

Town of Liberty Grove
Minutes of the Town Board meeting on March 3, 2021
(this meeting was correctly posted)

Agenda:

1. Call to order
2. Declaration of a quorum followed by pledge of allegiance
3. Approve agenda
4. Adjourn to closed session per Stat. 19.85 (1)(e): deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session—land purchase parcel 018-40-0001
5. Reconvene into open session
6. Announcements from closed session, if applicable
7. Approve minutes: 2/17/2021
8. Approve payment of bills
9. Administrator report
10. Discussion and possible action: 5-year plan review and first actions
 - a. Creation of a request for proposal to evaluate current facilities
 - b. Disposal of real property at 12695 & 12689 Highway 42
11. Consider Ordinance 1-21: Regulating Certain Activities on Town Property
12. Consider driveway access from Kenosha Drive
13. Consider bids for paving and chip sealing projects in 2021
14. Consider Plan Commission recommendation to investigate Granicus as a compliance monitoring company for STRs
15. **Consider Technology Committee recommendation related to 2018 Grant expenses**
16. Correspondence
17. Future meetings
18. Adjourn

Chairman John Lowry called the meeting to order at 7:02 pm. Supervisors Janet Johnson, Lou Covotsos, Cathy Ward, and Nancy Goss were present along with Administrator Walter Kalms, Clerk Treasurer Anastasia Bell, Deputy Clerk/Treasurer Doug Curzon, and 3 members of the public via teleconference (Zoom).

Ward moved, Johnson second to approve the agenda as presented. Passed 5-0.

Lowry moved, Ward second to adjourn to closed session per Stat. 19.85 (1)(e): deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session—land purchase parcel 018-40-0001. Roll call vote with Covotsos, Lowry, Ward, Goss, and Johnson voting aye, no nays. Passed 5-0.

Closed session items were discussed.

Lowry moved, Johnson second to reconvene into open session. Roll call vote with Covotsos, Lowry, Johnson, Ward, and Goss voting aye, no nays. Passed 5-0.

Announcements from closed session – Lowry moved, Goss second that the Town does not purchase parcel 018-40-0001 at this time. Roll call vote with Johnson, Lowry, Goss, Covotsos, and Ward voting aye, no nays. Passed 5-0.

Lowry moved, Goss second to approve the minutes from 2/17/2021 as presented. Passed 5-0.

Ward moved, Goss second to approve the payment of bills, with a total of \$30,616.49, as presented. Passed 5-0.

Administrator report – Kalms reported that the audit is complete, and the draft financials should be available for the annual meeting, road weight limits have been posted, the crew is grinding brush in the pit, and Liberty Grove hosted the most recent Zoom WTA meeting. **Lowry moved, Ward second** that the Town cordially decline hosting of the WTA quarterly meeting. Passed 5-0.

Facility evaluation – Kalms reported that he has contacted two firms and will re-contact them next week. It was the consensus that this would be discussed at the next Board meeting.

Disposal of real property at 12695 & 12689 Highway 42 – Lowry asked the Board about moving the Weborg house to the Val-A property and renting it to GEO-DC. Goss responded that there is a lot of expense involved in making a building compliant for commercial access. She asked if it would be possible to move it to the Val-A property and use it for workforce housing. Lowry directed Kalms to determine the value of the building and the cost to move the structure. Johnson noted there are grants available for municipalities to install well/septic on properties to be used for housing. It was the consensus to discuss this at the next Board meeting.

Ordinance 1-21: Regulating Certain Activities on Town Property – the verbiage “without the express permission of the Town Board except in Town Marinas where the person or company is operating an aquatic company as outlined in Ordinance 5-05. Where such aquatic related businesses seek to operate in a Town Marina the Town shall require all necessary permits and proof of insurance.” was added to section 9. Kalms will investigate if commercial activity is allowed at the Marina since DNR grant funds were used here. It was the consensus to discuss this at a future Board meeting.

Driveway access from Kenosha Drive – **Lowry moved, Ward second** to deny the driveway request based on the fact that there is no driveway application presented. Passed 5-0. The following were noted as the reasons to deny this request:

- There is alternate access available from N Port des Morts Drive.
- There are no other driveways on this portion of Kenosha Drive, all neighboring properties are accessed from N Port des Morts Drive.
- Kenosha Drive is not built or maintained to the same standard as N Port des Morts Drive.
- The current construction standard of the road would need to be increased or repaired, at a significant cost to the Town, to support the traffic necessary for construction.
- A safety hazard would be present if vehicles exit the property directly onto the park property which is only accessed by foot traffic during the winter.

Bids for paving and chip sealing projects in 2021 – Kalms reported that the Highway Committee recommendation is to pave Mink River Road with 4 inches of asphalt in 2021 and to postpone Grasse Lane, and any involvement with the Village for Woodcrest Road. The estimated cost is \$611,677 which can be funded from the paving and road prep lines of the budget. The chip sealing recommendation is for Homestead, Green Road, Bluebird Trail, Old Stage Court, Old Lime Kiln, and Hillcrest Road for an estimate of \$81,055 which is the amount

budgeted. The next Highway meeting is scheduled for 3/29/2021 which would be the opening date in the ad. **Lowry moved, Ward second** to request bids for paving and chip sealing roads as presented. Passed 4-1 (Johnson).

Granicus for STR monitoring – Goss reported that the Plan Commission continues to work on a Short-Term Rentals ordinance and has requested a presentation from Granicus be scheduled to learn how they can assist in the monitoring for compliance of STRs. Key information would be how many STRs per type of zoning, how many are not licensed, and how many new STRs have occurred per year. Covotsos noted this could be revenue neutral if permit fees are collected by the Town for STRs. Goss will see if Granicus is available for the 3/17/2021 Board meeting at 6:30pm or for a joint Plan Commission and Board meeting on 3/10/2021 at 7:00pm.

2018 Grant expenses – Dave Studebaker, Technology Chair, reported that the delay of construction to 2019, the fact that several planned tower locations became unavailable, material costs/tariffs, and COVID all contributed to the 2018 Grant project costing more than originally anticipated. The Technology Committee has recommended to pay for 1/3 of the total overrun, which would be 20,182.67. In order to make this happen the Town would pay DCB \$16,930.97. **Lowry moved, Ward second** that \$16,930.97 be paid as the Town's portion of the 2018 grant overrun, to be paid from the Technology Committee Capital fund. Johnson noted that there should be more care taken to ensure the grant is satisfied as applied for. It is important to find new tower locations instead of enhancing the current towers. Passed 5-0.

Correspondence – Kalms reported that the Hall and Fire Station water is safe to drink and there is one parcel with a tax lien scheduled for court.

The next Town Board meeting will be Wednesday, March 17, 2021 at 6:30pm.

Lowry moved, Goss second to adjourn at 9:09pm. Passed 5-0.

Respectfully submitted,
Anastasia Bell, Clerk Treasurer
Approved at the 3-17-2021 Town Board meeting