

TOWN OF LIBERTY GROVE PUBLIC MEETING

Amended

March Board Meeting

Date: Wednesday, March 3, 2021

Time: 7:00 PM

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

Agenda:

1. Call to order
2. Declaration of a quorum followed by pledge of allegiance
3. Approve agenda
4. Adjourn to closed session per Stat. 19.85 (1)(e): deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session—land purchase parcel 018-40-0001
5. Reconvene into open session
6. Announcements from closed session, if applicable
7. Approve minutes: 2/17/2021
8. Approve payment of bills
9. Administrator report
10. Discussion and possible action: 5-year plan review and first actions
 - a. Creation of a request for proposal to evaluate current facilities
 - b. Disposal of real property at 12695 & 12689 Highway 42
11. Consider Ordinance 1-21: Regulating Certain Activities on Town Property
12. Consider driveway access from Kenosha Drive
13. Consider bids for paving and chip sealing projects in 2021
14. Consider Plan Commission recommendation to investigate Granicus as a compliance monitoring company for STRs
15. ****Consider Technology Committee recommendation related to 2018 Grant expenses****
16. Correspondence
17. Future meetings
18. Adjourn

****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:

<https://us02web.zoom.us/j/87410461599?pwd=ZndVUmtKdGFjZTE1anYyYbEc0UHFwUT09>

Meeting ID: 874 1046 1599

Password: 864340

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/join>. 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 Town Board meeting on February 17, 2021
(this meeting was correctly posted)

Agenda:

1. Call to order
2. Declaration of a quorum followed by pledge of allegiance
3. Approve agenda
4. Adjourn to closed session per Stat. 19.85 (1)(e): deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session—land purchase parcel 018-40-0001 and §19.85 (1)(g): Confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved—wastewater treatment plant
5. Approve minutes: 1-20-21 Board meeting
6. Administrator Report
7. Approve payment of bills
8. Treasurers report
9. Public input
10. Update on Door County North activities
11. Utilities Committee report
12. Consider recommendation from Mariners Park ad hoc: disposition of building(s) at Mariners Park at Gills Rock
13. Pursuant to Wis. Stats. § 60.12(1)(c) and 60.10 (2)(e), call for a special town meeting to authorize disposal of real property at Mariners Park at Gills Rock.
14. Appoint Liberty Grove representative to DCTZ
15. Discussion and possible action: transient business operations on Town property
16. Consider recommendation from Parks and Property Committee: seasonal & transient fees
17. Discussion and possible action: 5-year plan review and first actions
18. Correspondence
19. Future meetings
20. Adjourn

Chairman John Lowry called the meeting to order at 6:58pm. Supervisors Janet Johnson, Cathy Ward, Nancy Goss, and Lou Covotsos were present along with Administrator Walter Kalms Clerk/Treasurer Anastasia Bell via teleconference (Zoom).

Lowry moved, Ward second to approve the agenda with the addition of “announcements of closed session if any after the closed session, and removal of #10, Door County North update. Passed 5-0.

Lowry moved, Goss second to Adjourn to closed session per Stat. 19.85 (1)(e): deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session—land purchase parcel 018-40-0001 and §19.85 (1)(g): Confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved—wastewater treatment plant. Roll call with Johnson, Lowry, Goss, Covotsos, and Ward voting aye, no nays. Passed 5-0.

Closed session items were discussed.

Lowry moved, Ward second to reconvene into open session. Roll call with Goss, Covotsos, Lowry, Ward, and Johnson voting aye, no nays. Passed 5-0.

Announcements of Closed Session – Covotsos moved, Goss second that the Town Board authorize reimbursing the Village of Sister Bay a sum of \$1,641.59 (plus interest), which is half of the professional fees the Village already paid to Robert E. Lee and that such amount be deducted from the amount that the Village will pay to the Town as per a court ordered settlement or a court decree in the matter of the ownership of the wastewater treatment plant litigation for the proceeds due to the Town from the sale of the Larson Property. Passed 4-1 with Lowry voting nay.

Johnson moved, Ward second to approve the minutes from 1/20/21 as presented. Passed 5-0.

Administrator Report – Kalms reported that the MSHA mining class was completed virtually this year, the audit is in process, the Post Office has a new toilet, a primary was held on 2/16/2021, we're committed to purchase 700 tons of salt, and the Land trust is removing the cattails at the Grand View.

Payment of bills – Kalms reported that the shoreline protection was over bid due to additional stone needed and there are funds available in lines 82-shoreline protection, 116-Gills Rock Waterfront, and 163-capital Parks & Property of the 2021 budget. **Lowry moved, Ward second** to approve the payment of bills as verbally presented noting that the Payne & Dolan project was over bid. Passed 5-0.

Treasurer's report – Bell reported the following balances in the Town accounts at the end of January 2021:

Municipal Checking	5,383,318.46
Money market acct.	648,836.61
Checking	235,172.54
Utility Dist.	565,428.33

As of January 31, 2021, total in all Town accounts was \$6,832,755.94. **Lowry moved, Johnson second** to approve the Treasurer's report as presented. Passed 5-0.

Public input – None.

Door County North Update – None.

Utilities Committee report – See announcement from closed session.

Disposition of building(s) at Mariners Park at Gills Rock – Ward reported that the ad hoc committee has recommended disposal of the house and small building which is currently in ice. **Ward moved, Covotsos second** that the Town Board call for a special town meeting to authorize the disposition of buildings on Town property at 12695 & 12689 Hwy 42. Passed 5-0.

Call for a special town meeting to authorize disposal of real property at Mariners Park at Gills Rock – **Lowry moved, Ward second** that the disposal of property is included at the annual

town meeting on 4/20/2021. Passed 5-0. It was the consensus to discuss the actual disposal process at a future meeting.

Liberty Grove representative for DCTZ – Ward indicated that Jewel Ouradnik has expressed interest in being part of the Tourism Zone Committee. **Lowry moved, Ward second** that the Town Board appoint Jewel Ouradnik to the DCTZ. Passed 5-0.

Transient business operations on Town property – Goss reported that this was briefly discussed at the Plan Commission due to a request and the original requestor does not intend to operate in 2021. It may be best to maintain the current ordinance which doesn't allow commercial business on Town property. Kalms noted the ordinance should be revisited due to activities at the Marina.

Seasonal & Transient Fees – Ward reported that the Parks Committee is recommending an increase to Seasonal and Transient Fees at the Ellison Bay marina for the 2021 season with the fees to be reviewed again in one year. **Ward moved, Lowry second** to increase the seasonal slip rental at the Ellison Bay Marina to \$1,000 for craft up to 20 feet and \$50 per additional foot over the 20 feet. Passed 5-0. **Ward moved, Lowry second** to increase transient slip rental fees at the Ellison Bay marina to \$30 per night for craft up to 20ft and an additional \$1.50 for craft over 20ft. Passed 5-0.

5-year plan review and first actions – Lowry requested this be discussed in March and the Board create a request for proposals to include evaluation of the Women's Club and Mariners Park at Gills Rock.

Correspondence – The Door County WTA district meeting will be hosted by the Town on 2/25/2021 at 6:00pm.

The next Town Board meeting will be Wednesday, March 3, 2021 at 7:00pm. The Annual Town meeting will be Tuesday, April 20, 2021 at 7:00pm.

Lowry moved, Ward second to adjourn at 8:46pm. Passed 5-0.

Respectfully submitted,
Anastasia Bell, Clerk/Treasurer

ORDINANCE NO. 1-21 3-19
AN ORDINANCE REGULATING CERTAIN ACTIVITIES ON IN TOWN PROPERTY PARKS

The Town Board of the Town of Liberty Grove, Door county, Wisconsin, pursuant to Section 60.22(1), Wisconsin Statutes, does hereby ordain as follows:

Ordinance 1-85 is hereby repealed.
Ordinance 3-86 is hereby repealed.
Ordinance 6-05 is hereby repealed.
Ordinance 1-16 is hereby repealed
Ordinance 1-17 is hereby repealed
Ordinance 3-19 is hereby repealed

Sec. 1. Purpose.

To enact an ordinance regulating certain activities in the properties and grounds of the Town of Liberty Grove, Door County, Wisconsin, in order to provide for the proper use and enjoyment, safety and protection of the users of said properties and grounds.

Sec. 2. Definitions.

- (a) "Dog" means any canine regardless of age or sex.
- (b) "Cat" means any feline regardless of age or sex.
- (c) "Town Park" means any Town Park, property and launch ramp located in the Town of Liberty Grove including those Town parks known as : Mariner Park at Gills Rock, Ellison Bay Community Center; Fitzgerald, Sand Bay, Porte Des Mortes, Will's Park, Hotz Memorial, Grand View, Wisconsin Bay Town Parks; and the Ellison Bay, North Bay, Garrett Bay and Europe Lake launch ramps.
- (d) "Alcohol Beverages" means fermented malt beverages and intoxicating liquor as defined in Chapter 125, Wis. Stats., which definitions are adopted herein by reference.
- (e) "Personal effects" includes but is not limited to watercraft, trailers, vehicles, recreational equipment, and other items that are not the property of Liberty Grove.

Sec. 3. Curfew.

No person may enter, use, leave personal effects at, or remain in any Town Park in the Town of Liberty Grove between the hours of 10:00pm and 6:00am., for any purpose, without the written permission of the Town Board of Supervisors of the Town of Liberty Grove or their designee. This section does not apply to seasonal/transient dockage, and no agent or employee of the Town shall participate in the launching of any watercraft.

Sec. 4 Dogs/Cats.

No cats shall be allowed in any Town Park at any time. Dogs are allowed in Town **P**arks and launch areas on leash only and are not allowed on the beach areas.

Sec. 5. Alcohol Beverages.

No alcohol beverages shall be consumed by any person in any Town Park between the hours of 10:00 pm and 6:00 am without the written permission of the Liberty Grove Town Board.

Sec. 6. Launching and Storing of Boats.

No motorboat, sailboat, canoe, kayak, launch or any other boat or watercraft or equipment of any kind shall be parked, left unattended, stored or kept upon property of the Town, including any Town Park as specified above, other than in designated parking areas, such areas and times to be specified by written permission of the Town Board or its designee. Any watercraft or equipment left on Town

property unattended or after the hours specified in Section 3 of this ordinance shall be subject to removal, towing charges, and fines to be paid by the owner as written in Section 9 of this ordinance.

Sec. 7. Rental of ~~t~~Town ~~P~~Parks other than Ellison Bay Community Center.

Rental of the following parks is permitted by written permission of the Town Board of Supervisors of the Town of Liberty Grove or their designee: Gills Rock Park, Wills Park, Mariner Park at Gills Rock, and Fitzgerald Park. These parks will remain open to the public for general use. Fees to rent these parks applies and are listed in the ~~T~~town's current fees schedule.

Sec. 8. Operation and Launching of Boats in Ellison Bay Community Center.

No person shall operate or launch any motorboat, sailboat, canoe, launch or any other boat or watercraft of any kind within the swimming area of the Ellison Bay community Center. The swimming area is defined as the area bounded by the Community Center dock, a line from the northern tip of said dock in an easterly direction for a distance of 100 feet, thence southeast to the eastern edge of the Town of Liberty Grove property line, then west along the beach to the aforementioned Community Center dock.

Sec. 9. Private Enterprise Operations

No person or company shall operate a private enterprise on any Town property.

Sec. 109. Enforcement.

- (a) This ordinance may be enforced by the issuance of a citation to any violator of this ordinance by any Sheriff or Deputy Sheriff of the County of Door, State of Wisconsin, by any State of Wisconsin officer with police powers.
- (b) In the alternative, any forfeitures imposed by this ordinance may be sued for and recovered pursuant to Chapter 778, Wis. Stats., in the name of the Town of Liberty Grove.

Sec. 110. Penalties.

~~(a)~~ Penalties for violations of provisions of this ordinance shall be not less than \$50 nor more than \$300.00 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.

Sec. 124. Conflicting Ordinances.

All ordinances in whole or in part of the Town of Liberty Grove which conflict with provisions of this ordinance are hereby repealed.

Sec. 132. Severance Clause.

~~If p~~ 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 or unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses or phrases of the ordinance.

Adopted at a regular meeting of the Liberty Grove Town Board on ~~March 3, 2021~~. Motion to adopt:

~~Second~~ Second ~~Vote: ___ aye, ___ nay.~~

I, Anastasia Bell, Clerk/Treasurer of the Town of Liberty Grove, Door County Wisconsin hereby certify that the above is a true and correct copy of an ordinance which was adopted at a properly noticed meeting of the Liberty Grove Town Board on the ~~3rd~~ day of March, 2021.

Dated this ~~3rd~~ day of March, 2021.

Anastasia Bell, Clerk/Treasurer

2018 PSC Grant Funding

<u>Proposed Budget</u>		<u>Actual Expenditures</u>	
Total Grant	\$ 237,520.00	Total spent	\$ 298,068.03
NWTC	\$ 5,000.00	NWTC (via TOLG)	\$ 5,000.00
TOLG	\$ 56,880.00	TOLG	\$ 60,131.71
DCB	\$ 56,880.00	DCB	\$ 114,176.32
PSC	\$ 118,760.00	PSC	\$ 118,760.00

<u>Difference (over budget)</u>		<u>Overage Funding</u>	
After PSC reimbursements	\$ 60,548.03	Total due	\$ 60,548.03
NWTC (via TOLG)	\$ -	NWTC	\$ -
TOLG	\$ 3,251.71	TOLG	\$ 20,182.68
DCB	\$ 57,296.32	DCB	\$ 40,365.35
PSC	\$ -	PSC	\$ -

Due from Town based on 2/11/2021 Tech Committee's recommendation that the Town pays for 1/3 of the total overage \$ 16,930.97

		Budget	Actual	▲ (Delta)
By PSC Category				
New Towers		\$114,048	\$188,346	-\$74,298
Existing Towers		\$38,265	\$40,615	-\$2,350
Microwave		\$85,205	\$70,221	\$14,984
Total		\$237,519	\$299,183	-\$61,664
By Tower				
NEW TOWERS	EBC2	\$30,751	\$67,249	-\$36,499
	PRT	\$52,274	\$68,819	-\$16,545
	SND2	\$31,024	\$52,278	-\$21,254
Existing Tower	FLT	\$14,689	\$14,265	\$424
	EDB	\$11,856	\$10,083	\$1,773
	DBR	\$11,721	\$16,268	-\$4,547
Microwave	Microwave	\$85,205	\$70,221	\$14,984
Total		\$237,519	\$299,183	-\$61,664