

TOWN OF LIBERTY GROVE PUBLIC MEETING

Highway Committee Meeting

Date: September 9, 2024

Time: 8:00am

Place: Town Hall, 11161 Old Stage Road

Agenda:

1. Call to order
2. Declaration of Quorum
3. Approve Agenda
4. Approve minutes from 8/5/24
5. Public input
6. 2025 Budget including paving schedule
7. Paving end of LGHS driveway
8. Status of current projects
 - a. Amend Ord 15-23 Guidelines on Right of Way cutting
 - b. North Bay traffic issues
 - c. Craft Ordinance to establish 25mph on Old School Rd
9. Private driveway inspections procedure
10. Easement between Mink River Basin/Last Stop: request to vacate
11. Correspondence
12. Future meeting date(s)
13. Adjourn

All agenda items will include discussion and possible action.

**Report items will not be discussed or voted on.*

Deviation from listed order may occur.

Audience members must ask for permission, during "Public input," to speak on agenda items.

Pamela Donart-Welcome, Clerk/Treasurer

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.

	A	B	C	D	E	F	I	K
1	Year	Equipment/Roads+rating		Rating	Year	Miles	\$ Pave	
150	2025							
151		Europe Bay(Timberline-Lake).95		3	1999	0.95	142,500	
152		Porcupine Bay Hill		3	1993	0.25	\$37,500	
153		Porcupine Bay Rd-STH 42 to Beach		5	1999	1.34	\$201,000	
154		North Appleport		3	1975	0.90	135,000	
155		Cedar Shore (EB launch - Garrett Bay Rd)		4	1976	0.23	34,500	
156		Appleport (ZZ to east end)		6	2004	0.98	147,000	
157		Flint Ridge (Town portion)		5	2000	0.51	76,500	
158		Wildwood (ZZ to Old Stage) 24 feet 4" thick		5	1998	1.50	345,605	
159		Frontier-G(CTH ZZ-Mink River)		4	1973	0.48	72,000	
160		Totals				7.14	\$1,191,605	
166								
167	2026	Frontier(G)	CTH ZZ-Mink River	4	1973		0	
168							0	
169		North Bay Rd	CTH ZZ-M Pt gate	5	1997	2.30	345,000	
170		Pioneer	STH 57 to E termini	5	2000	0.50	75,000	
171		Top O Thumb	Wis Bay to termini	4	1993	0.33	49,500	
172		Robin Ln (Appleport-end)		5	2016	0.52	78,000	
173						3.65		
174								
175		Gravel:						
176		North Badger	Garrett Bay to termini	4	1971	0.18		
177		Fawn Ln	STH 42 to Antler	4	1973	0.65		
178		Antler	Fawn to Deer	4	1973	0.18		
179		Deer Trail	STH 42 to Antler	5	1971	0.59		
180		Goose Berry	STH 42 to end	4	1979	0.25		
181		Blackberry(harker)	Blackberry to end	4	1971	0.28		
182		Lost Ln	CHT NP to end	4	1985	0.26		
183		Frontier	Mink River to CTH ZZ	4	1973	0.48		
184		Plant	Orchard to CTH ZZ	5	1988	0.29		
185		Mueller Ln	CTH ZZ to CTH ZZ	5	1987	0.53		
186								
187								

DRAFT
(subject to change until final approval by the Commission)

Town of Liberty Grove
Minutes of the Highway Committee meeting on August 5, 2024

Agenda:

1. Call to order
2. Declaration of Quorum
3. Approve Agenda
4. Approve minutes from 7/1/24
5. Public input
6. Paving schedule for 2025
7. Guidelines info sheet to share regarding Right of Way cutting
8. Blocking off Garrett Bay Hill & boat launch for wire burial
9. North Bay Drive traffic issues
10. Traffic Speeding on Old School Rd
11. Correspondence
12. Future meeting date(s)
13. Adjourn

Chairman Dale Stewart called the meeting to order at 8:00am. Committee members Jay Olson, Billy Appel, Walter Kalms, and Bill Surbaugh were present along with Clerk/Treasurer Pamela Donart-Welcome and 3members of the public.

Olson moved, Appel seconded to approve the agenda as posted. **Carried 5 – 0**

Surbaugh moved, Olson seconded to approve the 7/1/24 minutes as presented. **Carried 5 - 0**

Public input: Donart-Welcome spoke on a notification from Paul Schwengel that the lighted speed limit sign on the north end of EB is still out of commission, and expressed continued concern with traffic speeding on Hwy 42 north of Isle View Rd. Dave Weston of 10697 Sumac Ln and LGHS asked if there was a way to include paving the entrance to LGHS on the 2025 schedule, in effort to defray their costs. Kevin Roberts of 12030 Cedar Shore Rd and Bayview Resort inquired about how raising the level of the road when re-paving Cedar Shore Road would affect water drainage in the area.

The committee worked on a **2025 road paving** list and will finalize it at the next meeting.

Stewart referenced Town Ordinance 15-23 Section IV to address **Right of Way Cutting**. Crew chief Jay Olson clarified that other factors such as dead or dying tree removal, growth that may affect future maintenance of the roads, and public safety issues may influence adjustments to the standard guidelines. The committee may recommend amending the Ordinance to allow for such variables at their next meeting.

Appel moved, Surbaugh seconded to allow WPS to block off Garrett Bay Hill in the boat launch area on Garrett Bay Road for the purpose of wire burial with minimal disruption to the residents of the area. **Carried 5 - 0**

The committee addressed traffic concerns on **North Bay Drive** including signage in the right of way, and will revisit at a future meeting.

The committee will discuss creating a Town ordinance to establish a 25mph speed limit on **Old School Road** at a future meeting.

Correspondence: none

Future Meeting(s): The next meetings were scheduled for September 9, 2024 and October 7, 2024 at 8:00am.

Surbaugh moved, Appel seconded to adjourn at 9:15am. **Carried 5 - 0**

Respectfully submitted,
Pamela Donart-Welcome, Clerk/Treasurer

Pending approval at next meeting.

Possible text amendments to Ord 15-23:

“...all trees brush and stumps shall be removed from the right of way to a minimum of 40 feet and a maximum of 66 2/3 feet in total width.”

“...deviation may occur to address safety” (or “...in consideration of safety...”).

“...other factors such as dead or dying tree removal, growth that may affect future maintenance of the roads, and public safety issues may influence adjustments to the standard guidelines.”

TOWN OF LIBERTY GROVE
DRAFT ORDINANCE __-24 (to amend Ord 15-23)

STANDARDS FOR CONSTRUCTION AND ACCEPTANCE OF TOWN ROADS

The Town Board of the Town of Liberty Grove (hereinafter referred to as “the Town”), in the County of Door, State of Wisconsin, does hereby ordain as follows:

This Ordinance supersedes all previous Ordinances pertaining to the construction of Public Roads and Public Road standards

Section 1. Purpose.

The rules and regulations set forth in this Ordinance are to establish standards for the construction of roads within the Town, to enhance the general safety of roads and promote efficient and sound road construction standards for the general welfare of the Town.

Section II. Definitions.

1. Town Road: a public thoroughfare for which work has to be done in its construction and maintenance, including but not limited to clearing, excavating, filling, leveling, compacting, paving, crack filling and chip sealing.
2. Private Road: a road that has been or is to be constructed that serves private residences or businesses and for which the same amount of work may or may not have been done as that for a Town Road.

Section III. Permits.

1. Anyone who wishes to build a road in the Town shall first apply in writing for a permit from the Liberty Grove Town Board, in a form satisfactory to the Town.
2. A \$50 permit fee shall accompany the application, which amount may be changed by Town Board action without amendment to this Ordinance.
3. The Town Administrator, or his/her designee shall first inspect the area on which the road is to be built. Plans, surveys, and maps shall be furnished and the road staked prior to Administrator inspection. Upon satisfaction that the proper criteria have been met, a permit shall be issued, signed by the Administrator and Town Chairman.
4. A road permit shall be good for one year. If construction is not begun within one year, a new permit must be applied for, and the appropriate fee paid.

Section IV. Road Standards.

1. Width
 - a. Right-of-way width shall be four (4) rods, that being 66 2/3 feet
 - b. Surface (traveled) width shall be 20 feet on a minor side road, and 22 feet on a major connecting road
 - c. Shoulder width shall be 3 feet per side, consisting of gravel material
2. Grade
 - a. A 2% grade from center to the edge of road shall be maintained
 - b. Maximum grade shall be 6-7-9
 - c. Maximum horizontal curve 7 – 30
3. Visibility
 - a. The road shall be visible for 350 feet at the intersection with a Town, County or State Road.
 - b. No object over 2 ½ feet in height above the road and within 25 feet of the intersection will be allowed if it obstructs the view. The only exceptions will be stop signs, street signs and other traffic control signs of this nature.

2. Maintenance of a Private Road shall be the sole obligation of the adjacent owners of the Private Road.
3. Property owners along a Private Road selling a lot shall furnish a letter to the prospective buyer stating that the road is private and not maintained by the Town.

Section VII. Penalties.

Penalties for violations of any provision of this Ordinance shall be not less than Two Hundred Fifty Dollars (\$250.00) nor more than Five Hundred Dollars (\$500.00), plus the costs and disbursements of prosecution, for any violation which occurs under the terms of this Ordinance. Each violation of any section constitutes a separate offense.

Section VIII. Conflicting Ordinances.

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

Section IX. Severance Clause.

The 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, such decision shall not affect the validity of the remaining sections, sentences, clauses or phrases of this Ordinance.

Section X. Interpretation.

The provisions of this Ordinance shall be liberally construed in favor of the Town and shall not be construed to be a limitation on or repeal of any other power granted the Town under the Wisconsin Statutes.

Section XI. Adoption.

This Ordinance shall take effect upon passage and publication as provided by law. Adoption of this Ordinance by the Liberty Grove Town Board does not preclude the Town Board from adopting any other Ordinance or providing for the enforcement of any other law or Ordinance relating to the same or other matter. Issuance of a citation hereunder shall not preclude the Town Board or any Authorized Officer from proceeding under any other Ordinance or law or by any other enforcement method to enforce any Ordinance, citation or order.

Adopted at a regular meeting of the Town Board of the Town of Liberty Grove, Door County, Wisconsin, this __ day of September 2024.

I, Pamela Donart-Welcome, 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 September 2024 by the Liberty Grove Town Board.

Amended this __ day of September 2024.

Pamela Donart-Welcome, Clerk/Treasurer

TOWN OF LIBERTY GROVE
DRAFT ORDINANCE __-24

Establishment of Speed Zone on Town Road

The Town Board of the Town of Liberty Grove, Door County, Wisconsin, does ordain as follows:

Section 1. Any previously established speed limit on Old School Road is hereby rescinded.

Section 2. A traffic investigation having been made on the following described Town Road, the maximum permissible speed at which vehicles may be operated on said road, which speed is herewith established as reasonable and safe pursuant to Section 349.11, Wisconsin State Statutes, shall be as set forth herein, upon the erection of standard signs giving notice thereof:

Town Roads, Town of Liberty Grove, Door County, Wisconsin. **Twenty-five** miles per hour for all vehicles on the following specified Town road:

Old School Road from its intersection with State Highway 42 north westerly, then westerly to its intersection with Garrett Bay Road.

Section 3. Any person violating any provision of this ordinance may be fined not less than \$20 nor more than \$200.

Section 4. This ordinance shall become effective upon passage and publishing according to law.

Adopted at a regular meeting of the Liberty Grove Town Board on the __th day of ____ 2024.

Janet Johnson, Town Chairman

I, Pamela Donart-Welcome, Clerk/Treasurer of the Town of Liberty Grove, Door County, WI. hereby certify that the above ordinance was adopted on the __th day of ____ 2024, by the Town Board of the Town of Liberty Grove, Door County, Wisconsin.

Dated this __th day of ____ 2024

Pamela Donart-Welcome, Clerk/Treasurer

PROCEDURES TO ABANDON A PUBLIC HIGHWAY

Six or more resident freeholders apply to the town board to discontinue a highway. Deliver the signed application in writing to the town clerk with the following:

- a. Legal description of the highway
- b. Scale map of the land affected.

OR: Town Board may introduce a resolution with the same as (a) & (b).

Town board provides a notice to meet and conduct a hearing

Board or applicant publishes a class 3 notice under ch. 985 and 30 days before the hearing give notice to the following under s. 82.10(4):

- a. Owners of record of lands through which the highway passes
- b. Owners of all lands abutting the highway
- c. Department of Natural Resources
- d. County land conservation committee
- e. Secretary of transportation

Board or applicant bear the cost of publication.

Lis Pendens. Board or applicant file a Lis pendens: Board within 10 days of the resolution, applicant under s. 840.11.

Town supervisors personally examine the highway then hold a public hearing to decide whether the application is in the public interest. Affidavit must be filed that the notices in s. 82.10 (4) have been given.

The Town Board makes determination on the application or resolution within 90 days after receipt of the application or resolution.

If the board determines to discontinue, it shall issue a highway order, to be recorded with the register of deeds and shall be filed with the town clerk. Town clerk submits a certified copy of the order to the county highway commissioner.

A determination to not issue a highway order is final for one year.

If discontinued, the land reverts to the owner from which it came—if that cannot be determined, the land is equally divided between the owners on each side of the highway.