to the City of Wisconsin Dells? Yes ___ No

If you answered **yes** to any of the above questions, list the offense convicted of, pending conviction, date of conviction, and state and county of conviction.

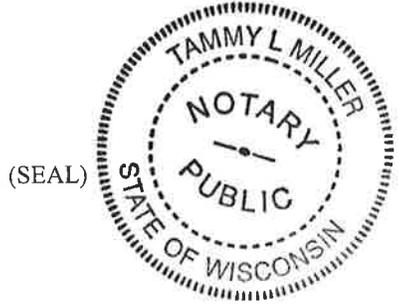
<u>Date</u>	<u>Nature of Offense</u>	<u>County</u>	<u>State</u>

STATE OF WISCONSIN
COUNTIES OF COLUMBIA, SAUK, ADAMS & JUNEAU

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Signature of Applicant:  Date: 09-07-2018

Subscribed and sworn to before me this 17th day
of September, 2018.
Tammy L Miller
Notary Public
My Commission Expires: 1-21-22



(Continued)

- 1. Have you been convicted of any felony or misdemeanor? Yes ___ No
- 2. Have you been convicted of any license law or ordinance regulating the sale and/or consumption of fermented malt beverages or intoxicating liquors? Yes ___ No
- 3. Are there currently any charges, federal, state, or local pending against you? Yes ___ No
- 4. Do you currently have any outstanding forfeitures owed to the City of Wisconsin Dells? Yes ___ No

If you answered **yes** to any of the above questions, list the offense convicted of, pending conviction, date of conviction, and state and county of conviction.

<u>Date</u>	<u>Nature of Offense</u>	<u>County</u>	<u>State</u>

STATE OF WISCONSIN
COUNTIES OF COLUMBIA, SAUK, ADAMS & JUNEAU

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Signature of Applicant: V. Markarov Date: 08/20/2018

Subscribed and sworn to before me this 20 day
of August, 2018.
[Signature]
Notary Public
My Commission Expires: 10/25/2019



(Continued)

- 1. Have you been convicted of any felony or misdemeanor? Yes No
- 2. Have you been convicted of any license law or ordinance regulating the sale and/or consumption of fermented malt beverages or intoxicating liquors? Yes No
- 3. Are there currently any charges, federal, state, or local pending against you? Yes No
- 4. Do you currently have any outstanding forfeitures owed to the City of Wisconsin Dells? Yes No

If you answered **yes** to any of the above questions, list the offense convicted of, pending conviction, date of conviction, and state and county of conviction.

<u>Date</u>	<u>Nature of Offense</u>	<u>County</u>	<u>State</u>
Sept 05	OWT	Walworth	WI

STATE OF WISCONSIN

COUNTIES OF COLUMBIA, SAUK, ADAMS & JUNEAU

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Signature of Applicant: *[Signature]* Date: 8/20/18

Subscribed and sworn to before me this 20th day of August, 2018.
Tammy L Miller
Notary Public
My Commission Expires: 1-21-22



(Continued)

- 1. Have you been convicted of any felony or misdemeanor? Yes ___ No
- 2. Have you been convicted of any license law or ordinance regulating the sale and/or consumption of fermented malt beverages or intoxicating liquors? Yes ___ No
- 3. Are there currently any charges, federal, state, or local pending against you? Yes ___ No
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<u>Date</u>	<u>Nature of Offense</u>	<u>County</u>	<u>State</u>

STATE OF WISCONSIN

COUNTIES OF COLUMBIA, SAUK, ADAMS & JUNEAU

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Signature of Applicant: Michael Pohlman Date: 8-23-18

Subscribed and sworn to before me this 23rd day

of August, 2018.

[Signature]
Notary Public

My Commission Expires: 10/25/2019



(Continued)

- 1. Have you been convicted of any felony or misdemeanor? Yes ___ No
- 2. Have you been convicted of any license law or ordinance regulating the sale and/or consumption of fermented malt beverages or intoxicating liquors? Yes ___ No
- 3. Are there currently any charges, federal, state, or local pending against you? Yes ___ No
- 4. Do you currently have any outstanding forfeitures owed to the City of Wisconsin Dells? Yes ___ No

If you answered **yes** to any of the above questions, list the offense convicted of, pending conviction, date of conviction, and state and county of conviction.

<u>Date</u>	<u>Nature of Offense</u>	<u>County</u>	<u>State</u>
	NIA		

STATE OF WISCONSIN
COUNTIES OF COLUMBIA, SAUK, ADAMS & JUNEAU

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Signature of Applicant: E. Rodney Date: 9-6-18

Subscribed and sworn to before me this 6th day of September, 2018.
Tammy L. Miller
Notary Public
My Commission Expires: 1-21-22



(Continued)

- 1. Have you been convicted of any felony or misdemeanor? Yes ___ No X
- 2. Have you been convicted of any license law or ordinance regulating the sale and/or consumption of fermented malt beverages or intoxicating liquors? Yes ___ No X
- 3. Are there currently any charges, federal, state, or local pending against you? Yes ___ No X
- 4. Do you currently have any outstanding forfeitures owed to the City of Wisconsin Dells? Yes ___ No X

If you answered yes to any of the above questions, list the offense convicted of, pending conviction, date of conviction, and state and county of conviction.

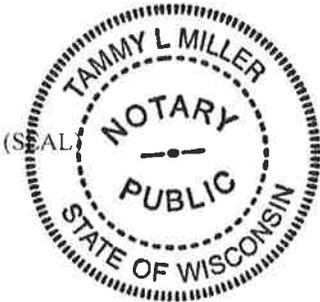
<u>Date</u>	<u>Nature of Offense</u>	<u>County</u>	<u>State</u>

STATE OF WISCONSIN
COUNTIES OF COLUMBIA, SAUK, ADAMS & JUNEAU

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Signature of Applicant: Joy Rozynka Date: 8-27-18

Subscribed and sworn to before me this 27th day
of August, 2018.
Tammy L. Miller
Notary Public
My Commission Expires: 1-21-22



(Continued)

- 1. Have you been convicted of any felony or misdemeanor? Yes ___ No X
- 2. Have you been convicted of any license law or ordinance regulating the sale and/or consumption of fermented malt beverages or intoxicating liquors? Yes ___ No X
- 3. Are there currently any charges, federal, state, or local pending against you? Yes ___ No X
- 4. Do you currently have any outstanding forfeitures owed to the City of Wisconsin Dells? Yes ___ No X

If you answered **yes** to any of the above questions, list the offense convicted of, pending conviction, date of conviction, and state and county of conviction.

<u>Date</u>	<u>Nature of Offense</u>	<u>County</u>	<u>State</u>

STATE OF WISCONSIN
COUNTIES OF COLUMBIA, SAUK, ADAMS & JUNEAU

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Signature of Applicant:  Date: 8-21-2018

Subscribed and sworn to before me this 21st day
of August, 2018.
Tammy L Miller
Notary Public
My Commission Expires: 1-21-22



(Continued)

- 1. Have you been convicted of any felony or misdemeanor? Yes ___ No
- 2. Have you been convicted of any license law or ordinance regulating the sale and/or consumption of fermented malt beverages or intoxicating liquors? Yes ___ No
- 3. Are there currently any charges, federal, state, or local pending against you? Yes ___ No
- 4. Do you currently have any outstanding forfeitures owed to the City of Wisconsin Dells? Yes ___ No

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<u>Date</u>	<u>Nature of Offense</u>	<u>County</u>	<u>State</u>

STATE OF WISCONSIN
COUNTIES OF COLUMBIA, SAUK, ADAMS & JUNEAU

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Signature of Applicant: *Sammy D. Smith* Date: *8-21-18*

Subscribed and sworn to before me this *21st* day
of *August* 20*18*.
Sammy D. Smith
Notary Public
My Commission Expires: *1-21-22*



(Continued)

- 1. Have you been convicted of any felony or misdemeanor? Yes ___ No
- 2. Have you been convicted of any license law or ordinance regulating the sale and/or consumption of fermented malt beverages or intoxicating liquors? Yes ___ No
- 3. Are there currently any charges, federal, state, or local pending against you? Yes ___ No
- 4. Do you currently have any outstanding forfeitures owed to the City of Wisconsin Dells? Yes ___ No

If you answered **yes** to any of the above questions, list the offense convicted of, pending conviction, date of conviction, and state and county of conviction.

<u>Date</u>	<u>Nature of Offense</u>	<u>County</u>	<u>State</u>

STATE OF WISCONSIN

COUNTIES OF COLUMBIA, SAUK, ADAMS & JUNEAU

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Signature of Applicant: Lisa Stromberg Ueki Date: 08/29/2018

Subscribed and sworn to before me this 29th day
of August, 2018.
Tammy L. Miller
Notary Public
My Commission Expires: 1-21-22



(Continued)

- 1. Have you been convicted of any felony or misdemeanor? Yes ___ No
- 2. Have you been convicted of any license law or ordinance regulating the sale and/or consumption of fermented malt beverages or intoxicating liquors? Yes ___ No
- 3. Are there currently any charges, federal, state, or local pending against you? Yes ___ No
- 4. Do you currently have any outstanding forfeitures owed to the City of Wisconsin Dells? Yes ___ No

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<u>Date</u>	<u>Nature of Offense</u>	<u>County</u>	<u>State</u>

STATE OF WISCONSIN
COUNTIES OF COLUMBIA, SAUK, ADAMS & JUNEAU

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Signature of Applicant: *[Handwritten Signature]* Date: 8/23/18

Subscribed and sworn to before me this 23rd day
of August, 2018.
[Handwritten Signature]
Notary Public

My Commission Expires: 10/25/2019



**CITY OF WISCONSIN DELLS
OPERATOR'S (BARTENDER) LICENSE APPLICATION**

FOR OFFICE USE ONLY

Receipt# 65776
 Amount Paid: \$ 60.00
 License Exp. Date Provisional: _____ (not more than 60 days)
 Operators-June 30, 2020 (even year)
 Temporary Period _____ (not more than 14 days)
 Council Date Granted: _____
 License #: _____ Date Issued: _____

Police Dept Verification: 9-4-18 RC - CH
 Police Chief: _____ Approved: [Signature]
 Denied: _____

Please Note:

- You must be 18 years of age or older to apply.
- Answer all questions truthfully and completely. A background record check will be conducted by the Police Dept.
- A Beverage Server Certificate, proof of registration in the class, or proof of having an Operator License within the last two years must accompany all New License Applications.

Application Date 08-31-18

License Applying For:

- New \$60
 Renewal \$60
 Provisional \$10
 Temporary \$10 (Bona Fide Clubs Only)
 Date(s) Needed (14 day max.): _____
 Limited to one per year. No training course required.

Check the appropriate box that applies to you:

- I have an Operator's License in effect at this time. (Attach proof if not held w/City of Wisconsin Dells)
 I have held an Operator's License within past 2 years (Attach proof)
 I have completed the Beverage Server Training Course within past 2 years (Attach Completion Certificate)
 I am enrolled in the Beverage Server Training Course
 Class Date and Location: _____
 (After completing the course, bring in your certificate to receive license)
 I am applying for a Temporary Operator's License

To the Common Council of the City of Wisconsin Dells, Wisconsin:

I herby apply for a license to serve from the date hereof to June 30, 2020, inclusive, fermented malt beverages and intoxicating liquors, subject to limitations imposed by Secs. 125.04, 125.12, 125.32, 125.68 of the Wisconsin Statutes and all acts amendatory thereof and supplementary thereto, and hereby agree to comply with all laws, resolutions, ordinances and regulations, federal, state, or local, affecting the sale of such beverages and liquors if a license is granted to me.

PLEASE PRINT

Name Wilson, Jane H
 Last First Middle
 Home Address 460 Pioneer Dr. Apt. 607 Wis, Dells, WI 53965
 Street City State Zip

Mail License to (if different from Home Address) _____
 Street City State Zip

Previous Addresses within the past 10 years
1821 W. 69th St.
Davenport, IA 52806

Drivers License # 895221663 State Issued IA
 Phone Number 608-253-0051 Date of Birth 04-18-79 Place of Birth Iowa City, IA
 Physical Description Sex F Race W Height 5'7 Eye Color: Haz/Grn Hair Color: Brown
 License to be used at (Name of Business) Chula Vista Resort

(Continued)

In IL and IA

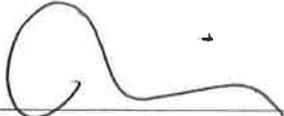
- 1. Have you been convicted of any felony or misdemeanor? Yes No
- 2. Have you been convicted of any license law or ordinance regulating the sale and/or consumption of fermented malt beverages or intoxicating liquors? Yes No
- 3. Are there currently any charges, federal, state, or local pending against you? Yes No
- 4. Do you currently have any outstanding forfeitures owed to the City of Wisconsin Dells? Yes No

If you answered **yes** to any of the above questions, list the offense convicted of, pending conviction, date of conviction, and state and county of conviction.

<u>Date</u>	<u>Nature of Offense</u>	<u>County</u>	<u>State</u>

STATE OF WISCONSIN
COUNTIES OF COLUMBIA, SAUK, ADAMS & JUNEAU

The undersigned, being first duly sworn on oath, deposes and says that he/she is the person named in the foregoing application: that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application.

Signature of Applicant:  Date: 08-31-18

Subscribed and sworn to before me this 31st day
of August, 2018.
Nancy Refothen
Notary Public
My Commission Expires: 10-18-19



(Continued)

- 1. Have you been convicted of any felony or misdemeanor? Yes No
- 2. Have you been convicted of any license law or ordinance regulating the sale and/or consumption of fermented malt beverages or intoxicating liquors? Yes No
- 3. Are there currently any charges, federal, state, or local pending against you? Yes No
- 4. Do you currently have any outstanding forfeitures owed to the City of Wisconsin Dells? Yes No

If you answered yes to any of the above questions, list the offense convicted of, pending conviction, date of conviction, and state and county of conviction.

<u>Date</u>	<u>Nature of Offense</u>	<u>County</u>	<u>State</u>
	All charges were resolved. Probation completed and restitution paid. I am an ordinary citizen who pays taxes, works and cares for her children. I made mistakes when I was young and was involved with bad people. Now, I am a success story with a fresh start and a great job.		
	Forgery + Theft, Sauk + Columbia County - WI		

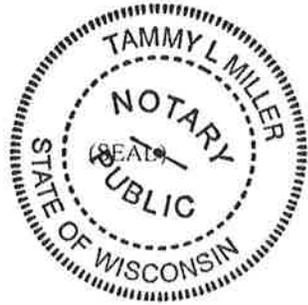
STATE OF WISCONSIN

COUNTIES OF COLUMBIA, SAUK, ADAMS & JUNEAU

The undersigned, being first duly sworn on oath, deposes and says that he/she is the person named in the foregoing application: that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application.

Signature of Applicant: Maggie Buspin Date: 8/20/18

Subscribed and sworn to before me this 20th day of August, 2018
Tammy L Miller
Notary Public
My Commission Expires: 1-21-22



(Continued)

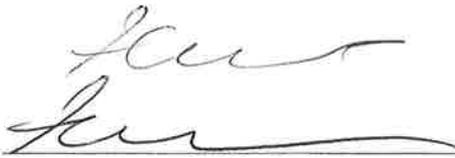
- 1. Have you been convicted of any felony or misdemeanor? Yes ___ No X
- 2. Have you been convicted of any license law or ordinance regulating the sale and/or consumption of fermented malt beverages or intoxicating liquors? Yes ___ No X
- 3. Are there currently any charges, federal, state, or local pending against you? Yes ___ No X
- 4. Do you currently have any outstanding forfeitures owed to the City of Wisconsin Dells? Yes ___ No X

If you answered **yes** to any of the above questions, list the offense convicted of, pending conviction, date of conviction, and state and county of conviction.

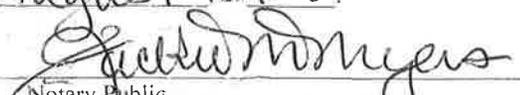
<u>Date</u>	<u>Nature of Offense</u>	<u>County</u>	<u>State</u>

STATE OF WISCONSIN
COUNTIES OF COLUMBIA, SAUK, ADAMS & JUNEAU

The undersigned, being first duly sworn on oath, deposes and says that he/she is the person named in the foregoing application: that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application.

Signature of Applicant:  Date: 8/30/18
8/23/18

Subscribed and sworn to before me this 30th day of August, 2018.


 Notary Public
 My Commission Expires: 1-11-22

(SEAL)

(Continued)

- 1. Have you been convicted of any felony or misdemeanor? Yes ___ No
- 2. Have you been convicted of any license law or ordinance regulating the sale and/or consumption of fermented malt beverages or intoxicating liquors? Yes ___ No
- 3. Are there currently any charges, federal, state, or local pending against you? Yes ___ No
- 4. Do you currently have any outstanding forfeitures owed to the City of Wisconsin Dells? Yes ___ No

If you answered **yes** to any of the above questions, list the offense convicted of, pending conviction, date of conviction, and state and county of conviction.

<u>Date</u>	<u>Nature of Offense</u>	<u>County</u>	<u>State</u>

STATE OF WISCONSIN
COUNTIES OF COLUMBIA, SAUK, ADAMS & JUNEAU

The undersigned, being first duly sworn on oath, deposes and says that he/she is the person named in the foregoing application: that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application.

Signature of Applicant: *Henry Rana* Date: 8-²³20-18

Subscribed and sworn to before me this 23rd day
of August, 20 18.

[Signature]
Notary Public
My Commission Expires: 10/25/2019



September 1, 2018

ITEM 5

Dear Mayor of Wisconsin Dells, City Council Members, and City Clerk:

I am interested in assuming the position for Ed Fox's vacated city council seat in the Third District - Wards 3 & 6. I am a life-long resident of Wisconsin Dells, active in other community organizations and a downtown Dells business owner.

I am very familiar with the issues, demands and unique challenges that our tourism community faces and I am also deeply committed to its success. I have deep respect for the hard-working business owners in this community and I would love the opportunity to also work for the residents by serving on city council.

Some of my past history with the community includes my long-standing employment at Original Wisconsin Ducks as a driver and dispatcher, and then as a manager for over 10 years; a volunteer at many community and WDVCB sponsored events, and a current volunteer on 3 different youth organizations.

I served as a volunteer firefighter for 15 years on the Kilbourn Fire Department, and for 8 of those years I was the Secretary/Treasurer and helped manage, plan and organize their \$225,000 budget.

I have also served directly to the City of Wisconsin Dells through committee appointments - I have served on the Plan Commission for the past 16 years, served on the Community Development Authority Committee for 10 years and I served on the Board of Appeals for 6 years.

Being involved in many aspects of this city, I feel I can contribute to the growth of our city in a positive way and help guide our city government for the next 2-1/2 years with this appointment. Thank you - I hope you will consider my request.

Sincerely,



Dan Anchor

Subject: RE: city council position

Begin forwarded message:

From: Ted Theiler <lttheiler@charter.net>
Date: August 17, 2018 at 10:54:18 CDT
To: "ewojnicz@dellscitygov.com"

Subject: city council position

I would like to apply for the city council seat which recently opened.

I originally came to the Dells from Tomahawk, Wisconsin in 1979 as a skier and kite flyer for the Tommy Bartlett Show. I graduated from UW Superior with a Masters in School Psychology. I applied and obtained a position as a school psychologist with CESA 5 in Portage working for a variety of small school districts.

I married Laura in 1988 and raised two sons, who graduated from WDHS. Laura is a 4th grade teacher at Spring Hill School. I recently retired as a school psychologist in 2017, serving at WDHS for the past six.

I am seeking to serve on the city council because I am interested in helping the city, since it has done so much for me and my family.

Sincerely,
Ted Theiler

CITY OF WISCONSIN DELLS
MAYORAL PROCLAMATION

ITEM 6

WHEREAS, the City of Wisconsin Dells is committed to ensuring the safety and security of all those living in and visiting Wisconsin Dells; and WHEREAS, fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at greatest risk from fire; and WHEREAS, home fires killed 2,735 people in the United States in 2016, according to the National Fire Protection Association (NFPA), and fire departments in the United States responded to 352,000 home fires; and

WHEREAS, the majority of U.S. fire deaths (4 out of 5) occur at home each year; and WHEREAS, the fire death rate per 1000 home fires reported to U.S. fire departments was 10 percent higher in 2016 than in 1980; and WHEREAS, Wisconsin Dells residents should identify places in their home where fires can start and eliminate those hazards; and WHEREAS, working smoke alarms cut the risk of dying in reported home fires in half; and WHEREAS, Wisconsin Dells residents should install smoke alarms in every sleeping room, outside each separate sleeping area, and on every level of the home; and

WHEREAS, Wisconsin Dells residents should listen for the sound of the smoke alarm and when it sounds respond by going outside immediately to the designated meeting place; WHEREAS, Wisconsin Dells residents who have planned and practiced a home fire escape plan are more prepared and will therefore be more likely to survive a fire; and

WHEREAS, Wisconsin Dells first responders are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and protection education; and WHEREAS, Wisconsin Dells residents are responsive to public education measures and are able to take action to increase their safety from fire, especially in their homes; and WHEREAS, the 2018 Fire Prevention Week theme, "Look. Listen. Learn. Be aware – fire can happen anywhere™" effectively serves to remind us that we need to take personal steps to increase our safety from fire.

THEREFORE, I do hereby proclaim **October as FIRE PREVENTION MONTH and October 7-13, 2018, as FIRE PREVENTION WEEK** throughout this city, and I urge all the people of Wisconsin Dells to be aware of their surroundings, look for available ways out in the event of a fire or other emergency, respond when the smoke alarm sounds by exiting the building immediately, and to support the many public safety activities and efforts of the Kilbourn Fire Department.

Dated this 17th day of September, 2018.

In witness, thereof, I sign this proclamation.

Edward E. Wojnicz, Mayor



**CITY OF WISCONSIN DELLS
APPLICATION FOR
SPECIAL EVENT and /or STREET CLOSING PERMIT**

ITEM 7

- Date Application Submitted: AUGUST 29, 2018 Application Fee \$160 Receipt No. 65917
- Application must be submitted to City Clerk no less than 10 days before the next Common Council meeting.
- Applications may not be amended after approval, unless done so by the Police Chief or designee.

1. Applicant Information

Applicant's Name DOWNTOWN DELLS COMMITTEE
 Organization/Business (if any) MARK SWEET; chairperson
 Address (include city/zip) PO BOX 473 WISCONSIN DELLS, WI 53965
 Contact Phone Number (608) 772-0020 Email outofthewoodswidells@frontier.com

2. Event Purpose

Event Name or Title: CHRISTMAS "FIRE IN THE SKY" Repeat Event? Yes No
 Organization Associated with Event (if applicable) DOWNTOWN DELLS COMMITTEE Non-profit Event? Yes No
 Purpose of Event (Include detailed description of event/activities)
signature event for Christmas season activities being planned over
2 weekends (Nov 17 and Nov 24)

3. Event Information & Assembly

Date(s) of the Actual Event SATURDAY, NOVEMBER 24
 Date/Time event will assemble dusk @ 5:00 PM Date/Time event will begin when it gets dark - probably 5-5:30 pm
 Time event will end 15 minutes after display begins. Time event will disband 6:00 pm ?

Event website (if any) _____
 Name of contact person on day of event Mark Sweet; Cell (608) 772-0020

LIST STREETS/AREA TO BE CLOSED - ATTACH MAP OF PROPOSED CLOSURES & INDICATE PROPOSED USES:
display will be set up in same area as 4th of July fireworks display. Municipal Pool /
Ballfields area.

Number of Barricades Needed & Locations (if applicable) as required in the fireworks display area only.

Will this event include: **Fireworks?** Yes No If yes, a Fireworks Display Permit is needed.
Beer/Wine Sales? Yes No If yes, a Temporary Class B Beer/Wine License is needed.

If yes, please list who will be obtaining those permits/licenses: BADGERLAND PYROTECHNICS will be handling the
Fireworks display. (888) 640-3211 shows@badgerlandpyro.com

*Approximate maximum number in attendance at one time viewing area to still be determined - Will be closer
 Attendance estimate based on? to downtown (than summertime display) Possibly City lot by

Traffic Assistance Needed: Yes No If yes, location and time(s): _____
At this time, we don't anticipate a need. Olson Paint Store
or private business.

4. Entertainment/Amplified Music or Announcing

Any amplified music or announcing: Yes No

Describe entertainment area/location (if applicable) At viewing area still TBD on location, expect to have arrival of Santa and possibly WJHS students leading Christmas songs- Very brief.

5. Public Safety

Traffic Assistance Needed: Yes No If yes, location and time(s): not expected at this time.

Police/Security Needed (may be assigned based on event details) No Yes, location & purpose _____

EMS / Fire Dept. Needed (may be assigned based on event details) No Yes, location & purpose _____

6. Sanitation & Utilities

Temporary Electric Service needed: Yes No

Number of bathroom stall accommodations, if required: _____ Men _____ Women _____ Unisex _____ Handicapped Accessible

7. Vendors

Merchandise and/ or Food Vendors: no _____ yes, approximate number: _____

8. Parking Impact

List the number of parking stalls, and/or what parking lot(s) that will be affected and during what time:

Should not be an issue.

Municipal Code Chapter 24 – Special Events Regulations

24.04 WHEN APPLICATION MUST BE MADE

A written application for a permit for any parade or special event shall be made by one of the organizers to the City Clerk on a form provided by the Clerk no less than 10 days in advance of the last regularly scheduled council meeting prior to the proposed event.

24.06 RECOMMENDATIONS OF GOVERNMENTAL AGENCIES

The Clerk shall submit a copy of the application to the Chief of Police and the Director of Public Works as well as any other affected departments. These departments shall report their findings to the Council at the next regularly scheduled Council meeting.

24.11 FEE

There shall be paid at the time of filing the application for a parade or special event permit a fee as established by resolution adopted pursuant to section 2.05.

24.12 CHARGE FOR INCREASED COSTS

Where the Police Chief and/or the Director of Public Works determines that the cost of municipal services incident to the staging of the parade or special event will be increased, the Council may require the permittee to pay an additional fee in the amount equal to the increased cost for the municipal services.

Applicant Signature

I hereby make an application for a Special Event and/or Street Closing Permit as detailed above. I agree to abide by the requirements of all City Ordinances and State Laws.

Print Name

MARK SWEET

Signature

Mark Sweet

Date

August 29, 2018

CITY OF WISCONSIN DELLS
RESOLUTION NO. _____
COUNTY LIBRARY TAX EXEMPTION - 2019

ITEM 8

WHEREAS, The Columbia, Sauk, Adams, and Juneau County Boards levy a county library tax;

WHEREAS, Section 43.64(2)(b) of the Wisconsin Statutes provide that such units of government which levy a tax for public library services and expend an amount for a library fund as defined by s. 43.52(1) during the year for which the county tax levy is made a sum at least equal to the county library tax rate in the prior year multiplied by the equalized valuation of property in the city for the current year, may apply for exemption from this tax; and

WHEREAS, The **City of Wisconsin Dells** does levy a library tax in excess of the amount calculated in accordance with 43.64(2)(b);

NOW THEREFORE BE RESOLVED that the **City of Wisconsin Dells**, in Columbia, Sauk, Adams and Juneau Counties, Wisconsin, be EXEMPT from the payment of any county library tax as provided in Section 43.64(2)(b) inasmuch as it will expend for its own library fund for 2018 an amount in excess of that amount calculated in accordance with 43.64(2)(b). Exemption from the payment of said county library tax shall not preclude the City of Wisconsin Dells' participation in county library services in all other respects;

BE IT FURTHER RESOLVED, that confirmed copies of this Resolution shall be forwarded by the City Clerk to the Columbia, Sauk, Adams and Juneau County Clerks and the appropriate public libraries.

Dated this 17th day of September, 2018.

Edward E. Wojnicz, Mayor

Attest:

Nancy R. Holzem, City Clerk/Coordinator

Date introduced: September 17, 2018

Date adopted: September 18, 2018

Date published: September 27, 2018

CITY OF WISCONSIN DELLS
RESOLUTION NO. _____

ITEM 9

BE IT HEREBY RESOLVED by the City of Wisconsin Dells, Columbia, Sauk, Adams and Juneau Counties, Wisconsin, that based upon the recommendation of the Finance Committee from their September 17, 2018 meeting,

IT APPROVES the 2018 Audit Engagement Letter with Johnson-Block & Co.

Edward E. Wojnicz, Mayor

Attest:

Nancy R. Holzem, City Clerk

Vote: ____ ayes, ____ nays ____ abs.

Date Introduced: September 17, 2018

Date Passed:

Date Published:



September 12, 2018

To the City Council and City Treasurer
City of Wisconsin Dells
300 La Crosse Street
Wisconsin Dells, Wisconsin 53965

We are pleased to confirm our understanding of the services we are to provide for the City of Wisconsin Dells for the year ended December 31, 2018.

We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of the City of Wisconsin Dells as of and for the year ended December 31, 2018. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the City of Wisconsin Dells' basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the City of Wisconsin Dells' RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI (if prepared) is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's discussion and analysis
2. Budgetary comparison schedule for the general fund
3. Wisconsin Retirement System Schedules

We have also been engaged to report on supplementary information other than RSI that accompanies the City of Wisconsin Dells' financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements:

1. Schedule of assigned general fund balances
2. Combining statements of non-major governmental funds



Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to report on the fairness of the additional information referred to in the previous paragraph when considered in relation to the basic financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the City of Wisconsin Dells' financial statements. Our report will be addressed to the City Council of the City of Wisconsin Dells. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or may withdraw from this engagement.

Audit Procedures – General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.



Audit Procedures – Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City of Wisconsin Dells' compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Other Services

We will also assist in preparing the financial statements of the City of Wisconsin Dells in conformity with U.S. generally accepted accounting principles based on information provided by you. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for designing, implementing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.



Management Responsibilities (Continued)

You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

You agree to assume all management responsibilities for financial statement preparation services and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Engagement Administration, Fees and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

The audit documentation for this engagement is the property of Johnson Block & Company, Inc. and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a regulator or its designee. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Johnson Block & Company, Inc. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the regulator or its designee. The regulator or its designee may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

We expect to begin our audit by the end of March 2019 and to prepare our draft audit reports by June 15, 2019. Carrie Leonard, CPA is the engagement partner and is responsible for supervising the engagement and signing the report. We will also prepare the Department of Revenue financial report form, the Public Service Commission annual reports, and the TID annual reports. We will meet with the City Finance Committee at the conclusion of the audit to discuss our findings.



JOHNSON BLOCK
CPAs

Page 5 of 7
City of Wisconsin Dells

Engagement Administration, Fees and Other (Continued)

Our fees for the audit and other services will not exceed \$31,300. Fees related to individual parts are estimated as follows:

General City	\$ 8,850
Electric Utility	6,350
Water Utility	4,700
Sewer Utility	4,350
TIDs and CDA	5,450
BID	<u>1,300</u>
	<u>\$31,000</u>

Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. If additional services are necessary, we will discuss them with you and arrive at a fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to City of Wisconsin Dells and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the letter and return it to us.

Very truly yours,

Johnson Block & Company, Inc.

JOHNSON BLOCK & COMPANY, INC.
CERTIFIED PUBLIC ACCOUNTANTS
MADISON, WISCONSIN

RESPONSE:

This letter correctly sets forth the understanding of the City of Wisconsin Dells.

Management Signature: _____

Title: _____

Date: _____

Governance Signature: _____

Title: _____

Date: _____



ADDENDUM A

We will perform the following services:

We will compile, from information you provide, the annual Financial Report Form to the Wisconsin Department of Revenue, for the year ended December 31, 2018. Upon completion of the compilation of the annual Financial Report Form, we will provide the City with our accountant's compilation report. If, for any reason caused by or relating to affairs or management of the City, we are unable to complete the compilation or if we determine in our professional judgement the circumstances necessitate, we may withdraw and decline to submit the annual Financial Report Form to you as a result of this engagement.

Our Responsibilities and Limitations

We will be responsible for performing the compilation in accordance with *Statements on Standards for Accounting and Review Services* established by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements. We will utilize information that is the representation of management without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements in order for the statements to be in conformity with accounting principles generally accepted in the United States of America.

Our engagement cannot be relied upon to disclose errors, fraud, or other illegal acts that may exist and, because of the limited nature of our work, detection is highly unlikely. However, we will inform the appropriate level of management of any material errors, and of any evidence that fraud may have occurred. In addition, we will report to you any evidence or information that comes to our attention during the performance of our compilation procedures regarding illegal acts that may have occurred, unless they are clearly inconsequential. We have no responsibility to identify and communicate deficiencies in your internal control as part of this engagement.

Management's Responsibilities

The City's management is responsible for the financial statements referred to above. In this regard, management is responsible for (i) the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, (ii) designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements, (iii) preventing and detecting fraud, (iv) identifying and ensuring that the entity complies with the laws and regulations applicable to its activities, and (v) making all financial records and related information available to us. Management also is responsible for identifying and ensuring that the City complies with the laws and regulation applicable to its activities.

Management is responsible for providing us with the information necessary for the compilation of the financial statements and the completeness and the accuracy of that information and for making City personnel available to whom we may direct inquiries regarding the compilation. We may make specific inquiries of management and others about the representations embodied in the financial statements.



ADDENDUM B

We will perform the following services:

We will compile, from information you provide, the Public Service Commission Annual Reports, including the balance sheets of the water utility and the electric utility, enterprise funds of the City of Wisconsin Dells, as of December 31, 2018 and 2017, and the related statements of income and retained earnings for the years then ended and the supplemental schedules as of and for the year ended December 31, 2018. Upon completion of the Public Service Commission Annual Reports, we will provide the City with our accountant's compilation reports. If, for any reason caused by or relating to affairs or management of the City, we are unable to complete the compilation or if we determine in our professional judgment the circumstances necessitate, we may withdraw and decline to submit the Public Service Commission Annual Report to you as a result of this engagement.

Our Responsibilities and Limitations

We will be responsible for performing the compilation in accordance with *Statements on Standards for Accounting and Review Services* established by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements. We will utilize information that is the representation of management without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements in order for the statements to be in conformity with accounting principles generally accepted in the United States of America.

Our engagement cannot be relied upon to disclose errors, fraud, or other illegal acts that may exist and, because of the limited nature of our work, detection is highly unlikely. However, we will inform the appropriate level of management of any material errors, and of any evidence that fraud may have occurred. In addition, we will report to you any evidence or information that comes to our attention during the performance of our compilation procedures regarding illegal acts that may have occurred, unless they are clearly inconsequential. We have no responsibility to identify and communicate deficiencies in your internal control as part of this engagement.

Management's Responsibilities

The City's management is responsible for the financial statements referred to above. In this regard, management is responsible for (i) the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, (ii) designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements, (iii) preventing and detecting fraud, (iv) identifying and ensuring that the entity complies with the laws and regulations applicable to its activities, and (v) making all financial records and related information available to us. Management also is responsible for identifying and ensuring that the City complies with the laws and regulation applicable to its activities.

Management is responsible for providing us with the information necessary for the compilation of the financial statements and the completeness and the accuracy of that information and for making City personnel available to whom we may direct inquiries regarding the compilation. We may make specific inquiries of management and others about the representations embodied in the financial statements.

CITY OF WISCONSIN DELLS
RESOLUTION NO. ____

ITEM 10

BE IT HEREBY RESOLVED by the City of Wisconsin Dells, Columbia, Sauk, Adams and Juneau Counties, Wisconsin, that based upon the recommendation of the CITY PLAN COMMISSION from their September 10, 2018 meeting;

IT APPROVES the Site Plan application submitted by Matt Wavrek in order to construct an addition to a commercial building, Big Lift at 1575 Stand Rock Road, Sauk County Parcel No. 11291-0012-02000, contingent upon the applicant addressing any storm water issues that may arise.

Edward E. Wojnicz, Mayor

Attest: _____
Nancy R. Holzem, City Clerk

Vote: ___ ayes; ___ nays ___ abstention

Date Introduced: September 17, 2018

Date Passed:

Date Published:

Site Plan Application
Big Lift, LLC Expansion
Plan Commission, 9/10/18

The City has received a Site Plan Application from Matt Wavrek to construct an addition to the Big Lift, LLC industrial operation on Sauk County, City of Wisconsin Dells parcel 291-0012-02000 located at 1575 Stand Rock Road.

Site Plan approval is required for any new commercial building, or additional to a commercial building greater than 500 sq ft. This construction will include the removal of an existing approximately 1900 sq ft of existing office space and some of the paved parking area in front of the building. The new construction will be approximately 8400 sq ft that will provide new office space approximately twice the size of the existing office space, and double the loading docks with the addition of two (2) new loading docks. The existing office space is supplied with City water, sewer, and electric, and the new area will also be supplied with City water, sewer, and electric. This expansion is to allow more room for the existing operation of the facility, but it not expected to significantly increase the number of employees or the sanitary sewer consumption. As such, no additional sanitary sewer fees will be charged. While this project will remove some of the existing parking in front of the building, this site currently has a significant amount of unused parking. No parking issues are expected. Some parking will remain

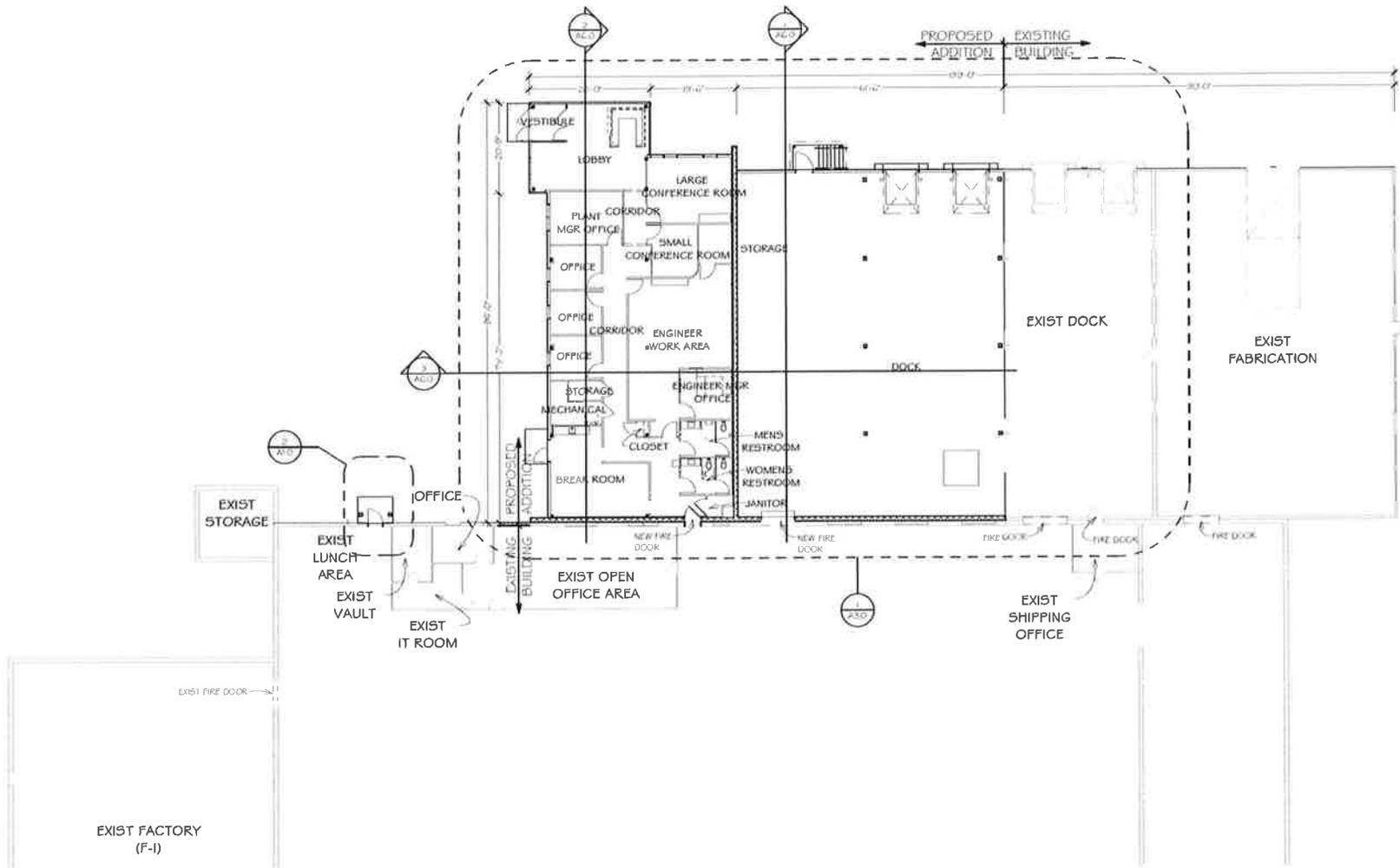
One unique feature of this site is the storm water discharge. A portion of the storm water from this site is piped out to a discharge area west of the building. Big Joe used to own all of this property, but several years ago they sold the vacant property to the west, where the storm water discharges. As such, the storm water discharged has been moved to the south in an effort to remove any conflicts with future construction on the neighboring property.

Approval should include the following contingency:

The applicant cooperates with the City to address any storm water issues that may arise.

Chris Tollaksen
City of Wisconsin Dells







View 2



**Architectural Design
Consultants, Inc.**

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Wisconsin Dells, WI

18-028 08-15-2018



View 3



View 4

ITEM 11

CITY OF WISCONSIN DELLS
RESOLUTION NO. _____

BE IT HEREBY RESOLVED by the City of Wisconsin Dells, Columbia, Sauk, Adams and Juneau Counties, Wisconsin, that based upon the recommendation of the CITY PLAN COMMISSION from their September 10, 2018 meeting;

IT APPROVES the Certified Survey Map requested by Ed Karas in order to divide Columbia County Parcels 11291-1008.3 and 11291-893.01.

Edward E. Wojnicz, Mayor

Attest: _____
Nancy R. Holzem, City Clerk

Vote: ___ ayes; ___ nays ___ abstention
Date Introduced: September 17, 2018
Date Passed:
Date Published:

As prepared by:

GA GROTHMAN & ASSOCIATES S.C.
LAND SURVEYORS

825 EAST SUIPER STREET, P.O. BOX 373 PORTAGE, WI 53901
PHONE: PORTAGE: (608) 742-7788 SALES: (608) 844-8877
FAX: (608) 742-0434 E-MAIL: surveying@grothman.com
(RED LOGO REPRESENTS THE ORIGINAL MAP)

G & A FILE NO. 918-546

DRAFTED BY: A. MAST

CHECKED BY: JRG

PROJ. 110-11

DWG. 918-546 SHEET 1 OF 3

SEAL:



Sept. 6, 2018

COLUMBIA COUNTY CERTIFIED SURVEY MAP NO. _____
GENERAL LOCATION Volume _____ Page _____

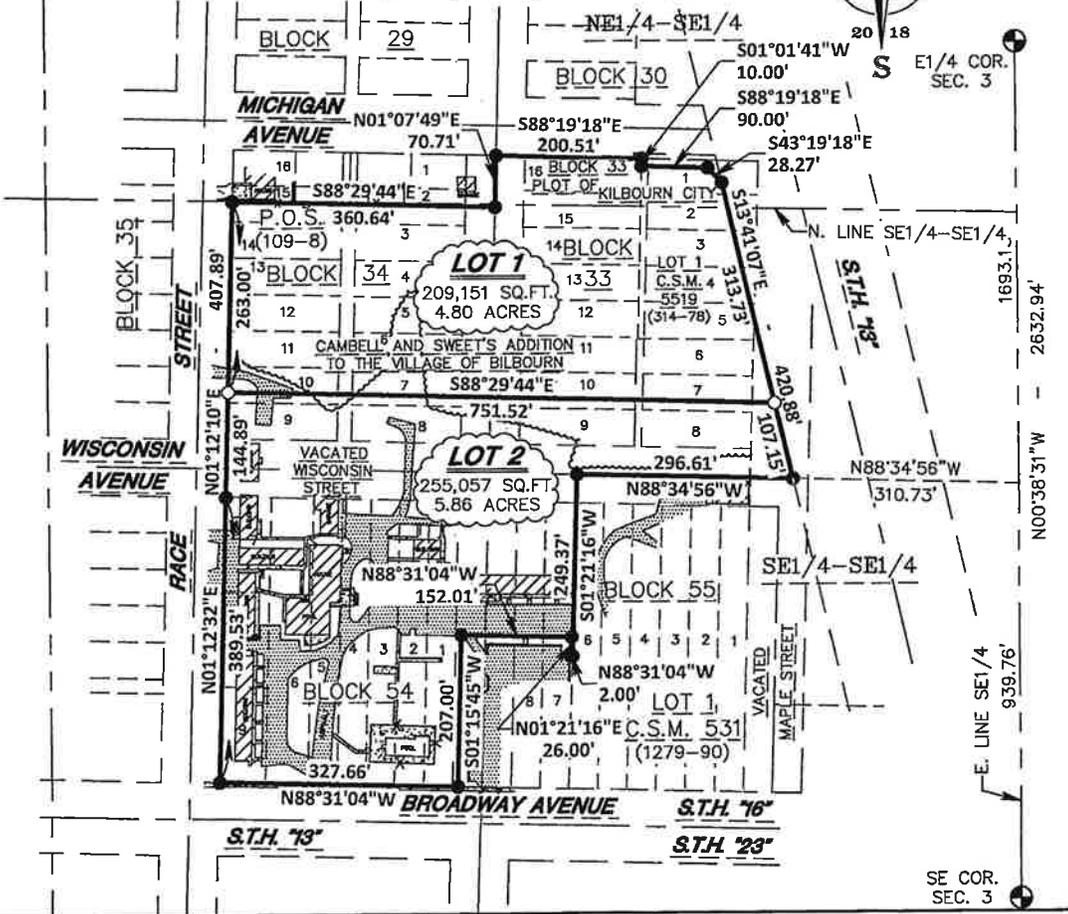
BEING ALL OF LOT 1, C.S.M. 5519 AS RECORDED VOL. 39 PG. 34 AS DOCUMENT NO. 858729, A PART OF LOTS 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14 AND 15, BLOCK 33 AND VACATED ALLEY, LOTS 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14 AND 15, BLOCK 34 AND VACATED ALLEY, PART OF LOTS 7 AND 8 BLOCK 55 AND ALL OF LOTS 1, 2, 3, 4, 5 AND 6, BLOCK 54, PLAT OF CAMPBELL AND SWEET'S ADDITION TO THE VILLAGE OF KILBOURN, ALL OF LOTS 7, 8 AND 9, PLAT OF CADY'S ADDITION TO THE CITY OF WISCONSIN DELLS, PART OF LOTS 1, 2, 15 AND 16, BLOCK 33, PLOT OF KILBOURN CITY, PART OF VACATED WISCONSIN AVENUE AND VACATED PLUM STREET, LOCATED IN THE NE1/4 OF THE SE1/4 AND THE SE1/4 OF THE SE1/4, SECTION 3, T. 13 N., R. 6 E., CITY OF WISCONSIN DELLS, COLUMBIA COUNTY, WISCONSIN. CONTAINING 464,208 SQ.FT. 10.66 ACRES PARCEL NO.S 893.01 & 1008.3

LEGEND

- 3/4" X 24" IRON ROD SET (WT. = 1.5 LBS. / L.F.)
- 3/4" IRON ROD FND.
- ⊕ 3 1/2" ALUM. MON. FND.
- ~~~~~ EDGE OF WOOD LINE

BASIS OF BEARINGS: IS THE EAST LINE OF THE SE1/4 WHICH IS RECORDED TO BEAR N00°38'31"W PER C.S.M. 3826.

SCALE: 1" = 200'



OWNER/CLIENT: EDWARD & ANNA KARAS LLC
1013 BROADWAY
WISCONSIN DELLS, WI 53965

As prepared by:

GA GROTHMAN & ASSOCIATES S.C.
LAND SURVEYORS

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G & A FILE NO. 918-546

DRAFTED BY: A. MAST

CHECKED BY: JRG

PROJ. 110-11

DWG. 918-546 SHEET 2 OF 3

SEAL:



Sept. 6, 2018

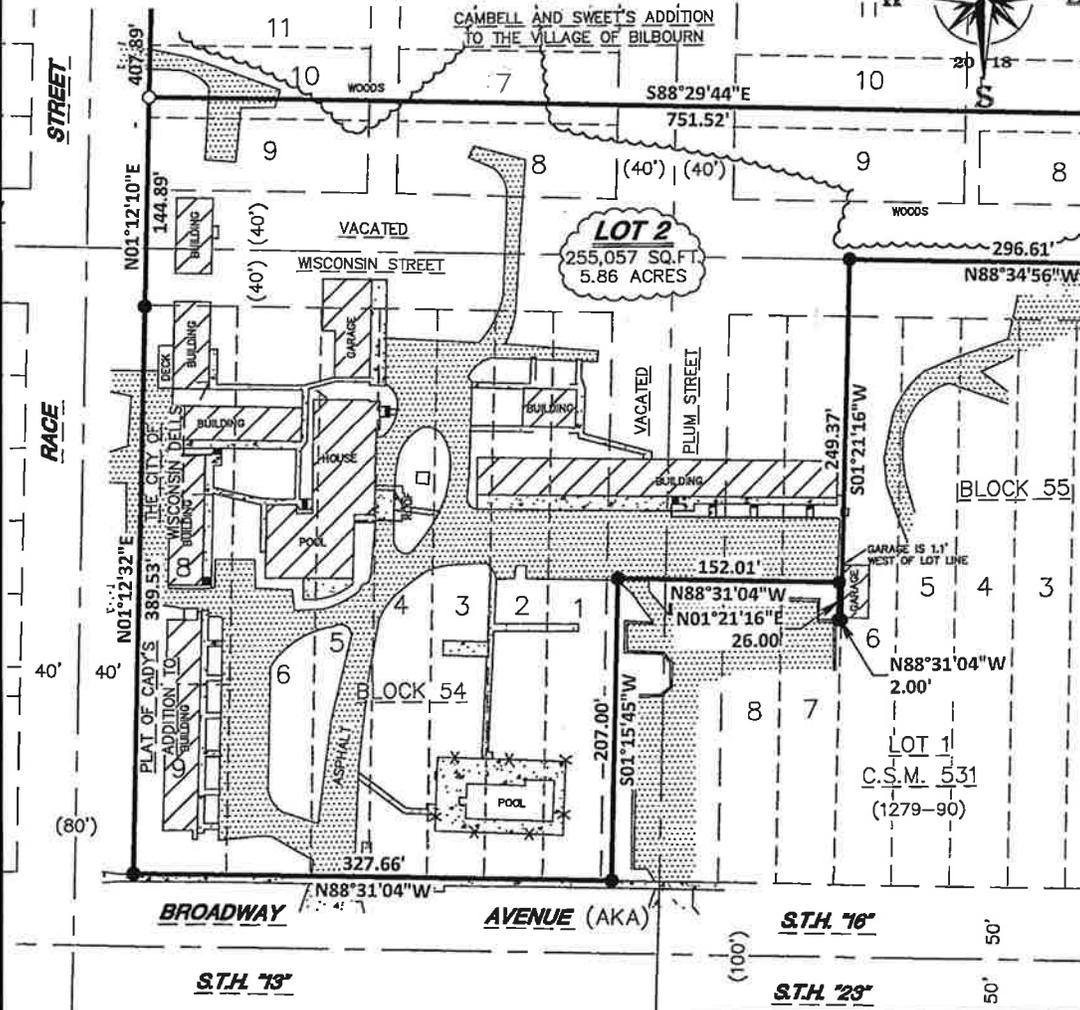
COLUMBIA COUNTY CERTIFIED SURVEY MAP NO. _____
GENERAL LOCATION

Volume _____, Page _____

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CONTAINING 464,208 SQ.FT. 10.66 ACRES
PARCEL NO.S 893.01 & 1008.3

SCALE: 1" = 100'



OWNER/CLIENT: EDWARD & ANNA KARAS LLC
1013 BROADWAY
WISCONSIN DELLS, WI 53965

As prepared by:

G GROTHMAN & ASSOCIATES S.C.
 LAND SURVEYORS
 625 EAST SUPER STREET, P.O. BOX 373 PORTAGE, WI. 53901
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SEAL:



G & A FILE NO. 918-546



DRAFTED BY: A. MAST
 CHECKED BY: JRG
 PROJ. 110-11
 DWG. 918-546 SHEET 3 OF 3

COLUMBIA COUNTY CERTIFIED SURVEY MAP NO. _____
GENERAL LOCATION

Volume _____, Page _____

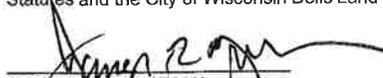
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SURVEYOR'S CERTIFICATE

I, **JAMES R. GROTHMAN**, Professional Land Surveyor, do hereby certify that by the order of **Edward and Anna Karas, LLC** I have surveyed, monumented and mapped all of Lot 1, Certified Survey Map, No. 5519 as recorded in Volume 39, page 34 as Document No. 858729, Lots 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14 and 15, Block 33 and vacated alley, Lots 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, and 15, Block 34 and vacated alley, Lots 7 and 8, Block 55, Lots 1, 2, 3, 4, 5 and 6, Block 54, Plat of Campbell and Sweet's Addition to the Village of Kilbourn, all of Lots 7, 8 and 9, Plat of Cady's Addition to the City of Wisconsin Dells, a part of Lots 1, 2, 15 and 16, Block 33, Plot of Kilbourn City, a part of vacated Wisconsin Avenue and vacated Plum Street all located in the Northeast Quarter of the Southeast Quarter and the Southeast Quarter of the Southeast Quarter of Section 3, Town 13 North, Range 6 East, City of Wisconsin Dells, Columbia County, Wisconsin, described as follows:

Commencing at the Southeast corner of said Section 3;
 thence North 00°38'31" West along the East line of the Southeast Quarter of said Section 3, 939.76 feet;
 thence North 88°34'56" West, 310.73 feet to a point in the Westerly right-of-way of State Trunk Highway 13;
 thence continuing North 88°34'56" West, 296.61 feet;
 thence South 01°21'16" West, 249.37 feet;
 thence North 88°31'04" West, 2.00 feet;
 thence North 01°21'16" East, 26.00 feet;
 thence North 88°31'04" West, 152.01 feet;
 thence South 01°15'45" West, 207.00 feet to a point in the Northerly right-of-way line of Broadway Avenue, said point also lying within the South line of Block 54, Plat of Campbell and Sweet's Addition to the Village of Kilbourn;
 thence North 88°31'04" West along said South line of Block 54 and the Northerly right-of-way line of Broadway Avenue, 327.66 feet;
 thence North 01°12'32" East along the West line of said Block 54 and East right-of-way line of Race Street, 389.53 feet;
 thence North 01°12'10" East, 407.89 feet;
 thence South 88°29'44" East, 360.64 feet;
 thence North 01°07'49" East along the centerline of vacated Plum Street, 70.71 feet;
 thence South 88°19'18" East along the South line of Michigan Avenue, 200.51 feet;
 thence South 01°01'41" West, 10.00 feet;
 thence South 88°19'18" East, 90.00 feet;
 thence South 43°19'18" East, 28.27 feet;
 thence South 13°14'07" East along the West right-of-way line of State Trunk Highway 13, 420.88 feet to the point of beginning.
 Containing 484,208 square feet, (10.66 acres), more or less. Being subject to servitudes and easements of use or record if any.

I DO FURTHER CERTIFY that this is a true and correct representation of the boundaries of the land surveyed and that I have fully complied with the Provisions of Section AE 7 of the Wisconsin Administration Code and Chapter 236.34 of the Wisconsin State Statutes and the City of Wisconsin Dells Land Division Ordinances to the best of my knowledge and belief.


JAMES R. GROTHMAN
 Professional Land Surveyor, No. 1321
 Dated: September 6, 2018
 File No.: 918-546

PLANNING & ZONING APPROVAL

This Certified Survey Map in the City of Wisconsin Dells, is hereby approved by the Planning & Zoning Administrator.

Planning & Zoning Administrator

Date

OWNER/CLIENT: EDWARD & ANNA KARAS LLC
 1013 BROADWAY
 WISCONSIN DELLS, WI 53965



CITY OF WISCONSIN DELLS
RAZE & REMOVE ORDER
RESOLUTION NO. 5005

ITEM 12

The City Council of the City of Wisconsin Dells, Columbia County, Wisconsin, by this Resolution adopted by a majority of the City Council on a roll call vote with a quorum present and voting and proper notice having been given, resolves and orders as follows:

The City Council has found that the following described motel is old, dilapidated, or out of repair, and, consequently, dangerous, unsafe, unsanitary, or otherwise unfit for human habitation and that repair of the motel is unreasonable, and has specifically found that the building inspector has determined that the cost of repairs to the motel would exceed 50% of the assessed value of the motel divided by the ratio of the assessed value to the recommended value as last published by the State of Wisconsin, Department of Revenue for the City.

Upon the above findings, Rhoda Keller-Theaker, the owner of the following-described real property, is ordered by the City of Wisconsin Dells to raze the motel located at 925 Broadway, Tax Parcel No. 11291-997, legally described as "Lots 6 & 7, Cady's Addition", not later than November 1, 2018.

The building inspector shall post a placard on the premises containing the following notice:

"This Building May Not Be Used for Human Habitation, Occupancy, or Use."

The building inspector shall prohibit use of the building for human habitation, occupancy, or use until necessary repairs have been made. If the owner of the above-described real property fails or refuses to comply with this order within the time prescribed above, the building inspector shall, subject to s. 66.0413 (1) (h) and (j), Wis. stats., relating to salvage and personal property, proceed to raze the motel through any available public agency or by contract or arrangement with private persons, or to secure the motel and, if necessary, the property on which the motel is located if unfit for human habitation. The cost of razing or securing the buildings may be charged in full or in part against the real estate upon which the motel is located, and if that cost is so charged it is a lien upon the real estate and may be assessed and collected as a special charge.

Notice of the raze order of the City Council shall be served as follows:

1. On the owner of record of the building that is subject to the order, or on the owner's agent if the agent is in charge of the building, in the same manner as a summons is served in circuit court.
2. On the holder of each encumbrance of record by 1st class mail at the holder's last-known address and by publication as a class 1 notice under chapter 985, Wis. stats. If the owner, and the owner's agent, if any, cannot be found, or if the owner is deceased and an estate has not been opened, the order may be served by posting it on the main entrance of the building and by publishing it as a class 1 notice under chapter 985, Wis. stats., before the time limited in the order begins to run.

The City Clerk shall file or have filed by the City Attorney a Notice of Lis Pendens in the Columbia County Office on the tract of the above-described real property to provide notice of this Resolution and raze order of the City. The City clerk shall properly post or publish this resolution as required under s. 60.80, Wis. stats.

Adopted this 17th day of September, 2018.

Published the 20th day of September, 2018

Mayor Ed Wojnicz

Attest: Nancy R. Holzem, City Clerk

RESOLUTION NO. _____

BE IT HEREBY RESOLVED by the City of Wisconsin Dells, Columbia, Sauk, Adams, and Juneau Counties, Wisconsin, that based upon the recommendation of the PUBLIC SAFETY COMMITTEE from their September 10, 2018 meeting;

IT APPROVES updating Police Department Policy & Procedure 2.03 to include a Detective Job Description.

Edward E. Wojnicz, Mayor

Attest:

Nancy R. Holzem, City Clerk

Vote: _____ ayes _____ nays _____ abs.

Date Introduced: September 17, 2018

Date Passed:

Date Published:

	Policy and Procedure Wisconsin Dells Police Department		2.03
	Subject:	JOB DESCRIPTIONS	Issued:
Scope:	All Department Personnel	Effective:	8/1/14
Distribution:	Policy & Procedure Manual	Rescinds:	
Reference:		Amends:	
WILEAG Standards:	2.3.1		

Notes:	3/23/15 Added CSO Job Description in "Job Description Manual" 9/11/18 Added Detective Job Description in "Job Description Manual"
---------------	--

Index As:	Job Descriptions Light Duty	
Purpose:	The purpose of this Policy & Procedure is to establish guidelines for job descriptions within the Wisconsin Dells Police Department.	
Approval:	Chief Jody Ward	Date: 05/01/14

Wisconsin Dells Police Department Detective Job Description

Classification: Non-Exempt
Status: Full-Time, Appointed
Supervisor: Chief of Police, Lieutenant of Police
Union: Wisconsin Professional Police Association

POSITION IN BRIEF

The job of detective is a sworn enforcement position and is responsible for skilled criminal investigation work, under the general direction of the chief and lieutenant. A detective is expected to exercise independent judgement, perform investigative functions without direct supervision and to consult a supervisor as appropriate. This position requires a high level of problem-solving ability and self-initiative.

Essential Knowledge, Skills and Experience

1. Knowledge of state statutes, local ordinances, and judicial processes.
2. Knowledge of arrest and detention principles, practices, and techniques, and the constitutional requirements associated with arrest and detention.
3. Knowledge of search and seizure principles, practices, and techniques, and the constitutional requirements associated with search and seizure.
4. Knowledge of criminal and crime scene investigation principles, practices, and techniques, and the constitutional requirements associated with criminal and crime scene investigations.
5. Knowledge of evidence seizure, collection, and preservation principals, practices, and techniques, and the constitutional requirements associated with evidence processing.
6. Knowledge of emergency response principles, practices, and techniques.
7. Knowledge of traffic enforcement principles, practices, and techniques.
8. Knowledge of apprehension, restraint, and control principles, practices, and techniques.
9. Knowledge of commonly employed police weapons, both lethal and nonlethal, principles, practices, and techniques, and constitutional requirements associated with the use of force.
10. Knowledge of first responder and first aid practices, principles, and techniques.

11. Knowledge of police vehicle operation principles, practices, and techniques.
12. Advanced demonstrated knowledge of effective police report writing principles, practices, and techniques.
13. Advanced working knowledge of interview and interrogation principles, practices and techniques.
14. Knowledge of police communications systems.
15. Advanced working knowledge of interpersonal communications principles, practices, and techniques, and the demonstrated ability to work efficiently and effectively with a wide variety of personalities and behaviors under a wide variety of conditions.
16. Knowledge of community relations principles, practices, and techniques.
17. Knowledge of court function principles, practices, and procedures and above average ability to prepare properly for court proceedings and to testify effectively.
18. Knowledge of municipal government function.

Special Qualifications Required or Desire

1. Successful completion of at least 60 (sixty) college credits required.
2. Certification or capacity to become certified under Wisconsin Statute 165.85(4) required.
3. Valid Wisconsin driver's license required.
4. Above average report writing ability required, including the ability to complete accurate reports quickly and consistently.
5. Above average interpersonal communications skills required.
6. Ability to work effectively with minimal supervision required.

Essential Functions

Essential functions involve consistent and predictable attendance, protecting the general safety of the public, investigating cases, interviewing and interrogating witnesses, victims and suspects, conducting pending case follow ups, preparing and serving civil and criminal processes, protecting persons and property, and securing and protecting prisoners in custody. When required, the detective is expected to assume the duties of a uniformed patrol officer. As necessary, the Detective may be required to temporarily assume the duties, activities and tasks of a supervisor.

When not directly handling case assignments or working on a specific job task, the detective must be capable and willing to use self-directed work time in an efficient

manner. This includes performance on the priority tasks assigned to this position by the Chief of Police. The incumbent is expected to accept the responsibility for knowing routine job assignments and performing them without having to be told to do so by supervisory or command personnel.

Additional Functions

1. Give public information/education presentations. (as directed)
2. Successfully complete in-service training. (annually)
3. Attend range training. (as required)
4. Testify in court. (as needed)

Functions Description

A detective shall demonstrate knowledge of pertinent laws, requirements, procedures, policies, and practices in performing each job task associated with the position. A detective shall perform those duties as lawfully directed by superiors, and those duties including, but not necessarily limited to the following:

1. Arrest & Detention
 - a. Arrest law breakers with or without warrant, as appropriate.
 - b. Advise suspects of constitutional rights in custodial environment.
 - c. Take critically mentally ill persons into protective custody.
 - d. Take persons incapacitated by alcohol into protective custody.
 - e. Take incapacitated developmentally disabled persons into protective custody.
 - f. Issue citation to offender in lieu of custodial arrest.
 - g. Explain nature of arrest to offender.
 - h. Detain persons temporarily for questioning.
 - i. Verify warrant before arrest.
 - j. Take persons into custody on P&P pickup order.
2. Searches
 - a. Conduct searches based on probable cause.
 - b. Search persons, premises, property incident to lawful arrest.
 - c. Search premises or property with consent.
 - d. Search persons, property, and premises pursuant to search warrant.
 - e. Conduct plain view searches.
 - f. Search abandoned property.
 - g. Search unconscious or helpless person for Medic-Alert
 - h. Search buildings/areas for suspects, bombs, missing persons, evidence.
 - i. Search for lost, missing persons.
3. Criminal Investigations
 - a. Establish and maintain an efficient case tracking system.
 - b. Complete preliminary and follow up investigations of crimes.

- c. Conduct critical missing person investigations.
- d. Conduct preliminary and follow up death investigations.
- e. Utilize department records to assist in investigations.
- f. Utilize T.I.M.E. System to assist in investigations.
- g. Conduct line ups, photo line ups, and show ups.
- h. Use resources such as post office, utilities, etc.
- i. Locate witnesses, suspects, and victims.
- j. Conduct intelligence gathering on known/suspected offenders.
- k. Interview/interrogate suspects, witnesses, victims.
- l. Conduct surveillance of suspects, locations, events.
- m. Exchange data with fellow officers, supervisors, other agencies.
- n. Review crime lab reports to assist in investigations.
- o. Recruit and properly document and control confidential informants.
- p. Verify reliability/credibility of witnesses.
- q. Obtain arrest and search warrants.

4. Evidence & Property Seizure, Collection, & Preservation.

- a. Secure and protect crime, accident, and disaster scenes.
- b. Sketch, photograph, videotape crime, accident, and disaster scenes.
- c. Collect and preserve latent prints and trace evidence.
- d. Collect, document, preserve and transfer stolen and found property.
- e. Witness autopsies and collect further evidence from bodies.
- f. Document chain of custody on all property & evidence.
- g. Properly dispose of property and document disposition properly.

5. Unusual Situations

- a. Perform as uniformed patrol officer as directed by superiors.
- b. Respond to and stabilize barricaded and hostage situations.
- c. Evacuate persons from barricaded, bomb threat, other situations.
- d. Provide security at disaster/unusual scenes.
- e. Transport persons in need of assistance and not under arrest.
- f. Advise citizens of hazards (gunman, leaking gas, etc.).
- g. Set up LZ for Med-Flight.
- h. Transfer blood or medical supplies in emergencies.

6. Traffic Accident Investigation.

- a. Investigate major accidents when directed, and properly document investigation

7. Apprehension, Restraint, & Control

- a. Pursue offenders on foot and in vehicles.
- b. Subdue person attacking, resisting, fleeing.
- c. Disarm armed offenders.
- d. Properly use handcuffs and other restraints.
- e. Properly use OC gas, baton, firearms, pain compliance measures.
- f. Coordinate with other officers for proper restraint of violent subjects.
- g. Maintain safety and control of persons in custody.

8. Weapons

- a. Use pistol, rifle, shotgun per policy and training.
- b. Use baton, OC gas, open hand techniques per policy and training.
- c. Qualify with all weapons and techniques as required.
- d. Clean and properly maintain weapons.

9. First Responder

- a. Assess and prioritize injuries and treatment.
- b. Notify and assist EMS.
- c. Evaluate injured and ill persons for appropriate action.
- d. Properly administer oxygen when appropriate.

10. Police Vehicle Operation

- a. Operate police vehicles under normal and emergency conditions.
- b. Operate police vehicles in pursuits.
- c. Operate police vehicles in a variety of road, weather, and vehicle conditions.
- d. Inspect, maintain, and clean police vehicles.

11. Department Records

- a. Take notes; read and write reports.
- b. Read and understand department policies and procedures.
- c. Determine proper classification of complaints.
- d. Properly fill out required forms and reports in a timely manner.
- e. Use computers to access information.
- f. Route forms and reports properly.
- g. Maintain security of records.
- h. Maintain confidentiality of records.

12. Communications

- a. Properly use department radio equipment.
- b. use telephones, hand signals, ten codes.
- c. Respond verbally to requests from citizens and supervisors.
- d. Request and assist interpreters.

13. Conflict Resolution & Civil Disorder.

- a. Mediate civil, family, neighborhood, student, children disputes.
- b. Calm angry and irrational persons.
- c. Remain neutral in all disputes.

14. Procedures

- a. Properly perform tasks as ordered.
- b. Attend roll calls and briefing.
- c. Process and complete juvenile referrals, emergency mental commitments, and substance abuse commitments.
- d. Maintain professional appearance and demeanor.
- e. Prepare and submit daily activity reports.

- f. Assist citizens under a variety of non-enforcement conditions.
- g. Respond to mutual aid requests.
- h. Perform office and other duties as required or directed.

15. Community Relations

- a. Conduct crime prevention, school safety, drug avoidance, and other public education programs.
- b. Represent department at community functions and events.
- c. Provide referral services and information to citizens.
- d. Demonstrate knowledge of citizen complaint procedure.
- e. Behave in a calm, balanced, and professional manner at all times.

16. Court Functions

- a. Confer with prosecuting attorney about cases and proceedings.
- b. Know and interpret statutes to determine appropriate charges.
- c. Review data and prepare properly for testimony.
- d. Testify at trials and other legal proceedings.
- e. Obtain arrest and search warrants.
- f. Serve subpoenas and other process papers and notices.
- g. Perform court officer duties and assist in court room security as directed.

17. Complete all other duties as designated by competent authority.

Physical Requirements

Physical requirements vary with the nature of cases assigned. The majority of tasks are performed indoors. Few tasks require heavy lifting, pushing or pulling, or carrying heavy loads. Flexibility is important because of the frequent need to enter and exit buildings and vehicles, climb over and around objects, and move suddenly out of the way of danger.

Mental alertness is very important because of the need to make fine discriminations and decisions based on subtle cues of impending danger and the need to discover inconsistencies in peoples' statements or testimony. Physical and mental demands can change dramatically within a few seconds, taxing the maximum of human endurance.

Therefore, the incumbent must maintain a physical and mental state of fitness and readiness that will enable him or her to handle (with minimal force and often without assistance) occasional contacts and involvement with dangerous and potentially dangerous people, animals and equipment.

Working Conditions

Some tasks performed may expose an individual to exhaust fumes, broken glass, smoke, bloodborne and airborne pathogens, simple and deadly assault, vehicular accidents, and hazardous materials. Some tasks performed require the use of protective devices such as latex gloves, face masks, gas masks, body armor, hearing protectors, safety goggles, and helmets.

Equipment Used in Performance of Job Tasks

Specialized law enforcement equipment includes evidence collection instruments and materials, rifles, shotguns, pistols, OC gas, emergency medical equipment, batons, handcuffs, intoximeters, cameras, measuring devices, animal handling equipment, radar, laser, radios, and body armor. Microcomputers, typewriters, pens, pencils, tape recorders, and telephones are used primarily in performing administrative tasks. Automobiles are used frequently and routinely in all types of weather and road conditions, sometimes at high speed.

Removal

The major reasons for job removal are:

- A. Economic conditions that cause reductions in the work force.
- B. The incumbent's inability to attend regularly to work.
- C. The incumbent's failure to competently perform the tasks, both critical and routine, associated with this position.
- D. The incumbent's failure to:
 - 1. support and act according to the Department Mission
 - 2. uphold the Oath of Office
 - 3. behave in a manner consistent with the Code of Ethics.
 - 4. comply with original conditions of employment.
- E. The incumbent's accrual of atypical amounts of supervisory corrective intervention, direction, counseling, and/or remedial training time.
- F. The end of a rotation set by the Chief of Police.
- G. At the discretion of the Chief of Police

Miscellaneous

This position may at times be required to perform patrol functions due to various reasons. Although the majority of work may be accomplished in a plain clothes capacity, the Detective must be able to switch into a regulations patrol uniform in a timely manner.

ORDINANCE NO. A-834
(Alcohol General Restrictions & Requirements)

ITEM 14

The City of Wisconsin Dells, Adams, Columbia, Juneau and Sauk Counties, Wisconsin, does hereby ordain as follows:

SECTION I: PURPOSE

This ordinance adopts by reference the provisions of Wis. Stat. sec. 125.32 which provides miscellaneous general restrictions and requirements concerning alcohol beverage licenses and premises; including possession of beverages not sold on the premises. A copy of the statute is attached as Exhibit A.

SECTION II: PROVISION CREATED

Wisconsin Dells Code Sec. 18.125.32 is created; as part of Code Sec. 18.01(14).

SECTION III: PROVISION AS CREATED

18.125.32 “General Restrictions and Requirements”

SECTION IV: VALIDITY

Should any section, clause or provision of the ordinance be declared by the courts to be invalid, the same shall not affect the validity of the ordinance as a whole or any part thereof, other than the part so declared to be invalid.

SECTION V: CONFLICTING PROVISIONS REPEALED

All ordinances in conflict with any provisions of this ordinance are hereby repealed.

SECTION VI: EFFECTIVE DATE

This ordinance shall be in force from and after its introduction and publication and as provided by statute.

SECTION VII: PART OF CODE

This ordinance becomes a part of Wisconsin Dells Code, Chapter 18.

Edward E. Wojnicz

Nancy Holzem, City Clerk/Coordinator

First Reading: August 20, 2018

Second Reading:

Published: August 30, 2018

Wis. Stat. § 125.32

This document is current through the 2017 - 2018 Legislative Session

LexisNexis® Wisconsin Annotated Statutes > Regulation of Trade (Chs. 125 — 139) > Chapter 125. Alcohol Beverages (Subchs. I — III) > Subchapter II Fermented Malt Beverages (§§ 125.25 — 125.34)

125.32. General restrictions and requirements.**(1) Managers' licenses; class "B" licenses.**

(a) If a municipal governing body elects to issue managers' licenses under s. 125.18, no person may manage premises operating under a Class "B" license or permit, unless the person is the licensee or permittee, an agent of a corporation or limited liability company appointed as required by s. 125.04 (6) or the holder of a manager's license. A manager's license issued in respect to a vessel under s. 125.27 (2) is valid outside the municipality that issues it. A person manages Class "B" premises if that person has responsibility or authority for:

1. Personnel management of all employees, whether or not the person is authorized to sign employment contracts;
2. The terms of contracts for the purchase or sale of goods or services, whether or not the person is authorized to sign the contracts; or
3. The daily operations of the Class "B" premises.

(b) The municipal governing body may, by ordinance, define factors in addition to those listed in par. (a) which constitute management of Class "B" premises.

(2) Operators licenses Class "A" or Class "B" premises. Except as provided under sub. (3) (b) and ss. 125.07 (3) (a), 10. and 125.26 (6), no premises operated under a Class "A" or Class "B" license or permit may be open for business unless there is upon the premises the licensee or permittee, the agent named in the license or permit if the licensee or permittee is a corporation or limited liability company, or some person who has an operator's license and who is responsible for the acts of all persons serving any fermented malt beverages to customers. An operator's license issued in respect to a vessel under s. 125.27 (2) is valid outside the municipality that issues it. For the purpose of this subsection, any person holding a manager's license under s. 125.18 or any member of the licensee's or permittee's immediate family who has attained the age of 18 shall be considered the holder of an operator's license. No person, including a member of the licensee's or permittee's immediate family, other than the licensee, permittee or agent may serve fermented malt beverages in any

EXHIBIT

A

place operated under a Class "A" or Class "B" license or permit unless he or she has an operator's license or is at least 18 years of age and is under the immediate supervision of the licensee, permittee, agent or a person holding an operator's license, who is on the premises at the time of the service.

(2m) Use by another prohibited.

(a) No person may allow another to use his or her Class "A" or Class "B" license or permit to sell alcohol beverages.

(b) The license or permit of a person who violates par. (a) shall be revoked.

(3) Closing hours.

(a) No premises for which a Class "B" license or permit is issued may remain open between the hours of 2 a.m. and 6 a.m., except as provided in this paragraph and par. (c). On Saturday and Sunday, the closing hours shall be between 2:30 a.m. and 6 a.m. except that, on the Sunday that daylight saving time begins as specified in s. 175.095 (2), the closing hours shall be between 3:30 a.m. and 6 a.m. On January 1 premises operating under a Class "B" license or permit are not required to close.

(am) Between 12 midnight and 6 a.m. no person may sell fermented malt beverages on Class "B" licensed premises in an original unopened package, container or bottle or for consumption away from the premises.

(b) Class "A" premises may remain open for the conduct of their regular business but may not sell fermented malt beverages between 12 midnight and 6 a.m. Subsection (2) does not apply to Class "A" premises between 12 midnight and 6 a.m. or at any other time during which the sale of fermented malt beverages is prohibited by a municipal ordinance adopted under par. (d).

(c) Hotels and restaurants the principal business of which is the furnishing of food and lodging to patrons, bowling centers, movie theaters, painting studios, indoor golf and baseball facilities, indoor horseshoe-pitching facilities, curling clubs, golf courses and golf clubhouses may remain open for the conduct of their regular business but may not sell fermented malt beverages during the hours specified in par. (a).

(d) A municipality may, by ordinance, impose more restrictive hours than those provided in par. (am) or (b), but may not impose different hours than those provided in par. (a) or (c).

(3m) Limitations on other business; Class "B" premises. No Class "B" license or permit may be granted for any premises where any other business is conducted in connection with the premises, except that this restriction does not apply if the premises for which the Class "B" license or permit is issued is connected to premises where other business is conducted by a secondary doorway that serves as a safety exit and is not the primary entrance to the Class "B" premises. No other business may be conducted on premises operating under

a Class "B" license or permit. These restrictions do not apply to any of the following:

- (a) A hotel.
- (b) A restaurant, whether or not it is a part of or located in any mercantile establishment.
- (c) A combination grocery store and tavern.
- (d) A combination sporting goods store and tavern in towns, villages and 4th class cities.
- (e) A combination novelty store and tavern.
- (f) A bowling center or recreation premises.
- (g) A club, society or lodge that has been in existence for 6 months or more prior to the date of filing application for the Class "B" license or permit.
- (h) A movie theater.
- (i) A painting studio.
- (j) Premises for which a temporary Class "B" license is issued under s. 125.26 (6) if the license is one of multiple licenses issued by the municipality to the same licensee for the same date and times, the licensee is the sponsor of an event held at multiple locations within the municipality on this date and at these times, and an admission fee is charged for participation in the event and no additional fee is charged for service of alcohol at the event.

(5) Signs near taps and brands on tap; Class "B" premises. Every Class "B" licensee or permittee selling or offering for sale draught fermented malt beverages shall display a sign on or near each tap or faucet disclosing the brand of fermented malt beverage drawn from the tap or faucet and the name of the brewer or brewpub that manufactured it. No Class "B" licensee or permittee may substitute any other brand of fermented malt beverage in place of the brand designated on the sign with the intent to defraud or deceive the customer.

(6) Limitations on beverages on wholesale and retail premises.

- (a) Except as provided in s. 125.33 (2) (a) or (12) or 125.70, and subject to par. (c), no person may possess on the premises covered by a retail or wholesale fermented malt beverages license or permit any alcohol beverages not authorized by law for sale on the premises.
- (b) No fermented malt beverage licensee or permittee may keep any beverages of an alcoholic content prohibited by federal law on the premises covered by the license or permit.
- (c) Paragraph (a) does not prohibit a licensee under s. 125.26 from allowing, if the licensed premises are located in a public park within a 1st class city, a person who does not hold a license or permit under this

chapter to possess and consume on the licensed premises fermented malt beverages that were not purchased from the licensee.

(7) Labels.

- (a) No fermented malt beverages may be sold, offered, or exposed for sale, kept in possession with intent to sell, or served on any premises for which a license or permit for the sale of fermented malt beverages has been issued unless each barrel, keg, cask, bottle, or other container bears a label or other identification with the name and address of the brewer or brewpub that manufactured it. The possession of any fermented malt beverages which are not so identified on any premises for which a license or permit for the sale of fermented malt beverages has been issued is prima facie evidence that the fermented malt beverages are possessed with intent to sell, offer for sale, display for sale, or give away.
- (b) No container containing fermented malt beverages may be sold, offered or exposed for sale, kept in possession with intent to sell or served on any premises for which a license or permit for the sale of fermented malt beverages has been issued unless there is a label or other identification on the container bearing a statement of its contents in fluid ounces in plain legible type.

History

1981 c. 79; 1983 a. 27, 74, 192, 452; 1985 a. 28, 33, 221, 317; 1987 a. 27, 121; 1989 a. 253; 1991 a. 28, 39, 315; 1993 a. 112; 1995 a. 320; 2007 a. 3, 9, 20; 2009 a. 128; 2011 a. 32, 97; 2013 a. 268; 2015 a. 8; 2015 a. 62; 2016 a. 221.

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