

Town of Liberty Grove
Minutes of the Town Board meeting on June 16, 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)(f): considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations—"Class A" Liquor/Class "A" Beer License: Last Stop
5. Reconvene into open session
6. Announcements from closed session, if applicable
7. Approve minutes: 6/2/2021 Town Board
8. Approve payment of bills
9. Treasurers report
10. Public input
11. Update on Door County North activities
12. Utilities Committee report
13. Discussion and possible action: masking procedures in Town Hall
14. Consider Committee Appointments
15. Consider Ordinance 4-21, Regulating Short-Term Rentals
16. Consider Contract for Services with Granicus
17. Consider Liquor License(s) Renewals
18. Consider Operator License(s)
19. Consider Commercial Launch Passes(s)
20. Correspondence
21. Future meetings
22. Adjourn

Chairman John Lowry called the meeting to order at 6:54pm. Supervisors Paul Schwengel, Cathy Ward, Janet Johnson, and Nancy Goss were present along with Administrator Walter Kalms Clerk/Treasurer Anastasia Bell, and 2 members of the public.

Goss moved, Johnson second to approve the agenda as posted. Passed 5-0.

Lowry moved, Ward second to adjourn to closed session per Stat. 19.85 (1)(f): considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations—"Class A" Liquor/Class "A" Beer License. Roll call with Johnson, Schwengel, Lowry, Goss, and Ward voting aye, no nays. Passed 5-0.

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

Announcements – None.

Ward moved, Johnson second to approve the minutes from 6/2/21 as presented. Passed 4-0 (Goss abstain).

Payment of bills – Ward moved, Goss second to approve the payment of bills as presented. The total was \$44,754.89. Passed 5-0.

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

Municipal Checking	1,303,290.80
Money market acct.	648,955.72
Checking	109,437.36
Utility Dist.	578,052.86

As of April 30, 2021, total in all Town accounts was \$2,639,736.74. **Schwengel moved, Ward second** to approve the Treasurer’s report as presented. Passed 4-0.

Public input – None.

Door County North – Mickie Rasch provided a written report to the Board.

Utilities Committee report – None.

Masking in Town Hall – Lowry moved, Goss second to update the sign to read vaccinated individuals do not need masks and non-vaccinated individuals should wear a mask. Passed 5-0.

Committee appointments – Ward reported that Sylvann Welcome is interested and available to be part of the Parks and Property Committee. **Lowry moved, Johnson second** to appoint Sylvan Welcome to the Parks and Property Committee. Passed 5-0. Lowry reported that Alan Kroll has expressed interest in the Economic Development Committee. **Lowry moved, Ward second** to appoint Alan Kroll to the Economic Development Committee. Passed 5-0.

Ordinance 4-21, Regulating Short-Term Rentals – Goss indicated that Door County Tourism Zone Commission’s Good Neighbor policy will be used. It was noted that the primary concern is that they have insurance. The following changes were made:

- App and Permit (A)(3): “...license or confirmation of DATCP application.”
- App and Permit (A)(7): “...subsection D under definitions.”
- Revocation (B): “...hearing, before the Town Board, if the violation is not remedied immediately.”
- Revocation (C): “...hearing before the Town Board.”
- Revocation (D): “...hearing before the Town Board.”
- Fees: initial fee \$250 and renewal fee \$150. The excess collected may be used for attainable/workforce housing. Johnson requested a line be included on the monthly treasurer report for these funds.

Lowry moved, Goss second to adopt Ordinance 4-21 with the changes made. Roll call with Johnson, Lowry, Goss, Schwengel, and Ward voting aye, no nays. Passed 5-0. The full resolution can be viewed at the Town Hall or on the Town website.

Liquor License(s) – Bell reported that Basecamp has moved out of Liberty Grove and has not submitted a renewal application. **Johnson moved, Ward second** to approve the Class “A” Beer and “Class A” Liquor license for Last Stop LLC, effective immediately through 06/30/2021. Passed 5-0. **Ward moved, Goss second** to approve the Class A, Class B, and Class C licenses as presented for the period beginning 07/01/2021. Passed 5-0.

Operator License(s) – Bell reported that Cory Diltz has applied for a renewal license and Doug Bensyl has applied for a new license for working at Mink River Basin in addition to the list in the packet. **Ward moved, Schwengel second** to approve the operators as listed with the two additions. Passed 5-0.

Launch Pass(es) – Bell reported Lakeshore Adventures has applied for 25 passes. **Goss moved, Ward second** to approve the 25 passes for Lakeshore Adventures. Passed 5-0.

Services by Granicus – Goss reported that the fees will be prorated, setup can start when the contract is executed, and payment will be from contingency which is to be repaid. The understanding is that this can be terminated if such services can be provided by DCTZC which does not currently have enforcement capabilities beyond tax collection. The address list will assist in determining design capacities for each property even though there are a few STRs which may not be found by Granicus due to a lack of online presence. **Lowry moved, Goss second** to sign the contract with Granicus to begin immediately. Roll call with Schwengel, Lowry, Goss, Ward, and Johnson voting aye, no nays. Passed 5-0.

Correspondence – Kalms noted a record request has been received related to STRs from Carl Madsen, the ARPA application deadline is 6/18/2021, there will be an summit for ARPA Windfall Funds next week, and WTA is trying to increase the funding received by municipalities for PILT properties.

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

Lowry moved, Goss second to adjourn at 8:28pm. Passed 5-0.

Respectfully submitted,
Anastasia Bell, Clerk/Treasurer
Approved at the 7/7/2021 Town Board meeting.