

VILLAGE OF HUNTLEY
LIQUOR COMMISSION HEARING MINUTES
August 11, 2022

CALL TO ORDER:

A meeting of the Huntley Liquor Commission was called to order on Thursday, August 11, 2022 at 7:00 p.m. in the Municipal Complex, Village Board Room, 10987 Main Street, Huntley, Illinois 60142.

ATTENDANCE:

PRESENT: Chairman Timothy Hoeft; Commissioners: Ronda Goldman, Mary Holzkopf, Niko Kanakaris, Curt Kittel, Harry Leopold, and JR Westberg.

ABSENT: None

IN ATTENDANCE: Village Manager David Johnson, Deputy Village Manager Lisa Armour, Director of Public Works and Engineering Tim Farrell, Management Assistant Barbara Read, and Village Attorney Betsy Gates-Alford.

PUBLIC COMMENTS: None

- A. Consideration - Ordinance for the Approval and Issuance of a Class "E" Liquor License and Waiver of Fee for Animal House Shelter, Inc. Pawfest Event at Deicke Park, August 20, 2022

Village Manager David Johnson said the Village of Huntley regulates the sale of alcoholic beverages in the Village through its Liquor Control Ordinance, which provides for the issuance of certain classes of liquor licenses and establishes the number of licenses available in each class.

Animal House Shelter is requesting a Class "E" Liquor License for its Pawfest Event to be held on August 20, 2022 at Deicke Park. Pursuant to the Liquor Control Ordinance, a Class "E" Liquor License is a temporary license, not to exceed three days, issued to not-for-profit organizations with a license fee of \$75.00. The Class "E" license authorizes the retail sale of beer and wine or other alcoholic liquor specifically approved at the time of license application for consumption upon the premises where sold or offered as specified in the license. Per Village Code, no Class "E" license shall be issued until the Liquor Commission has:

1. Established the location upon the premises where beer and wine, or other approved alcoholic liquor is to be sold;
2. The hours of operation, which shall not be extended beyond those provided in §110.09;
3. The manner in which the licensee will manage crowd control and garbage pickup;
4. Proof of insurance as required by Village code or state laws;
5. A list of members of the corporation who will be selling beer and wine, or other approved alcoholic liquor at the location pursuant to the license; and
6. Proof of permission from the owner of the premises authorizing the sale of beer and wine, or other approved alcoholic liquor during the time requested in the permit and such other requirements as the President and Village Board or Liquor Control Commission deem appropriate in the case of each particular permit.

STAFF ANALYSIS

The Liquor Commission is being presented with the request from the Animal House Shelter, Inc. (Shelter), 13005 Ernesti Road, for the issuance of a Class “E” Liquor License. The Shelter is a non-profit corporation and is qualified to hold a Class “E” liquor license even though their business is not within the corporate limits. The Shelter is requesting to sell beer and wine at the Pawfest event taking place on Huntley Park District property, 12015 Mill Street on August 20, 2022.

The Shelter is requesting the license to sell beer and wine at the Hilltop Pavilion during the hours of 11:00 am – 4:00 pm. The pavilion will be fenced in accordingly with no removal of alcohol from the pavilion. Sellers for the alcoholic beverages will be Basset trained. A letter from the Huntley Park District has been provided authorizing the alcoholic beverages on District property.

An application has been placed on file and reviewed by the Village Clerk’s Office. The application is being presented with the provision of the State license being provided closer to the date of the event. These stipulations will be included as conditions of approval in the ordinance. All other required documentation has been submitted and meets code requirements.

FINANCIAL IMPACT

The Shelter is requesting waiver of the payment of the \$75.00 fee.

LEGAL ANALYSIS

Section 110 of the Village Code of Ordinances regulates liquor sale in the Village. The application has been reviewed and is in compliance with Section 110: Alcoholic Beverages requirements.

Commissioner Westberg asked if BASSET trained personnel would be on site for the event. Village Manager Johnson said yes. Chairman Hoeft asked if the Liquor Commission had any other comments or questions; there were none.

A MOTION was made to approve an Ordinance Approving the Issuance of a Class “E” Liquor License to the Animal House Shelter, Inc. for the 2022 Pawfest on August 20th and Waiver of Fees subject to the following conditions of approval:

- 1. A Temporary Use Permit must be applied for and obtained from the Development Services Department.**
- 2. The beer and wine can only be sold and consumed only in the designated fenced pavilion.**
- 3. Anyone serving or selling alcohol must be BASSET trained and BASSET cards submitted prior to the event.**
- 4. Petitioner must show proof of the State of Illinois Liquor License before the Village of Huntley Class “E” Liquor License becomes effective.**

MOTION: Commissioner Leopold

SECOND: Commissioner Kanakaris

AYES: Commissioners: Goldman, Holzkopf, Kanakaris, Kittel, Leopold and Westberg

NAYS: None

ABSENT: None

The motion carried: 6-0-0

There being no further business to discuss, a motion was made at 7:02 p.m. to close the Liquor Hearing.

MOTION: Commissioner Westberg

SECOND: Commissioner Leopold

The Voice Vote noted all ayes and the motion carried.

Respectfully submitted,

Rita McMahon
Village Clerk