

Town of Liberty Grove
Minutes of the Town Board meeting on April 7, 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. Approve minutes: Sp. Board with Plan on 3/10/2021, 3/17/2021 Board meeting
5. Approve payment of bills
6. Public Input
7. Administrator report
8. Consider request from DCEDC related to ARP funds and broadband study
9. Consider 2021 Invasive Species Control Project Proposal from Door County Nature and Travel LLC
10. Consider dates for 2021 Open Book and Board of Review
11. Consider Ordinance 2-21, Appointment of Alternate Members of Board of Review
12. Consider action on Highway Committee recommendation for 2021 paving
13. Consider Highway Committee recommendation to install no parking signs on Pebble Beach Road
14. Consider extension of emergency resolution (current resolution 16-20)
15. Consider proposal for services by Granicus
16. Consider RFP for facilities assessment
17. Consider commercial launch pass(es)
18. Consider operator license(s)
19. Correspondence
20. Future meetings
21. Adjourn to closed session per Wi. Stat. §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
22. Reconvene into open session
23. Announcements from closed session
24. Adjourn

Chairman John Lowry called the meeting to order at 7:22 pm. Supervisors Cathy Ward, Lou Covotsos, Janet Johnson and Nancy Goss were present along with Administrator Walter Kalms, Clerk Treasurer Anastasia Bell, Deputy Clerk/Treasurer Doug Curzon, and 3 members of the public via teleconference (Zoom).

Johnson moved, Lowry second to approve the agenda as presented. Passed 5-0.

Lowry moved, Ward second to approve the minutes from the Sp. Board meeting on 3/10/2021 as presented. Passed 5-0.

Ward moved, Lowry second to approve the minutes from 3/17/2021 as presented. Passed 5-0.

Johnson moved, Ward second to approve the payment of bills with the addition of Quality State Oil, with a total of \$147,210.27. Passed 5-0.

Public Input – Carl Zapffe, Ellison Bay, requested consideration for the Clerk to notify members of the public if the start of the public session of a meeting is to be delayed.

Administrator report – Kalms reported the Highway 42 project will begin soon and the trailer will be at the Town Hall, Woodcrest will be paved in 2022 in cooperation with the Village, all of contracted salt has been received, and the PSC Broadband grant was not successful. Curzon

reported on the Sister Bay Parks meeting; they're drafting a noxious weed ordinance, there are no indoor reservations until at least 7/1/21, hosting one joint recycling event in the fall, angle parking on East side of Pebble Beach Road and parking area off Little Sister Road plans started.

DCEDC broadband study – During the review of the request it was noted that ARP funds may not be guaranteed, it's unclear why the project costs increased significantly, and we have already provided funds. **Lowry moved, Covotsos second** to approve \$2 per capita from ARP Funds when the first payment arrives. Passed 5-0.

2021 Invasive Species Control Project – Curzon noted that all permission forms have been received. **Covotsos moved, Lowry second** to approve the 2021 proposal from Door County Nature & Travel, LLC as presented in the March meeting. Passed 5-0.

2021 Open Book and Board of Review – **Lowry moved, Ward second** to hold open book on August 2, 2021 from 12:00pm to 2:00pm. Passed 5-0. **Lowry moved, Ward second** to hold the first Board of Review meeting on 5/19/2021 at 7:00pm. Passed 4-0 (Covotsos unavailable).

Ordinance 2-21, Appointment of Alternate Members of Board of Review – **Johnson moved, Lowry second** to approve Ordinance 2-21 as presented. Passed 5-0. The full ordinance is attached to these minutes

2021 Paving – Kalms reported that the bid is \$11,240 over budget but there is an expected surplus of \$14,175 in crushing. **Lowry moved, Ward second** to accept the paving bid from Northeast Asphalt totaling \$545,235 with \$11,240 to come from crushing less gravel than expected. Passed 5-0.

No parking signs on Pebble Beach Road – Kalms reported that the Highway Committee is recommending no parking signs be placed on the west side of Pebble Beach Road since a petition and several letters have been received. It was noted that enforcement may be an issue. **Lowry moved, Johnson second** to install no parking signs on the west side of Pebble Beach road commencing at the terminus of the cemetery. Passed 5-0.

Emergency Resolution – The current resolution is not hampering activities. The Town Crew will need to know if restroom facilities should be prepared for summer. Language may need to be added to rental agreements identifying that the Town is not responsible for contraction/spread of COVID due to the gathering. A more informed decision can be made in a month regarding opening facilities for rental. **Covotsos moved, Johnson second** to extend the Emergency Resolution of 16-20 through September 30, 2021 with the exception of opening restrooms in Town Parks. Passed 5-0. The new resolution (3-21) is attached to these minutes.

Granicus Proposal for Services – Goss noted that quarterly billing would be available if more than one module is contracted, and these services would assist in creating the ordinance. Funds may be borrowed from contingency until a user fee would be available which is likely to be 1/1/2022. Ward noted the other communities currently using Granicus had their ordinance in place prior to contracting for services. Kalms noted the contract should be reviewed by the Town's attorney.

Facilities Assessment RFP – Kalms reported that two contracting firms have been contacted regarding this project in 2022. **Covotsos moved, Lowry second** to approve with issuing an RFP for facilities assessment. Passed 5-0.

Commercial Launch Pass(es) – **Lowry moved, Ward second** to approve commercial launch passes for Matthew Olson, and Camp Zion as presented. Passed 5-0.

Operator License(s) – **Lowry moved, Ward second** to approve an operator license for Sophia Parr as presented. Passed 5-0.

Correspondence – Kalms reported on the thank you cards received, ARP funding breakdown, and the Library audit has been received.

The Annual Town Meeting will be Tuesday, April 20, 2021 at 7:00pm. The next Town Board meeting will be Wednesday, April 21, 2021 at 7:00pm.

Adjourn to closed session per Wi. Stat. §19.85 (1)(g) – Did not occur.

Reconvene into open session – Did not occur.

Announcements from closed session – None.

Lowry moved, Goss second to adjourn at 9:38pm. Passed 5-0.

Respectfully submitted,
Anastasia Bell, Clerk Treasurer
Approved at the 4/21/2021 Town Board meeting

**TOWN OF LIBERTY GROVE
ORDINANCE 2-21**

APPOINTMENT OF ALTERNATE MEMBERS OF BOARD OF REVIEW

Whereas, 1997 Wis. Act 237 has amended the procedures for Board of Review commencing in the year 2000, and

Whereas, one of the changes to Sec. 70.47 of Wis. Statutes authorizes the removal of board of review members for individual cases under specific circumstances, and

Whereas, Sec. 70.47(6m) (c) authorizes the appointment of alternate members to serve on the board of review when standing members are removed from individual cases;

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

1. Adoption

Pursuant to Section 70.47(6m) (c) and Sec. 70.46(1) of Wis. Statutes the Town Board hereby provides for the appointment of alternates to serve on the Town Board of Review in the event a standing board member of the Board of Review is removed or unable to serve for any reason.

2. Appointments

The following electors of the Town of Liberty Grove are hereby named as alternates in the order indicated to serve as alternate board of review members:

Alternate 1: Julie Kingsbury
Alternate 2: Yvonne Dwonch
Alternate 3: Walter Kalms

3. Effective Date

The appointments made in this ordinance are for the year 2021 Board of Review proceedings and are effective upon posting as provided by law.

Adopted at a meeting of the Liberty Grove Town Board on the 7th day of April, 2021. Johnson moved, Lowry second, passed 5 ayes, 0 nays.

I, Anastasia Bell, Clerk/Treasurer for the Town of Liberty Grove, hereby certify that the above ordinance was adopted at a legally noticed meeting of the Liberty Grove Town Board on April 7, 2021.

Anastasia Bell, Clerk/Treasurer

TOWN OF LIBERTY GROVE

RESOLUTION 3-21

EXTENSION OF HEALTH EMERGENCY

THE TOWN BOARD OF THE TOWN OF LIBERTY GROVE DOES HEREBY DECLARE AS FOLLOWS:

WHEREAS, The worldwide pandemic attributable to the COVID-19 virus has been found to be present in the State of Wisconsin and also the County of Door

WHEREAS, Door County and Liberty Grove residents are particularly susceptible to the virus due to an aged population;

WHEREAS, The Door County and Liberty Grove area is a popular tourist destination and contains many seasonal residents, leading to an influx of people that could spread the virus;

WHEREAS, The Wisconsin Supreme Court has authored a decision which makes the Wisconsin Governor's "Safer at Home" unlawful and not able to be enforced, with the Governor and Wisconsin Legislature not able to put forth any rulings or guidelines to address this COVID-19 virus;

WHEREAS, Liberty Grove Resolution 2-20 declared a health emergency in the Town on March 17, 2020 which was extended for 30 days, extended for an additional 45 days, and subsequently extended another 92 days, and currently expires on December 31, 2021;

WHEREAS, In order to continue the protection of the health and well-being of its residents, the Town of Liberty Grove must avail itself of all resources at its disposal to respond to and contain the presence of COVID-19 in the Town;

THEREFORE, BE IT HEREBY RESOLVED by the Town Board of the Town of Liberty Grove, Door County, Wisconsin, to extend the health emergency as declared in Resolutions 2-20, 4-20, 7-20, 9-20, and 16-20 to continue as follows:

1. Pursuant to the powers available under Wisconsin Statutes Sections 323.11, 323.14, 323.15 and all other applicable provisions of Wisconsin Law, a Public Health Emergency is hereby declared in the Town of Liberty Grove.
2. The Town of Liberty Grove is authorized under this declaration to make use of volunteer health practitioners to maintain and restore the health, safety, protection and welfare of persons and property within the Town.
3. The Town of Liberty Grove is authorized under this declaration to undertake whatever actions are necessary and expedient for the health, safety, protection and welfare of persons and property and in doing so may bar, restrict, or remove all unnecessary traffic, both vehicular and pedestrian, from the highways and Town streets. This includes hours of operation and limitations of occupancy for the Town businesses.
4. The Town of Liberty Grove may employ personnel, facilities, and other resources consistent with an emergency plan adopted to cope with the problems of local disasters.
5. John Lowry, Town chairman, and/or his designee is authorized to undertake and direct the activities outlined herein on behalf of the Town of Liberty Grove.
6. The period of this emergency declaration extension shall be limited to a 92-day sunset clause that may be extended or ended by order of the Liberty Grove Town Board, said 92 days to expire September 30, 2021 at 11:59 PM.

This resolution was adopted at a properly noticed meeting of the Town Board of the Town of Liberty Grove on the 7th day of April, 2021.

John Lowry, Chairman

VOTE: Aye 5 Nay 0

ATTEST:

Anastasia Bell, Town Clerk