



OFFICIAL NOTICE AND AGENDA

Notice is hereby given that the Alcohol Policy Subcommittee of the City of Stoughton, Wisconsin will hold a regular or special meeting as indicated on the date, time and location given below.

Meeting of: **Alcohol Policy Committee**

Date/Time: Tuesday, April 4, 2023 @ 1:00 p.m. Central Time (US and Canada)

Location: The meeting will be conducted as a hybrid meeting. (Virtual and in person)

In-person: at Stoughton Area EMS, 516 S. 4th Street, Stoughton, WI 53589

Virtual: You can join the meeting from your computer, tablet, or smartphone via Zoom

<https://us06web.zoom.us/j/84692144333?pwd=OUhNbUtlQ3lMMk95ZzZjYjdJxcG9LQT09>

Meeting ID: 846 9214 4333

Passcode: 871704

One tap mobile

+13052241968,,84692144333#,,,,*871704# US

+13092053325,,84692144333#,,,,*871704# US

Members: Joseph Baird (Chair), Teresa Pellett, John Basco, Jim Baldauf, Todd McVey, Jerry Deschane, Chad O'Neil

Item # AGENDA

1. Call to Order
2. Communications
3. Approve March 7, 2023 minutes

OLD BUSINESS

NEW BUSINESS

4. Subcommittee Description
5. Retailer Informational meeting

FUTURE AGENDA ITEMS/Guests:

ADJOURNMENT

cc. Mayor Swadley, Department Heads, Council, Attorney Matt Dregne, Library Clerical Asst., Receptionists, Stoughton Newspapers/Wisc State Journal ***Note:** An expanded meeting may constitute a quorum of the Council. Meeting may close per Statutes 19.85 (1)(b) to consider the licensing of a person, then reopen for regular course of business.

Dial by your location

+1 646 931 3860 US

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 346 248 7799 US (Houston)

Meeting ID: 865 3203 7682

Passcode: 301167

Find your local number: <https://us06web.zoom.us/j/kc5P0ymI3b>

City of Stoughton

Alcohol Policy Subcommittee

Meeting notes for March 7, 2023

The Alcohol Policy Subcommittee held its monthly meeting on Tuesday, November 1, 2022 at the EMS Training Room, 516 S. 4th Street, Stoughton, WI 53589. Individuals present included: Teresa Pellett, Jim Baldauf, Todd McVey, John Bosco and Attorney Derek Panches and Lt. Roger Bartels were guests. Committee Chair Joseph Baird and Mayor Tim Swadley were unable to attend due to Zoom link issues.

Item # AGENDA

1. **Call to Order:** Meeting called to order by Chair Joe Baird at 1:05 p.m. Members present Jerry Deschane, Jim Baldauf, John Basco. Todd McVey and Teresa Pellett. Mayor also present.

2. **Communication and Introductions:** No communications were shared.

3. **Approval of Minutes:** There were no minutes to approve. February Meeting was cancelled

OLD BUSINESS

4. **N/A**

NEW BUSINESS

5. **Discussion regarding a resolution to implement an annual license renewal meeting:** The group discussed of the benefits of an annual liquor license renewal meeting. Waunakee would be willing to do a short presentation at the Public Safety meeting. Consensus was to seek feedback from Public Safety Committee whether they would like to see a recommendation from us regarding such an annual meeting. Teresa will share the PowerPoint for Waunakee and put together a draft agenda for the potential meeting.

6. **Clarify the Subcommittee role with the Public Safety Committee Review of Liquor License:** Discussion included requesting clear direction from the Public Safety Committee on activities the Subcommittee can assist with. The group outlined some possible options; research on issues, connection with other communities for examples of policy, identify existing resources and what else

might be needed, using the Municipal Alcohol Policy Inventory as a guide. Todd and Teresa will draft a Charter by incorporating language from the Mayor's Resolution and the Subcommittee description for review at the April meeting.

7. **Application and Operator Licensing Application (If any):** None were presented.

ADJOURNMENT

8. Adjournment: Baldauf motioned adjournment and Basco seconded at 1:40 p.m.

Stoughton Alcohol Policy Committee

The purpose of the Alcohol Policy Committee is to ease the burden of establishing and maintaining best practices regarding alcohol policy in the City of Stoughton. The Stoughton Alcohol Policy Committee will achieve this by reviewing and advising the Public Safety Committee on all alcohol and related license applications, renewals, and amendments. Additionally, the Committee will research best practices to draft edits or propose new alcohol-related ordinances, policies, and practices.

Description of the work:

1. Coordinate the Municipal Alcohol Policy Inventory biennially to assess existing policies, ordinances, and enforcement efforts and to identify opportunities to strengthen and/or develop new policies and ordinances.
2. Assist the Stoughton Police Department with annual processes related to training, issuing and renewal of liquor and operator licenses and conducting Alcohol Age Compliance Checks.
3. Research effective strategies related to alcohol implemented in Dane County and across Wisconsin.
4. Advise the Stoughton Police Department, City Clerk, and Public Safety Committee through proposed changes to existing or new ordinances, policies, and practices to ensure Stoughton is a healthy, safe community.

Members and Roles:

The Alcohol Policy Committee will consist of no less than five, but no more than 10 members. Membership of the Committee will include one representative appointed from the City Council and one representative appointed from the Stoughton Wellness Coalition. The remaining spots will be recruited from the community at large.

Chair – Calls the meetings and keeps the group on task.

Secretary – Keeps meeting notes and correspondence.

Implementers – Those who gather information, conduct research and/or draft policies and ordinances.

Meeting Schedule:

The committee will meet monthly or as needed during the first 12 months, in correlation to scheduled Public Safety Committee meetings. Thereafter, the schedule will be determined by members on at least a quarterly basis.