

TOWN OF LIBERTY GROVE PUBLIC MEETING

November Board Meeting *Via Zoom*

Date: Wednesday, November 3, 2021

Time: 6:00 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)(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-intergovernmental agreement with Village of Sister Bay for wastewater services
5. Reconvene into open session
6. Announcements from closed session
7. Approve Minutes: 10/20/2021
8. Payment of bills
9. Administrator's report
10. Public Input
11. Consider joint project with Sister Bay regarding Woodcrest Road improvements:
 - a. Sell gravel and machine/labor costs
12. WWTP Settlement funds
 - a. Final settlement figures
 - b. Joint news release
 - c. Encumber funds for Capital Improvement project(s)
13. 2022 projected Room Tax revenue
 - a. Maximum amount for non-profit requests
 - b. Expenditure of projected additional room tax funds
14. Short-Term Rental License(s)
15. Correspondence
16. Future meetings
17. Adjourn

All agenda items will include discussion and possible action. 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=ZndVUmtKdGFjZTElbnYyYbEcOUHFWUT09>

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)

(301) 715-8592 US (Washington D.C.)

(646) 558-8656 US (New York)

(346) 248-7799 US (Houston)

(253) 215-8782 US (Seattle)

(669) 900-9128 US (San Jose)

Town of Liberty Grove
Minutes of the Town Board meeting on October 20, 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. Review of 2022 budget as recommended by Finance Committee
5. Recess to hold Sanitary District meeting
6. Reconvene Town Board meeting
7. Approve Minutes: 10/6/2021
8. Payment of bills
9. Treasurer's report
10. Public input
11. Door County North activities
12. Pursuant to Stat. 60.12 (1)(c) & 60.12 (2)(a),(e)(g), call Special Town Meeting following a budget hearing which begins at 7:00pm to:
 - A. Set the 2021 tax levy, payable in 2022
 - B. Authorize Board to accept land from parcel 0180214322832N, 2,057 square feet
 - C. Authorize Board to dispose land from parcel 0180214322831E, 2,057 square feet
13. Resolution 14-21, Participation in Section 125 Premium Only Plan
14. Variance application: Yacht Haven LLC – parcel 018-02-32322844C5, setback from OHWM
15. Recommendation from Finance Committee to research Town-wide garbage service
16. Correspondence
17. Future meetings
18. Adjourn

Chairman John Lowry called the meeting to order at 6:01pm. Supervisors Janet Johnson, Paul Schwengel, Nancy Goss, and Cathy Ward were present along with Administrator Walter Kalms, Clerk/Treasurer Anastasia Bell, and 4 members of the public via Zoom.

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

2022 Budget Recommendation – the 2022 Town budget proposal from the Finance Committee was reviewed and the following items were noted:

- Line 9, Tech committee – funds were added to reach the levy
- Line 10, Community dev (Econ) – Baylake Regional Planning could offer assistance beyond DCEDC
- Line 30, Hall maintenance – lights, concrete, and well pump repairs occurred in 2021
- Line 45, msc-bonus – the Board will review this amount at the appropriate time
- Line 51, Fire station exp(old) – repairing the parking area and bollard installation in 2022
- Line 61, Maint-surface – current estimate is less than budgeted amount in 2021, the excess will likely be applied to another public works category which is over budget.
- Line 75, legal-public works – same process as line 61, with the intention to keep the public works category, as a whole, under budget
- Line 80, roads capital-equipment – wheel loader expense in 2022
- Line 84, roads capital-shop – compressor in 2022, did not purchase a welding machine in 2021 and lights were expensed to a different public works category.
- Line 90, capital outlay-parks equipment – mower could be split between this and line 88

- Line 119, Gills Rock waterfront – decreased by Finance from 100,000 to stay below levy, 2021 expenses are related to rip rap and not expected again in 2022
- Line 127, Garrett Bay – new boat launch ramp
- Line 140, equipment purchase – this is for short-term equipment, long-term is capital
- Line 142, maint-dredge, weeds – estimate is zero because that is the first half of the year, the treatment doesn't happen until July or August
- Line 144, staffing – this was previously the part-time summer employee, it has been distributed over the payroll accounts for a 5th full-time person.
- Lines 162-168, future capital improvements – zeros are expected, unless a capital item has been purchased. These lines allow for savings until large items are purchased.
- Line 181, Other (room tax) – funds available for 2021 Granicus expense, not necessary to repay contingency in 2022 for this. STR permit fees are intended to cover 2022 Granicus expense.
- The Town Board can make changes to individual categories/line items as needed after the budget has been adopted.

Lowry moved, Johnson second to recess the Town Board meeting at 7:43pm. Passed 5-0

The meeting reconvened at 7:43pm.

Lowry moved, Ward second to approve the minutes from the 10/6/21 Town Board meeting as presented. Passed 5-0.

Payment of bills – Lowry moved, Johnson second to approve the payment of bills removing Going Garbage as it is incorrect. Passed 5-0.

Treasurer's report – Bell reported the following Town account balances as of September 30, 2021:

Municipal Checking	1,031,251.32
Money market acct.	649,066.85
Checking	163,937.64
Utility Dist.	581,542.19

As of September 30, 2021, total in all Town accounts was \$2,425,797.80. **Ward moved, Johnson second** to approve the Treasurer's report as presented. Passed 5-0.

Public input – None.

Door County North – Mickie Rasch reported that the Welcome Center has been busy, membership renewals continue, and upcoming events are the Fall 50, Art Crawl, Turkey Trot, and Christmas Market.

Special Town Meeting – **Ward moved, Johnson second** to call a Special Town Meeting pursuant to Wis. Stats. § 60.12(1)(c) and 60.12(2)(a)(e)(g) on Tuesday, November 9, 2021 at 7pm to set the 2021 tax levy payable in 2022, authorize the Board to accept land from parcel 018-02-14322832N, and to authorize the Board to dispose land from parcel 018-02-14322831E.

Roll call vote with Ward, Johnson, Goss, and Schwengel voting aye, Lowry voting nay. Passed 4-1.

Resolution 14-21, Participation in Section 125 Premium Only Plan – Lowry moved, Johnson second to adopt resolution 14-21 as presented. Roll call vote with Ward, Lowry, Johnson, Schwengel, and Goss voting aye, no nays. Passed 5-0.

Variance for Yacht Haven LLC, parcel 018-02-32322844C5 – Russ Forkert stated this would be a launch ramp to the north of the marina. A variance and CUP are required by the County, and the DNR has granted a permit. Goss indicated that the current County definitions do not have provisions for docks/ramps and this ramp will increase traffic safety. **Goss moved, Ward second** to offer a letter of support to the Board of Adjustment to vary the OHWM setback for Yacht Haven LLC, parcel 018-02-32322844C5. Roll call vote with Schwengel, Goss, Ward, Lowry and Johnson voting aye, no nays. Passed 5-0.

Town-wide Garbage Service – Goss noted that Going Garbage is willing to work the Town. Johnson noted that the unexpected income from the Wastewater Treatment Plant settlement would cover the first year and then it could be included as a special assessment on tax bills. **Johnson moved, Schwengel second** to research and implement Town-wide garbage service using Larson property and WWTP settlement money. Roll call vote with Johnson, Schwengel, and Goss voting aye, and Ward and Lowry voting nay. Passed 3-2.

Correspondence – Carl Madsen requested “speed zone ahead” signs on Hill Road and expressed concern with the maintenance of the lawn at the Little Sister Cemetery.

The next Town Board meeting will be Wednesday, November 3, 2021 at 7:00pm via Zoom. The budget hearing, Special Town Meeting, and Special Board meeting were scheduled to begin at 7:00pm on Tuesday, November 9, 2021 in-person at the Town Hall.

Lowry moved, Ward second to adjourn at 8:17pm. Passed 5-0.

Respectfully submitted,
Anastasia Bell, Clerk/Treasurer

SHORT-TERM RENTAL LICENSE

License No. _____

\$ _____

WHEREAS, the local governing body of the Town of Liberty Grove, County of Door, State of Wisconsin, has, upon application duly made, granted, and authorized the issuance of a Short-Term Rental License to: _____, agent to conduct short term rentals as defined by local ordinance.

AND WHEREAS, the said applicant has paid the Treasurer the required license fee for such Short-Term Rental License, and has complied with all requirements necessary for obtaining a license:

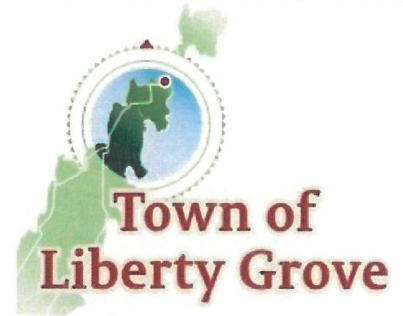
NOW THEREFORE, THIS LICENSE IS HEREBY ISSUED, to said applicant to rent to a maximum of _____ persons for the following described premises:

FOR THE PERIOD ending December 31, _____.

(Corporate Seal)

Given under my hand and the corporate seal of the Town of
Liberty Grove, County of Door, State of Wisconsin
this _____ day of _____, 2022.

_____, Clerk
This License must be FRAMED and POSTED in a conspicuous place within the described premises.



Property Address	Owner Name	Max Occupancy	POWTS Design Capacity	DATCP license #	DCTZ license #	Insurer
11697 Mink River Rd	Myron Beard		5 3 BDRM	YES	YES	ON FILE
10985 ST Hwy 42	Yacht Haven LLC		4 LG/SB UTIL DIST #1	YES	YES	ON FILE
11092/11096 ST HWY 42	Kim Erzinger		10 LG/SB UTIL DIST #1	YES	YES	ON FILE
1575 Old School Rd	Eneil Marks		6 3 BDRM	YES	YES	ON FILE
1066 Cottage Rd	Ken Hays/Sally Wheelock		5 3 BDRM	YES	YES	ON FILE
995 Cottage Rd	S&G Rental Properties LLC		6 6 BDRM	YES	YES	ON FILE
11068 Beach Rd	George/Bonnie Morris		6 LG/SB UTIL DIST #1	YES	YES	ON FILE
1825 Waters End Rd	Glen/Laurie Moegenburg		6 3 BDRM	YES	YES	ON FILE
890 Wisconsin Bay Rd	Daniel/Cynthia Schaulis		6 3 BDRM	YES	YES	ON FILE
12653 State Hwy 42	David/Susan Steeno		8 5 BDRM	YES	YES	ON FILE
1096 Garrett Bay Rd	William Berry		8 2 BDRM	YES	YES	ON FILE
11174 North Sand Bay Lane	Judith C Giessel Trust		12 6 BDRM	YES	YES	ON FILE
11693 Tipperary Lane	Edwin Banderowicz		8 4 BDRM	YES	YES	ON FILE
2570 County Rd Q	Sara Unkefer		2 1 BDRM	YES	YES	ON FILE
1057 N Elm Rd	Rex Kahr		8 3 BDRM	YES	YES	ON FILE
12625 State Hwy 42	Charlene/Dwain Risenhoover		4 4 BDRM	YES	YES	ON FILE
12009 Hwy 42	Noorland Resort		36 30 BDRM	YES	YES	ON FILE
12869 Tip of the Door	TOTD LLC		6 6 BDRM	YES	YES	ON FILE