

TOWN OF LIBERTY GROVE ANNUAL MEETING

April 21, 2026 AT 7 PM

LIBERTY GROVE TOWN HALL

**This is a meeting of the Town electors as set by statute. Powers of the Town meeting are as listed in
Ch. 60.10, Wis. Stats.**

Order of business:

1. Call to order
2. Pledge of Allegiance
3. Administer oath of office to recently elected or appointed Town officials.
4. Consider approval of meeting minutes:
 - A. Minutes of 4/15/2025 Annual Meeting
 - B. Minutes of 11/15/2025 Special Town Meeting
5. Consider approval of 2025 Annual Report—CLA Accounting Firm
6. Update on Town committees
 - A. Highway
 - B. Park & Property
7. Update on Townwide Broadband
8. Business from Town Electors
9. Chairman Comments
10. Set 2027 Annual Meeting for 7 PM on April 20, 2027.
11. Adjourn

Pamela Donart-Welcome, Clerk/Treasurer

DRAFT

MINUTES of the ANNUAL TOWN MEETING on April 15, 2025

Janet Johnson called the meeting to order at 7:00pm. There were 21 electors present.

Clerk/Treasurer Pamela Donart-Welcome swore in the newly elected Town Board Chair Nancy Goss, and Supervisors Janet Johnson and Cathy Ward.

Dave Westen moved, Billy Appel seconded to approve the minutes of the Annual meeting held on April 16, 2024. **Carried by voice vote**, no nays heard.

Dave Westen moved, Dave Studebaker seconded to approve the minutes of the Special Town meeting held on November 13, 2024. **Carried by voice vote**, no nays heard.

2024 Annual Audit Report – Megan Hovell, CliftonLarsonAllen LLP, presented a draft of the annual audit. She referenced items on the following pages for clarification: p. 4 (CLA issued a clean, un-modified opinion of the Town of Liberty Grove, which is the best opinion that they can offer), p. 8 (contains all of the Town's long-term activities), p. 11 (CLA noted the Town had a healthy cash balance at the end of the year, and a good "unassigned" balance of \$1,144,900.00), p. 12 (CLA noted the Statement of Net Position is positive), p. 13 (CLA noted the Town's revenues and expenses result in a net change of positive \$168,213.00), p. 16 (CLA noted the water-sewer billing reflects what is actually being used for infrastructure and repairs & maintenance to the utility district), p. 47-52 (CLA noted the *deficiency in internal control* is very common for municipalities of our size, because the duties of clerk and treasurer are combined and performed by one person, so are not segregated; CLA prepares the financial report documents; adjustments are done via journal entries that are included in the financial statements). Meghan Hovell summarized by stating the audit did not uncover any significant or unusual transactions, and shared that the Town continues to be in good financial condition.

Nancy Goss moved, Dave Westen seconded to approve the **2024 audit** as presented by CliftonLarsonAllen LLP. **Carried by voice vote**, no nays heard.

Updates from Town Committees:

Dale Stewart, Chair of the **Highway Committee** began by reading the Highway Committee mission statement: "The Highway Committee provides recommendations to the Liberty Grove Town Board and the Town Highway Department staff, endeavoring to provide **safe** roads for vehicular traffic using the most efficient and cost-effective methods possible." He then went on to address the recent concerns of some Town residents regarding the proposed changes to Ordinance 15-23, and clarified that any updates to the language was solely meant to align better with existing policy on cutting and brushing in the right of way along the shoulders of Town roads only when necessary to ensure the safety and longevity of those roads.

Cathy Ward, Chair of the **Parks & Property Committee** shared that including Town parks, County & State parks, the beach/launch areas, Nature Conservancy land and cemeteries, nearly 18% of Door County's preserved & conserved land is in Liberty Grove. She also shared status updates on P&P projects, including the new wind phone installation at Isle View Park, the in-

progress Disc Golf Course project in Gills Rock, the improvements at little Sister Cemetery, and the environmental studies & required remediation prior to building removal at Mariner Park.

Janet Johnson, Town Board Chair, gave an update on the **Townwide Broadband project**. She noted that in February, the Town signed a memorandum of understanding with Frontier to put in place town-wide fiber internet with residence speeds up to 7G up & down, and small business speeds of at least 2G up & down at total cost of approximately \$20 million. Service costs would start at \$65/mo for regular residential service. Frontier has agreed to cover 18% of the cost, the Town 31% of the cost, and BEAD grant funding covering 51% of the cost. The Town is in contact with Frontier on a regular basis, and at their last conversation, all the paperwork is being submitted on time, and we should hear the BEAD award results by mid-July. Once the funding comes through, Frontier is ready to begin the installation process.

Town Elector Business –in response to the good report form the Auditors, Dave Westen of 10697 Sumac Lane thanked the Town Board, the staff, and the Committees for using our taxpayer money wisely.

Chairman Comments – Town Board Chair Janet Johnson thanked everyone who could attend this meeting to understand not only how our tax money is spent, but also all the work of our Committees. She said it's been an honor to serve as Liberty Grove's first female elected Chairman of the Board. She also wanted to thank the Town maintenance crew, office staff for all that they do. And gave special thanks to our Town Administrator we've had for the last 43 years. She mentioned the importance of participating in our Town government, and encouraged younger folks to run for Town office to make a difference, and plan the future of Liberty Grove.

Dale Stewart moved, Walter "Bud" Kalms seconded to set the 2026 Annual Meeting to be held on April 21, 2026. **Carried by voice vote**, no nays heard.

Janet Johnson moved, Bud Kalms seconded to **adjourn** the 2025 Annual Meeting at 7:59pm. **Carried by voice vote**, no nays heard.

Respectfully submitted
Pamela Donart-Welcome, Clerk/Treasurer

DRAFT

Town of Liberty Grove
Minutes of the Special Town Meeting on November 12, 2025
(this meeting was correctly posted)

Agenda:

1. Call to order by chairman
2. Adopt the 2025 total Town tax levy to be collected in 2026 pursuant to § 60.10(1)(a) of Wis. Statutes, that amount to be \$2,600,961.00
 - a. Motion and second by any elector in attendance. Vote by voice or show of hands—Clerk to record number of votes aye and nay
3. Adjourn

Chairman Janet Johnson called the meeting to order at 6:03pm. There were 12 electors present.

Dave Westen moved, Dave Studebaker seconded to adopt the 2025 Town of Liberty Grove tax levy to be collected in 2026 pursuant to Wis. Statutes in the amount of \$2,600,961.00. By hand count, there were 12 ayes and no nays. **The motion passed.**

Without any further comments, Chairman Goss adjourned the meeting at 6:03 pm.

Respectfully submitted,
Pamela Donart-Welcome, Clerk/Treasurer

POWERS OF A TOWN MEETING – State Statute 60.10

State Statute 60.11(6) Jurisdiction. An annual town meeting may transact any business over which a town meeting has jurisdiction.

Raise money, including levying taxes, to pay for expenses of the town, unless the authority has been delegated to the town board under sub.(2)(a)

Fix the compensation of elective town offices under 60.32, unless the authority has been delegated to the town board under sub.(2)(k).

Combine the offices of town clerk and town treasurer under 60.305(1)

In a town with a population of 2,500 or more, provide for the appointment by the town board of the town clerk, town treasurer, or both, or of the combined office of town clerk and town treasurer under 60.305(1), at a level of compensation to be set by the board that may not be reduced during the term to which the person is appointed.

Combine the offices of town clerk and town assessor under 60.305(2).

Establish or abolish the office of town constable and establish the number of constables. Abolition of the office is effective at the end of the term of the person serving in the office.

Designate the office of town clerk, town treasurer or the combined office of clerk and treasurer as part-time under 60.305(1)(b).

Designate town board supervisors as full-time officers.

Adopt a plan under 5.60(6) to elect town board supervisors to numbered seats.

Provide under 8.05(3)(a) for the nomination of candidates for elective town offices at a nonpartisan primary election.

Authorize the acquisition and conveyance of cemeteries under 157.50(1) and (3).

Approve agreements to employ an administrator for more than 3 years under 60.37(3)(d).

Establish the hourly wage to be paid under 60.37(4) to a town employee who is also an elected town officer, unless the authority has been delegated to the town board under sub.(2)(L).

Directives or grants of authority-can be ongoing or for a single purpose and is in force until rescinded. By resolution the town meeting may:

- Authorize the town board to raise money, including levying taxes, to pay for expenses of the town.
- In a town of 2,500 or more, direct the town board to increase the membership of the board under 60.21(2).

- Authorize the town board to exercise powers of a village board under 60.22(3). A resolution adopted under this paragraph is general and continuing.
- Authorize the town board to issue general obligation bonds in the manner and for the purposes provided by law.
- Authorize the town board to purchase any land within the town for present or anticipated town purposes.
- Authorize the town board to purchase, lease or construct buildings for the use of the town, to combine for this purpose the town's funds with those of a society or corporation doing business or located in the town and to accept contributions of money, labor or space for this purpose.
- Authorize the town board to dispose of town real property, other than property donated to and required to be held by the town for a special purpose.
- In a town located in a county which has enacted a zoning ordinance under 59.69, authorize under 60.62(2), the town board to enact town zoning ordinances under 61.35.
- Authorize the town board to engage in watershed protection, soil conservation or water conservation activities beneficial to the town.
- Authorize the town board to select assessors by appointment under 60.307(2).
- Authorize the town board to fix the compensation of elective town offices under 60.32(1)(b).
- Authorize the town board to establish the hourly wage to be paid under 60.37(4) to a town employee who is also an elected town officer, other than a town board supervisor.

The town meeting may authorize the town board to appropriate money in the next annual budget for:

- The conservation of natural resources by the town or by a bona fide nonprofit organization under 60.23(6).
- Civic and other functions under 60.23(3).
- Control of insect pests, weeds or plant or animal diseases within the town.
- Posting signs and otherwise cooperating with the county in the establishment of a rural numbering system under 59.54(4) and (4m).
- Improve the town cemetery under 157.50(5).

The terms "authorize" and "direct" are not used interchangeably. A town meeting that authorize(s) and act(s) gives the town board permission to do the act within its discretion, but if it "directs" that act be done, the action is mandatory.