

TOWN OF LIBERTY GROVE PUBLIC MEETINGS

Parks & Property Committee *Amended* *Via Zoom*

Date: Tuesday, February 8, 2022

Time: 9:00 AM

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

Agenda:

1. Call to Order
2. Declaration of Quorum
3. Approve Agenda
4. ***Approve Minutes of 11-9-21***
5. Public input
6. Status of current projects
 - a. Mariners Park at Gills Rock
 - b. Disc golf course on Town Property
 - c. Compost site on Town Property
 - d. Signs at Town Park Boundaries
 - e. Klenke Garage
7. Pickleball Lines on Tennis Courts
8. Review Committee Mission Statement
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/u/atMFqvZKe>. 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 November 9, 2021

(This meeting was correctly posted)

Agenda:

1. Call to Order
2. Declaration of Quorum
3. Approve Agenda
4. Approve Minutes of 8-10-21
5. Public input
6. Mariners Park at Gills Rock
7. Disc golf course on Town Property
8. Compost site on Town Property adjacent to Town Hall
9. Kayak use of Town Launch Ramps
10. Allowing wreaths in Town Cemeteries
11. Correspondence
12. Future meetings
13. Adjourn

Chair Cathy Ward called the meeting to order at 9:06am. Committee members Cheryl Culver, and Christine Bridenhagen were present along with Clerk/Treasurer Anastasia Bell via Zoom. Committee member Donna Scattergood was absent.

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

Ward moved, Culver second to approve the 8/10/2021 minutes as presented. Passed 3-0.

Public Input – Mickie Rasch, Door County North, indicated that Door County North has funds available for a project at Mariners Park. Committee member Sylvann Welcome connected to the meeting. Ward recommended a New York Times article about park benches and requested photos of the parks to update the brochure seasonally.

Mariners Park at Gills Rock – Ward noted the house is scheduled to be removed by 12/31/21 and the sign will hopefully be installed next spring to ensure it is in the best spot. Bridenhagen will provide a quote for stairs to the water. Bell will confirm the park in on Google maps.

Disc Golf on Town Property – Ward indicated that there has been difficulty in reaching the disc golf representatives to walk the property and create a suggested course layout. Culver suggested a letter be sent by mail.

Compost Site on Town Property – Ward indicated it would be best to know if the property is going to be used for housing before a site is created to ensure it doesn't have to be moved. Welcome noted there was an article in the paper about a local farm collecting restaurant waste.

Kayaks use of Town Launch Ramps – Ward noted the Kayak outfitters were invited to this meeting and none are in attendance. Ordinance 3-21 was reviewed and the following changes were made:

- Section 4 – Current paragraph made into subsection “A” and modified to read “...boat launch permit annually to the Town...”.
- Section 4 – Added subsection “B” to read “Commercial operators are prohibited from keeping unoccupied kayaks or vessels on the shoreline or in the water before or after launch.”
- Section 4 – added subsection “C” to read “Launching may not begin until occupants are present to use the vessels.”

- Section 10 – modified to read “...seasonal or transient docking or launching privileges...”

Committee member Bridenhagen left the meeting. **Ward moved, Culver second** to recommend the Town Board accept the changes made to the ordinance currently numbered 3-21. It was noted that signage indicating how violators can be reported may be helpful. Passed 3-0.

Wreaths in Town Cemeteries – Ordinance 8-21 was reviewed, and section 5(C) was modified to read, “...shepherd’s hooks, wreaths, statues, stones or rocks, remembrances, and potted plants.” **Ward moved, Sylvann second** to recommend the Town Board accept the changes made to the ordinance currently numbered 8-21. Passed 3-0.

Correspondence – The Schaefer’s have requested signage by Garrett Bay Boat Launch, signage in Town Parks can be discussed at the next meeting.

The next meeting will be Tuesday, December 14, 2021 at 9:00am.

Ward moved, culver second to adjourn at 10:42pm. Passed 3-0.

Respectfully submitted,
Anastasia Bell, Clerk/Treasurer

Town of Liberty Grove

2022 Budget - Approved

Category	Contents	2021 Budget	2021 Tot(est)	2022 Proposed
Capital Outlay-other				
-cemetery			7,000.00	5,125.00
-broom		20,700.00	20,769.50	8,000.00
-parks equipment			0.00	5,125.00
-fire equipment		43,696.71		
-office		0.00	0.00	0.00
-buildings			16,930.97	
Capital Outlay-Other Total		64,396.71	44,700.47	18,250.00
Recycling expense				
Recycling	Contract with Galing	25,000.00	22,679.53	25,000.00
Recycling Total		25,000.00	22,679.53	25,000.00
Health & Human Services				
Dog pound		250.00	200.00	250.00
LS cem-expense	Lath, seed, forms	275.00	273.58	275.00
-wage		5,596.57	4,952.63	5,423.18
-retirement		279.83	244.88	271.16
-FICA		449.54	339.95	435.62
-medical		1,254.85	1,076.50	1,260.65
-HVSL			0.00	
Other cem-exp		410.00	1,853.58	410.00
-wages		5,596.57	4,009.17	5,423.18
-retire		279.83	244.88	271.16
-FICA		449.54	339.95	435.62
-medical		1,254.85	1,076.50	1,260.65
-HVSL			0.00	
Treatment Plant	Grease traps, engineering	3,000.00	11,680.00	3,000.00
Public Health	Hand sanitizer	1,000.00	616.11	1,000.00
*Health/Hum Serv Tot		20,096.58	26,907.74	19,716.20
Culture Rec & Education				
Parks-genl maint	Potties, seed, chemicals, paper	\$16,000.00	\$19,843.08	\$17,500.00
Gillis Rock park	Electricity	2,500.00	446.74	2,500.00
Gillis Rock Waterfront		71,000.00	106,415.99	40,000.00
EB Harbor Maint.	Electricity, forms, phone, herbicide	2,250.00	3,215.93	1,250.00
EB Harbor repairs		0.00	0.00	0.00
Willis Park	Barrels, weeding	1,575.00	2,926.75	1,575.00
Womens Club bldg	Electricity, bulbs, supplies	1,000.00	573.63	1,000.00
EB Comm Center	Rain garden maint, supplies	50,000.00	2,347.21	7,000.00
Europe Bay	Supplies, pump tank	500.00	500.00	500.00
Fitzgerald park	Electricity	650.00	617.78	650.00
Garrett Bay	Supplies	1,200.00	0.00	5,400.00
Europe Lake park	Dock/ramp repairs	300.00	0.00	300.00

Town of Liberty Grove

2022 Budget - Approved

Category	Contents	2021 Budget	2021 Tot(est)	2022 Proposed
Parks-garbage	Dumpster lifts	700.00	424.38	350.00
-wages		39,176.02	25,962.99	37,962.23
-retirement		1,958.80	1,714.19	1,898.11
-FICA		3,146.81	2,858.82	3,049.32
-medical		8,783.95	7,535.51	8,824.54
-HVSL		0.00	0.00	0.00
Grand View	From 57140	500.00	0.00	500.00
Harbor wages EB	Harbormaster	10,312.50	10,312.50	10,343.75
Wisconsin Bay			0.00	
Sand Bay	Supplies, pump tank	700.00	550.00	1,400.00
Sales tax	% of slip and parking	500.00	1,335.72	500.00
Equipment purchase			0.00	0.00
Porte des Morts		750.00	0.00	750.00
Maint-dredge, weeds	EB harbor weed, depth issues	3,000.00	500.00	3,000.00
Engineering		2,000.00	0.00	2,000.00
Staffing			0.00	0.00
Property purchase		10,000.00	462.09	0.00
Culture Rec & Ed Total		228,503.08	188,543.31	148,252.95
Economic Development				
Non profit requests		50,550.00	42,737.48	95,000.00
Economic Dev Total		50,550.00	42,737.48	95,000.00
Debt service				
Fire tr loan I		9,971.88	9,878.23	5,631.88
Fire tr loan P		166,620.34	166,667.00	167,968.89
GR Loan I		47,600.00	47,600.00	42,400.00
GR Loan P		130,000.00	130,000.00	135,000.00
Debt Serv Total		354,192.22	354,145.23	351,000.77
Other/Misc				
Misc: Hist parking(\$1000), shred cost(\$2300)		3,300.00	2,500.00	3,300.00
Gills Rock Purchases		0.00	0.00	0.00
Olson Val A Expenses		0.00	1,863.79	0.00
Other Exp Total		3,300.00	4,363.79	3,300.00
Future Capital Improvements				
Capital improvements public works		65,000.00	0.00	45,000.00
Capital improvements fire equipment		30,400.00	\$0.00	30,400.00
Capital improvements tech serv		12,000.00	\$47,053.79	55,000.00
Capital improvements parks		2,000.00	1,863.79	13,007.37
Fire Bd grant fund		0.00	0.00	0.00
Capital improvements office		500.00	0.00	500.00
Capital improvements-library		5,000.00		2,000.00
Capital Improvements Total		114,900.00	48,917.58	145,907.37
TOT EXP		3,101,352.48	2,872,576.55	3,166,337.14

Gills Rock Waterfront Access Survey-by town

QUESTION	VERY FAVORABLE (3)	FAVORABLE (2)	OPPOSED (1)	NO OPINION (0)	VALUE
A living comm. Fishing operation w/museum	148	152	233	105	67
A safe harbor	12	20	72	35	-40
A safe harbor with a marina	179	95	123	27	151
A safe harbor without a marina	62	89	85	24	66
A safe harbor with a launch ramp only	118	137	72	6	183
Silent sport launch that is mobile friendly	164	190	175	106	179
Public park with walking paths and benches	300	225	69	50	456
Property to be income producing for the town	87	141	282	142	-54
Eventually relocate Death's Door Museum here	71	120	293	160	-102
A nature center	71	190	245	135	16
A pavillion on the property	6	35	134	73	-93
A pavillion for public use (small)	110	209	50	9	269
A pavillion for event rental (large)	38	65	167	19	-64
Refurbish docks for public use	172	250	132	78	290
Repurpose home for public use	27	121	337	154	-189
Create tribute to commercial fishing	121	143	229	145	35
Keep as natural and undeveloped as possible	191	163	176	89	178
Create a public area with a swimming beach	198	180	196	64	182

----- Forwarded message -----

From: Jerry Englebert <[REDACTED]>
Date: Thu, Jan 27, 2022 at 9:52 AM
Subject: Mariners Park Steps
To: <[REDACTED]>

Hello Cathy,

Attached are two estimates and a drawing for the stone steps at Mariner Park. I did one option with stone side walls and one without. Because the existing riprap is so wide I feel the stone side walls may provide some extra protection. Regardless of which option you choose I feel the steps should be cemented or grouted in place.

Attached are photos of the existing stone and some stair examples. Let me know if you have any questions.

Thank you,
Jerry Englebert

[REDACTED]

Pier and Waterfront Solutions LLC



Pier & Waterfront Solutions LLC

7325 Hwy 57
Sturgeon Bay WI 54235
www.wisconsinpws.com

(920) 493-4404

Date: January 27, 2022

Owner: Town of Liberty Grove
Cathy Ward
11161 Old Stage Rd
Sister Bay, WI 54234

Project Location: Mariners Park
12695 State Hwy 42
Ellison Bay, WI 54210

Contact Information: Phone: 920-421-0775 email: cward@libertygrove.org

Option 1: Dimensional Stone Steps and Path with Dimensional Stone Side Walls

Description of work: Install two sets of stone paths with stone steps through existing rip rap from the lawn to the lakebed.

Specifications The PWS crew will require an 8' wide access to the water's edge to install the stone steps. Current rip rap will be removed and restacked to make room for stone steps from the lakebed to the top of the existing rip rap. Steps will consist of dimensional stone base step to be approximately 5' wide with each successive tread being approximately 7"-8" high. Steps will have a stacked dimensional stone side walls on either side of the steps. The steps will cover approximately 15' of the approximate 25' wide rip rap. To allow safe access to the steps, a single layer of approximately 7"-8" dimensional stone will be placed from the steps to the grass. The joints and seams of the stairs and the path will be mortared with concrete. No additional rip rap will be imported.

Materials: Limestone Dimensional Stone (30") – approximately 80 tons
Limestone Dimensional Stone (7" to 8") – approximately 26 tons
Breaker Run (3" to 6") – approximately 20 tons
Geotextile Fabric – as needed

Pricing: Quote as specified above includes DNR Permit, equipment as needed, specified materials, delivery, and labor for the sum total of: Forty-five thousand three hundred seventy-five dollars. \$45,375.00. Price does not include landscaping repairs or local permit if required. Price does not include any taxes.

Terms: 50% Down payment, Balance upon completion

Authorized signature: _____ Date: _____

Authorized signature: _____ Date: _____



Pier & Waterfront Solutions LLC

7325 Hwy 57

Sturgeon Bay WI 54235

www.wisconsinpws.com

(920) 493-4404

Date: January 27, 2022

Owner: Town of Liberty Grove
Cathy Ward
11161 Old Stage Rd
Sister Bay, WI 54234

Project Location: Mariners Park
12695 State Hwy 42
Ellison Bay, WI 54210

Contact Information: Phone: 920-421-0775 email: cward@libertygrove.org

Option 2: Dimensional Stone Steps and Path (no side walls)

Description of work: Install two sets of stone paths with stone steps through existing rip rap from the lawn to the lakebed.

Specifications The PWS crew will require an 8' wide access to the water's edge to install the stone steps. Current rip rap will be removed and restacked to make room for stone steps from the lakebed to the top of the existing rip rap. Steps will consist of dimensional stone base step to be approximately 5' wide with each successive tread being approximately 7"-8" high. The steps will cover approximately 15' of the approximate 25' wide rip rap. To allow safe access to the steps, a single layer of approximately 7"-8" dimensional stone will be placed from the steps to the grass. The joints and seams of the stairs and the path will be mortared with concrete. No additional rip rap will be imported.

Materials: Limestone Dimensional Stone (30") – **approximately 6 tons**
Limestone Dimensional Stone (7" to 8") – **approximately 26 tons**
Breaker Run (3" to 6") – **approximately 20 tons**
Geotextile Fabric – **as needed**

Pricing: Quote as specified above including DNR Permit, equipment as needed, specified materials, delivery, and labor for the sum total of: Twenty-One thousand six hundred dollars. \$21,600.00. Price does not include landscaping repairs or local permit if required. Price does not include any taxes.

Terms: 50% Down payment, Balance upon completion

Authorized signature: _____ Date: _____

Authorized signature: _____ Date: _____

Liberty Grove reaching out

2 messages

Cathy Ward <3rdofalice@gmail.com>
To: throw@doordisc.com
Cc: Town of Liberty Grove <tlibertygrove@gmail.com>

Fri, Jan 21, 2022 at 2:03 PM

Greetings,

This is Cathy Ward from the Liberty Grove Parks Committee attempting to make contact with Shane or Tyler.

As a reminder, Liberty Grove did allocate \$7,500 towards expenses to put in a disc golf course on the Town property to the north of the Gills Rock Maritime Museum.

At this time it would be good to set up a schedule for getting done what can be done in 2022.

* Before moving forward, please affirm with me or/and the Town that the property in Gills Rock is suitable for what is required in a disc course. As discussed in the committee meeting this past summer, this parcel is the only one of this size available for this purpose.

* Assuming there is affirmation, it is advisable to establish a rough schedule for accomplishing elements of the course construction for this year. The Parks Committee and the Town would rely on your knowledge to help with a course layout, suitable equipment purchases to take place this year, and any particular maintenance needs following installation our crew should be aware of.

* We would prefer to order the needed equipment in a timely manner such that storage within the Town shop space is as short as possible. I suspect the work of the placement of the poles and baskets will be worked into the crew's schedule following the spring road work and initial efforts to get all the Town parks opened up. However, I would like to make the crew chief aware of what will be needed in terms of equipment and time.

Please do respond either by email--this one or your preferred one for this type of communication.

My phone number is 920 421 0775

Liberty Grove Town office is 920-854-2934

Thank you,
Cathy Ward

Door Disc Golf <throw@doordisc.com>
To: Cathy Ward <3rdofalice@gmail.com>
Cc: Town of Liberty Grove <tlibertygrove@gmail.com>

Sat, Jan 22, 2022 at 11:07 AM

Cathy, thank you.

I was unaware that money and commitment had been made for the property by the town. That is fantastic news.

I have walked the property for a course a few times once with Tyler and another time with another member. There is enough to put a 9 hole course there it will require equipment for trail/fairway cutting. I can mark all of those with designated ribbons of paint. I can put stakes in the ground where the pin and tee pads would be and have them appropriately labeled as such. I will also be sure to make time to be there for any time you need me to be.

I can get everything underway with the manufactures to procure any necessary baskets and signage. With the cutting of these holes (trails and fairways) they can be used multimodal. So appropriate signage would be necessary to remind people of the flying objects.

I am over the moon about this opportunity and can not wait to see how beautiful the course is going to look. I do have an application that allows me to use the parcels lines and gps on my phone to be close for set backs. So I would need a little more guidance on exactly where the lot lines are.

In His Grip
Shane Solomon
Solomon & Zacek Inc.
www.juliesmotel.com

From: Cathy Ward <3rdofalice@gmail.com>
Sent: Friday, January 21, 2022 2:03:15 PM
To: Door Disc Golf <throw@doordisc.com>
Cc: Town of Liberty Grove <tlibertygrove@gmail.com>
Subject: Liberty Grove reaching out

[Quoted text hidden]



Town Clerk <tlibertygrove@gmail.com>

boat ramp garrett bay

jane schaefer <janeschaefer11@gmail.com>
To: Town Clerk <tlibertygrove@gmail.com>

Fri, Aug 20, 2021 at 11:51 AM

Hi Bud

Our sign was destroyed again. This is seriously getting old. There is a crazy person out there who doesn't respect other people's property.

We were recently on Washington Island, and their town installed signs on the lot line of public access that read:

**park boundary
please respect**

Every single public water area had these signs. Perhaps Liberty Grove can do something like this? We would be happy to pay for the sign. Maybe the creep who is destroying our sign would respect it if it came from the town.

What do you think?

Schaefer



Town Clerk <tlibertygrove@gmail.com>

Ellison Bay Community Park Tennis Courts

jrenstrom@sbcglobal.net <jrenstrom@sbcglobal.net>
To: tlibertygrove@gmail.com

Mon, Nov 8, 2021 at 3:46 PM

Hello,

My name is Jay Renstrom and I am the USA Pickleball Ambassador for Door County and past President of the Door County Pickleball Club. I would like to know whom I can contact regarding the possibility of adding lines for Pickleball courts on the newer tennis courts located at the Ellison Bay Community Park? As you may or may not know, Pickleball has and continues to be the fastest growing sport in the nation and sadly, the use of tennis courts by tennis players continues to decline. Adding Pickleball to these tennis courts making them "shared use" would not detract from tennis, only increase the usage of this facility dramatically.

I would like to propose adding lines for 4 Pickleball courts. Basically, one Pickleball court on each side of the tennis nets. The expense to Ellison Bay would be minimal for this effort. I would commit to fund raising nearly the entire amount which would include paint for the lines and 4 portable Pickleball nets and a storage container.

Can you let me know whom I can call to discuss this in more detail or even possibly discuss this proposal in front of your city council?

Thank you in advance for your time and I look forward to hearing from you.

Jay Renstrom

USA Pickleball Ambassador

Door County, Wi

Cell: 847-609-1106

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.

Approved at the March 9, 2021 Parks and Property Committee meeting.

Approved at the May 19, 2021 Town Board meeting.