

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

AGENDA - Monday, August 1, 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/Alcohol Licenses
 Drumlin Ridge Winery LLC Beer License, David Korb, Agent, 6000 River Rd,
 Discussion/Action
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
 Siding Proposal Discussion/Action
11. Miscellaneous Business/Forthcoming Events
12. Pay Current Bills
13. Adjourn to closed session pursuant to Section 19.85(1)(g), Wis. Stats., (g) Conferring
 with legal counsel for the governmental body who is rendering oral or written advice
 concerning strategy to be adopted by the body with respect to litigation in which it is or is
 likely to become involved regarding Tenfold, LLC.
14. Reconvene in Open Session
15. Closed Session Items Discussion/Action
16. 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, August 1, 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, July 18, 2022

The regular semi-monthly meeting of the Town Board was called to order at 7:00 PM by Chair Sipsma in the Community Meeting Room of the Bernard J. Kennedy Administration Building/Town Hall. Members Present: Cuccia, Manering, Pichette, Sipsma and Trotter. Members Absent: None. Also Present: Jordan Rohlfing and Dean Grosskopf.

There was no Public Comment On Matters Not On the Agenda,

The minutes of the June 20, 2022, regular meeting were approved as presented on a motion by Manering, second Cuccia.

Following an introduction by Grosskopf, the Natural Hazard Mitigation Plan Approval and Resolution was deferred at the request of Dane County. It will be revised by the County for approval at a future meeting.

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

For Administrative Matters, Grosskopf reported on the status of the carved oak tree. The Board requested that the matter be placed on the August 15, 2022, Board agenda for discussion and action.

Current bills were paid as presented by Grosskopf and recommended by the Audit Committee after questions were answered on a motion by Cuccia, second Trotter.

The Board adjourned to closed session pursuant to Section 19.85(1)(e), Wis. Stats., to deliberate or negotiate the purchase of public properties, the investing of public funds, or conducting other specified public business, because competitive or bargaining reasons require a closed session, regarding the Lena LLC property, and Section 19.85(1)(g), Wis. Stats., (g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved at 7:20 PM on a motion by Sipsma, second Manering.

The Board returned to Open Session after discussion with the Town's Legal Counsel at 7:58 PM on a motion by Manering, second Cuccia.

Legal Counsel was directed to proceed as discussed in closed session on a motion by Sipsma, second Cuccia, with Pichette abstaining.

Motion to adjourn by Trotter, second Manering. The meeting adjourned at 8:00 PM.

Dean A. Grosskopf
Administrator/Clerk-Treasurer

TOWN OF WESTPORT

TOWN BOARD - Tuesday, July 12, 2022

A special meeting of the Town Board was called to order at 5:03 p.m. by Chair Sipsma in the Community Meeting Room of the Bernard J. Kennedy Administration Building/Town Hall. Members Present: Cuccia, Pichette, Sipsma, Trotter and Manering appearing via “Zoom Meeting”. Members Absent: None. Also Present: Jordan Rohlfing and Dean A. Grosskopf.

Pichette was asked by Chair Sipsma if he planned to recuse himself with regard to debating, deliberating and voting on the issue before the board in closed session, to which Pichette answered “Yes”.

After the nature of the business was announced by the Chair, the Board adjourned to a closed session pursuant to Section 19.85(1)(g), Wis. Stats., (g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved on a motion by Sipsma, second Cuccia, by a unanimous vote, at 5:05 p.m.

The Board returned to Open Session after discussion with the Town’s Legal Counsel at 6:53 p.m., on a motion by Trotter, second Cuccia, by a unanimous vote.

Legal Counsel was directed to proceed as discussed in closed session on a motion by Cuccia, second Trotter, with Pichette abstaining.

Motion to adjourn by Trotter, second Cuccia. The meeting adjourned at 6:57 p.m.

Dean A. Grosskopf
Administrator/Clerk-Treasurer

Item # 4 Review/Approve Operator/Alcohol Licenses

Drumlin Ridge Winery LLC Beer License, David Korb, Agent, 6000
River Rd, Discussion/Action

Original Alcohol Beverage Retail License Application

(Submit to municipal clerk.)

For the license period beginning: 07/01/2022 ending: 06/30/2023
(mm dd yyyy) (mm dd yyyy)

To the Governing Body of the: ☒ Town of } Westport
☐ Village of }
☐ City of }

County of Dana Aldermanic Dist. No. _____
(if required by ordinance)

Check one: ☐ Individual ☒ Limited Liability Company
☐ Partnership ☐ Corporation/Nonprofit Organization

Applicant's Wisconsin Seller's Permit Number <u>156-102927619-02</u>	
FEIN Number <u>81-1877967</u>	
TYPE OF LICENSE REQUESTED	FEE
<input type="checkbox"/> Class A beer	\$
<input checked="" type="checkbox"/> Class B beer	\$
<input type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input type="checkbox"/> Class B liquor	\$
<input type="checkbox"/> Reserve Class B liquor	\$
<input type="checkbox"/> Class B (wine only) winery	\$
Publication fee	\$
TOTAL FEE	\$

Name (individual / partners give last name, first, middle; corporations / limited liability companies give registered name)

Dramlin Ridge Winery, LLC

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the full name and place of residence of each person.

President / Member Last Name <u>David Korb</u>	(First) <u>David</u>	(Middle Name) <u>James</u>	Home Address (Street, City or Post Office, & Zip Code) <u>5972 Cherokee Valley Pass 53597</u>
Vice President / Member Last Name <u>Korb</u>	(First) <u>BRENDIA</u>	(Middle Name) <u>Joy</u>	Home Address (Street, City or Post Office, & Zip Code) <u>5972 Cherokee Valley Pass 53597</u>
Secretary / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Treasurer / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Agent Last Name <u>Korb</u>	(First) <u>David</u>	(Middle Name) <u>James</u>	Home Address (Street, City or Post Office, & Zip Code)
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

1. Trade Name Dramlin Ridge Winery Business Phone Number 608-849-9463
2. Address of Premises 6000 River Road Post Office & Zip Code 53597

3. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.)

4160 sq ft concrete & wood frame building with a 3,200 sq ft 2nd floor and a 17'x65' deck and an 9'x29' patio

4. Legal description (omit if street address is given above): _____

5. (a) Was this premises licensed for the sale of liquor or beer during the past license year? ☐ Yes ☒ No

(b) If yes, under what name was license issued? _____

6. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? **If yes, explain** ☐ Yes ☒ No
7. Is the applicant an employee or agent of, or acting on behalf of anyone except the named applicant? ☐ Yes ☒ No
If yes, explain.
8. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? **If yes, explain** ☐ Yes ☒ No
9. (a) **Corporate/limited liability company applicants only:** Insert state _____ and date _____ of registration.
- (b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? **If yes, explain** ☐ Yes ☒ No
- (c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? ☒ Yes ☐ No
If yes, explain.
Drumlin Ridge Wine license
10. Does the applicant understand they must register as a Retail Beverage Alcohol Dealer with the federal government, Alcohol and Tobacco Tax and Trade Bureau (TTB) by filing (TTB form 5630.5d) before beginning business? [phone 1-877-882-3277] ☒ Yes ☐ No
11. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] ☒ Yes ☐ No
12. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? ☒ Yes ☐ No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000. Signer agrees to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants, or one member of a partnership applicant must sign; one corporate officer, one member/manager of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

Contact Person's Name (Last, First, M.I.) <u>David J. Korb</u>	Title/Member <u>Member</u>	Date <u>7-11-22</u>
Signature <u>[Signature]</u>	Phone Number <u>608-849-9463</u>	Email Address <u>info@Drumlinridgewinery.com</u>

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk	Date reported to council / board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

Item #10 Administrative Matters

Siding Proposal