



City Of Verona

PUBLIC SAFETY AND WELFARE COMMITTEE
TUESDAY, MAY 26, 2020 AT 6:00 P.M.
AGENDA

Due to the COVID-19 pandemic, the Verona Public Safety and Welfare Committee will hold its meeting as a virtual meeting. The Public Safety and Welfare Committee will not meet at City Hall, 111 Lincoln Street. Members of the Public Safety and Welfare Committee and Staff will join the meeting by using Zoom Webinar, as described immediately below.

Members of the public can join the meeting using Zoom Webinar via a computer, tablet, or smartphone, or by calling into the meeting using phones, as described immediately below. Those requiring toll-free options are asked to contact City Hall for details prior to the meeting at adam.sayre@ci.verona.wi.us or 608-848-9941.

Join the meeting via computer, tablet, or smart phone:

<https://zoom.us/j/98447780258>

Webinar ID: 984 4778 0258

Join the meeting via phone by dialing:

312-626-6799

Webinar ID: 984 4778 0258

The online meeting agenda and all support materials can be found at <https://www.ci.verona.wi.us/>. In addition to the public, all Committee members and Staff will also be participating remotely. Anyone with questions prior to the meeting may contact the City at (608) 848-9941 or adam.sayre@ci.verona.wi.us.

1. Call to order
2. Roll Call
3. Approval of Minutes from the March 9, 2020 Public Safety and Welfare Committee meeting
4. Discussion and Possible Action Re: A Special Event Permit application from Lucas Molloy, Race Day Events, for the Wisconsin Triterium Triathlon on August 8, 2020 from 4:30 a.m. – 1 p.m.
5. Discussion and Possible Action Re: A temporary premises description amendment for the liquor license of the Hop Haus Brewing Company, LLC, 231 S. Main Street, to include the front parking lot
6. Adjournment

Heather Reekie, Chairperson

POSTED: Verona City Hall
Miller & Sons Market
City Web Page at: www.ci.verona.wi.us

IF YOU NEED AN INTERPRETER, MATERIALS IN ALTERNATIVE FORMATS OR OTHER ACCOMODATION TO ACCESS THE MEETING, PLEASE CONTACT THE CITY CLERK AT 608-845-6495 AT LEAST 48 HOURS PRECEDING THE MEETING. EVERY REASONABLE EFFORT WILL BE MADE TO ACCOMMODATE YOUR REQUEST.

**CITY OF VERONA
PUBLIC SAFETY AND WELFARE COMMITTEE
MARCH 9, 2020
VERONA CITY HALL
MINUTES**

1. Call to order: Heather Reekie called the meeting to order at 6:15 p.m.
2. Roll Call: Heather Reekie, Katie Kohl and Evan Touchett were present. Also present: Police Chief Bernie Coughlin, Sergeant Jesse Christensen, and City Clerk Ellen Clark.
3. Approval of Minutes: Motion by Reekie, seconded by Touchett, to approve the minutes from the January 27, 2020 Public Safety and Welfare Committee meeting.
Motion carried 3-0.
4. Public Comment: There was no public comment.
5. Discussion and Possible Action Re: A Change of Agent request from Kwik Trip, Inc. for Kwik Trip #456, 2145 CTH PB, Verona, WI 53593

Kwik Trip, Inc. has requested a change of agent for their Combination Class “A” and “Class A” Liquor License at Kwik Trip #456 from Alexander Abel to Jim M. Thomson.

Motion by Reekie, seconded by Kohl, to recommend to the Common Council to approve a Change of Agent request for Kwik Trip #456, 2145 CTH PB, Verona, WI 53593. Motion carried 3-0.
6. Discussion and Possible Action Re: A Special Event Permit application from Stacey Burkart, Verona Area Public Library Director, for the Word on the Street 5K Run/Walk and Kids’ Run on Saturday, May 2, 2020.

This fundraising event for the Verona Public Library will run from 8 a.m. – 10 a.m. The route begins and ends at the library. Participants will cross E. Verona Avenue at Franklin Street and Lincoln Street. An officer will be staffed at the Franklin Street crossing location. Sidewalk chalk will be used for pavement markings.

Motion by Reekie, seconded by Touchett, to approve a Special Event Permit for the Word on the Street 5K Run/Walk and Kids’ Run on Saturday, May 2, 2020. Motion carried 3-0.
7. Discussion and Possible Action Re: A Special Event Permit application from Lauren Birkel, Glacier Edge Elementary PTO, for the Glacier Edge Color Run on Wednesday, May 6, 2020.

This is a fundraiser for the Glacier Edge Elementary School. The event will run from 5 p.m. – 7 p.m. The one-mile route begins and ends at the Glacier Edge playground. There will be color stations along the course at Tower Park and Tollefson Park. The run will take place on the sidewalks. Approval of this event will be contingent upon approval by the Parks, Recreation & Forestry Commission.

Motion by Reekie, seconded by Touchett, to approve a Special Event Permit for the Glacier Edge Color Run on Wednesday, May 1, 2019, contingent upon approval by the Parks, Recreation & Forestry Commission. Motion carried 3-0.

8. Discussion and Possible Action Re: Ordinance No. 20-959 amending Section 7-1-8 of the Code of Ordinances of the City of Verona related to animals on public property.

Coughlin explained the importance of changing the ordinance to make an exception for the Police and Fire K9s and service dogs to allow them in the parks.

Motion made by Reekie, seconded by Touchett, to recommend to the Common Council to approve Ordinance No. 20-959 amending Section 7-1-8 of the Code of Ordinances of the City of Verona related to animals on public property. Motion carried 3-0.

9. Discussion Re: Update on SBR Endurance Performance Winter Wonderland Triathlon.

An update on the SBR Endurance Performance Winter Wonderland Triathlon was provided to the Committee.

5. Adjournment: Motion by Kohl, seconded by Touchett, to adjourn at 6:40 p.m. Motion carried 3-0.

Ellen Clark, City Clerk

1. A Special Event Permit application from Lucas Molloy, Race Day Events, for the Wisconsin Triterium Triathlon on August 8, 2020 from 4:30 a.m. – 1 p.m.

This event has been held at Firemen's Park for several years. The swim portion will take place at Fireman's Park with lifeguards on site, in the water. After the swim, athletes will transition to the bike portion, which leaves out of Fireman's Park and goes south on HWY 69/Paoli St. The bicyclists will also return to Fireman's Park from the south HWY 69/Paoli St and onto Bruce St. and transition to the run course. The runners will leave Fireman's and proceed down Bruce St. to Locust Dr., north on Locust Dr. to Main St., north on Main St. to Paoli St., south on Paoli St. to Nine Mound Rd., west on Nine Mound Rd. to the Military Ridge bike trail, out for a period on the bike trail, then back to Nine Mound Rd., back to Paoli St. and south on Paoli St. to Bruce St. and then to the park for the finish. There will be a full closure on HWY 69/Paoli St between Nine Mound Rd. and the USH 151 overpass. There will also be a full closure on Bruce St. from Paoli St and Investment Court with the exception of a controlled lane allowing access to the Rocket Bicycle Studio/SBR Endurance Performance Center accessible from Locust Dr. Business/Resident notification letters will be sent/delivered to notify those impacted. Officers will be positioned at Bruce St. and Investment Ct., Bruce St. at Paoli St., and Nine Mound Rd at Paoli St. Barricades will be provided by RaceDay events. Detour routes will be posted by RaceDay events.

Motion: To approve a Special Event Permit for the Wisconsin Triterium Triathlon on Saturday, August 8, 2020 from 4:30 a.m. – 1 p.m., contingent upon approval from the Dane County Sheriff's Department

2. A temporary premises description amendment for the liquor license of the Hop Haus Brewing Company, LLC, 231 S. Main Street, to include the front parking lot.

Phil Hoechst has applied for a temporary premise description amendment for the liquor license of the Hop Haus Brewing Company, LLC's to include the business's front parking lot.

Motion: To approve a temporary premises description amendment for the liquor license of the Hop Haus Brewing Company, LLC, 231 S. Main Street, to include the front parking lot.

CITY OF VERONA

Date: _____

CR#: _____

Account #: 100-44910

APPLICATION FOR A SPECIAL EVENT/NEIGHBORHOOD EVENT PERMIT

For Parades, Runs, Walks, Bicycle Events, Triathlons, Festivals, Neighborhood Events, etc.

All required application materials must be submitted at least **45 days prior to the event. Failure to meet this requirement may result in the denial of the application pursuant to Section 7-7-1(h) of the City of Verona Code of Ordinances**

Application Fee:

\$150.00 + any additional fees

Non-Profit Organization: \$50.00 + any additional fees

REQUIRED INFORMATION

Please include the following information/materials regarding the event with your application:

- A copy of the applicant's Driver's License
- Route map and description and/or map of event layout
.....
- Certificate of Insurance – at least 30 days prior to event

APPLICANT INFORMATION

Name: Lucas B Molloy Phone: 207-647-1220
First M.I. Last

Address: 5976 Executive Dr. Suite B. Fitchburg, WI 53719

Driver License #: M4000729136802 DOB: 10/08/1991

Email: lucas@race day events llc.com

AGENCY/ORGANIZATION INFORMATION

Name: Race Day Events Phone: 608-316-5755

Address: 5976 Executive Dr. Suite B. Fitchburg WI 53719

If this is a non-profit organization, please provide your EIN number for verification: _____

EVENT INFORMATION

Name of Event: Wisconsin Triathlon Triathlon Type of event: Triathlon

Event date(s): 6/27/20 New Date: 8/8/2020 Event time(s): 7am

Set up Start Time: 4:30AM Tear Down End Time: 1pm

(Application Continues on Reverse)

Last updated
Date: _____
Initials: _____

Informational Questions		No	Yes	Notes
1	Was a Special Event Permit previously approved in times past for this event?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2	Will there be outdoor amplified sound?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Additional application required.
3	Will alcohol be sold, served or consumed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Additional licenses may be required.
4	Are you requesting any City streets to be closed to traffic?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	See Below*
5	Will your event use County, State or US Highways?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If yes, please provide a map clearly marking the highways that will be used. Additional permission from the County is required.
6	Will park, conservancy land, or trails be used? If so, have you reserved a park, pavilion, or any other city facilities for the event?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Contact Parks Department: 845-6695 If using park facilities, the application will not go before the Public Safety Committee without Parks Department approval.
7	Will items or services be sold or given away at this event?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	If yes, please attach a list of types of items or services.
8	Does this event involve a plan for tents, stages, inflatable bounce houses or temporary structures?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Include on event layout map.
9	Does your event include the use of fireworks, rockets, lasers, other pyrotechnics, or open flame?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Must receive written approval from Fire Chief or his designee. 608-845-9401
10	Do you plan to provide portable toilets at your event?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
11	Will your event have dedicated coverage by an Emergency Medical Provider?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
12	Is this a race or timed event where participants need the right of way on City streets?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If traffic control is desired, a police officer is required, per WI Law.
13	Will there be a clear path of travel (min. 18' wide) for emergency vehicles throughout your event?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
14	Does your event include running or biking that will need a dedicated lane of travel on City streets?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Posting of No Parking signs by PD will be needed and billed to event.

***If you answered YES to street closures, please attach a map/diagram of the portion(s) of street you wish to have closed for your event. Please include street names and as much information as possible.**

If you are NOT intending to close any City Streets, or request the right of way, but intend to use City Streets, you will share the street with vehicular traffic and agree to abide by all traffic laws. Failure to comply with traffic laws will result in the immediate termination of all event activities.

***Applicant Initial Here:** LM

EVENT CONTACTS

PLEASE LIST NAMES, LOCATIONS AND CELL PHONE NUMBERS OF ON-SITE EVENT CONTACT PERSONS

NAME as shown on ID	DOB	LOCATION AT EVENT (Ex: Race Start, Supply Tent etc.)	TIME ON-SITE (Ex: 10 a.m. to 2 p.m.)	CELL PHONE
Lucas Molley	10/08/1991	Race Start	4am - 1pm	207-647-1220

APPLICATION PROCEDURES

1. Application and all required materials shall be submitted to the City Clerk a minimum of 45 days prior to the event. (Section 7-7-1(h) of the City of Verona Code of Ordinances)
2. Upon verification of the application the City Clerk shall submit the application to the Police Chief for further review.
3. The applicant will be contacted by the Police Department Staff to review event route and the need for on-site police officers or City staff at the event.
4. The applicant is subject to a background check.
5. All police traffic control/city staff time incurred shall be billed to the applicant upon the completion of the event.
6. The applicant may be required to attend a Public Safety and Welfare Committee meeting and/or a Common Council meeting at which the event application will be reviewed for approval.
7. Once the application is approved by the appropriate official(s) the permit will be issued.

APPLICANT SIGNATURE

PLEASE READ CAREFULLY BEFORE SIGNING

I understand the application and event requirements and agree to adhere to all applicable federal, state, and municipal laws in addition to the requirements on the application. I agree to pay any invoices received from the City of Verona for staff time at the event within 30 days of the invoice date. I understand that failure to adhere to any application requirements or any federal, state or municipal laws involving the event will result in the denial of the application or immediate termination of the event. The violation of federal, state or municipal laws will be subject to applicable fines and penalties.



 Applicant Signature

11/14/19

 Date

*Once application is approved, the permit will be issued to applicant via email.
 A copy of the permit must be available at event for conformation.*

OFFICE USE ONLY
PLEASE DO NOT WRITE ON THIS PAGE

CHIEF OF POLICE

Date Received by Police: _____

The event application has been reviewed and the following issues need to be addressed:

Meeting with Applicant: Yes No If YES, Date of Meeting: _____

Barricades needed? Yes No

Traffic Control/Officers Needed:

CIB Information:

CERTIFICATION OF APPLICATION BY CHIEF OF POLICE:

Approved Denied _____
Signature of Chief of Police Date

MUNICIPAL CLERK

Application Received Date: _____ 45 Day Application Requirement Met: YES NO

Date Submitted to Police on: _____ All required documents submitted: YES NO

Items Still Required: _____

PUBLIC SAFETY & WELFARE COMMITTEE: Date of meeting: _____ APPROVE DENY

COMMON COUNCIL: Date of meeting: _____ APPROVE DENY

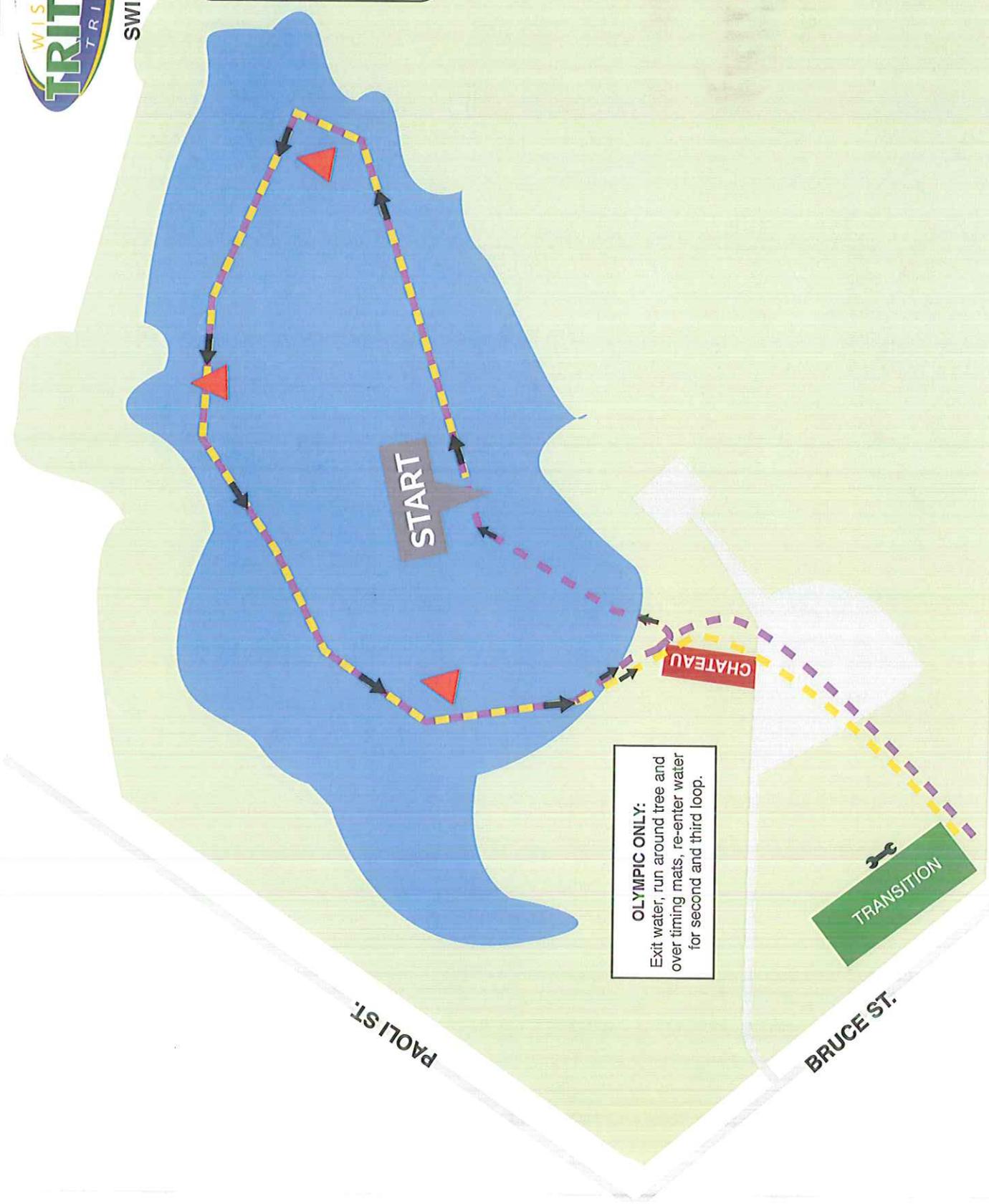
Signature of Municipal Clerk: _____ Date: _____

Copy provided to applicant: Yes No Date: _____

Copy provided to: EMS: Yes No | Fire: Yes No | PD: Yes No | PW: Yes No

SWIM COURSE

- MILE MARKER
- AID STATION
- BIKE TECH
- COURSE DIRECTION
- SPRINT COURSE
- OLYMPIC COURSE
- TRANSITION



START

CHATEAU

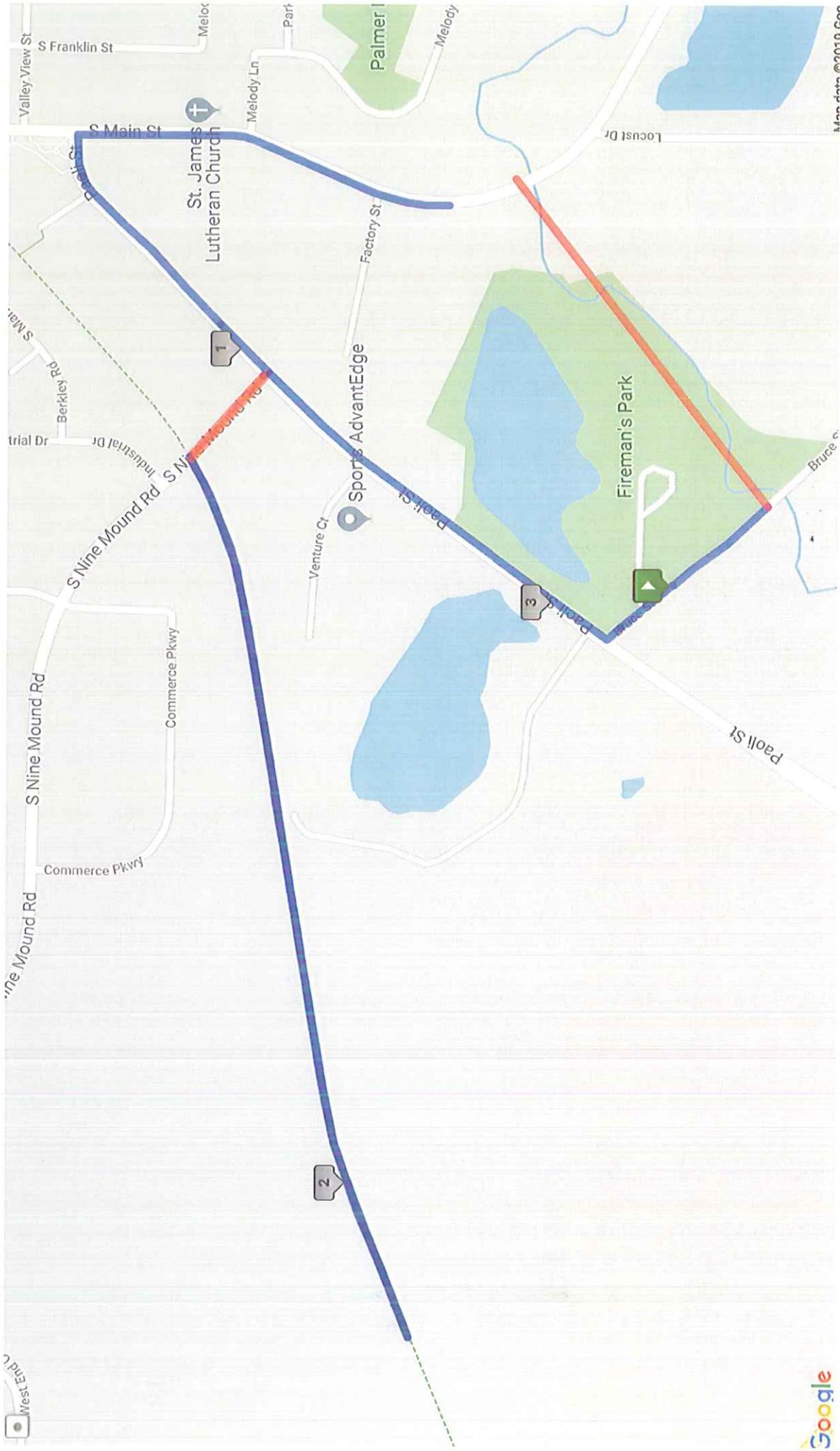
TRANSITION

PAOLI ST.

BRUCE ST.

OLYMPIC ONLY:
Exit water, run around tree and over timing mats, re-enter water for second and third loop.

Run 1 loop sprint
2 loops olympic





2020 Wisconsin Triterium Triathlon

CITY OF VERONA

AMPLIFICATION DEVICE PERMIT APPLICATION

Please answer the following questions.

Name of Business or Event:

Tritterium Triathlon

Email Address:

lucas@racedayeventsllc.com

Hours during which amplification will be used:

From 5 : 30 a.m./p.m. to 1 : pm a.m./p.m.

Requested duration of the permit (e.g. May-Oct)

June 27, 2020 *Next Date: 8/8/2020*

What type of music will be playing?

- Live Band
- Recorded Music
- Acoustic

Other:

I - pod

Type of amplification:

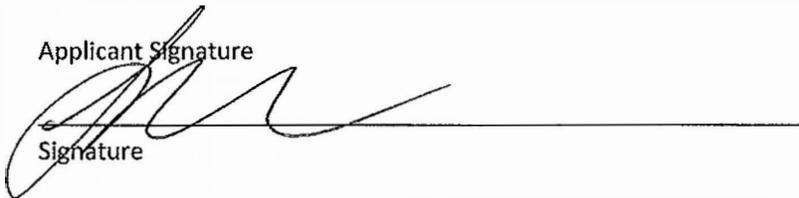
4 small speakers at finish line to hype up participants

Please attach a sketch of the outdoor area indicating where music will be located/played.

These will be located along the finish line on Brewst.

Applicant Signature

Signature



Date

11/20/19

Liquor License Premises Amendment

Name of Establishment: Hop Haus Brewing Company

Address of Establishment: 231 S. Main Street, Verona, WI 53593

Name of Agent: Philipp Hoechst Address: 1105 Tamarack Way, Verona

Agent Phone Number: 608-720-8858 Establishment Phone Number: 608-497-3165

Premises Amendment Description:

Fence and use the parking lot as an outdoor patio, with tables 6 feet apart to maintain social distancing guidelines. We will have two entrances/exits to the patio to further allow patrons to social distance by using either access point. One point will be at the NE corner of the parking lot (near the permanently fenced patio) and one point in front of the main entry door to the Hop Haus tap room. Guests will be ordering online & a "runner" will be bringing out orders to the table to further limit person to person contact and people inside the Hop Haus taproom. At this time we do not plan to have live music at Hop Haus, once DHS allows us to move into Phase 2 of the Badger Bounce Back we would possibly request to have outdoor music at that time. If so, we would plan to have it 1-2 nights per week (Friday and/or Saturday) from 6-9pm. We may open an hour or two earlier on some weekdays, but will still open at noon on Saturday and Sunday. We plan to have online ordering end at 9pm (last call).

**Please attach a drawing or visual of the proposed premises amendment*

Months/Days New Premises are Open/Used:

From (Month): May, 2020 To: (Month): October 1, 2020

Time Premises Used A.M.: Noon To: P.M.: 11pm (Restrictions Apply)

Check Here if Added Premises are Open/Used Year Round:

Signature of Agent: 

Date: 5/20/20

Please Do Not Write Below This Area
MUNICIPAL OFFICE USE ONLY

CHIEF OF POLICE

Date Application Approved to Move Forward with Inspections: _____ Initials: _____

Notes for Building Inspection and Fire Inspection:

CITY OF VERONA

Recommendation of the Chief of Police Upon Completion of Inspections: **Approved / Denied**

Signature: _____ Date: _____

BUILDING INSPECTOR

Date(s) of Inspection: _____ Initials: _____

List any adjustments that need to be made to the premises:

Date Adjustments Inspected: _____ Initials: _____

Date Premise Inspection is *Approved*: _____ Signature: _____

FIRE DEPARTMENT

Date(s) of Inspection: _____ Initials: _____

List any adjustments that need to be made to the premises:

Date Adjustments Inspected: _____ Initials: _____

Date Premise Inspection is *Approved*: _____ Signature: _____

PLEASE RETURN THIS FORM TO THE **CITY CLERK** IN A TIMELY MANNER UPON
COMPLETION OF INSPECTIONS

MUNICIPAL CLERK

Date Application Received from Applicant: _____ Initials: _____

Date of Receipt upon Completion of Inspections: _____ Initials: _____

CITY OF VERONA

Public Safety and Welfare Committee Review: _____ *Common Council Review:* _____

Approved / Denied **Date:** _____

Date Liquor License Premises Amendment Issued: _____ **Liquor License No:** _____

Municipal Clerk: _____

Show nearby restaurants

Entry/Exit point

Hop Haus Brewing Company

Entry/Exit point

Fencing

Google

Map data ©2020 Map data ©2020 United

© Map data

State Trail Military Ridge State Trail MIF