

TOWN OF WESTPORT
REGULAR BOARD MEETING
Kennedy Administration Building
Community Meeting Room
5387 Mary Lake Road
Town of Westport, Wisconsin

AGENDA - Monday, February 21, 2022 7:00 p.m

1. Call to Order
2. Public Comment On Matters Not On the Agenda
3. Approve Minutes
4. Review/Approve Operator Licenses
5. Driveway/Access/Utility/Road Opening Permits
6. Water Utility/Fire Protection Utility
Miscellaneous
7. Sewer Utility
Miscellaneous
8. Engineer Report
Miscellaneous Ongoing Projects
9. Committee Reports/Items for Action

Personnel Committee	Public Works Committee	Westport/Middleton JZC
Audit Committee	Town Plan Commission	Westport/Waunakee JPC
10. Administrative Matters
11. Miscellaneous Business/Forthcoming Events
12. Pay Current Bills
13. Adjourn to closed session pursuant to section 19.85(1)(c), Wis. Stats., to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, and Section 19.85(1)(f), Wis. Stats., to consider 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 any person referred to in such histories or data, regarding the administrator/clerk-treasurer position and Town Plan Commission appointments.
14. Reconvene in Open Session
15. Administrator/Clerk-Treasurer Position Discussion/Action
16. Town Plan Commission Appointments Discussion/Action
17. Adjourn

If you need reasonable accommodations to access this meeting, please contact the clerk's office at 849-4372 at least three business days in advance so arrangements can be made to accommodate the request.

TOWN OF WESTPORT
AUDIT COMMITTEE MEETING
Kennedy Administration Building
Community Meeting Room
5387 Mary Lake Road
Town of Westport, Wisconsin

AGENDA - Monday, February 21, 2022 6:30 p.m.

This meeting is being noticed as a possible gathering of a quorum of the Westport Town Board due to the possible attendance of Supervisors not appointed to the Committee. Supervisors may discuss items on this agenda, or gather information on these items, but no action will be taken on these items as the Town Board.

1. Call to order
2. Approve minutes
3. Review/approve bills for payment
4. Adjourn

If you need reasonable accommodations to access this meeting, please contact the clerk's office at 849-4372 at least three business days in advance so arrangements can be made to accommodate the request.

TOWN OF WESTPORT

TOWN BOARD - Monday, February 7, 2022

The regular semi-monthly meeting of the Town Board was called to order at 7:04 p.m. by Chair Grosskopf in the Community Meeting Room of the Bernard J. Kennedy Administration Building/Town Hall. Members Present: Cuccia, Enge, Grosskopf, Sipsma, and Trotter. Members Absent: None. Also Present: Tim Wohlers, and Tom Wilson.

There was no Public Comment On Matters Not On the Agenda. The minutes of January 17, 2022 regular meeting, January 24, 2022 special meeting, and January 31, 2022 special meeting, were approved as presented on a motion by Sipsma, second Cuccia.

Regular Operator Licenses for Hailey Schroeder and Alisha Schroeder as on file with the Clerk and presented were granted subject all state and local requirements on a motion by Sipsma, second Cuccia.

Grosskopf and Wilson reported on items before the plan commission/committees. The Audit Committee recommended payment of bills as presented by Wilson after questions were answered.

There were no Administrative Matters, Miscellaneous Business, or Forthcoming Events raised.

Current bills were paid as presented by Wilson and recommended by the Audit Committee after questions were answered on a motion by Sipsma, second Enge.

After the nature of the business was announced by the Chair, the Board adjourned to closed session pursuant to section 19.85(1)(c), Wis. Stats., to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, and Section 19.85(1)(f), Wis. Stats., to consider 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 any person referred to in such histories or data, regarding the administrator/clerk-treasurer position and education funding, on a motion by Sipsma, second Enge, by a unanimous vote, at 7:13 p.m.

Grosskopf left the closed session at 7:20 p.m. and Sipsma then acted as the Chair.

The Board returned to Open Session after discussion with the Town Attorney in closed session at 8:15 p.m., on a motion by Sipsma, second Cuccia, by a unanimous vote.

Grosskopf then returned to the meeting.

For the Administrator/Clerk-Treasurer Position item, Wilson was instructed to proceed as directed in closed session regarding an agreement, with Sipsma and Wilson authorized to execute the agreement if acceptable, on a motion by Sipsma, second Trotter.

Grosskopf then resumed as Chair.

For the Education Funding request, Wilson was instructed to proceed as directed in closed session regarding revisions to the agreement as presented in closed session and being authorized to execute the agreement on a motion by Trotter, second Cuccia.

Motion to adjourn by Sipsma, second Enge. The meeting adjourned at 8:19 p.m.

Thomas G. Wilson
Attorney/Administrator/Clerk-Treasurer

AGENDA ITEM #4:

Review/Approve Operator Licenses

OPERATOR LICENSE APPLICATION

New ☒Renewal ☐

Employed by

Marie

Regular ☐ (\$10.00) Provisional ☐ (\$10.00) Temp ☐ (\$5.00)Lic # Lic # Lic # Date To the Town Board of the Town of Westport, Wisconsin:

I hereby apply for a License to serve, from date hereof to June 30, 20____, inclusive (unless sooner revoked), Fermented Malt Beverages and Intoxicating Liquors, subject to the limitations imposed by Section 125.32(2) and 125.68(2) 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 be granted to me. I understand by signing below, I may be subject to a background check(s).

Answer the following questions fully and completely:

Name of Applicant

Cindy Zick

Address

4010 Zeno St

City, State, Zip

Madison, WI, 53704

Date of Birth

10/07/1978

Age

43

Phone #

608-333-4650

Have you registered for an approved responsible beverage server training course? yes (attach registration)

Have you completed an approved responsible beverage server training course? yes (attach certificate)

Have you been licensed before? No Municipality Date of most recent license

Have you been convicted of violating any law of Dane Co, the State of WI or of the United States? No

Date of such conviction Name of Court

Nature of offense

Have you been convicted of violating any license law or ordinance regulating the sale of fermented malt beverages or intoxicating liquors? No

State of Wisconsin, ss.
Dane County.

_____, being first duly sworn on oath says that (s)he is the person who made and signed the foregoing application for an operator's license; that all the statements made by the applicant are true.

Cindy Zick
Signature of Applicant

Subscribed and sworn to before me this _____ day of _____, 20____

Notary Public

My commission expires _____

Rev 04/20