

## PERSONNEL AND LICENSE COMMITTEE REGULAR MEETING MINUTES FROM FEBRUARY 22, 2023

1. Committee Chairperson, Rick Polzin, called the regular Personnel and License Committee Meeting to order at 05:31 PM in the Common Council Chambers at Marinette City Hall, 1905 Hall Ave.
2. Upon a call of the roll, it was determined, a quorum of Committee members were present and their attendance was documented as follows:  
**Present:** Alderpersons Polzin, Keller & Skorik  
**Absent:** Alderperson Kowalski & Wolfe  
**Others present:** Mayor Genisot, HR Specialist Jen Nelson, Finance Director Miller, Erin Noha & Judge Noppenberg
3. **Approval of Personnel and License Committee meeting minutes.**  
Alderpersons Skorik moved/Keller seconded and all concurred, to approve, the City of Marinette Personnel & License Committee's meeting minutes from 1/17/23.
4. **Discussion and possible action regarding administrative assistant position.**  
Included in packet is a job description for a part-time City Hall Administrative Assistant. Mayor Genisot stated this would be a 10 hour a week position with no benefits, the candidate will help with support duties in other departments when needed, the candidate would also help in the Mayor's office with grants/commissioning's and Fishing Tournaments. Alderpersons Skorik moved/ Keller seconded and all concurred to recommend the **Common Council approve** the administrative assistant position.
5. **Consideration of Class B Beer and Liquor Original Beverage Retail License application for Los Tres Magueyes Mexican Restaurant located at 2025 Marinette Avenue, Unit A.**  
Alderpersons Keller moved/Skorik seconded and all concurred, to **recommend the Common Council approve** the Class B Beer and Liquor Original Beverage Retail License for Los Tres Magueyes Mexican Restaurant located at 2025 Marinette Avenue, Unit A.
6. **Consideration of Temporary Class "B" fermented Malt Beverage and wine license application for St. Thomas Aquinas Academy for spring auction and fish fry(s) being held on March 26, 2023, March 31, 2023 and April 7, 2023 at 1200 Main St.**  
Alderpersons Skorik moved/Polzin seconded and all concurred, to **recommend the Common Council approve** the Temporary Class "B" fermented Malt Beverage and wine license for St. Thomas Aquinas Academy for spring auction and fish fry(s) being held on March 26, 2023, March 31, 2023 and April 7, 2023 at 1200 Main St.
7. **Consideration of Temporary Class "B" fermented Malt Beverage license application for Marinette Menominee Youth Hockey Association for Dangle Fest Hockey Tournament and Lyle "Chummy" McDonald Memorial Hockey Tournament being held on March 31-April 2, 2023, and March 24-26, 2023 respectively at 2501 Pierce Ave.**  
Alderpersons Keller moved/Skorik seconded and all concurred, to **recommend the Common Council approve** the Temporary Class "B" fermented Malt Beverage license for Marinette Menominee Youth Hockey Association for Dangle Fest Hockey Tournament and Lyle "Chummy" McDonald Memorial Hockey Tournament being held on March 31-April 2, 2023, and March 24-26, 2023 respectively at 2501 Pierce Ave.
8. **Consideration of six (6) new operator license applications.**  
Pursuant to Marinette Municipal Code § 9.0220, Personnel and License Committee Policy No. PLC - 1.0010 and Wis. Stat. § 125.17, Alderpersons Skorik moved/Keller seconded and all concurred to **recommend the Common Council conditionally grant** operator licenses to the following six (6) new applicants: Cayla M. Charlesworth, Erin M. Hammerberg, Angelia T. Lents, Dylan E. Oudeans, Burke J. Pihney & Nivannah Runnoe Jr (contingent upon Nivannah paying all fines due to the City of Marinette). Each aforementioned operator

license applicant, recommended to have licenses granted for the current licensing period expiring 6/30/2024, shall be contingent upon each applicant providing documentation to City Clerk's Office, prior to expiration date of their 60-day provisional operator license, confirming completion of a State of Wis. approved Responsible Beverage Server class.

**9. Future discussion items for next agenda.**

None requested

**10. Adjourn**

Alderspersons Skorik moved/ seconded and all concurred to adjourn at 05:40 PM.

Lana Bero, City Clerk

The next regular Personnel & License Committee meeting is scheduled for Tuesday 3/21/23 @ 04:45 PM, or immediately following the Board of Public Works meeting, whichever is later, within the Common Council Chambers @ Marinette City Hall, 1905 Hall Ave. Marinette.