

Present: Alderpersons John Alt, John Ellington and Heather Kierzek  
Absent: -  
Also Present: Police Chief, Mark Schauf, City Attorney, Emily Truman, and City Clerk, Brenda Zeman  
Citizen Present: Kevin Edwards, Wal-Mart Asst. Manager for Online Program

The meeting was called to order by Chairman John Alt at 8:00AM CDT., with roll call and noting compliance with the Open Meetings Law.

Moved by Ellington to approve the minutes of May 6, 2019, seconded by Kierzek and unanimously carried.

Motion by Kierzek to approve agenda, seconded by Ellington and unanimously carried.

**Action Items:**

- a) Review and recommendation to the Council to amend the City Code regulating licensing of intoxicating liquor and fermented malt under §12.02 to include placing restrictions and conditions on the “click and collect” sale of alcohol and to include bringing the section into compliance with Chapter 125.

Atty. Truman explained that she has updated §12.02, to comply with State laws. This includes amending the City Code regarding the issuing of both Liquor Licenses and Operator’s Licenses. Per State Statues, a governing body must approve these licenses. Because of these changes, the City Clerk will forward the applicant information to the Administrative Committee, who will then make recommendations to the City Council. Atty. Truman has added to the City Code restrictions and conditions on the “click and collect” sales, which allows for the online sale of liquor. Kevin Edwards, representing Wal-Mart, confirmed that there will be designated parking stalls for pickup and that ID’s will be checked at the point of sale. Chief Schauf notes that the person selling the liquor will have to be at least 18 years of age and either under the supervision of a licensed operator or a licensed operator themselves. Chief Schauf feels that while there may be some minor bumps along the way, this is definitely the future and there are definitely some positives to this as long as we are doing it within the scope of the game. Ald. Kierzek questioned if there was a limit to the amount of liquor that can be sold. Atty. Truman noted that at this time, there are no limits. Chief Schauf noted that in addition to the required photo, Wal-Mart has increased their surveillance to cover the pickup area. Ald. Ellington recommends changing the time for Section 12M(g) from 2:00pm to 4:00pm to be consistent. The Committee agrees with the time change and understands that this can be revisited at any time should there be any issues. Ald. Ellington questioned the closing time and Chief Schauf explained that this applies only to online orders. Liquor sales can still be made inside the store between the hours of 8:00pm and 9:00pm for Liquor and 8:00pm and Midnight for Fermented Malt Beverages.

Motion to recommend the Council consider an updated resolution by Ellington, seconded by Kierzek and unanimously carried.

- b) Review and recommendation to Council the amendment of ordinance § 1.60, Public Record Retention Schedule.

Atty. Truman noted that a resolution was passed in November 2018 authorizing the City to apply to adopt the State Historical Society’s Public Record Retention Schedule. Because the Public Records Board and State Historical Society has acknowledged our request to adopt this schedule, we now need to adopt the retention schedule.

Motion to recommend on to Council an ordinance adopting the Public Record Retention Schedule by Ellington, seconded by Kierzek and unanimously carried.

- c) Consider application from Maday Lange, 515 4<sup>th</sup> Avenue, for keeping chickens.

City Clerk B. Zeman noted that an email was received from Maday Lange withdrawing her application for chickens. No action taken.

**Informational Items**

- a) Atty. Truman presented the Councilmember Training: Council Handbook to the Committee.  
b) The next meeting will be August 5, 2019 at 8:00AM CDT. Meeting location will be 101 South Boulevard.

Moved by Ellington to adjourn, seconded by Kierzek and unanimously carried. Meeting adjourned at 9:12AM CDT.

Respectfully submitted,  
Brenda Zeman, City Clerk