

Administrative Committee

October 5, 2015

Present: Ellington, Robkin, Alt

Absent: none

Also Present: Mayor Palm, Cheryl Giese, Adm. Geick, Chief Schauf

The meeting was called to order by Ald. Robkin at noon, noting compliance with the Open Meetings law.

Moved by Alt, seconded by Ellington and carried to approve the minutes of August 31, 2015. Motion by Alt, seconded by Ellington to approve the agenda and carried unanimously.

Airport Operations: Giese gave a report of airport activities for the last month, noting that MSA has officially been contracted by the Bureau of Aeronautics for design services of the runway project; the Coolidge property acquisition has been delayed because of injuries received by Mr. Coolidge; hanger inspections were recently completed to identify property conditions.

Bidwell Lease Assignment: Mike Bidwell desires to sell his hanger to William Stoeckmann Living Trust. The hanger will be used to store aircraft owned by Mr. Stoeckmann. Moved by Alt, seconded by Ellington and carried unanimously to approve the lease assignment as requested.

Open Liquor Licenses: Attorney Reitz reviewed the proposed policy for issuing liquor licenses. The Committee agreed that the current practice of allowing a new business owner to have the first claim on a surrendered license for the same establishment will be continued.

They also discussed what the policy should be concerning issuing liquor licenses if a regular license becomes available and will not be used by a new business owner at the same premise. The proposed policy is that the available license would be offered to the holder of the oldest active reserve license, and if that person declines, then it would be offered to the holder of the second oldest active reserve license, and so on. Robkin disagreed, preferring that decisions be based upon the size of the business, giving preference to small business owners. In the end, it was decided to advance the policy language proposed.

The Committee also discussed what the policy should be concerning issuing liquor licenses when there is only one remaining reserve license available. The Committee noted that the City will gain another reserve license when the population grows by approximately 350 people. The committee rationalized that an available license is a necessary tool when trying to encourage business growth in TIDs and other growth corridors. In the end, the Committee decided that applications for the last remaining license would be reviewed by the Administrative Committee and may required Council action for issuance.

Mark Reitz was asked to prepare expanded policy language for consideration at the next meeting.

Closed Session

Moved by Ellington, seconded by Alt to convene into closed session per SS 19.81)1)(f) concerning financial, medical social or personal histories of specific persons which if discussed in public, would be likely to have a substantial adverse effect upon the reputation of persons referred to in the histories, problems or investigations.

The committee discussed a licensing matter. No action was taken.

Open Session

Moved by Ellington, seconded by Alt and carried unanimously to reconvene into regular session. No action was taken.

Next meeting is to be held November 2, 2015 at 12 p.m.

Moved by Ellington, seconded by Alt and carried to adjourn.

Cheryl Giese,
Clerk-Finance Director