

TOWN OF LIBERTY GROVE PUBLIC MEETING

June Board Meeting

Date: Wednesday, June 16, 2021

Time: 7:00 PM, or immediately following conclusion of the Sanitary District meeting

Place: Town Hall, 11161 Old Stage Rd

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

Anastasia Bell, Clerk/Treasurer

****Deviation from listed order may occur****

****Audience members must ask for permission, during public input, to speak on agenda items ****

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
Minutes of the Town Board meeting on June 2, 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
5. Reconvene into open session
6. Announcements from closed session, if applicable
7. Approve minutes: 5/19/2021
8. Approve payment of bills
9. Public Input
10. Administrator report
11. Consider committee appointments
12. Consider approval of liquor licenses for The Last Stop
13. Consider Plan Commission recommendation: Blagdon variance 018-03-18322943C
14. Consider commercial launch pass(es)
15. Consider operator license(s)
16. Correspondence
17. Future meetings
18. Adjourn

Chairman John Lowry called the meeting to order at 6:58 pm. Supervisors Paul Schwengel, Janet Johnson, and Cathy Ward were present along with Administrator Walter Kalms, Clerk Treasurer Anastasia Bell, and Deputy Clerk/Treasurer Doug Curzon. Supervisor Nancy Goss was excused.

Johnson moved, Lowry second to approve the agenda as presented. Passed 4-0.

Lowry moved, Johnson 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 Ward, Lowry, Johnson, and Schwengel voting aye, no nays. Passed 4-0.

Lowry moved, Ward second to Reconvene into open session. Roll call with Johnson, Lowry, Ward, and Schwengel voting aye, no nays. Passed 4-0.

Announcements – Lowry indicated this will be covered as agenda item 12.

Ward moved, Lowry second to approve the minutes from 5/19/2021 as presented. Passed 4-0.

Ward moved, Johnson second to approve the payment of bills as presented with a total of \$6,220.63. Passed 4-0.

Public Input – None.

Administrator report – Kalms reported Mink River Road has gravel and will be pulverized next week, sewer rate notices were sent, park restrooms are open, Mariners Park will present to Parks next week, the no parking signs are installed on Pebble Beach Road, the Church CUP was supported by the Plan Commission, the WWTP depositions have been scheduled, and bids are due 7/2/2021 for removing the Weborg house.

Committee appointments – The vacancy on Parks and Property will remain while Ward attempts to recruit a member. **Lowry moved, Ward second** to appoint Johnson to Fire Board and Highway to replace Ward. Passed 4-0. **Lowry moved, Ward second** to appoint Schwengel to Fire Board. Passed 4-0.

Liquor Licenses for The Last Stop – **Lowry moved, Johnson second** not to approve the original liquor license application for The Last Stop due to an incomplete application and a falsification of the AT-103 Form based on the background check results. Passed 4-0.

Blagdon variance 018-03-18322943C – It was noted that the variance was supported by the Plan Commission as the current plan fulfills an overriding public interest in preserving the natural woodlands of the property. It was unknown if any other business activities will occur in the structure. **Lowry moved, Schwengel second** to support the Plan Commission recommendation on this variance. Passed 4-0.

Commercial Launch Pass(es) – Bell reported Rutabega Paddlesports has applied for their Sea Kayak Symposium at the special event rate of \$300.00. **Lowry moved, Johnson second** to approve the launch pass as presented. Passed 4-0.

Operator License(s) – None.

Correspondence – Notice was received for a WPDES hearing and a change of ownership for several MFL properties within the Town. The Church CUP will be discussed at the RPC on 6/17/2021.

The next Town Board meeting will be Wednesday, June 16, 2021 at 7:00pm, or immediately following the conclusion of the Sanitary District Meeting which begins at 6:45pm.

Lowry moved, Johnson second to adjourn at 7:56pm. Passed 4-0.

Respectfully submitted,
Anastasia Bell, Clerk/Treasurer

Town of Liberty Grove balance as of May 31,

	2021	2020
1 Municipal Checking account		
Personal Property Aid	1,298,767.41	1,199,868.95
Interest (0.05%)	4,473.41	4,473.41
Balance as of May 31,	49.98	277.05
	<u>1,303,290.80</u>	<u>1,204,619.41</u>
2 Money Markey Acct.		
Interest (0.05%)	648,930.83	648,137.36
Balance as of May 31,	24.89	126.08
	<u>648,955.72</u>	<u>648,263.44</u>
3 Checking Acct.		
Plus deposits and transfers	216,442.41	252,895.49
Less FICA	12,056.36	18,964.53
Less State withholding	9,382.15	9,284.10
Less payroll	1,677.27	1,411.01
Less disbursements	28,752.06	25,157.49
Balance as of May 31,	79,249.93	100,526.32
	<u>109,437.36</u>	<u>135,481.10</u>
4 Utility District Checking		
Utility District Savings	77,411.79	61,150.97
Utility District Restricted Savings	290,809.14	101,028.78
North Shore Bank CD (23 months ending 07/31/2022)	60,583.89	55,624.59
Nicolet CD 00-134	149,248.04	-
Nicolet CD 00-135	-	144,785.92
Balance as of May 31,	-	183,930.78
	<u>578,052.86</u>	<u>546,521.04</u>
Municipal Checking		
Money Market Acct.	1,303,290.80	1,204,619.41
Checking	648,955.72	648,263.44
Utility Dist.	109,437.36	135,481.10
	<u>578,052.86</u>	<u>546,521.04</u>
As of May 31, 2021, the total in all Town accounts is:	2,639,736.74	2,534,884.99

Town of Liberty Grove

Licenses to approve at the June 16, 2021 Board Meeting

"CLASS A" LIQUOR & CLASS "A" BEER (Retail sale of beer, liquor, & wine for consumption away from premise)

<i>Agent</i>	<i>Business/Trade Name</i>
Linda Hedeon-Wurster	Dovetail Trading
Carol Newman	Pioneer Store
Karrie Oram	Oram Enterprises, Inc. - Koepsels Farm Market
Rose Polcen	Last Stop, LLC

"CLASS B" LIQUOR & CLASS "B" BEER (Retail sale of beer, liquor, & wine for consumption on or off premise)

<i>Agent</i>	<i>Business/Trade Name</i>
Michael Holmes	Wickman House Restaurant LLC
James Johnson	Double J, Inc. - JJ's La Puerta
Kristine Johnson	Double J, Inc. - Waterfront Restaurant
Kevin Lawell	Whiskeymen, Ltd. - Hugel Haus
Michael Mead	Shoreline Restaurant LLC
Jewel Ouradnik	Wagon Trail Inc. - Rowleys Bay Resort
Daniel Peterson	Viking Grill
Linden Ray	Free Falling, Inc. - Mink River Basin
Donald Thompson	Door County Bakery, LLC

CLASS "B" BEER (Retail sale of beer for consumption on or off premise)

<i>Agent</i>	<i>Business/Trade Name</i>
Carol Ash	Kick Ash Products, LLC
Janice Thomas	Savory Spoon

SPECIAL "CLASS B" WINERY (Retail sale of wine by a winery for consumption on or off premise)

<i>Agent</i>	<i>Business/Trade Name</i>
Z. Yannique Purman	Island Orchard Cider, LLC

"CLASS C" WINE (Retail sale of wine for consumption on premise)

Must accompany another license or be the only liquor sold in a restaurant

<i>Agent</i>	<i>Business/Trade Name</i>
Carol Ash	Kick Ash Products, LLC
Matthew Chambas	Door County Underground
Janice Thomas	Savory Spoon

TEMPORARY "CLASS B" BEER (Retail sale of BEER at a gathering or picnic)

<i>Business/Trade Name</i>	<i>Event & Date</i>
Door County Secret Santa	Blues on the Bay - August 28th

TEMPORARY "CLASS B" WINE (Retail sale of wine at a gathering or picnic)

<i>Business/Trade Name</i>	<i>Event & Date</i>
Door County Secret Santa	Blues on the Bay - August 28th

Town of Liberty Grove

Licenses to approve at the June 16, 2021 Board Meeting

OPERATOR

<i>Applicant Name</i>	<i>Employer</i>
Makenna Ash	Kick Ash
Michael Bahrke	Island Orchard Cider
Sally Bahrke	Island Orchard Cider
Beth Bartoli	Kick Ash
Kari Brandt	Kick Ash
Nadine Brooke	Island Orchard Cider
Cheryl Culver	Liberty Grove Historical Society
Nick DeVoe	Island Orchard Cider
Kris Franzke	Island Orchard Cider
Kathrin Harris	Island Orchard Cider
Chandra Johnson	Waterfront
Dave Johnson	JJ's
Julia Keepper	Kick Ash
Tassie Knudson	Viking Grill
Mary Beth Mead	Island Orchard Cider
Shannon Mead	The Shoreline
Jean Monfils	Pioneer Store
Kami Oram	Koepsel's Farm Market
Karina Oram	Koepsel's Farm Market
Stefan Peters	Island Orchard Cider
Chloe Polcen	The Last Stop
Robert Purman	Island Orchard Cider
Ben Richardson	Waterfront
Steven Seybold	Island Orchard Cider
Sheila Seybold	Island Orchard Cider
Wendy Smith	Viking Grill
Tracey Steebs	Kick Ash
Jeffery Steinberg	Door County Bakery
Beverly Tesnow	Pioneer Store
Deborah Tesnow	Viking Grill
Jean Thompson	Door County Bakery
Catherine Ward	The Shoreline
Terry Wurster	Dovetail Tradnig
Vanessa Wylie	Mink River Basin