

Licenses and Fees Committee Meeting Minutes

City of Superior, Wisconsin



The meeting was called to order by Vice-Chair Fennessey at 1:20 pm on January 10, 2022 in Government Center Room 204.

1 ROLL CALL

COUNCILORS PRESENT: *Brent Fennessey (Vice-Chair), Jack Sweeney, Robert Pierce & Lindsey Graskey (Alt)*

COUNCILORS ABSENT: *N/A*

CITY STAFF PRESENT: *City Clerk Ramos*

OTHERS PRESENT: *Shelley Nelson*

2 APPROVAL OF MINUTES

2.1 Licenses & Fees Committee (Meeting held December 13, 2021)

MOTION by Councilor Sweeney to approve, seconded by Councilor Pierce and carried.

City Clerk Ramos recommended that Item 4.1 be considered out of order, after Item 2.1 and there was no objection.

4.1 Elect new Committee Chair (and Vice-Chair, if applicable).

MOTION by Councilor Sweeney to nominate Councilor Fennessey as Committee Chair, seconded by Vice-Chair Fennessey carried.

MOTION by Councilor Pierce to nominate Councilor Sweeney as Committee Vice-Chair, seconded by Chair Fennessey and carried.

3 OLD BUSINESS

3.1 Review following City of Superior license applications (and their current fees)

Councilor Sweeney requested City Clerk Ramos continue to complete the license fee comparison grid and offered to supply list of municipalities he wanted included in the comparison. He also asked that the committee be supplied with the total number of licenses currently maintained by the City Clerk's Office. He also requested current license periods (and whether they were set by city code or state statute) be available for each at the next meeting.

Councilor Sweeney added that his goal was to simplify the data for easier updating in the future.

Councilor Graskey commented that the comparison spreadsheet allowed for the committee to see what kinds of licensing activity was trending among other municipalities, which allowed for them to set policy on if/how they wanted new licenses/permits managed in the City of Superior.

MOTION by Councilor Sweeney to hold all changes until next scheduled meeting, seconded by Councilor Graskey and carried.

City Clerk Ramos requested that item 3.1.1 be addressed so that the city code and application specified an identical license application fee; city code called for a \$75 application fee and the application listed a \$50 fee.

3.1.1 Towing/Wrecker Service License

MOTION by Councilor Sweeney to update application so it listed the fee as \$75, seconded by Councilor Pierce and carried.

3.1.2 Store Non-operating Vehicles License

No action.

3.1.3 Salvage/Junk Dealer and Yard License

No action.

4 NEW BUSINESS

4.1 Elect new Committee Chair (and Vice-Chair, if applicable).

Considered after Item 2.1.

4.2 Update of City of Superior License/Permit/Fee Schedule and corresponding City Code Fee Table.

Update addressed in conjunction with Item 3.1.

5 ADJOURNMENT

Meeting was adjourned 2:11 pm.

Respectfully submitted,
Camila Ramos, City Clerk
Superior, Wisconsin