

TOWN OF LIBERTY GROVE PUBLIC MEETINGS

Economic Development Committee *via Zoom*

Date: January 25, 2022

Time: 6:00 PM

Place: Town Hall, 11161 Old Stage Road *via Zoom*

Agenda:

1. Call to order
2. Roll call
3. Approve Agenda
4. Approve Minutes: 12/14/21
5. Public Input
6. DCEDC update
7. Broadband update
8. Food Trucks on Town Property
9. Status of house at 12695 Highway 42
10. Future meeting
11. Adjourn

All agenda items will include discussion and possible action. Deviation from listed order may occur

***Audience members must ask for permission, during public input, to speak on agenda items ***

Anastasia Bell, 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. Town of Liberty Grove is inviting you to a scheduled Zoom meeting (teleconferencing). To Join Zoom Meeting enter the following on your computer:

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Town of Liberty Grove
Minutes of the Economic Development Committee meeting on December 14, 2021

(This meeting was correctly posted)

Agenda:

1. Call to order
2. Roll call
3. Approve Agenda
4. Approve Minutes: 9/14/21
5. Public Input
6. DCEDC update
7. Bay Lake Regional Planning Update and Services Available for the Town
8. Broadband update
9. List of information to use in deciding to establish a business in the Town
10. Future meeting
11. Adjourn

Chair John Lowry called the meeting to order at 6:02pm. Committee members Andrew Gantman, Chuck Scheckel, Dave Studebaker, and Alan Kroll were present along with Clerk/Treasurer Anastasia Bell, Deputy Clerk/Treasurer Doug Curzon and 3 members of the public via Zoom.

Lowry moved, Studebaker second to approve the agenda as posted. Carried 5-0.

Studebaker moved, Kroll second to approve the 9/14/21 minutes as presented. Carried 5-0.

Public – None.

DCEDC Update – Steven Jenkins reported that they're working with WHEDA on an affordable housing competition and the 2022 DCEDC budget will be discussed soon.

Baylake Regional Planning – Sydney Swan provided a presentation identifying the services offered. She noted that some programs are free. The projects typically have a fee, but there is a grant program available to received 20-40 hours towards a project. Baylake also works with DCEDC by completing applications or finding data to make projects happen.

Broadband – Studebaker reported that the study is complete, the Technology Committee has recommended the Town Board seek funding for Town-wide Broadband and the grant with Nsight is in progress. Scheckel noted it may work better if municipalities throughout the County work together. Jenkins noted that the County is proposing to hire an employee to manage the Finley project at which time DCEDC will be required to step away.

Establishing Business in Town – Jenkins reported that a directory of businesses will be on their new website and internet is an obstacle for new businesses. A list of Town/County contacts may be helpful to those seeking to establish a business within the Town. It was noted that creating a list of possible businesses for every parcel would be challenging since the Town is under County zoning.

The next meeting will be January 11, 2022 at 6:00pm via Zoom

Lowry moved, Scheckel second to adjourn at 7:27pm. Carried 5-0.

Respectfully submitted,
Anastasia Bell, Clerk/Treasurer

Key notes from interview with Wally & Tracy Vartanian, owners of Wally's Weenie Wagon, a northern Door County based food truck business.

1. Selecting a business location:

Single most important factor in determining a location is finding a community that welcomes food truck businesses, especially the local restaurant and bar establishments.

- Baileys Harbor is one such community, and that is why Wally's has established their business on the Cornerstone property.
- Neighboring bars and restaurants benefit from food truck businesses, as people are more likely to stay in town longer if they can get a 'grab and go' style lunch.
- There are several food trucks operating within Baileys Harbor.
- Lack of community support makes it very difficult if not impossible to operate, and Wally's faced lack of support from two local municipalities before landing in Baileys Harbor.

Wally strongly recommends that the local establishments in Ellison Bay be made aware of the potential food truck court should the plan come to fruition.

Traffic or population counts were of no concern in the planning and location selection for Wally, as the food truck business in Door County is seasonally driven and all of the towns in Northern Door experience heavy tourism volume. Being located on or within close proximity to a state highway does bring the benefit of increased awareness of the establishment.

2. Finding a Commissary, or 'Home Base':

Food truck businesses are required by law to have a commissary, a place where they can prepare and store food and other supplies. The commissary is considered the food truck's home base, and the food truck business must obtain a license at the commissary in addition to the license for the food truck itself. Food trucks are most often allowed to park overnight on commissary grounds.

- Wally's commissary is NWTC in Sister Bay, but the available space there is limited.
- NWTC charges a very reasonable rate to Wally's. The rental fee is broken down monthly between a seasonal rate (May-October) and a non-seasonal rate (November-April).
- Ellison Bay's location may be of some concern, as it may be quite a distance from an available commissary if NWTC does not have available space.

3. Food Truck Business Amenities:

Food truck businesses may vary considerably when it comes to the amenities that they are seeking. Therefore there are several things to be aware of while going through the process of establishing a food truck court.

- A proper gray water disposal site. Must dispose of gray water after every business day.
- On site fresh water source.
- Restrooms/porta potties.
- Electrical power supply must be available for up to 220 volts and many various amperage configurations.
- Many food truck businesses have their own generators. Wally's has a 7,000-watt generator that is rated as very quiet. Most generators could pose as a noise nuisance, especially if there are multiple businesses using generators on a single site.
- Adequate seating area. Wally recommends fairly heavy items that are both secure and not easily moved, such as picnic tables. Light tables and folding chairs are often moved all over the premises by customers, which can be unsafe and make the grounds appear disorderly.
- Proper WIFI reception to process payments by debit and credit cards is a necessity, as cash spending continues to decline.

4. Landlord/Lessee Arrangements:

The rental agreement is another topic that may vary significantly from one case to another and must be carefully thought out to protect both the Town's and the food truck business' best interests.

- Wally said that food trucks in general like to see a set rental fee, preferably by month, as opposed to a rental rate determined by a percentage of the food truck's sales.
- If there will be multiple food truck businesses operating on the property, the Town may need to find a way to meter each business' electrical usage separately to bill each business for their share of the electric bill.