

TOWN OF LIBERTY GROVE PUBLIC MEETINGS

Parks & Property Committee

Date: Tuesday, April 13, 2021

Time: 10:30 AM

Place: Liberty Grove Town Hall, 11161 Old Stage Rd, Sister Bay *via Zoom*

Agenda:

1. Call to Order
2. Declaration of Quorum
3. Approve Agenda
4. Approve minutes of 3-9-21
5. Public input
6. Update on Mariners Park at Gills Rock
7. Consider drafting ordinance "Procedures for the Liberty Grove Town Marina(s) and Town Launch Ramps"
8. Discussion and possible action: pet signage at Town Parks
9. Correspondence
10. Future meetings
11. Adjourn

Anastasia Bell, Clerk/Treasurer

*** Deviation from posted order may occur. Audience members must ask for permission, during public input, to speak on topics they wish to address***

Members of the Liberty Grove Town Board or any other Liberty Grove Town committee, who are not members of the body whose meeting agenda(s) is(are) published in this(these) notice(s), are entitled, as any other citizen of the Town of Liberty Grove, to attend this(these) meeting(s) 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/84430770904?pwd=UW8wM2c0QWFXbHpyZlQyUy9tQ215Zz09>

Meeting ID: 844 3077 0904

Password: 512882

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://zoom.us/join>. To join the meeting by telephone dial one of the numbers below based on your location.

(312) 626-6799 US (Chicago)

(646) 558-8656 US (New York)

(253) 215-8782 US (Seattle)

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

(346) 248-7799 US (Houston)

(669) 900-9128 US (San Jose)

Town of Liberty Grove
Minutes of the Parks and Property Committee on March 9, 2021
(This meeting was correctly posted)

Agenda:

1. Call to Order
2. Declaration of Quorum
3. Approve Agenda
4. Approve minutes of 2-9-21
5. Public input
6. Discussion and possible action: review of Committee mission statement
7. Update on Mariners Park at Gills Rock
8. Consider garbage signage for Town Parks
9. Consider drafting ordinance for Rules of Order at Town Launch Ramp
10. Correspondence
11. Future meetings
12. Adjourn

Chair Cathy Ward called the meeting to order at 10:32am. Committee members Cheryl Culver, Lou Covotsos, Donna Scattergood, and Christine Bridenhagen and were present along with Administrator Walter Kalms, Clerk/Treasurer Anastasia Bell and 2 members of the public via teleconference (Zoom).

Culver moved, Covotsos second, to approve the agenda as posted. Passed 5-0.

Covotsos moved, Culver second to approve the 2-9-21 minutes as amended. Passed 5-0.

Public Input – None

Committee Mission Statement – Bridenhagen noted this should be brief and to the heart of the purpose. **Scattergood moved, Bridenhagen second** to approve the mission statement as amended. Passed 5-0. The mission statement is attached to these minutes.

Mariners Park at Gills Rock – Ward reported that the phased plan was reviewed, and some price estimates were added. The tasks for 2021 include tables, grills, benches, shoreline cleanup, porta potties, a 50ft by 70ft parking area by the road with the entrance to be the south driveway and the exit the north driveway. The northern parcel and the water side of the home will remain open spaces. The Town Electors will vote on the removal of the house. Kalms confirmed that individuals entering the buildings will need to be part of a committee to be covered under the Town's insurance. A list of members will need to be submitted and appointed by the Board.

Garbage signage – Ward reported that she has found a source for 12in by 18in at a significant cost reduction. Culver noted that the current sign at Hotz may need to be removed since there are dogs often in the swimming area. Bridenhagen asked if the signs could guide people to an appropriate location to dispose of their garbage. It was the consensus to discuss pet signage and a garbage location at the next meeting. **Ward moved, Covotsos second** to purchase 20 garbage signs at a cost of \$20.45 each. Passed 5-0.

Launch Ramp Ordinance – Ward noted several changes to be made to the draft ordinance. Scattergood asked if QR codes could be used for the ramp and Town parks. **Bridenhagen moved, Covotsos second** to table this until the next meeting. Passed 5-0.

Correspondence – None

The next meeting will be April 13, 2021 at 10:30am.

Bridenhagen moved, Ward second to adjourn at 12:34pm. Passed 5-0.

Respectfully submitted,
Anastasia Bell, Clerk/Treasurer

Mission Statement of the Liberty Grove Parks and Property Committee

To assist the Town Board and to facilitate the Town's Comprehensive Plan, the Committee provides leadership and guidance for the preservation and development of existing properties and future acquisitions. A quality park system is a source of community pride and economic benefit, showcasing the natural beauty and features of the Town and inviting all to experience public spaces with safe recreational opportunities.

**TOWN OF LIBERTY GROVE
ORDINANCE __-21**

**TO ESTABLISH ~~PROCEDURES RULES-OF-ORDER~~ FOR THE LIBERTY
GROVE TOWN MARINA(S) AND TOWN LAUNCH RAMPS**

In order to maintain order and control of the Town launching facilities located within the Town of Liberty Grove, the Town Board, pursuant to Section 60.22(1), Wisconsin statutes, does hereby ordain as follows:

Ordinances 2-92, 1-94, ~~5-05~~, & ~~15-1~~ are hereby repealed.

Sec. 1. Fees.

- A. A daily fee shall be charged for ramp use. Daily fee is to allow unlimited use of the ramp for launching and takeout upon payment of the fee, as determined by the Town Board, during the 24-hour period from 12 midnight to 12 midnight. ~~The launch ramp at the Town Marina(s) is for motorized watercraft only.~~
- B. The daily fee shall be paid to the Harbormaster or deposited in the designated lockboxes adjacent to the ramps preceding launch. ~~or following takeout.~~ Failure to pay ~~do so deemed refusal to pay.~~ shall be subject to the enforcement and penalties of sections 9 and 10 of this Ordinance.
- C. The fee schedule:
 - 1. ~~The Town Board determines fees for commercial and non-commercial users, seasonal users, dockage, and parking and may change such fees at its discretion without amending this ordinance [see separate Town Rate Sheet]. Non-commercial daily fee, seasonal fee, seasonal dockage, overnight dockage, and parking: shall be determined by the Town Board and may be changed without amendment to this Ordinance.~~
 - 2. ~~Commercial daily fee or seasonal fee, for those engaged in the business of launch and storage of boats: to be determined by the Town Board.~~
 - 3. (2) Electricity: shall be included in the dockage fee.
 - 4. (3) When present, the Harbormaster determines the procedures for Short term dockage. "Short term dockage" generally means less than one day but more than one hour. ~~with the fee to be determined by the Town Board.~~

Sec. 2. The Harbormaster

A Town employee (Harbormaster) shall be stationed at the launch ramp to collect fees and direct boat traffic. This person shall determine order of launch, overnight dockage, and maintain order at the site.

Sec. 3. Dockage and Slip Rental

- A. Seasonal dockage shall be paid by April 1 of the year of rental. Delinquencies shall be notified by certified mail. If, after 10 days from notification those delinquent do not respond, their slip shall be deemed forfeited. Succeeding individuals on the waiting list shall then be offered slip rental and shall have 10 days from notification to pay the full fee. Non-payment shall be deemed forfeiture.

- B. The ~~Clerk/Administrator~~ Town Office shall designate the slip to be rented by boaters.
- C. Boats may be moved to a new slip when necessary upon discretion of the Harbormaster.
- D. Prior to vacating a slip for any period of time greater than one day the renter shall notify the Harbormaster of the length of absence. The Town may rent the slip on a nightly basis during this absence with the proceeds staying with the Town.
- E. Written notice shall be given to the ~~Clerk/Administrator~~ Town Office of intent to permanently vacate a slip.
- F. A good faith attempt shall be made by seasonal and transient dockers to properly secure their vessel to the pier. A minimum of 5/8 inch line shall be used both fore and aft, with a proper springer line to secure the mooring. If a person refuses to properly secure their vessel, they will be asked to vacate the slip.

Sec. 4. Launching

- A. Launching shall be on a first come, first served basis. The Harbormaster shall determine launch priority when a difference arises as to proper order.
- B. Upon launch, the boat shall be moved away from the launch area prior to loading of equipment to facilitate the next boat launching.
- C. A “no wake” speed shall be observed within the harbor and to a distance of 200 feet past the outer breakwall.

Sec. 5. Parking

- A. Parking of autos and trailers shall be at the discretion of the Harbormaster. When the lot becomes full, boaters shall be directed to an alternate site.
- B. Overnight parking shall be allowed with prior permission from the Harbormaster.
- C. Parking shall be limited to launch ramp/dock users.
- D. Guests of adjoining property may park to load and unload their vehicles only. Prolonged parking (greater than ½ hour) shall be prohibited.

Sec. 6. Waiting List

A waiting list shall be maintained by the Town Office for determining slip rental. Written notice shall be given to get on or off the list.

- ~~A. A refundable fee of \$200 shall be deposited with the Town office in order to maintain a spot on the waiting list. This fee shall be refunded without interest if the boater wishes to remove his/her name from the list.~~
- ~~B. Preference shall be given to Town landowners when a slip becomes available. Verification of ownership of land shall be done through the Town office and assessor records.~~

Sec. 7. General Conduct

- A. Vehicle traffic shall observe safe and sound driving practices in the launch area parking lot—reckless driving such as, but not limited to squealing of tires and racing through the lot is prohibited.

- B. Excessive noise from radios, car engines and group activities is expressly prohibited (including explosive devices).
- C. Fishing between boats moored in seasonal slips and along the north wall shall be prohibited.

Sec. 8. Private Enterprises

In keeping with the policy of enjoyment of public facilities by all citizens, any private activity for profit utilizing Town launch ramps shall be allowed by submitting an application for a commercial boat launch permit to the Town of Liberty Grove Clerk with ultimate approval, if necessary, by the Town Board.

Sec. 9. Enforcement

- A. This Ordinance may be enforced by the issuance of a citation to any violator of this Ordinance by any Sheriff or Deputy Sheriff of the County of Door, State of Wisconsin, by any State of Wisconsin Officer with police powers, or by any other Law Enforcement Officer employed by the Town of Liberty Grove.
- B. In the alternative, any forfeitures imposed by this Ordinance may be sued for and recovered pursuant to Chapter 778, Wis. Stats., in the name of the Town of Liberty Grove.

Sec. 10. Penalties

Penalties for violations of provisions of this Ordinance shall be not less than \$50 and not more than \$250 for each offense, plus the costs and disbursements of prosecution, plus loss of seasonal or transient docking privileges. Each violation of any section constitutes a separate offense.

Sec. 11. Conflicting Ordinances

All Ordinances in whole or in part of the Town of Liberty Grove which conflict with provisions of this Ordinance are hereby repealed.

Sec. 12. Severance Clause

Provisions of this Ordinance are declared to be severable, and if any section, sentence, clause or phrase of this Ordinance shall for any reason be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses or phrases of the Ordinance.

This Ordinance shall take effect upon passage and publication according to law.

Approved by the Liberty Grove Town Board this ____ day of ____, 2021.

I, Anastasia P. Bell, Clerk/Treasurer of the Town of Liberty Grove, Door County, Wisconsin do hereby certify that the above is a true and correct copy of an Ordinance that was adopted on the ____ day of ____, 2021 by the Liberty Grove Town Board.

Dated this ____ day of ____, 2021

Anastasia P. Bell, Clerk/Treasurer