

## TOWN OF LIBERTY GROVE PUBLIC MEETINGS

### Parks & Property Committee

**Date: Tuesday, March 9, 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 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

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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 February 9, 2021**  
(This meeting was correctly posted)

**Agenda:**

1. Call to Order
2. Declaration of Quorum
3. Approve Agenda
4. Approve minutes of 1-12-21
5. Public input
6. Discussion and possible action: review of Committee mission statement
7. Update on Mariners Park at Gills Rock
8. Consider increase to annual slip rental and transient fees for Ellison Bay marina
9. Correspondence
10. Future meetings
11. Adjourn

Chair Cathy Ward called the meeting to order at 10:30am. Committee members Lou Covotsos, and Cheryl Culver were present along with Administrator Walter Kalms, Clerk/Treasurer Anastasia Bell, Deputy Clerk/Treasurer Doug Curzon, and 2 members of the public via teleconference (Zoom). Committee members Donna Scattergood and Christine Bridenhagen were absent.

**Culver moved, Ward second,** to approve the agenda as posted. Passed 3-0.

**Ward moved, Culver second** to approve the 1-12-2021 minutes as amended to include Cheryl Culver assisting with the brochures and to list LGHS as an organization. Passed 3-0.

**Public Input** – David LaLuzerne, Ellison Bay, noted that there is a county-wide compost co-op in progress of being formed which will focus on municipal involvement. The recently purchased property adjacent to the Town Hall would be ideal for the Town's involvement. He will forward information to the Office. Mickie Rasch, DCN, confirmed information about the compost co-op, noted a photographer will be hired to photograph the parks, she can provide information about Mobi Mats for ADA compliance and inquired about the process for renting Town facilities for 2021 events. Culver recently viewed a great webinar for performing arts events during the pandemic.

**Committee Mission Statement** – The Committee created a bulleted list before the purpose statement with the intention of the statement to explain how the items of the list will be accomplished. The mission statement draft is attached to these minutes. It was the consensus to review this again at a future meeting.

**Mariners Park at Gills Rock** – Ward reported on the items which are scheduled to be completed in 2021 at the Park. The ad hoc committee will be recommending disposal of the house on the property as the building will not fit the current needs and there may be members of the public interested in moving the structure.

**Ellison Bay Marina Fees** – Curzon reported on the revenues from 2020 and that neighboring municipalities have much higher rates. The recommended an increase to \$1,000 for the base seasonal fee plus \$50.00 per foot for vessels over 20-feet. **Ward moved, Covotsos second** to

recommend to the Town Board to phase in an increase for the seasonal marina slip rentals beginning with the 2021 contracts with a minimum fee of \$1,000.00 for a 20-foot or less vessel and an additional \$50.00 for each foot over 20-feet with the fee to be reconsidered in 2022. Passed 3-0. **Ward moved, Covotsos second** to recommend to the Town Board to phase in an increase for the transient fees at the Ellison Bay Marina beginning with the 2021 season with a minimum of \$30.00 per night stay for a 20-foot or less vessel and an additional \$1.50 for each foot over 20-feet with the fee to be reconsidered in 2022. Passed 3-0.

The next meeting will be March 9, 2021 at 10:30am.

### **Correspondence – None**

At 11:44 Covotsos disconnected from the meeting and the meeting was ended due to a lack of quorum.

Respectfully submitted,  
Anastasia Bell, Clerk/Treasurer

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### Mission Statement of the Liberty Grove Parks and Property Committee

- A cohesive, visible, and high-quality parks system provides recreational and open space with safe, passive, and active opportunities that bring neighbors together and form strong community pride.
- Economic benefits can also be realized as parks and recreation facilities are often used for festivals, gatherings, and other events that bring tourists to shops, restaurants and hotels.
- The Town seeks to incorporate, whenever possible, design of any facilities to meet the requirements of the Americans with Disabilities Act (ADA).

The purpose of the Parks and Property Committee of the Town of Liberty Grove, Wisconsin is to facilitate the enactment of the Town's Comprehensive Plan by providing leadership and guidance in recommending the acquisition and the preservation or development of existing and, with an eye to the future, acquisitions that will showcase and promote the natural beauty and features of the Town, as well as provide educational, cultural, and recreational opportunities for residents and visitors alike, with an emphasis on scenic vistas and water access including marinas, boat ramps, and beaches.

CampgroundSigns > Hiking Trail Signs > K-5306

Notice Sign: Please Carry Out What You Carried In (K-5306) [Learn More...](#)

★★★★★ based on 1 customer review

### 1 Select Design:



Ships Today.  
Order within **3 hrs 41 mins**

Sign orders over \$100 ship UPS/Expedited 2nd Day for free. [Get your signs on Monday!](#)

|       |          |
|-------|----------|
| Part# | K-5306   |
| SPT#  | 1VPM     |
| Color | Red      |
| Shape | Vertical |



Free PDF

### 2 Select Material:

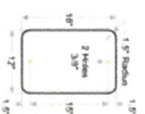
For size: **12" x 18"**

Quantity / Price (Per Sign)  
**1-2**

| Reflective Aluminum Signs                  |                |  |
|--------------------------------------------|----------------|--|
| <b>3M</b> Engineer Grade Reflective Alum.  | \$19.95        |  |
| <b>3M</b> Hi Intensity Reflective Aluminum | \$23.45        |  |
| Reflective Aluminum Signs - Premium        |                |  |
| <b>3M</b> Diamond Grade Reflective Alum.   | \$29.95        |  |
| Rigid Signs                                |                |  |
| <b>Aluminum</b>                            | <b>\$20.45</b> |  |

### Aluminum

Configuration:  
(click to zoom)



- 63 mil thick aluminum.
- Printed with 3M inks and materials.
- For use indoors or outdoors.
- Rounded corners.
- Includes large holes for easy mounting.

[More Material Details](#)

**TOWN OF LIBERTY GROVE**  
**ORDINANCE \_\_-21**

**TO ESTABLISH RULES OF ORDER FOR THE TOWN LAUNCH RAMP**

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.
  - 1. 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.
- B. The daily fee shall be paid to the Harbormaster or deposited in the designated lockbox adjacent to the ramp preceding launch or following takeout. Failure to do so shall be deemed refusal to pay.
- C. The fee schedule:
  - 1. 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. Electricity: shall be included in the dockage fee.
  - 4. Short term docking of less than one day shall be allowed 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*

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*Anastasia P. Bell, Clerk/Treasurer*