

City of Portage
Legislative & Regulatory Committee Meeting
Monday, April 15, 2013, 6:30 p.m.
City Municipal Building, 115 West Pleasant Streets
Conference Room One

Members: Carolyn Hamre, Martin Havlovic, Frank Miller, Michael G. Oszman

Excused: Rita A. Maass

Also present: City Clerk Moe, City Attorney Spankowski, and Bill Welsh from Cable TV

1. Roll call

The meeting was called to order at 6:30 p.m. by Chairperson Oszman.

2. Approval of minutes from previous meeting

Motion by Miller, second by Havlovic to approve the minutes from the committee meeting of March 21, 2013. Motion carried unanimously on call of roll.

3. Suspension/revocation hearing for the Class B Combination License held by Valarie Gillingham

City Clerk Moe explained that previous attempts to locate Ms. Gillingham by mail and personal service have been unsuccessful. A summons has been published according to the law in the newspaper. City Attorney Spankowski further explained that contact with Ms. Gillingham's stepfather and mother has also been unsuccessful in locating Ms. Gillingham. The licensed establishment has been closed more than 30 days. Under city ordinance, any licensee who terminates business or abandons its premises shall immediately surrender the license to the City Clerk.

Motion by Miller, second by Hamre to revoke the Class B Combination License held by Valarie Gillingham, after efforts to locate her have been unsuccessful, and the establishment has been closed well over 30 days. Motion carried unanimously on call of roll.

4. Adjournment

Motion by Miller, second by Oszman to adjourn. Motion carried unanimously on call of roll at 6:37 p.m.

Marie A. Moe, WCPC, MMC
City Clerk