

CITY OF SPARTA
PUBLIC SAFETY AGENDA
February 5, 2024

CITY HALL

5:30 P.M.

1. Call Meeting to Order
2. Consent Agenda: Consisting of Minutes from the January 8, 2024 Regular Meeting and the Police Department's Monthly Report and Monthly Bills for December
3. Consideration of New Operator Licenses:

 New:
 Ashli Gilbert
 Scott Storandt
4. Consideration of Business Name Change for the "Class B" Liquor / Class "B" Beer License and Cigarette License for Shifty's Shack now dba Shifty's Shack 2 Located at 110 E Oak Street
5. Items for Future Consideration
6. Adjourn

A possible quorum of the Common Council may be in attendance at this meeting; however, no action will be taken by the Council.

Posted: 02/02/2024

CITY OF SPARTA
PUBLIC SAFETY MINUTES
January 8, 2024

PRESENT: Jim Church, Matthew Hoffland, David Kuderer

ABSENT: Robert Arnold, Kevin Brueggeman

ALSO PRESENT: Mark Sund, Todd Fahning, Emilee Nottestad, Booker Ferguson, Jenna Lee, Jose Tovar, Mayor Kevin Riley, Employees of Sparta Cab

Jim Church called the meeting to order at 5:30 p.m.

A motion was made by Mathew Hoffland and seconded by David Kuderer to approve the consent agenda consisting of the minutes of the December 4, 2023 regular meeting, the Police Department's monthly report for November and monthly bills. Motion carried 3-0.

Upon proper payment of fees, the following new Operator License applications were approved on a motion made by Matthew Hoffland and seconded by David Kuderer. Motion carried 3-0.

New:

Zachary Battista	Elizabeth VanDyck	Uriah Macomber	
Neil Baumgarten	Zane Roppe	Navdee Chib	Amanda Mathews

A motion was made by David Kuderer and seconded by Matthew Hoffland to deny the operator license for Bridgett Dunigan. Motion carried 3-0.

A motion was made by Matthew Hoffland and seconded by David Kuderer to approve the "Class A" Liquor /Class "A" Beer License for ALDI, INC (Wisconsin) dba ALDI #82 located at 1650 W Wisconsin Street for the remaining 2023-2024 term. Motion carried 3-0.

There were no items for future consideration.

Chief Emilee Nottestad introduced to the committee Patrol Lieutenant Jenna Lee, Detective Lieutenant Jose Tovar. Both were promoted to Lieutenant effective January 1, 2024. Jenna will oversee the Patrol Division and Jose will oversee the Investigation and Evidence Divisions.

A motion was made by Matthew Hoffland and seconded by David Kuderer to adjourn at 5:34 p.m. Motion carried 3-0.

Respectfully Submitted,
Jennifer Lydon
City Clerk

Sparta Police Department

Monthly Report



December, 2023

During the month of December, the Sparta Police Department responded to 1208 calls for service, issued 75 traffic citations, 45 non-traffic citations, and 193 traffic warnings.

Various calls for service:

911 Call Response: 42

Crashes: 35

Assaults: 4

Burglaries: 3

Child Abuse: 4

Criminal Damage to Property: 6

Disturbances: 91

Chapter 51: 0

Sex Offenses: 5

Suspicious Activities: 44

Theft: 10

Traffic Stops: 256

Welfare Checks: 53

Arrest Data:

Bail Jumping: 21

Disorderly Conduct: 21

Drug-Related: 28

OWI: 4

Resisting/Obstructing: 23

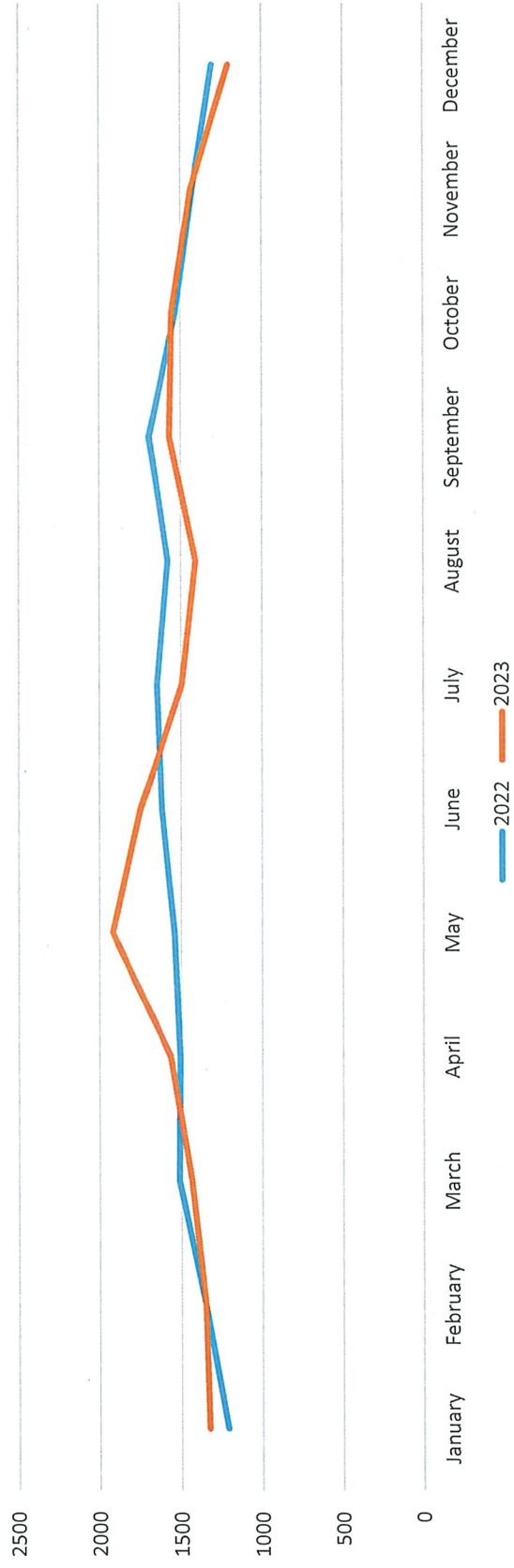
Training:

- Sergeant Ludovice and Sergeant Mrdjenovich attended a course in Supervisory Leadership.
- Deputy Chief Ferguson attended training in Managing and Redacting Police Records.
- Members of the Monroe County Combined Tactical Unit attended monthly training.

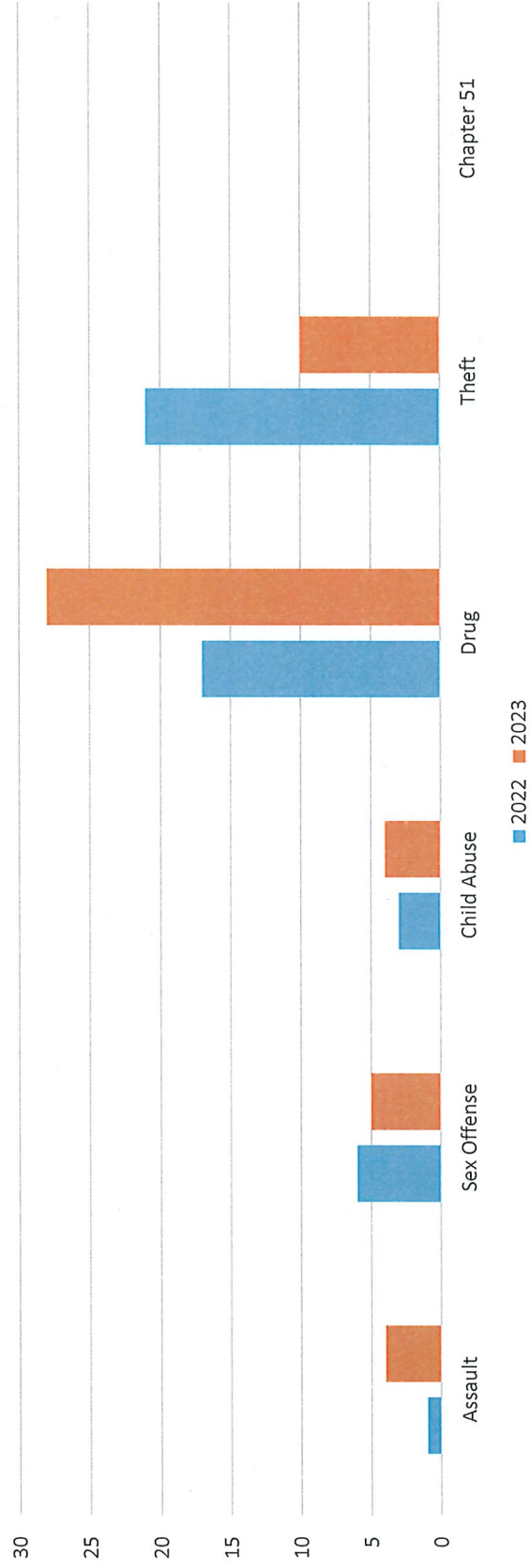
Personnel:

- Officers Olson, Larson, and Seffinga are continuing in field training.
- We currently have one new hire scheduled to begin field training in March.
- We plan to sponsor one new hire in the upcoming law enforcement academy, beginning February 5th.

2022/2023 Calls for Service Comparison



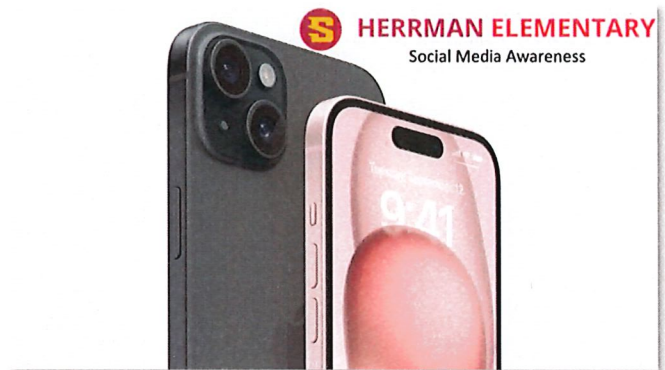
2022/2023 Comparison by Month



December 2023 School Resource Officer Report

In December, Sparta PD hosted its first Giving Tree event for elementary-aged students in need of some extra holiday cheer and the event was a big success!

I've continued to notice the alarming trend of increasingly younger students who engage in inappropriate and/or dangerous behavior online. In an effort to bring awareness to students and parents, I presented to the fourth-grade class at Herrman about social media safety, and I sent an informational email to all parents district-wide with tips on how to monitor their children's access to social media. In part, the message read:



"Good afternoon Spartan families, I hope this message finds you well. As your School Resource Officer, my primary concern is the safety and well-being of our students. In today's digital age, many students maintain at least one form of social media which has become an integral part of their lives. While these platforms offer numerous opportunities for connection and self-expression, they also come with potential risks, dangers, and possible poor choices that come with serious risks; including possible legal consequences. I want to take a moment to emphasize the importance of being vigilant and responsible when it comes to social media usage with your student. The online world can be vast and sometimes unpredictable, but by adopting a few key practices, we can ensure a safer online experience for our children..."

Total CADs	66
Meadowview	22
High School	10
Herrman	6
Southside	2
SAILS/District Office	2
Private Schools	1
School Total	43

Arrest/Referral Cases	2
<i>Charges</i>	
Disorderly Conduct	2
Terrorist Threats	2
Resisting an Officer	1

Cases Reports	
Sex Offense	5
Drug	2
Trouble w/ Juvenile	2
Threats	2
Missing Person	1
Theft	1
Harassment	1
Fight	1
Child Abuse/Neglect	1
Traffic Crash	1
Total Cases Primary	17

Citations	
Marijuana/Paraphernalia	9
Truancy	7
Possess Vape on School Property	7
Minor Sexting Prohibited	3
Total Citations	26



SPARTA POLICE DEPARTMENT

Emilee Nottestad
Chief of Police

711 Pine St.
Sparta, WI 54656
Tel. 608-269-3122
Fax. 608-269-2156
www.spartawisconsin.org

2023 Department Goals

Goal #1: Complete *IN PROGRESS* 2022 goals

- Re-focus supervisor and committee groups to finalize department imaging
- Expand officer wellness initiatives within the agency

COMPLETE. Officer wellness initiatives continued in 2023 wherein we repeated our physical agility testing department-wide. This year we added a second component on our testing day, bringing in presenters from Wisconsin Deferred Compensation and the Wisconsin Retirement System to present to officers on savings and retirement. In 2023 the department also added a mandatory annual mental health wellness check for both sworn and civilian staff members.

Goal #2: Draft New City of Sparta Emergency Operations Plan

- Coordinate with municipal department heads to update 2017 Municipal Emergency Operations Plan
- Modernize entire Hazard Plan

The latest version of the "Sparta All Hazard Plan" was partially updated in 2017 but still contains some documents dating back as far as 2006. The emergency plan document needs to be updated with current information, as well as a more modern lay-out. This will require the cooperation of several department members to complete.

COMPLETE. In coordination with Monroe County Emergency Management we decided to move to a county-wide Emergency Plan with individual appendixes for Sparta and Tomah. We continue to work with Monroe County Emergency Management on the final plan. SPD participated in trainings with other city and county agencies throughout the year that fell under this new organizational plan.

Committed to Excellence



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Goal #3: Focus on youth-centered community outreach

- Expand National Night Out
- Find new ways to connect with youth in our community

Building relationships with young people in any community is vital to addressing problems in that community. It is key to building trust, learning current trends, serving as positive adult role models, and addressing and preventing destructive behaviors. Furthermore, as we seek to draw more people into our field and all first responder fields, these relationships can only strengthen positive perceptions of our department and our career field as a whole.

COMPLETE. In coordination with Sparta Area Ambulance and Sparta Fire Department we made several changes to National Night Out that were well-received. The event has grown tremendously in its first two years, and we anticipate it will only continue to grow. We added two new events for area youth in 2023: Youth Academy and Women Exploring Careers in Law Enforcement. This year we also worked with the ambulance and fire services to organize a new Christmas event for elementary-aged children, hosted at the police department.

Management Philosophy:

Lead with confidence, courage, and compassion. Anticipate future needs and take constant steps to address them. Always remember the operational and tactical side of our work while taking the time to develop our department's future leaders.

- Chief Emilee Nottestad

Committed to Excellence



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2024 Department Goals

Goal #1: Improve staffing at all levels

- Expand and fill specialty positions and extra assignments
- Increase minimum staffing on patrol shifts by end of year
- Begin to train multiple staff members on positions and/or skills

Goal #2: Improve interior of department building / imaging

- Redesign challenge coin
- Improve imaging in frequently used building spaces

Goal #3: Implement new technology

- New body-worn cameras
- New fleet cameras
- Transition to Taser 10
- Explore options for interview room cameras
- Improve wall space in training room for second projector
- Train new staff member as additional IT administrator

Management Philosophy:

Lead with confidence, courage, and compassion. Anticipate future needs and take constant steps to address them. Always remember the operational and tactical side of our work while taking the time to develop our department's future leaders.

- Chief Emilee Nottestad

Committed to Excellence

Parking Summary By Ordinance

Sparta Police Department

From 12/01/2023 To 12/31/2023

Date Run: 1/4/2024 10:22AM

Ordinance Description	Current Month	Fine Total	Year To Date	Same Month	
				Prior Year	Last Year
Alternate Side Parking	55	\$825	395	186	687
Excess of 48 Hour Parking	0	\$0	9	1	22
No 2AM-6AM Parking	2	\$30	26	1	24
No Truck or Van Parking	0	\$0	0	0	1
Overnight Parking	0	\$0	0	2	3
Restricted Parking-In City Park	0	\$0	0	2	3
Two Hour Parking	0	\$0	0	0	22
Totals:	57	\$855	430	192	762

Date	Name	Memo/Description	Amount
2023 Cleaning Services 100-52100-350			
12/07/2023	Serene Clean	23PO060	-1,000.00
12/21/2023	Serene Clean	23PO060	-1,000.00
Total for 2023 Cleaning Services 100-52100-350			\$ -2,000.00
2023 CTU 100-52100-396			
12/18/2023	Monroe County Clerk of Courts	Andrew Raymer	103.20
12/21/2023	Dick's Sporting Goods	23PO356	-174.06
Total for 2023 CTU 100-52100-396			\$ -70.86
2023 Equipment - Police 401-54010-531			
12/21/2023	Baycom	23PO285	-98,988.78
12/31/2023	Baycom	23PO285	-450.00
Total for 2023 Equipment - Police 401-54010-531			\$ -99,438.78
2023 Equipment - Police Computers 401-54010-539			
12/07/2023	Bose	23Po331	-368.20
12/11/2023	Office 365 Email	23PO341	0.00
12/11/2023	Prime Media Group	23PO323	-159.12
12/11/2023	Amazon	23PO330	-540.86
12/12/2023	Flock Safety		-3,650.00
12/14/2023	League of WI Municipalities	23PO347	-160.00
12/21/2023	Amazon	23PO349	-333.93
Total for 2023 Equipment - Police Computers 401-54010-539			\$ -5,212.11
2023 Equipment - Police Equip/Radios 401-54010-540			
12/18/2023	Amazon	23PO326	-151.45
12/21/2023	Amazon	23PO351	-44.09
12/31/2023	Axon	23PO002	-4,680.00
12/31/2023	Kiesler Police Supply	23PO214	-1,716.00
Total for 2023 Equipment - Police Equip/Radios 401-54010-540			\$ -6,591.54
2023 Gas and Oil 100-52100-371			
12/05/2023	Kwik Trip	23PO027	-2,933.30

Date	Name	Memo/Description	Amount
Total for 2023 Gas and Oil 100-52100-371			\$ -2,933.30
2023 Office Supplies 100-52100-310			
12/11/2023	Walmart	23PO333	-12.96
12/11/2023	Amazon	23PO325	-74.75
12/12/2023	4Imprint	23PO346	-1,125.96
12/21/2023	Amazon	23PO357	-100.43
12/31/2023	Quickbooks	23PO012	-970.00
Total for 2023 Office Supplies 100-52100-310			\$ -2,284.10
2023 Operating Supplies 100-52100-340			
12/07/2023	Mayo Clinic	23PO070	-100.00
12/11/2023	Intoximeters	23PO324	-145.00
12/12/2023	Reimbursement		131.00
12/18/2023	Prime Media Group	23PO323	-171.12
12/18/2023	Walmart	23PO350	-23.58
12/18/2023	Intoximeters	23PO324	-140.00
12/20/2023	P & P Products	23PO244	-358.00
12/20/2023	EO Johnson	23PO016	-279.05
12/20/2023	United States Postal Service	23PO353	-38.75
12/31/2023	EO Johnson	23PO016	-498.00
12/31/2023	Ban-Koe Companies	23PO007	-1,745.00
12/31/2023	Symbol Arts	23PO055	-180.00
Total for 2023 Operating Supplies 100-52100-340			\$ -3,547.50
2023 Physical Exams			
12/05/2023	Hakes Wellness Solution	23PO160	-300.00
Total for 2023 Physical Exams			\$ -300.00
2023 Pubs/Dues/Sems 100-52100-320			
12/04/2023	Wisconsin Chief's of Police	23PO024	-100.00
12/04/2023	Wisconsin Chief's of Police	23PO024	-150.00
12/07/2023	Independence Stay	23TR024/25	-180.00
12/07/2023	Independence Stay	23TR024/25	-180.00
12/07/2023	Employee Per Diem	23TR024/25	-62.01

Date	Name	Memo/Description	Amount
12/07/2023	Employee Per Diem	23TR024/25	-85.94
12/11/2023	Kwik Trip	23PO340	-15.95
12/12/2023	UW-LaCrosse	23PO345	-245.00
12/12/2023	UW- Platteville	23PO344	-250.00
12/14/2023	WI Dept of Justice	23TR031	-750.00
12/26/2023	Wisconsin Chief's of Police		-275.00
12/31/2023	Wisconsin Chief's of Police	23PO024	-250.00
12/31/2023	Center for Education and Employment Law	23PO021	-159.00
12/31/2023	Fraternal Order of Police	23PO023	-672.00
Total for 2023 Pubs/Dues/Sems 100-52100-320			\$ -3,374.90
2023 Repairs and Maintenance 100-52100-240			
12/04/2023	Winona Controls, Inc	23PO327	-1,397.93
12/11/2023	Walmart	23PO332	-3.66
12/11/2023	Auto Value	23PO336	-62.78
12/31/2023	Wolter Group LLC	23PO029	-705.00
12/31/2023	National Elevator Inspection Services, Inc	23PO013	-50.00
Total for 2023 Repairs and Maintenance 100-52100-240			\$ -2,219.37
2023 Shooting Program 100-52100-341			
12/31/2023	Kiesler Police Supply	Pending 23PO053	-572.00
Total for 2023 Shooting Program 100-52100-341			\$ -572.00
2023 Telephone 100-52100-391			
12/05/2023	Lynxx	23PO017	-960.07
12/05/2023	AT&T FirstNet	23PO019	-1,016.55
12/12/2023	Brightspeed	23PO018	-53.76
Total for 2023 Telephone 100-52100-391			\$ -2,030.38
2023 Time System 100-52100-394			
12/05/2023	Wisconsin Department of Justice	23PO014	-84.00
12/31/2023	Wisconsin Department of Justice	23PO014	-447.75
Total for 2023 Time System 100-52100-394			\$ -531.75

Date	Name	Memo/Description	Amount
2023 Uniform Allowance 100-52100-393			
12/11/2023	Employee Reimbursement	23UNO61	-255.74
12/11/2023	Carol Leis	23PO328	-3.00
12/18/2023	Agilite	23UNO58	-121.42
12/31/2023	Nelson Tactical	23PO233	-328.00
12/31/2023	Nelson Tactical	23PO234	-863.90
12/31/2023	Nelson Tactical	23PO039	-1,117.89
Total for 2023 Uniform Allowance 100-52100-393			\$ -2,689.95
K-9 Donations 208-42000			
12/11/2023	K9 USPCA	23PO338	-50.00
12/31/2023	Employee Per Diem	23TR017	-120.00
12/31/2023	Employee Per Diem	23TR008	-90.00
Total for K-9 Donations 208-42000			\$ -260.00
Office Supplies 100-52100-310			
12/12/2023	4Imprint		1,125.96
Total for Office Supplies 100-52100-310			\$1,125.96
Shop With A Hero 100-49200			
12/11/2023	Walmart	23PO339	-132.65
12/11/2023	Walmart	23PO334	-296.18
12/11/2023	Walmart	23PO342	-60.60
12/11/2023	Dollar Tree	23PO335	-90.47
12/14/2023	Theisens	23PO348	-56.40
Total for Shop With A Hero 100-49200			\$ -636.30

Form
AT-106

Original Alcohol Beverage License Application

FOR CLERKS ONLY	
Municipality	City of Sparta
License Period	2/15/24 - 6/30/24

License(s) Requested

- | | |
|--|--|
| <input type="checkbox"/> Class "A" Beer \$ _____ | <input type="checkbox"/> "Class A" Liquor \$ _____ |
| <input checked="" type="checkbox"/> Class "B" Beer \$ <u>N/A</u> | <input checked="" type="checkbox"/> "Class B" Liquor \$ <u>N/A</u> |
| <input type="checkbox"/> "Class C" Wine \$ _____ | <input type="checkbox"/> "Class A" Liquor (Cider Only) \$ <u>0</u> |
| <input type="checkbox"/> Reserve "Class B" Liquor \$ _____ | <input type="checkbox"/> "Class B" (Wine Only) Winery \$ _____ |

License Fees	\$ - 0 -
Publication Fee	\$ 17.00
Background Check	\$ -
Total Fees	\$ 17.00

Part A: Premises/Business Information

1. Legal Business Name (registered entity name or individual's name if sole proprietorship)

Shifty's Shack 2 LLC

2. Trade Name or DBA

Shifty's Shack

3. Premises Address

110 E Oak Street

4. County

Monroe

5. Municipality

Sparta

6. Aldermanic District

7. Mailing Address (if different from premises address)

110 E Oak Street

8. FEIN

93-4824517

9. Wisconsin Seller's Permit Number

456103155181804

10. Premises Phone

(608) 269-6045

11. Premises Email

12. Entity Type (check one)

- ☐ Sole Proprietor ☐ Partnership ☒ Limited Liability Company ☒ Corporation ☐ Nonprofit Organization

13. Premises Description - Describe the building or buildings where alcohol beverages are to be sold and stored. Describe 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 in this application. Attach additional sheets if necessary.

Bar area and basement storage area.

Part B: Questions

1. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit a copy of Responsible Beverage Server Training Course Certificate ☒ Yes ☐ No
2. Does the applicant business or its partners, officers, directors, managing members, or agent hold a direct or indirect interest in any alcohol beverage wholesaler or producer (e.g., brewer, brewpub, winery, distillery)? ☐ Yes ☒ No
If yes, please explain using the space below. Attach additional sheets if necessary.

Part C: For Corporate/LLC Applicants Only

1. State of Registration Wisconsin		2. Date of Registration 01/01/24
3. Is the applicant business owned by another corporation or LLC? If yes, please provide the name and FEIN of the parent company below, include parent company members in Part D, and attach Form AT-103 for all of the parent company's principal members, managers, officers, or directors <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Name of Parent Company	FEIN of Parent Company	
4. Does the parent company or any of its officers, directors, managing members, or agent hold any direct or indirect interest in any other alcohol beverage wholesaler or producer (e.g., brewer, brewpub, winery, distillery)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please explain using the space below. Attach additional sheets if necessary.		
5. Agent's Last Name	Agent's First Name	Phone

Part D: Individual Information

A Supplemental Questionnaire, Form AT-103, must be completed and attached to this application for each person involved in the applicant business and any parent company as indicated in Part C. Persons in the applicant business include: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all managing members and agent of a limited liability company.

List the full name, title, and phone number for each person below. Attach additional sheets if necessary.

Last Name	First Name	Title	Phone
Brueggen	Michelle L	Owner	(608) 487-0571

Part E: Attestation

Who must sign this application?

- sole proprietor • one general partner of a partnership • one corporate officer • one managing member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature <i>Michelle Brueggen</i>	Date 1-18-24
Name (Last, First, M.I.) Brueggen, Michelle L.	
Title Owner	Phone (608) 269-6045

Part F: For Clerk Use Only

Date application was filed with clerk 1/18/2024	Date reported to governing body P.S. 2/5/24 Council 2/4/24	Date provisional license issued (if applicable) N/A
Date license granted	License number	Date license issued
Signature of Clerk/Deputy Clerk <i>Juanita Gomez</i>		

Alcohol Beverage License Application
Supplemental QuestionnaireDate
1/18/2024

This form must be submitted to the municipal clerk, and be accompanied by one or more of the following forms: AT-104, AT-106, AT-108, AT-115, or AT-200. One Form AT-103 must be completed by each person involved in the applicant business or parent company including:

- sole proprietor
- all officers, directors, and agent of a corporation or nonprofit organization
- all partners of a partnership
- managing members and agent of a limited liability company

Your alcohol beverage application or renewal is not complete until all required Supplemental Questionnaires are submitted.

Part A: Premises/Business Information				
1. Registered Entity Name (or individual name if sole proprietor) Shifty's Shack 2 LLC				
2. Trade Name or DBA Shifty's Shack				
3. Entity Type (check one)				
<input type="checkbox"/> Sole Proprietor		<input type="checkbox"/> Partnership		<input type="checkbox"/> Limited Liability Company
<input checked="" type="checkbox"/> Corporation		<input type="checkbox"/> Nonprofit Organization		

Part B: Individual Information				
1. Name (Last, First, M.I.) Brueggen, Michelle L.				
2. Relationship to Registered Entity (Title) Owner		3. Email		4. Phone (608) 487-0571
5. Home Address 813 S Water Street				
6. City Sparta		7. State WI	8. Zip Code 54656	9. Date of Birth 06/07/73
10. Drivers License/State ID Number B625-5527-3707-04 exp 06/07/2025			11. Drivers License/State ID State of Issuance WI	

Part C: Address History	
List in chronological order your last two residence addresses within the last 5 years.	
Previous Address 1 N/A	
Previous City, State, Zip	Dates (MM/YYYY - MM/YYYY)
Previous Address 2	
Previous City, State, Zip	Dates (MM/YYYY - MM/YYYY)

Part D: Employment History	
List in chronological order your last two employers within the last 5 years.	
Employer's Name N/A	
Employer's Address	Dates Employed (MM/YYYY - MM/YYYY)
Employer's Name	
Employer's Address	Dates Employed (MM/YYYY - MM/YYYY)

Part E: Criminal History

1. Have you ever been convicted of any offenses (other than traffic offenses unrelated to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or of any county or municipal ordinances? ☒ Yes ☐ No
- If yes to question 1, please list details of each conviction below. Attach additional sheets as needed.

Law/Ordinance Violated Sell to underage persons - 2008	Trial Date
Penalty Imposed	Was sentence completed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Law/Ordinance Violated	Trial Date
Penalty Imposed	Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No

2. Are charges for any offenses currently pending against you (other than traffic offenses unrelated to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or any county or municipal ordinances? ☐ Yes ☒ No
- If yes to question 2, describe nature and status of pending charges using the space below. Attach additional sheets as needed.

Part F: Questions

1. Have you lived in any state other than Wisconsin as an adult? If yes, please list them in the space below. If no, continue to question 2. ☐ Yes ☒ No
2. How long have you continuously lived in Wisconsin prior to the date of application?
- | | |
|-------|--------|
| Years | Months |
| 50 | |
3. Do you hold a direct or indirect interest in any alcohol beverage wholesaler or producer (e.g. brewer, brewpub, winery, distillery)? If yes, please explain using the space below. Attach additional sheets as needed. ☐ Yes ☒ No

Part G: Attestation

READ CAREFULLY BEFORE SIGNING: I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature <i>Michelle Brueggemann</i>	Date 1-18-24
--	-----------------

Application for Cigarette and Tobacco Products Retail License

Submit to municipal clerk.

MUNICIPAL USE ONLY

License Number
Period Covered
Date of Issuance

Applicant's Wisconsin 15-digit Sales Tax Account Number
456-1031551818-04

← This must be issued in the same Legal Name of the licensee below.

Legal Name (corporation, limited liability company, partnership or sole proprietorship) SHIFTY'S SHACK 2 LLC			Federal Employer Identification No. (FEIN) 93-4824517	
Trade or Business Name (if different than Legal Name) SHIFTY'S SHACK			Telephone Number (608) 487-0571	
Business Address (License Location) 110 E OAK STREET		Business Located In <input checked="" type="checkbox"/> City <input type="checkbox"/> Village <input type="checkbox"/> Town		Business Telephone (608) 269-6045
Municipality SPARTA	State WI	Zip Code 54656	County MONROE	
Mailing Address (if different than Business Address)		Municipality		State Zip Code

Organization (check one)

- ☐ Sole Proprietor ☒ Wisconsin Corporation – Enter date incorporated: 01/01/2024
☐ Partnership ☐ Out-of-State Corporation – Are you registered to do business in Wisconsin? ☐ Yes ☐ No
☐ Other (describe) _____

- ☒ Yes ☐ No 1. Does the applicant understand that they must purchase cigarettes and tobacco products only from distributors, jobbers, or subjobbers, who hold a permit with the Wisconsin Department of Revenue?
- ☒ Yes ☐ No 2. Does the applicant understand that they must obtain a Tobacco Products Distributor permit if purchasing untaxed tobacco products from an out-of-state company? (Tobacco Products Distributor permit is available from the Wisconsin Department of Revenue at 608-266-6701. See application form CTP-129, revenue.wi.gov/dorforms/ctp-129.pdf.)
- ☒ Yes ☐ No 3. Does the applicant understand that they cannot purchase/exchange cigarettes or tobacco products from another retailer, including transferring existing stock to a new owner?
- ☒ Yes ☐ No 4. Does the applicant understand that they must provide employees with tobacco sales training approved by the Wisconsin Department of Health Services? (<https://witobaccocheck.org>)
- ☒ Yes ☐ No 5. Does the applicant understand that they may not sell, give or otherwise provide cigarettes/tobacco products and nicotine products to minors (including electronic cigarettes containing nicotine)?
- ☒ Yes ☐ No 6. Does the applicant understand that they may not sell single cigarettes?
- ☒ Yes ☐ No 7. Does the applicant understand that cigarette and tobacco products invoices must be kept on the licensed premises for two years from the date of the invoice and be available for inspection by the Wisconsin Department of Revenue/law enforcement and that failure to comply can result in criminal penalties, including loss of cigarettes/tobacco products?
- ☒ Yes ☐ No 8. Does the applicant understand that only cigarettes and roll-your-own (RYO) tobacco products listed on the Wisconsin Department of Justice's website labeled "Directory of Certified Tobacco Manufacturers and Brands" at www.doj.state.wi.us/dls/tobacco-directory may be sold in Wisconsin?

Cigarettes / Tobacco will be sold ☒ over counter ☐ through vending machine ☐ both

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 applicant. Applicant agrees to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, cannot be assigned to another. 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. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000.

Michelle Brueggner
(Officer of Corporation / Member / Manager of Limited Liability Company / Partner / Individual)

Applicable Laws and Rules

This document provides statements or interpretations of the following laws and regulations in effect as of September 19, 2019: Sections 134.65, 134.66, 139.321, 139.79, 139.76, 995.10, and 995.12, Wis. Stats.