

**LICENSE REVIEW COMMITTEE  
TUESDAY – FEBRUARY 12, 2019  
MONONA CITY HALL  
LARGE CONFERENCE ROOM  
4:00 P.M.**

1. Call To Order
2. Roll Call
3. Approval of Minutes of January 8, 2019
4. Appearances
5. Unfinished Business
6. New Business
  - A. Consideration Of 2018/2019 Operator License Application For Tina G. BonDurant, 2019 Barber Drive, Unit D, Stoughton, Wisconsin 53589.
  - B. Consideration Of 2018/2019 Operator License Application For Tai-Ese M. Gundy, 4234 Lumley Drive #1, Madison, Wisconsin 53711.
  - C. Consideration Of 2018/2019 Operator License Application For Delilah N. Kowalke, 200 Forton Street, Stoughton, Wisconsin 53589.
  - D. Adjournment.

**NOTE:** Upon reasonable notice, the City of Monona will accommodate the needs of disabled individuals through auxiliary aids or services. For additional information or to request this service, contact Joan Andrusz at (608) 222-2525 (not a TDD telephone number), FAX: (608) 222-9225, or through the City Police Department TDD telephone number 441-0399.

The public is notified that any final action taken at a previous meeting may be reconsidered pursuant to the City of Monona ordinances. A suspension of the rules may allow for final action to be taken on an item of New Business.

It is possible that members of and a possible quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information or speak about a subject, over which they have decision-making responsibility. Any governmental body at the above stated meeting will take no action other than the governmental body specifically referred to above in this notice. JA

## LICENSE REVIEW COMMITTEE MINUTES

January 8, 2019

The regular meeting of the License Review Committee for the City of Monona was called to order by Chairman Wood at 4:01 p.m.

Present: Chairman Doug Wood, Jim Pflasterer, Wayne Kimmell, and Robert Procter

Excused: John Klinzing

Also Present: Community Resource Officer James Reiter, City Attorney William Cole, Kaitlin Nedza and Mr Brews Owner Jaye Clemmons, Alderperson Molly Grupe, and City Clerk Joan Andrusz

### ROLL CALL

### APPROVAL OF MINUTES

A motion by Mr. Pflasterer, seconded by Mr. Kimmell to approve the minutes of the December 11, 2018 License Review Committee meeting, was carried.

### APPEARANCES

There were no Appearances.

Chairman Wood re-ordered Agenda items to accommodate those present.

### NEW BUSINESS

Chairman Wood explained the Committee review process. Community Resource Officer Reiter, Ms. Nedza, and Mr. Clemmons provided information and answered member's questions regarding Ms. Nedza's Operator License application. After discussion:

A motion by Mr. Procter, seconded by Mr. Kimmell to approve the 2018/2020 Operator License Application For Kaitlin E. Nedza, 6115 Exchange Street, McFarland, Wisconsin 53558, was carried.

### UNFINISHED BUSINESS

Discussion began regarding the Operator License Application Consideration Decision Matrix. Members applied the matrix to the application just approved. City Attorney Cole stated the Committee can still deny a license even if rehabilitation documents are provided. Mr. Procter stated he still struggles with granting a license to an offender. Mr Brews owners are vigilant, but other business owners aren't as hands-on.

City Attorney Cole stated the Decision Matrix on Page 1 is for CRO Reiter and City Clerk Andrusz to use when screening applicants. Bullet numbers 10, 11, and 12 refer to notices to send; notice examples are included; and numbers 13 and 14 are what to do if the applicant wants to show or shows rehabilitation. Even if number 3 – a specified drug offense – applies, the application is still brought to the Committee.

LICENSE REVIEW COMMITTEE

January 8, 2019

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Chairman Wood questioned applicants going to the City Council with sworn testimony rather than the Committee. City Attorney Cole stated the applicant has a right to have an attorney and provide testimony. Once they are denied they have to get a notice of hearing and can show rehabilitation. They go to the Council, who makes the final decision. This will be a rare occurrence. The Committee can't deny an applicant for one OWI; a habitual offender could be for civil offenses. The burden is to show that the offense occurred. CRO Reiter can provide other information regarding Police contacts. A misdemeanor may be only a fine; a second OWI is always a crime.

Mr. Pflasterer confirmed that a second offense has the documents listed on Page 7, number 2, subs. a. and b. Members discussed this section of the document. Mr. Procter questioned what the Committee can do if an applicant has a third serious offense, did time, but is not taking it seriously. Mr. Kimmell responded they should be denied and the employer asked why they hired this person. City Attorney Cole stated that in that case the Committee could be sued because of discrimination. A license would have to be issued but if anything else happened it could be revoked. Mr. Procter stated employers say they need these employees; it's hard to find workers.

Chairman Wood questioned what the Committee could do if an applicant met all the qualifications but showed up at the Committee meeting drunk. City Attorney Cole responded the employer could be threatened with a citation if the employee breaks the law. Alder Grupe questioned how many Operator licenses are available and was told they are unlimited. She asked where the exempt language originated and was told it is in the state statutes. Mr. Procter stated if the applicant doesn't come to the Committee meeting, the application should be tabled and written to again. If they don't show up again, it should be tabled again and the license issued if it has to be.

ADJOURNMENT

A motion by Mr. Pflasterer, seconded by Mr. Kimmell to adjourn, was carried. (5:02 p.m.)

Joan Andr sz  
City Clerk



5211 SCHLUTER ROAD ■ MONONA, WI 53716-2598  
CITY HALL (608) 222-2525  
FAX (608) 222-9225  
<http://www.mymonona.com>

January 15, 2019

*Will appear per  
call 1-18-19  
JA*

Tina G. BonDurant  
2019 Barber Drive Unit D  
Stoughton, Wisconsin 53589

Dear Ms. BonDurant,

This letter is to inform you that review by the Monona Police Department of your application for an Operator's license for 2018/2019 has identified the following convictions or arrest record within the last five years: Theft From Business Setting.

The License Review Committee will consider your application at its next regular meeting, scheduled for Tuesday, February 12, 2019 at 4:00 p.m. in the City Hall Large Conference Room, 5211 Schluter Road, Monona, Wisconsin. You are requested to attend and provide information concerning the matters disclosed on your application. At the meeting, you may present evidence and testimony as to why your license should be granted.

You may wish to have your employer attend the review hearing with you. Employer input gives the License Review Committee important information to assist in their decision-making process.

**If you wish to appear before the License Review Committee, please contact me at (608) 222-2525 no later than February 6, 2019.**

Sincerely,

Joan Andrusz  
City Clerk

Cc: License Review Committee  
Community Resource Officer James Reiter  
O'Connell's Liquor



# CITY OF MONONA - OPERATOR LICENSE APPLICATION

Pursuant to Wisconsin Statutes Section 125.17, subject to limitations imposed by as 125.17 and 125.68(2)

## FEES ARE NON-REFUNDABLE

- Operator's -- Regular - \$40.00
- Operator's -- Two Year - \$65.00
- Operator's -- Provisional - \$15.00
- Operator's -- Temporary - \$10.00
- New License
- Renewal License

This license expires on June 30, 20 19

Full Legal Name of Applicant: <u>Tina G. BonDurant</u>		Sex: <input type="checkbox"/> Male <input checked="" type="checkbox"/> Female
Street Address: <u>2019 Barber Drive Unit D</u>		
City: <u>Stoughton</u>	State: <u>WI</u>	Zip Code: <u>53589</u>
Date of Birth: _____	Telephone Number: _____	
Drivers License Number and State: _____		<u>WI</u>

How long have you continuously resided in Wisconsin? 44 years

Place of employment as an Operator: OCMnall's Figure Telephone: 608-204-2887

Have you registered for the Alcohol Awareness Program?  Yes  No Date of Class: \_\_\_\_\_

Have you completed the Alcohol Awareness Program?  Yes  No Date Completed: 12-27-18

Have you ever been convicted of a misdemeanor or felony in the past 5 years?  Yes  No

If yes, please explain: \_\_\_\_\_

Are there any pending criminal charges against you?  Yes  No

If yes, please explain: \_\_\_\_\_

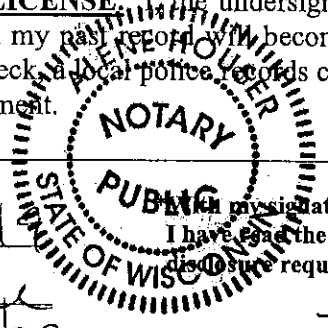
Are there any pending drug/alcohol related offenses against you?  Yes  No

If yes, please explain: \_\_\_\_\_

Have you been convicted of drug/alcohol related offenses in the last 5 years?  Yes  No

If yes, please explain: \_\_\_\_\_

**ANY FALSE OR MISSING INFORMATION ON THIS APPLICATION WILL RESULT IN DENIAL OF YOUR OPERATOR'S LICENSE.** I, the undersigned, affirm that I made complete and true answers to each question, and understand my past record will become a part of this application. I understand that I am subject to a driver's license check, a local police records check, and a criminal history background check by the City of Monona Police Department.



Subscribed and sworn before me this 1 day of January 2019

Alex Anderson Notary Public

My Commission expires: 6/13/20

Tina BonDurant Signature of Applicant

Police Department Review: Recommend Approval \_\_\_\_\_ Recommend Denial \_\_\_\_\_ Review X

Reason for denial, if not recommended: Left from business setting, Dane county 11/04/2014

Signature of Police Chief: CPO James Reiter Date: 1/8/2019

LRC Approval (if required) Date: \_\_\_\_\_ City Council Approval Date: \_\_\_\_\_

License No. Issued: Provisional # 56 Operator # \_\_\_\_\_ Date Issued: Provisional 1/7/19 Operator \_\_\_\_\_



5211 SCHLUTER ROAD ■ MONONA, WI 53716-2598  
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<http://www.mymonona.com>

January 18, 2019

*Will appear w/ mgr  
per call Feb 4, 2019  
JA*

Tai-Ese M. Gundy  
4234 Lumley Drive #1  
Madison, Wisconsin 53711

Dear Ms. Gundy,

This letter is to inform you that review by the Monona Police Department of your application for an Operator's license for 2018/2019 has identified the following convictions or arrest record within the last five years: Second Operating While Intoxicated, Theft, Intimidation of Victim, and Misappropriation of Personal ID.

The License Review Committee will consider your application at its next regular meeting, scheduled for Tuesday, February 12, 2019 at 4:00 p.m. in the City Hall Large Conference Room, 5211 Schluter Road, Monona, Wisconsin. You are requested to attend and provide information concerning the matters disclosed on your application. At the meeting, you may present evidence and testimony as to why your license should be granted.

You may wish to have your employer attend the review hearing with you. Employer input gives the License Review Committee important information to assist in their decision-making process.

**If you wish to appear before the License Review Committee, please contact me at (608) 222-2525 no later than February 6, 2019.**

Sincerely,

Joan Andrusz  
City Clerk

Cc: License Review Committee  
Community Resource Officer James Reiter  
Breakwater



# CITY OF MONONA - OPERATOR LICENSE APPLICATION

Pursuant to Wisconsin Statutes Section 125.17, subject to limitations imposed by as 125.17 and 125.68(2)

**FEES ARE NON-REFUNDABLE**

- Operator's - Regular - \$40.00
- Operator's - Two Year - \$65.00
- Operator's - Provisional - \$15.00
- Operator's - Temporary - \$10.00
- New License
- Renewal License

This license expires on June 30, 20 19

Full Legal Name of Applicant: <u>Tai-Ese Michele Gundy</u>		Sex: <input type="checkbox"/> Male <input checked="" type="checkbox"/> Female
Street Address: <u>4234 Lumley Dr #1</u>		
City: <u>Madison</u>	State: <u>WI</u>	Zip Code: <u>53711</u>
Date of Birth: _____	Telephone Number: _____	
Drivers License Number and State: _____		

How long have you continuously resided in Wisconsin? 11 years

Place of employment as an Operator: Breakwater Monona Telephone: 608-416-5388

Have you registered for the Alcohol Awareness Program?  Yes  No Date of Class: 01/03/19

Have you completed the Alcohol Awareness Program?  Yes  No Date Completed: 01/03/2019

Have you ever been convicted of a misdemeanor or felony in the past 5 years?  Yes  No

If yes, please explain: OWI - First offense in 2018

Are there any pending criminal charges against you?  Yes  No

If yes, please explain: \_\_\_\_\_

Are there any pending drug/alcohol related offenses against you?  Yes  No

If yes, please explain: \_\_\_\_\_

Have you been convicted of drug/alcohol related offenses in the last 5 years?  Yes  No

If yes, please explain: OWI- First offense in 2018

**ANY FALSE OR MISSING INFORMATION ON THIS APPLICATION WILL RESULT IN DENIAL OF YOUR OPERATOR'S LICENSE.** I, the undersigned, affirm that I made complete and true answers to each question, and understand my past record will become a part of this application. I understand that I am subject to a driver's license check, a local police records check, and a criminal history background check by the City of Monona Police Department.

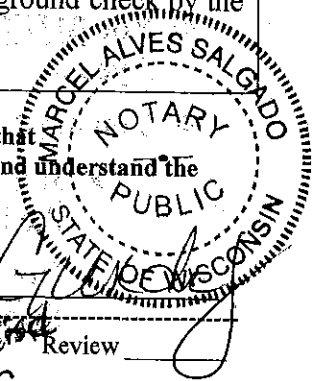
Subscribed and sworn before me this 14 day of January, 2019

*[Signature]*

Notary Public

My Commission expires: 03/11/2022 Signature of Applicant: *[Signature]*

**\*With my signature I affirm the statement above and that I have read the instructions provided on the reverse and understand the disclosure requirements:**



Police Department Review: Recommend Approval None Recommend Denial  Review

Reason for denial, if not recommended: OWI 2<sup>nd</sup> in 2015, 1<sup>st</sup> in 2003, 2014 misappropriation of pers ID - Felony

Signature of Police Chief: CEO James Reato *[Signature]* 2014 - theft - misd  
2014 - Felony bail jumping  
2016 - Felony theft

LRC Approval (if required) Date: \_\_\_\_\_ City Council Approval Date: \_\_\_\_\_

License No. Issued: Provisional # 57 Operator # \_\_\_\_\_ Date Issued: Provisional 1/4/19 Operator \_\_\_\_\_



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February 7, 2019

Delilah N. Kowalke  
200 Forton Street  
Stoughton, Wisconsin 53589

Dear Ms. Kowalke,

This letter is to inform you that review by the Monona Police Department of your application for an Operator's license for 2018/2019 has identified the following convictions or arrest record within the last five years: Pending 1<sup>st</sup> Offense Operating While Intoxicated.

The License Review Committee will consider your application at its next regular meeting, scheduled for Tuesday, February 12, 2019 at 4:00 p.m. in the City Hall Large Conference Room, 5211 Schluter Road, Monona, Wisconsin. You are requested to attend and provide information concerning the matters disclosed on your application. At the meeting, you may present evidence and testimony as to why your license should be granted.

You may wish to have your employer attend the review hearing with you. Employer input gives the License Review Committee important information to assist in their decision-making process.

**Due to the short timeframe, I contacted you by telephone yesterday. You indicated you would call back today after speaking with your employer. If you wish to appear before the License Review Committee, please contact me at (608) 222-2525.**

Sincerely,

Joan Andrusz  
City Clerk

Cc: License Review Committee  
Community Resource Officer James Reiter  
Tower Inn



# CITY OF MONONA - OPERATOR LICENSE APPLICATION

Pursuant to Wisconsin Statutes Section 125.17, subject to limitations imposed by as 125.17 and 125.68(2)

## FEES ARE NON-REFUNDABLE

Operator's - Regular - \$40.00

Operator's - Provisional - \$15.00

Operator's - Two Year - \$65.00

Operator's - Temporary - \$10.00

New License  Renewal License

This license expires on June 30, 20 19

Full Legal Name of Applicant: <u>Delilah Nicole Kowalko</u>		Sex: Male / <input checked="" type="radio"/> Female
Street Address: <u>200 Forton Street</u>		
City: <u>Stoughton</u>	State: <u>WI</u>	Zip Code: <u>53589</u>
Date of Birth: _____	Telephone Number: _____	
Drivers License Number and State: <u>WI</u>		

How long have you continuously resided in Wisconsin? 24 years

Place of employment as an Operator: The Tower Inn Telephone: 1608 222 7855

Have you registered for the Alcohol Awareness Program? (Circle One)  Yes / No Date of Class: Summer 2017  
Have you completed the Alcohol Awareness Program? (Circle One)  Yes / No Date Completed: \_\_\_\_\_

Have you ever been convicted of a misdemeanor or felony in the past 5 years? (Circle One) Yes /  No

If yes, please explain: \_\_\_\_\_

Are there any pending criminal charges against you? (Circle One)  Yes / No

If yes, please explain: 1st offense DWI

Are there any pending drug/alcohol related offenses against you? (Circle One)  Yes / No

If yes, please explain: see above

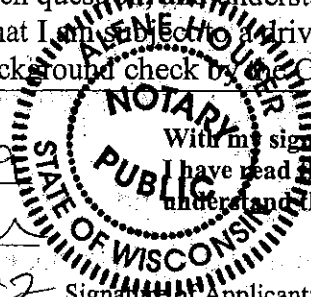
Have you been convicted of drug/alcohol related offenses in the last 5 years? (Circle One) Yes /  No

If yes, please explain: \_\_\_\_\_

**ANY FALSE OR MISSING INFORMATION ON THIS APPLICATION WILL RESULT IN DENIAL OF YOUR OPERATOR'S LICENSE.** I, the undersigned, affirm that I made complete and true answers to each question and understand my past record will become a part of this application. I understand that I am subject to a driver's license check, a local police records check, and a criminal history background check by the City of Monona Police Department.

Subscribed and sworn before me this 17th day of Feb, 2019

[Signature]  
Notary Public



With my signature I affirm the statement above and that I have read the instructions provided on the reverse and understand the disclosure requirements:

My Commission expires: 6/13/22 Signature of Applicant: [Signature]

Police Department Review: Recommend Approval \_\_\_\_\_ Recommend Denial \_\_\_\_\_ Review

Reason for Review denial, if not recommended: Pending out 1st w/ McFarland on 1/11/2019

Signature of Police Chief: [Signature] Date: 2/16/2019

LRC Approval (if required) Date: \_\_\_\_\_ City Council Approval Date: \_\_\_\_\_

License No. Issued: Provisional # 58 Operator # \_\_\_\_\_ Date Issued: Provisional 2/4/19 Operator \_\_\_\_\_