

TOWN OF LIBERTY GROVE PUBLIC MEETING

March Board Meeting

Date: Wednesday, March 17, 2020

Time: 7:00 PM or immediately following conclusion of Sanitary District #1 Meeting

Place: Town Hall, 11161 Old Stage Rd *via Zoom*

Agenda:

1. Call to order
2. Declaration of a quorum followed by pledge of allegiance
3. Approve agenda
4. Approve minutes: 3/3/2021 Board meeting
5. Approve payment of bills
6. Treasurers report
7. Public input
8. Update on Door County North activities
9. Utilities Committee report
10. Consider 2021 Invasive Species Control Project Proposal from Door County Nature and Travel LLC
11. Consider method of disposal of real property at 12695 and 12689 Highway 42
12. Consider Ordinance 1-21: Regulating Certain Activities on Town Property
13. Discussion and possible action: creation of a request for proposal for facility evaluation of current facilities
14. Correspondence
15. Future meetings
16. Adjourn

Anastasia Bell, Clerk/Treasurer

****Deviation from listed order may occur****

****Audience members must ask for permission, during public input, to speak on agenda items ****

Members of the Town Board or any other Town committee, who are not members of the body whose meeting agenda is published in this notice, are entitled, as any other citizen of the Town of Liberty Grove, to attend this meeting in an unofficial capacity. It is possible the attendance of one or more non-members may create a quorum of the membership of another body. Such a quorum is unintended, and the non-members are not meeting for the purpose of exercising the powers or duties attendant upon their membership on any Town committee or board.

Town of Liberty Grove is inviting you to a scheduled Zoom meeting (teleconferencing). To Join Zoom Meeting enter the following on your computer:

<https://us02web.zoom.us/j/81214932615?pwd=WTJKbWhFQWw1YnRUeEZaUnlla1AvQT09>

Meeting ID: 812 1493 2615

Password: 919456

If the link doesn't work, go to <https://zoom.us/>, click the "Join a meeting" button and enter the meeting ID and Password when prompted.

To find your local number visit <https://zom.us/u/atMFqvZKe>. To join the meeting by telephone dial one of the numbers below based on your location.

(312) 626 6799 US (Chicago)

(346) 248 7799 US (Houston)

(301) 715 8592 US (Washington D.C.)

(253) 215 8782 US (Tacoma)

(646) 558 8656 US (New York)

(669) 900 9128 US (San Jose)

Town of Liberty Grove
Minutes of the Town Board meeting on January 20, 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

Town of Liberty Grove balance as of February 28,	2021	2020
1 Municipal Checking account	5,383,318.46	2,970,527.82
Transfer from Checking	5,315,000.00	3,000,000.00
Tax collections	1,438,121.75	1,160,574.79
PILT		91.22
Municipal Services fee	295.81	500,000.00
Interest (0.06%)	222.47	1,121.16
Balance as of February 28,	1,506,958.49	1,632,314.99
2 Money Markey Acct.	648,836.61	647,472.83
Interest (0.08%)	38.22	298.01
Balance as of February 26,	648,874.83	647,770.84
3 Checking Acct.	235,172.54	179,242.64
Plus deposits and transfers	5,333,260.83	3,004,239.20
Less FICA	9,557.86	10,293.82
Less State withholding	1,611.14	2,535.05
Less payroll	27,613.76	23,684.37
Less disbursements	5,157,397.79	3,029,453.42
Balance as of February 26,	372,252.82	117,515.18
4 Utility District Checking	79,393.89	47,680.51
Utility District Savings	290,772.90	100,991.97
Utility District Restricted Savings	58,852.85	51,787.45
North Shore Bank CD (23 months ending 07/31/2022)	149,248.04	-
Nicolet CD 00-134	-	144,785.92
Nicolet CD 00-135	-	183,930.78
Balance as of February 26,	578,267.68	529,176.63
Municipal Checking	1,506,958.49	1,632,314.99
Money Market Acct.	648,874.83	647,770.84
Checking	372,252.82	117,515.18
Utility Dist.	578,267.68	529,176.63
As of February 28, 2021, the total in all Town accounts is:	3,106,353.82	2,926,777.64

2021 INVASIVE SPECIES CONTROL PROJECT

- Total project cost proposal for 2021 is \$2749
- Samantha Koyen at the SWDC said that the Town of Liberty Grove will qualify for the \$1000 reimbursement from the County per the cost-sharing agreement, which is the same reimbursement amount as last year.
- Three different invasive species are to be treated in 2021, and all three species are listed within the Town's Noxious Weeds and Invasive Species Ordinance #7-16
- The three different species are; Phragmites, Japanese Knotweed, and Teasel.
- The County will still be covering the cost for the vast majority of the treatments taking place within the Town of Liberty Grove
- Paul Regnier from Door County Nature and Travel comes highly recommended.
 - Last year the Town's cost to treat the Phragmites was \$2178. This year, that same area will cost only \$967. This suggests a very successful kill rate after last year's treatment. Phragmites is very difficult to eradicate, and usually takes many consecutive years of treatment before an entire colony can be completely eradicated.
- Japanese Knotweed, teasel, and wild parsnip are all working their way up the peninsula, so it is important to catch the spread of these species early on.

Door County Nature and Travel LLC

P. O. Box 136 Baileys Harbor, WI 54202-0136

c-920-493-1572

doorcountypaul@gmail.com

Town of Liberty Grove Invasive Species Control Project Proposal 2021

Submitted by Paul Regnier, March 1, 2021

Scope of Services: This invasive plant species control project proposal is to effectively and safely control Phragmites, Japanese knotweed and teasel in the Town of Liberty Grove, on properties designated by the Town of Liberty Grove and /or Door County Invasive Species Team. The project area is defined by aerial maps attached. Primary target species for control are phragmites, Japanese knotweed and teasel. This project is limited to the control of invasive species listed. Door County Nature and Travel Company LLC will supply all labor, equipment, supplies, permits, and expertise to successfully complete this project.

Methods of Control: *Foliar Spray.* This is a very common and effective method of application for treating the invasive species listed in this proposal. Backpack, hand-held and spot sprayers (from a canoe, pontoon or ATV) are used to apply herbicides directly onto the foliage of targeted plant species.

Herbicide Information and Herbicide Rates: Herbicides to be used for this project include Wisconsin Department of Natural Resources aquatic approved herbicides.

For phragmites: One or more of the following approved herbicides are proposed for use on phragmites. Additional herbicides, that are listed as aquatic approved by Wisconsin Department of Natural Resources, will be added if needed: AquaNeat (EPA registration # 228-365), Habitat (EPA registration #241-426), Clearcast (EPA registration #241-437) and other aquatic approved products. Adjuvants, like methylated seed oil, and dyes will be used on this project. Rates used for this project will follow product label on specific aquatic approved herbicides. For example; AquaNeat @ 2% concentration in water with surfactant (methylated seed oil-MSO) and blue dye.

For Japanese Knotweed: Rates used for this project will follow product label on specific herbicides. Imazapyr (various manufacturers) at the rate of 1% with seed oil and blue dye is planned to be used on Japanese knotweed for this project. Adjuvants, like methylated seed oil, and dyes will be used on this species. In addition to the foliar treatments in late August, plans include a mid-July cut of the knotweed to reduce stem height at time of treatment. Approximately 6 weeks prior to treatment, stems will be cut and allowed to grow back and leaf out. The July cut will reduce the height of the plants for the August treatment and potentially reduce over spray, due to the stems reaching such high levels if not cut. The early cut will also aid in the herbicide reaching more of the upper leaves surface area resulting in increased treatment effectiveness.

For teasel: Rates used for this project will follow product label on specific herbicides. Triclopyr (Garlon 3A or Element 3A or similar) at the rate of 2% with seed oil and blue dye is planned to be used on teasel rosettes in early spring, before plant bolts, for this project. Adjuvants, like methylated seed oil, and dyes will be used on this species.

Applicable Laws: All applicable laws (i.e. NR170) will be followed during all activities on this project.

Term of Project: The duration of this project shall be from June 1 to October 31, 2021.

Access: Upon approval of this project, permission is granted from all landowners within the project boundary to provide access to their properties to Door County Nature and Travel (DCNT) staff, equipment and hired contractors at all times, providing convenience for staff to conduct work within the scope of this proposal.

Performance of Work: Work will be performed in accordance with the highest professional standards of DCNT staff and contractors, within all relevant laws and regulations and within the scope of this proposal.

References: Listed below are several references from active and past invasive species control projects in Door County: Mike Grimm or Kari Hagenow The Nature Conservancy, khagenow@tnc.org
Julie Schartner, Door County Land Trust, jschartner@doorcountylandtrust.org

Linking People to the Peninsula and the Natural World

Matt Peter, (former Land Manager for The Ridges Sanctuary), matthewpeter1031@gmail.com
Jim Middendorf, Mariner Cove Condominium Association, Baileys Harbor, WI. jmids52@gmail.com

Experience: Paul Regnier has over 30 years of experience managing public and private natural areas and controlling non-native plants. He has managed State Natural Areas or Preserves since 1985. In recent years, he has contracted for invasive species work in Door County with the Wisconsin Department of Natural Resources, Door County Land Trust, The Nature Conservancy, The Ridges Sanctuary, private residential condominium associations (Marshall's Point, Mariner Cove, Fox Point etc.) and others. His professional services specialize in an ecological approach to natural areas management. For invasive species control projects, plans focus on minimal chemical and physical disturbance on the native landscape with a maximum impact on the target species. Customized plans for invasive species control are developed for specific sites with specific goals.

Equipment: Door County Nature and Travel Company LLC owns and operates its own equipment to manage small to large invasive species control projects ranging from individual landowner's properties to natural areas landscapes of over 500 acres.

Qualifications: Certification and License: Paul Regnier is a certified Commercial Pesticide Applicator in three categories: License Number 76295 in: 005.0 Aquatic & Mosquito, 006.0 Right of Way and Natural Areas and 003.0 Turf and Landscape. He owns Door County Nature and Travel LLC, which is licensed under Wisconsin State Statutes #94.703 as a Commercial Pesticide Application Business (License Number 212667-CA).

Financial Ability: Door County Nature and Travel LLC is a Limited Liability Corporation in Wisconsin and is active in natural lands management and customized group travel. DCN&T is a financially stable business based in Door County. Through past invasive species control projects, DCN&T possesses the financial resources, professional experience and expertise to successfully manage this project.

Cost and Area Treated:

For phragmites: Price per square foot is \$0.03. Total square footage to treat/inspect 32,234 or 0.074 acre. During this second project year, the entire 2020 project area will be inspected and treated as needed. Total cost of this portion of the project is \$967. Additional acreage may be added, depending on the location, density and access to site(s).

For Japanese Knotweed: Price per square foot is \$0.041. Total square footage to treat is 27,704 or 0.636 acre. Total cost of this portion of the project is \$1136. Additional acreage may be added, depending on the location, density and access to site(s).

For teasel: Price per square foot is \$0.078. Total square footage to treat is 828 or 0.019 acre. Total cost of this portion of the project is \$646. Additional acreage may be added, depending on the location, density and access to site(s).

Summary of Costs Per Species: Phragmites:	\$967
Japanese Knotweed:	\$1136
Teasel:	\$646
Total Cost:	\$2749

Payments: Compensation for all services described in this proposal and all goods and materials supplied shall be paid to Door County Nature and Travel LLC, P. O. Box 136 Baileys Harbor, WI 54202-0136. Payments, not to exceed the total proposal cost. Invoices for services and materials will be sent via email or U.S. Postal Service.

I have examined and carefully checked the specifications and instructions of this proposal and have the financial ability, equipment and expertise to successfully complete this project and protect the welfare of the public in performance of a public contract.



Paul Regnier, Owner Door County Nature and Travel LLC

03/01/2021

Date