

Town of Liberty Grove
Minutes of the Town Board meeting on May 19, 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: 5/5/2021 Town Board
5. Approve payment of bills
6. Treasurers report
7. Public input
8. Update on Door County North activities
9. Utilities Committee report
10. Consider Bids for Chip Sealing projects in 2021
11. Consider Opening of Town Facilities
12. Consider removal of Town Supervisor Vacancy from the table
13. Discussion and possible action: Town Supervisor Vacancy
14. ***Consider Committee appointments***
15. Consider resolution 4-21, Recognizing Lou Covotsos
16. Consider resolution 5-21, Approving eCMAR for LGUD#1
17. Consider resolution 6-21, In Appreciation of Peter Brooks
18. Consider Proposal for Services by Granicus
19. Consider legal review of draft STR Ordinance
20. Discussion and possible action: review of committee mission statements
21. Consider Commercial Launch Passes(s)
22. Consider Operator License(s)
23. Correspondence
24. Future meetings
25. Adjourn

Chairman John Lowry called the meeting to order at 6:47pm. Supervisors Janet Johnson, Nancy Goss, and Cathy Ward were present along with Administrator Walter Kalms Clerk/Treasurer Anastasia Bell, and 5 members of the public via teleconference (Zoom).

Johnson moved, Ward second to approve the agenda as posted. Passed 4-0.

Goss moved, Johnson second to approve the minutes from 5/5/21 with one name to be corrected. Passed 4-0.

Payment of bills – Lowry moved, Ward second to approve the payment of bills as presented. The total was \$49,780.09. Passed 4-0.

Treasurer's report – Bell reported the following balances in the Town accounts:

Municipal Checking	1,298,767.41
Money market acct.	648,930.83
Checking	216,442.41
Utility Dist.	599,322.78

As of April 30, 2021, total in all Town accounts was \$2,763,463.43. **Lowry moved, Ward second** to approve the Treasurer's report as presented. Passed 4-0.

2021 Chip Sealing Bids – Kalms reported that Scott Construction was the only bid received and changes were made which brought the total cost below the budgeted amount. **Lowry moved, Goss second** to award the 2021 chip sealing bid to Scott Construction totaling \$72,670.00. Passed 4-0.

Opening of Town Facilities – Kalms reported that the restrooms are open. Bell reported that the other ADRC meal sites will be opening the first week of June. **Lowry moved, Ward second** to hold Town Board meetings in June with masks. Passed 4-0. It was noted that individuals renting facilities will need to monitor their own events. **Johnson moved, Lowry second** to open the Town Hall and office with notations to wear masks on the door starting 06/01/2021 and to open other facilities such as Community Center for reservations starting 08/01/2021. Passed 3-1 (Ward opposed).

Public input – Carl Zapffe, 630 Highway 42, indicated a unified front to facilities could occur if the Town were to consult with Sister Bay and/or Gibraltar. Mickie Rasch, 12676 E. Door Bluff Park Road, requested clarification that Hog Wild will not be able to occur due to the 8/1/2021 date in the previous discussion.

Door County North – Mickie Rasch reported that a recent outdoor pop-up event was successful, along with the Dusk Market. A few new businesses continue to work on opening. DC Sea Kayak Symposium, Tractor Show, and Blues on the Bay are currently scheduled events and will be scaled back from previous years. Baileys Harbor is planning fireworks and Egg Harbor is planning fireworks and the parade for July 4th.

Utilities Committee report – Kalms reported that the plant renovation project is scheduled to be completed in July.

Remove Town Supervisor Vacancy from table – **Lowry moved, Ward second** to remove the Town Supervisor vacancy from the table. Passed 4-0.

Town Supervisor Vacancy – **Lowry moved, Ward second** to appoint Paul Schwengel to fill the Supervisor vacancy. Johnson noted that we have advertised in the past and should do it again. Goss noted that it is within the scope of the Board to appoint a Supervisor and this time is an opportunity to use that flexibility. Ward noted she has researched statues and is comfortable filling this role. Passed 5-0 (Town Clerk votes on this matter).

Committee appointments – **Lowry moved, Goss second** to appoint Cathy Ward to the Plan Commission. Ward noted acceptance of this appointment. Passed 4-0.

Resolution 4-21, Recognizing Lou Covotsos – **Johnson moved, Goss second** to approve Resolution 4-21 as presented. Passed 4-0. The full resolution is attached to these minutes.

Resolution 5-21, Approving eCMAR for LGUD#1 – Kalms noted the District has received an “A” grade since the financial information was correctly reported a few years back. **Ward moved, Lowry second** to approve resolution 5-21 as presented. Passed 4-0. The full resolution is attached to these minutes.

Resolution 6-21, In Appreciation of Peter Brooks – Ward indicated that the Technology Committee has lost a valuable person in the passing of Peter Brooks. **Ward moved, Johnson second** to approved resolution 6-21 as presented. Passed 4-0. The full resolution is attached to these minutes.

Services by Granicus – Kalms indicated that a reply has not been received from the Granicus legal team based on Jack Bruce’s suggested changes. Goss noted that they have made the major changes and it would be \$7,800 for 3 modules. **Lowry moved, Goss second** to approve the contract with Granicus for services pending approval of the STR Ordinance. Passed 4-0.

Legal review of STR Ordinance – Douglas & Gretchen Cunliffe-Owen, 744 Isle View road, asked the following questions: *What professional information does the Town have regarding the potential contamination risk of water? *Are holding tanks outside of this consideration? *What is the rationale to restrict campers/tents at an STR location? *How were fees determined as they are double DATCP? *What is a reliable phone system without land lines? *Is a property exempt from the ordinance if it is only used for family or friends? *What professional reports does the Town have on the increase of STRs? Goss provided the following responses: *The POWTS data comes from the County Sanitarian and a system is based on 2 people per bedroom. Systems should be updated when additions occur to a home and online advertisements are for more people than the system can handle. *Holding tanks are not outside consideration, they also have design capacities regulated by the Sanitarian. *The campers/tent language is standard language and would again add stress to the POWTS. *The fees will be reviewed by the Board after legal review. *The term “reasonable” allows owner/renters to confirm a cell phone or other option is available. Lowry noted that all POWTS were examined several years ago and brought into compliance. **Lowry moved, Goss second** to send the current draft to the municipal attorney. Passed 4-0 (as amended). **Lowry moved, Ward second** to amend the motion to include sending the draft to Wisconsin Towns Association for comment. Passed 4-0.

Committee Mission Statements – **Lowry moved, Goss second** to adopt the mission statements for all committees, except for the Finance Committee, as presented. Passed 4-0.

Launch Pass(es) – None.

Operator License(s) – Bell reported on Stephen Seybold, and Sheila Nelson-Seybold operator applications. **Goss moved, Johnson second** to approve the operator licenses as presented. Passed 4-0.

Correspondence – Kalms reported that 60 acres on North Bay and 25.1 acres on Isle View will have DNR tax law changes and rip rap is being installed near Rowley’s Bay.

The next Town Board meeting will be Wednesday, June 2, 2021 at 7:00pm.

Lowry moved, Goss second to adjourn at 8:26pm. Passed 4-0.

Respectfully submitted,

Approved at the 6/2/2021 Town Board meeting.

WHEREAS, the Town of Liberty Grove is the largest municipality in Door County; and
WHEREAS, service on the Town Board and Town Committees is an important function for the Town to operate;
and
WHEREAS, Lou Covotsos has served since 2012 as Town Board Supervisor and has been part of many other
Committees during that tenure and
WHEREAS, Lou Covotsos has served throughout the Town by joining several community service groups; and
WHEREAS, Lou Covotsos is retiring after many years of valuable service to the Community;
NOW, THEREFORE, BE IT HEREBY RESOLVED that the Town Board of the Town of Liberty Grove gives
recognition to Lou for his valuable service and insight.
BE IT FURTHER RESOLVED that the Town Board wishes Lou the best in his future years.

I, Anastasia P. Bell, Clerk/Treasurer of the Town of Liberty Grove, hereby certify that the above resolution was passed at a properly noticed meeting of the Liberty Grove Town Board on May 19, 2021.

RESOLUTION 5-21, RESOLUTION APPROVING ELECTRONIC COMPLIANCE MAINTENANCE ANNUAL REPORT (eCMAR) FOR LIBERTY GROVE UTILITY DISTRICT #1

I, Anastasia Bell, Clerk/Treasurer of the Town of Liberty Grove, hereby certify that the above resolution was passed at a properly noticed meeting of the Liberty Grove Town Board on May 19, 2021.

Adopted by the Liberty Grove Town Board on the nineteenth day of May, 2021.

Clerk/Treasurer