

TOWN OF LIBERTY GROVE PUBLIC MEETING

Highway Committee Meeting

Date: March 31, 2025

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 3/3/25
5. Public input
6. Bids/quotes on 2025 Paving—open, consider recommendation
7. Consider roads for 2025 chip sealing
8. Report on Status of current projects-Town Staff
9. Amend Ordinance 15-23 including Major vs. Minor roads
10. Correspondence
11. Future meeting date(s)
12. 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.

DRAFT
(subject to change until final approval by the Committee)
Town of Liberty Grove
Minutes of the Highway Committee meeting on March 3, 2025

Agenda:

1. Call to order
2. Declaration of Quorum
3. Approve Agenda
4. Approve minutes from 2/10/25
5. Public input
6. Bids/quotes for 2025 paving
7. Drainage grate on Cedar Shore Rd
8. Speed limit on Old Stage Rd
9. Door Bluff Rd street sign needed
10. Amend Ordinance 15-23 Guidelines on Right of Way Maintenance
11. Report on Status of current projects-Town Maintenance Crew
12. Correspondence
13. Future meeting date(s)
14. Adjourn

Chairman Dale Stewart called the meeting to order at 8:01am. Committee members Jay Olson, Billy Appel, Bill Surbaugh and Bud Kalms were present. Clerk/Treasurer Pamela Donart-Welcome, and 37 members of the public were also in attendance.

Appel moved, Olson seconded to approve the agenda as amended to move Item #5 Public Input to follow Item #11 Report on Status of current projects-Town Maintenance Crew. **Carried 5 - 0**

Surbaugh moved, Olson seconded to approve the 2/10/25 minutes as presented. **Carried 5 - 0**

Surbaugh moved, Olson seconded to approve the list of roads as presented for soliciting bids/quotes for paving in 2025. **Carried 5 - 0**

Item #7 was postponed to a future meeting, pending further research on available options.

Surbaugh moved, Appel seconded to table discussion on the speed limit on Old Stage Rd. **Carried 5 - 0**

Olson shared that the Town Crew is in possession of the Door Bluff Rd street sign, and will install once the buried power lines are marked by WPS.

Chairman Stewart shared that a resident recently posted on social media a misunderstanding of the intention of amending Town Ordinance 15-23 (which has been an enforced public document since it was adopted by the Town Board on October 4, 2023). He stated that he has been on the committee since 2017, and has never known anyone wanting to “clear cut all the Town roads to 66’.” He clarified that the 40’ clear zone described in the ordinance is divided as follows:

20’ of travel surface (10’ per lane from center), 6’ of shoulder (3’ per side of road), leaving 14’ (7’ clear zone on either side of the road right of way). Some of the Town roads are wider than 20’ of travel surface,

and the intention of the committee is to recommend updates to the ordinance with language to allow for the existing roads that are as wide as 26' of travel surface. The existing right of way can vary from 25' to 66 & 2/3' total width, and at no time is the Town intent on clear cutting beyond the right of way on any roads onto private property, and any clearing is only done to ensure safety of travel, and to preserve the longevity of Town roads. Appel shared that existing crash data shows damages and personal injury from accidents along roads increase when trees are involved vs vehicles running off into a cleared right of way. Olson clarified that roads perpetually shaded by growth don't dry out enough, and the sustained moisture prematurely deteriorates the road surfaces. Surbaugh clarified that no clearing is ever done on private property. Appel shared that the Town is only looking to clarify the wording in the ordinance and not looking to push the maximum allowable boundary of the right of way. After committee member statements, they continued to review both Ordinance 15-23 Standards for Construction and Acceptance of Town Roads and the internal Road Maintenance Policy that was adopted Aug 1, 2012 to ensure they are not conflicting, and considered amendments to update both documents for roads that are wider than 20 feet, as well as eliminate confusion. **No changes will take effect until a final draft is approved at a future meeting and recommended for final approval by the Town Board.**

Current projects: Crew Chief Olson reported roads are ready for paving in Spring, and Road Weight Limits are in effect and the list is published on the Town's website.

Public input: Terrie Cooper of Rustic Lane suggested clarifying "minor" and "major" roads in the ordinance. Beth Coleman of Ranch Lane suggested defining the word "deviation" in the ordinance. Nancy Goss of Timberline Road reminded the attendees of the amount of care and research that this committee and the Town Board go through before anything is finalized, and great care is always taken when drafting ordinances. Brian Smith of Old Stage Road expressed concern about a future time when the road in front of his house might need to be widened in front of his home, and how it may affect a tree on his property. Donna Scattergood of Beach Road suggested clarifying words to the ordinance to specify "40' on a 20' road," and "66 & 2/3' on a 26' road." Cathy Ward of E Green Road reiterated that she has also heard confusion regarding the speed limit on Old Stage Road due to lack of signage.

Correspondence: Kalms shared another communication from Paul Schwengel regarding people speeding on Highway 42 through Gills Rock, letters of concern from both Carl Madsen and Donna Lee regarding the agenda item# 10, and an offer from Ayers to do the road-rating for the Town at a cost of \$7,600.

Future Meetings: The next meetings were scheduled for 8:00am on March 31st, May 5th, and June 22nd, 2025. There will be no April meeting.

Olson moved, Appel seconded to adjourn at 9:25am. **Carried 5 - 0**

Respectfully submitted,
Pamela Donart-Welcome, Clerk/Treasurer
Pending approval at next meeting.

March 31 2025

Liberty Grove Highway Committee

Roads to chip seal 2025

	A	B	C	D	E	F	G
1							
2							
3	2025 roads to consider	Nov 2023					
4	for chip seal:	rating		Length (miles)	Cost/mile	Cost /mi	
5	Settlement	9	STH 57 to Townline	0.90	\$25,000.00	\$26,000	
6	Woodcrest	7	Flint Ridge to Old Stage	0.50	22,500.00	23,400.00	
7	Pioneer	4	E of STH 57 for .35 mi.	0.50	12,500.00	13,000.00	
8	Old Lime Kiln	5	E of STH 57 for .80 mi.	0.35	8,750.00	9,100.00	
9	E Door Bluff	5	Garrett Bay to Door Bluff	0.80	20,000.00	20,800.00	
10	Ranch Ln	8	Lakeview to terminus	0.75	18,750.00	19,500.00	
11	Timberline	9	Europe Bay to STH 42	0.24	6,000.00	6,240.00	
12	Europe Lake	8	Timberline to E Lake Water	2.00	50,000.00	52,000.00	
13				0.87	21,750.00	22,620.00	
14							
15							
16							
17	Totals			6.41	160,250.00	166,660.00	
18	Budget				-120,000.00	-120,000.00	
19	Difference				40,250.00	46,660.00	
20							

	A	B	C	D	E	F	G	H
1	Paving:	Miles	NEA \$	DC Hwy \$		Budget		
2								
3	Europe Bay	0.95				156,750.00		
4								
5	Porcupine Bay Hill	0.25				41,250.00		
6								
7	North Appleport	0.90				148,500.00		
8								
9	Appleport	0.98				161,700.00		
10								
11	Wildwood	1.15				345,605.00		
12								
13	TOTAL	4.23	0.00	0.00		853,805.00		
14	N Badger(Alt)	0.18						
15								
16								
17	Totals	4.41	0.00	0.00	0.00	853,805.00		
18								
19	**TOT PAVE**							
20								