

TOWN OF LIBERTY GROVE PUBLIC MEETING

January Board Meeting

Date: Wednesday, January 18, 2023

Time: 6:30 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. Adjourn to closed session per Wi. Stat. 19.85 (1)(g): Conferring 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 – Short Term Rentals
5. Reconvene into open session
6. Announcements from closed session
7. Public Input
8. Approve Minutes: 1/4/2023
9. Payment of Bills
10. Treasurer's Report
11. Short-Term Rental License(s)
12. Correspondence
13. Future meetings
14. Adjourn

***Report items will not be discussed or voted on, all other agenda items may 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 Town Board meeting on January 4, 2023
(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: 12/21/22
5. Public Input
6. Payment of bills
7. Administrator's report
8. Committee Reports: Highway, Technology
9. Town-wide fiber agreement-evaluation phase
10. Move Excess Room Tax Funds
11. Future Mariner Park Plan of Action
12. Short-Term Rental License(s)
13. Correspondence
14. Future meetings
15. Adjourn

Chairman John Lowry called the meeting to order at 6:58pm. Supervisors Janet Johnson, Cathy Ward, and Dan Watts were present along with Administrator Walter Kalms, Clerk/Treasurer Anastasia Bell and 2 members of the public.

Lowry moved, Ward second to approve the agenda as presented. Carried 4-0.

Johnson moved, Ward second to approve the minutes from 12/21/22 as presented. Carried 4-0.

Public Input – None.

Ward moved, Lowry second to approve the payment of bills totaling \$192,3998.10. Carried 4-0.
Supervisor Nancy Goss arrived.

Administrator – Kalms reported the DNR has not met regarding the Isle View Standpipe, the Village wants to meet about future roads and paths, and Chief Hecht will testify in a legal matter.

Committee Reports – Lowry requested committee reports occur quarterly instead of monthly.

Town-wide Evaluation Phase Agreement – Kalms indicated this agreement sets the tone for the whole project and covers the time until the evaluation is complete. **Lowry moved, Goss second** to execute the Evaluation Phase Agreement as presented. Carried 5-0.

Excess Room Tax Funds – Johnson requested consideration for attainable housing infrastructure. Goss replied that excess from STR permits seems more appropriate. **Johnson moved, Goss second** to move 2022 excess room tax funds, in the amount of \$133,425.59, to the Capital Improvement-Fire Equipment account. Carried 5-0.

Mariner Park Plan of Action – Kalms noted the proposal from Baylake was provided to the Board members. Watts stated a maximum budget should be established prior to getting the plan. **Lowry moved, Goss second** to request scope of services and cost proposals from Ayres Associates and Landscapes of Place for Mariner Park at Gills Rock. Carried 5-0.

Short-Term Rental License(s) – **Johnson moved, Goss second** to approve licenses for 11063 Beach Road, #3, 12317 Maplewood Lane, and 1136 Wagon Trail Circle. Carried 5-0.

Correspondence – Kalms reported the HL10 decision was postponed by the County

The next Board meeting will be Wednesday, January 18, 2023, immediately following the Sanitary District Committee meeting which is scheduled to start at 6:45pm.

Lowry moved, Ward second to adjourn at 8:04pm. Carried 5-0.

Respectfully submitted,
Anastasia Bell, Clerk/Treasurer

DRAFT

Town of Liberty Grove balance as of December 30,	2022	2021
1 Municipal Checking account	992,539.64	1,205,883.87
Transfer to Checking	877,590.10	1,205,883.87
Transfer to Money Market	114,949.54	
Early Tax Collections	2,981,752.44	2,282,611.94
Interest (0.75%)	894.96	71.48
Balance as of December 30,	2,982,647.40	2,282,683.42
2 Money Market Acct.	1,358,426.47	649,121.08
Transfer from Checking	114,949.54	705,390.68
Interest (1.77%)	2,060.13	30.15
Balance as of December 30,	1,475,436.14	1,354,541.91
3 Checking Acct.	149,056.66	216,116.81
Plus deposits and transfers	945,418.36	672,685.22
Less FICA	9,751.40	15,383.33
Less State withholding	1,469.98	4,355.69
Less payroll	30,983.71	44,377.30
Less disbursements	145,321.05	211,759.72
Balance as of December 30,	906,948.88	612,925.99
4 Utility District Checking	57,845.71	76,820.21
Utility District Savings	322,089.28	290,895.59
Utility District Restricted Savings	95,958.35	71,629.47
North Shore Bank CD (23 months ending 07/17/2022)	-	149,248.04
Nicolet Bank CD (3 months ending 11/16/2022)	-	-
Nicolet Bank CD (6 months ending 5/04/2023)	150,440.36	-
Balance as of December 30,	626,333.70	588,593.31
Municipal Checking	2,982,647.40	2,282,683.42
Money Market Acct.	1,475,436.14	1,354,541.91
Checking	906,948.88	612,925.99
Utility Dist.	626,333.70	588,593.31
As of December 30, 2022, the total in all Town accounts is:	5,991,366.12	4,838,744.63

Liberty Grove Utility District #1

	2022	2021
Checking account		
Balance as of November 30,	\$ 53,979.61	\$ 75,937.98
Add Deposits	\$ 4,165.46	\$ 2,112.59
Less Disbursements	(\$326.24)	(\$1,232.29)
Add Interest	\$ 26.88	\$ 1.93
Balance as of December 30,	\$ 57,845.71	\$ 76,820.21
Savings account		
Balance as of November 30,	\$321,657.03	\$290,883.24
Add deposits	\$ -	\$ -
Less Disbursements	\$ -	\$ -
Add Interest	\$ 432.25	\$ 12.35
Balance as of December 30,	\$ 322,089.28	\$ 290,895.59
Savings Restricted account		
Balance as of November 30,	\$ 95,844.88	\$ 71,627.64
Add Deposits	\$ 83.92	\$ -
Less Withdrawals	\$ -	\$ -
Add Interest	\$ 29.55	\$ 1.83
Balance as of December 30,	\$ 95,958.35	\$ 71,629.47
North Shore Bank CD (23 months Closed 7/18/2022)	\$ -	\$ 149,248.04
Nicolet Bank CD (90 days ending 11/2022)	\$ -	\$ -
Nicolet Bank CD (90 days ending 5/2023)	\$ 150,440.36	\$ -
Balance as of December 30,	\$ 626,333.70	\$ 588,593.31

Approved	Owner Name	Property Address	Max Occupancy	DATCP	DCTZ	POWTS Design Capacity	Insured	Payment
	Ann Hostetler/Mervin Smucker	1260 HWY ZZ	10	YES	YES	5 BDRM	YES	YES
	Gary J. Skoien	11095 Beach Rd	10	YES	YES	LGUD #1	YES	YES
	Thomas/Jennifer Hanrahan	1230 Garrett Bay Rd	4	DATCP sent	YES	3 BDRM	YES	YES
	Thomas/Jessica Ackley	10972 Hillcrest Road	11	DATCP sent	YES	LGUD #1	YES	YES