

## TOWN OF LIBERTY GROVE PUBLIC MEETING

### June Board Meeting

**Date: Wednesday, June 1, 2022**

**Time: 7:00 PM**

**Place: Town Hall, 11161 Old Stage Road**

#### **Agenda:**

1. Call to order
2. Declaration of a quorum followed by pledge of allegiance
3. Approve Agenda
4. Approve Minutes: 5/18/2022
5. Payment of bills
6. Administrator's report
7. Remove April 2022 Treasurer Report from the Table
8. April 2022 Treasurer Report
9. Committee Reports: Highway, Plan Commission, Technology
10. Town Facilities Assessment Update
11. Public Input
12. Remove Resolution 3-22 from the Table
13. Resolution 3-22, Participation in the Green Tier Legacy Community Program
14. Recycling Vendor for 2022 Recycling Day
15. Use of Town Roads by Top of the Thumb Snowmobile Club for 2022-2023 Season
16. STR Compliance Monitoring Service Contract
17. Short-Term Rental License(s)
18. Operator License(s)
19. Correspondence
20. Future meetings
21. 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 \*\**

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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**  
**Minutes of the Town Board meeting on May 18, 2022**  
(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: 5/4/2022
5. Payment of bills
6. Treasurer's report
7. Public input
8. Citation at 2199 Hill Road
9. Parks and Property Recommendation: Sunflowers at North Fire Station
10. Parks and Property Recommendation: Sign at Mariner Park in Gills Rock
11. Highway Recommendation: 2022 Chip Sealing
12. Resolution 1-22, Recognizing John Dwonch
13. Resolution 2-22, Approving eCMAR for LGUD#1
14. Resolution 3-22, Participation in the Green Tier Legacy Community Program
15. Ordinance 7-22, Regulating Certain Activities in Town Parks and on Town Property
16. Ordinance 8-22, Regulating Short-Term Rentals
17. Remove Town Facilities Assessment from the Table
18. Town Facilities Assessment
19. Bipartisan Infrastructure Law—Application Consultant
20. Short-Term Rental License(s)
21. Commercial Launch Pass(es)
22. Correspondence
23. Future meetings
24. Adjourn

Clerk/Treasurer Anastasia Bell call the meeting to order at 7:05pm. Supervisors Janet Johnson, Dan Watts and Cathy Ward were present along with Administrator Walter Kalms, and 2 members of the public. Chairman John Lowry and Supervisor Nancy Goss were excused.

**Johnson moved, Watts second** to nominate Cathy Ward as chair of this meeting. Carried 3-0.

**Johnson moved, Ward second** to approve the agenda with the removal of number 19. Carried 3-0.

**Ward moved, Johnson second** to approve the minutes from the 5/4/22 Town Board meeting as presented. Carried 3-0.

**Payment of bills – Johnson moved, Watts second** to approve the payment of bills as presented with a total of \$23,089.50. Carried 3-0.

**Treasurer's report** – Bell noted information was not available for the report. **Johnson moved, Ward second** to table this report until the next meeting. Carried 3-0.

**Public Input** – Dale Stewart, Highway Committee, reported that he attended a meeting regarding the Isle View culvert which is collapsing. The State and DNR do not want to be involved and have asked the Town to reach an agreement with the Europe Lake Association residents. Kalms noted he has contacted Ayres Associates to investigate.

**Citation at 2199 Hill Road – Johnson moved, Ward second** to send a citation to 2199 Hill Road for violation of materials in the Right of Way. Failed 0-3.

**Sunflowers at North Fire Station** – Ward noted this is an Ellison Bay Service Club (EBSC) request to show support of Ukraine. **Johnson moved, Watts second** to allow sunflowers to be planted at the North Fire Station by the EBSC. Watts requested that they be responsible for clean-up in the fall. **Ward moved,**

**Johnson second** to amend the motion to include that the planting will be west and down slope of the station, east of the tower, and south of the mound system. Carried 3-0. Motion as amended, carried 3-0.

**Sign at Mariner Park in Gills Rock – Johnson moved, Watts second** to approve the sign with just “Mariner Park” for Mariner Park in Gills Rock. Carried 3-0.

**2022 Chip Sealing** – Dale Stewart reported that due to condition and available funds, Mossy Cliff was removed entirely, and the length of Humbug was decreased. **Ward moved, Watts second** to approve chip sealing with Scott Construction as recommended by the Highway Committee totaling \$78,565.00. Carried 3-0.

**Resolution 1-22, Recognizing John Dwonch – Johnson moved, Watts second** to approve resolution 1-22 as presented. Carried 3-0.

**Resolution 2-22, Approving eCMAR for LGUD#1 – Ward moved, Johnson second** to approve resolution 2-22 as presented. Carried 3-0.

**Resolution 3-22, Participation in the Green Tier Legacy Community Program** – Ward stated she attended a summit about this voluntary program. The Town could pass a resolution, create a baseline score, choose which elements to incorporate into a plan, and reevaluate annually. Participation would be recognized on some grant applications. Watts indicated that more information should be gathered on the monitoring and reporting requirements and asked if we could implement any of the items without being in the program. **Johnson moved, Watts second** to table this until the next meeting. Carried 3-0.

**Ordinance 7-22, Regulating Certain Activities in Town Parks and on Town Property** – Ward noted the changes made were to remove the option to request extension of curfews. **Ward moved, Johnson second** to approve ordinance 7-22 as presented. Roll call with Watts, Johnson, and Ward voting aye, no nays. Carried 3-0.

**Ordinance 8-22, Regulating Short-Term Rentals** – Ward reported the changes made were to clarify that the State allows STRs and the Town is choosing to regulate within our powers as defined by State Statutes. **Ward moved, Watts second** to approve ordinance 8-22 as presented. Roll call with Johnson, Ward, and Watts voting aye, no nays. Carried 3-0.

**Ward moved, Johnson second** to remove the facilities assessment from the table. Carried 3-0.

**Town Facilities Assessment** – Kalms reported that Ayres Associates has proposed \$7,500 and McMahon and Associates has proposed \$16,500 for phase I which would include a tour of the facilities to observe and create an estimate and plan for the next phase(s). Funds are available from the Board, Parks, and Economic Development categories of the budget. **Ward moved, Watts second** to accept the proposal for phase I from Ayres Associates totaling \$7,500. Carried 3-0.

**Short-Term Rental License(s)** – Ward moved, Johnson second to approve licenses for 271 Highway 42, 12004 Grasse Lane, and 10893 N. Bay Shore Drive. Carried 3-0.

**Commercial Launch Pass(es)** – **Johnson moved, Ward second** to approve commercial launch passes for Door County Kayak Tours, and the Rutabaga Paddlesports Event. Carried 3-0.

The next Town Board meeting will be Wednesday, June 1, 2022 at 7:00pm.

**Johnson moved, Goss second** to adjourn at 8:36pm. Carried 3-0.

Respectfully submitted,  
Anastasia Bell, Clerk/Treasurer

| <b>Town of Liberty Grove balance as of April 29,</b>     | <b>2022</b>  | <b>2021</b>  |
|----------------------------------------------------------|--------------|--------------|
| 1 Municipal Checking account                             | 1,701,691.78 | 1,507,026.61 |
| Transfer from Checking                                   | 105,000.00   | 275,000.00   |
| Transportation Aid                                       | 68,030.37    | 66,685.50    |
| Interest (0.05%)                                         | 67.29        | 55.30        |
| Balance as of April 29,                                  | 1,664,789.44 | 1,298,767.41 |
| 2 Money Market Acct.                                     | 1,354,708.92 | 648,904.16   |
| Interest (0.05%)                                         | 53.82        | 26.67        |
| Balance as of April 29,                                  | 1,354,762.74 | 648,930.83   |
| 3 Checking Acct.                                         | 251,213.26   | 97,024.48    |
| Plus deposits and transfers                              | 156,913.31   | 327,250.09   |
| Less FICA                                                | 9,690.05     | 9,667.76     |
| Less State withholding                                   | 1,477.19     | 1,636.37     |
| Less payroll                                             | 28,752.58    | 28,232.80    |
| Less disbursements                                       | 156,698.92   | 168,295.23   |
| Balance as of April 30,                                  | 211,507.83   | 216,442.41   |
| 4 Utility District Checking                              | 83,240.30    | 98,694.25    |
| Utility District Savings                                 | 290,943.01   | 290,797.99   |
| Utility District Restricted Savings                      | 80,965.76    | 60,582.50    |
| North Shore Bank CD (23 months ending 07/31/2022)        | 149,963.56   | 149,248.04   |
| Balance as of April 29,                                  | 605,112.63   | 599,322.78   |
| Municipal Checking                                       | 1,664,789.44 | 1,298,767.41 |
| Money Market Acct.                                       | 1,354,762.74 | 648,930.83   |
| Checking                                                 | 211,507.83   | 216,442.41   |
| Utility Dist.                                            | 605,112.63   | 599,322.78   |
| As of April 29, 2022, the total in all Town accounts is: | 3,836,172.64 | 2,763,463.43 |

**Town of Liberty Grove  
Resolution 3-22**

**Participation in the Green Tier Legacy Community Program**

**WHEREAS**, the Wisconsin Department of Natural Resources in partnership with the League of Wisconsin Municipalities, Wisconsin Counties Association, 1,000 Friends of Wisconsin, Slipstream, Center on Wisconsin Strategy and numerous cities, towns, villages and counties have created a Green Tier Charter called Legacy Communities with goals of:

1. To assist and recognize the Town of Liberty Grove in achieving superior environmental performance in their sustainability effort and goals relating to environmental practices, economic development and social commitments;
2. To improve the quality of life and economic vitality of communities;
3. To help the Town of Liberty Grove and the Wisconsin Department of Natural Resources address wastewater, stormwater, drinking water, wetlands and other water issues in a holistic, watershed-based manner;
4. To assist the Town of Liberty Grove in preparing, implementing, and improving an overall watershed plan(s) that integrates the full range of water resources issues;
5. To assist the Town of Liberty Grove in preparing, implementing and improving over time a sustainability plan that reduces the impact on the environment;
6. To facilitate access to State and Federal funding for projects and activities related to achieving the purposes of this charter, such as energy efficiency, renewable energy, greenhouse gas reductions, comprehensive planning, transportation policies, and integrated planning for wastewater treatment, storm water treatment and management; and drinking water;
7. To realize Town taxpayer savings through reduced municipal expenditures on motor vehicles fuels and energy resulting from efficient development patterns;
8. To help the Town of Liberty Grove comply with various water regulations in a more efficient, cost effective and flexible manner;
9. To achieve other demonstrable and measurable environmental improvements beyond what is required by local, State, or Federal law; and

**WHEREAS**, the Town of Liberty Grove chooses to join in this voluntary program and believes participation will further enhance our Town's current commitments to sustainability; and

**WHEREAS**, the Town of Liberty Grove will benefit from such a partnership with the Green Tier Legacy Communities by receiving positive recognition, gaining access to a DNR staff liaison and their resource team, receiving preference on certain grants and streamlining in certain DNR transactions; and

**WHEREAS**, by adopting this resolution the Town of Liberty Grove agrees to sign and hold to the Green Tier Charter for Legacy Communities. We will participate in the quarterly meetings, network and share information with our public and the communities in the program, develop a baseline assessment of practices and provide an annual report noting the progress on our goals, and sustainability plans.

**NOW, THEREFORE, BE IT RESOLVED** that the Town Board of the of Liberty Grove declares itself a signatory to the Green Tier Charter for Legacy Communities and authorizes the

Town Chairman, Town Administrator and Town Clerk to execute the necessary documents on behalf of the Town Board; and

**BE IT FURTHER RESOLVED**, that the Town of Liberty Grove staff are directed to assist with meeting the Charter goals and to submit an annual report to the Organizational Signatories; and

**BE IT FURTHER RESOLVED**, that upon adoption, the Town Clerk is hereby directed to send a copy of this resolution to the Wisconsin DNR Green Tier Program.

This resolution was adopted at a properly noticed regular meeting of the Town Board of the Town of Liberty Grove on the 18<sup>th</sup> day of May, 2022.

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John Lowry, Chairman

*I, Anastasia P. Bell, Clerk/Treasurer of the Town of Liberty Grove, hereby certify that this is a true and correct copy of a resolution which was passed at a properly noticed meeting of the Liberty Grove Town Board on May 18, 2022.*

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Anastasia P. Bell, Clerk/Treasurer