

TOWN OF LIBERTY GROVE PUBLIC MEETING

August Board Meeting

Date: Wednesday, August 17, 2022

Time: 7:00 PM, or immediately following conclusion of the Sanitary District #1 meeting

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: Sp. Board 7/27/22, 8/3/2022
5. Payment of Bills
6. Treasurer's Report
7. Committee Reports: Economic Development, Fire Board, Parks and Property
8. Public Input
9. Modifications to Heartland-10 (HL10) District Zoning Amendment
10. Recommendation from Parks & Property Committee: 11976 Highway 42 Property
11. Recommendation from Technology Committee: Phone System
12. Short-Term Rental License(s)
13. Correspondence
14. Future meetings
15. 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
Minutes of the Special Town Board meeting on July 27, 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. Public Input
5. Adjourn to closed session per Wi. Stat. 19.85 (1)(e): Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session – Northport PILOT Project, Town-wide Broadband Project
6. Reconvene into Open Session
7. Announcements from Closed Session
8. 2022 PSC Grant – PILOT Project
9. Use of ARPA Funds
10. Town-wide Broadband Project
11. Consider rescinding 6/22/22 Motion Regarding Broadband Engineering Design proposal
12. Broadband Engineering Design Proposal
13. Adjourn

Chairman John Lowry called the meeting to order at 7:08pm. Supervisors Dan Watts, Janet Johnson, Cathy Ward, and Nancy Goss were present along with Administrator Walter Kalms, Clerk/Treasurer Anastasia Bell, and 10 members of the public.

Ward moved, Goss second to approve the agenda as posted. Carried 5-0.

Public – Ann Silverman, Door Bluff Road, asked if people are required to notify neighbors when blasting on private property. Kalms was not aware of this requirement and noted the Town notifies neighbors when we blast on Town property.

Lowry moved, Goss second to adjourn to closed session per Stat. 19.85 (1)(e): Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session – Northport Pilot Project and Town-side Broadband Project. Roll call: Lowry, Goss, Ward, Johnson, and Watts voted aye, no nays. Carried 5-0.

Lowry moved, Watts second to reconvene into open session. Roll call: Lowry, Watts, Goss, Ward, and Johnson voted aye, no nays. Carried 5-0.

Announcements – Lowry stated the Board will move forward with the agreement for the Northport Pilot Project.

Pilot Project – None.

ARPA Funds – None.

Town-wide Project – Lowry noted the Board will move forward with the agreement for the Town-wide Broadband Project.

Lowry moved, Johnson second to rescind the 6/22/22 broadband motion. Roll call: Watts, Johnson, Lowry, Goss, and Ward voted aye, no nays. Carried 5-0.

Broadband Engineering Design – Bob Webb, Nsight, noted that the Town should have all proposals and Nsight is waiting for responses and hope to have a recommendation by the 8/3/22 Board meeting.

Goss moved, Lowry second to adjourn at 8:14pm. Carried 5-0.

Respectfully submitted,
Anastasia Bell, Clerk/Treasurer

Town of Liberty Grove
Minutes of the Town Board meeting on August 3, 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: 7/20/22
5. Payment of bills
6. Administrator's report
7. Committee Reports: Highway, Plan Commission, Technology
8. Public Input
9. Broadband Engineering Design Proposal
10. Nsight Partnership Agreement for Northport Project
11. Nsight Partnership Agreement for Town-wide Broadband Project
12. Harmari STR Compliance Contract
13. Recommendation from Technology: DDMM Charging Station
14. Resolution 5-22, Authorization of Signatures on Depository Account
15. Temporary Liquor License(s)
16. Correspondence
17. Future meetings
18. Adjourn

Chairman John Lowry called the meeting to order at 7:01pm. Supervisors Janet Johnson, Nancy Goss, Dan Watts, and Cathy Ward were present along with Administrator Walter Kalms, Clerk/Treasurer Anastasia Bell and 3 members of the public.

Goss moved, Lowry second to approve the agenda as posted. Carried 5-0.

Ward moved, Lowry second to approve the minutes from 7/20/22 as presented. Carried 5-0.

Ward moved, Goss second to approve the payment of bills totaling \$1,104,212.90. Carried 5-0.

Administrator – Kalms reported Hockers CUP was approved by the County, DCMM has removed the stove from Mariner Park, Finance will meet 8/29/22, the loader has been delivered.

Committee Reports – Dale Stewart, the Highway Committee has drafted the 2023 budget request, the Beach Road manhole issue is still present, parking along roads is causing hazardous intersections, the committee was requested to create culvert criteria, and paving is done. Nancy Goss, Plan Commission, the Nistor rezoning request was denied because it did not fit current or future land use maps, a certified resolution has been filed with the County for this denial, a public meeting was held by request of the County because the Town has requested to add Auto Repair and Contractor Services as Conditional Uses in Heartland-10 Zones. Cathy Ward, the Technology Committee is working to keep the DDMM charging station functional as cellular services change, and they have completed their first 2023 budget draft.

Public – Dale Stewart, Sawmill Lane, noted he witnessed a bonfire at Mariner Park in passing, and asked why the Town would be responsible to have charging stations for vehicles.

Broadband Engineering Design – Bob Webb, Nsight, reported Nsight's recommendation is FARR Technologies. They confirmed they can do the work and may be able to start in September if the contract is signed soon. **Lowry moved, Johnson second** to proceed with FARR for the Engineering Design Study. Webb indicated a PO will be drafted between FARR and the Town. Nsight will review the work and invoices and forward them to the Town for payment. Goss asked if item should wait until the partnership agreements are signed. Ward noted the parties are working in good faith to draft the agreements, and a delay of 6 months may not be too long in the big picture. Roll call: Watts, Lowry, Johnson, and Johnson voted aye, Goss voted nay. Carried 4-1.

Pilot Project Agreement – Kalms noted the draft from Nsight is being reviewed by Town legal staff.

Town-wide Broadband Project Agreement – Bob Webb, Nsight, noted this will be drafted using the approved pilot project agreement as the template.

Harmari Service Contract – **Lowry moved, Goss second** to approve the license subscription agreement with Harmari. Roll call: Johnson, Lowry, Goss, Ward, and Watts voted aye, no nays. Carried 5-0.

Resolution 5-22, Authorization of Signatures on Depository Account – Bell reported this resolution is required by the bank to open a new account. **Goss moved, Ward second** to approve resolution 5-22 as presented. Carried 5-0.

Temporary Liquor License(s) – **Goss moved, Johnson second** to approve a Temporary Class B license for wine sales for Door County Community Foundation “Artrageous” as presented. Carried 5-0.

Correspondence – Kalms reported two notices of rip rap applications, a notice for maintenance of the septic system at Mariner Park, two notices of rip rap placement and/or wetland filling without permits, and there is a new permit process for the gravel pit permit.

The next Board meeting will be Wednesday, August 17, 2022, immediately following the Sanitary District Committee meeting which is scheduled to start at 6:45pm. Board of Review is scheduled for Wednesday, August 17, 2022, at 1:00pm.

Lowry moved, Ward second to adjourn at 8:33pm. Carried 5-0.

Respectfully submitted,
Anastasia Bell, Clerk/Treasurer

Town of Liberty Grove balance as of July 29,	2022	2021
1 Municipal Checking account	1,556,357.87	1,239,298.60
Transfer to Checking	100,000.00	140,000.00
Transportation Aid	68,030.37	66,685.50
Fire Dues	30,904.89	28,321.94
Computer Aid	341.92	341.92
Video Service Provider Aid	3,315.02	3,315.02
Shared Revenue	3,135.64	3,139.07
Interest (0.05%)	186.33	49.62
Balance as of July 29,	1,562,272.04	1,201,151.67
2 Money Market Acct.	1,355,206.32	648,985.06
Interest (0.05%)	376.86	26.67
Balance as of July 29,	1,355,583.18	649,011.73
3 Checking Acct.	244,193.24	165,672.31
Plus deposits and transfers	227,435.91	199,889.58
Less FICA	5,231.30	10,008.37
Less State withholding	1,509.21	2,667.89
Less payroll	31,287.07	30,506.20
Less disbursements	150,971.30	141,513.76
Balance as of July 29,	282,630.27	180,865.67
4 Utility District Checking	78,242.67	75,993.84
Utility District Savings	441,333.14	290,834.24
Utility District Restricted Savings	91,601.81	66,341.99
North Shore Bank CD (23 months ending 07/31/2022)	-	149,248.04
Balance as of July 29,	611,177.62	582,418.11
Municipal Checking	1,562,272.04	1,201,151.67
Money Market Acct.	1,355,583.18	649,011.73
Checking	282,630.27	180,865.67
Utility Dist.	611,177.62	582,418.11
As of July 29, 2022, the total in all Town accounts is:	3,811,663.11	2,613,447.18

Creative Solutions (VoIP)

wireless handsets	3	\$	455.00	
corded handsets	5	\$	1,035.00	
installation labor	10	\$	800.00	
device/account setup	1	\$	300.00	
hosted port fees	4	\$	20.00	
			<u>\$ 2,610.00</u>	Setup costs
monthly costs (1 service trunk, 4 numbers)	5	\$	36.95	
			<u>\$ 443.40</u>	Annual costs

Quantum (analog)

PBX & POTS line equipment	1	\$	1,019.97	
corded phones	7	\$	1,399.93	
cordless phones/handsets	2	\$	279.98	
installation labor	8	\$	1,199.92	
			<u>\$ 3,899.80</u>	Setup costs
Monthly costs		\$	-	
		\$	-	Annual costs

Approved	Property Address	Owner Name	Max Occupancy	POWTS Design Capacity	DATCP	DCTZ	Insured	Payment	Notes
	11060 Beach Rd	John/Lauressa Weinlick	6	LGUD #1	YES	YES	YES	YES	All application requirements met