

TOWN OF LIBERTY GROVE PUBLIC MEETING

Board Meeting

Date: Wednesday, October 18, 2023

Time: 6:00 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. Public Input
5. Approve Minutes: 10/2/2023, 10/4/2023, and 10/5/2023
6. Payment of Bills
7. Treasurer's Report
8. Committee Appointments
9. Wind Phone at Isle View Park
10. Public Health Notices in Town Park Restrooms
11. Renewal of Dental Insurance for Full-time Employees
12. Short Term Rental License(s)
13. Correspondence
14. Future meetings
15. 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 Special Town Board meeting on October 2, 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. Public Input
5. Adjourn to closed session per Stat. 19.85 (1)(c): considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility: Clerk/Treasurer
6. Reconvene in open session.
7. Consider action on closed session item (if any)
8. Adjourn

Chairman Janet Johnson called the meeting to order at 6:30pm. Supervisors Cathy Ward, Billy Appel, Dan Watts, and Nancy Goss (phone) were present along with Administrator Walter Kalms, and Clerk/Treasurer Anastasia Bell.

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

Public Input – None.

Johnson moved, Ward second to adjourn to Closed Session pursuant to Wisconsin State Statutes § 19.85(1)(c): Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – Clerk/Treasurer. Roll call: Appel, Johnson, Ward, Goss, and Watts voted aye, no nays. Carried 5-0. Closed session items were discussed.

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

Announcements – Johnson indicated applicants will be contacted.

Goss moved, Johnson second to adjourn at 7:03pm. Carried 5-0.

Respectfully submitted,
Anastasia Bell, Clerk/Treasurer

Town of Liberty Grove
Minutes of the Town Board meeting on October 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: 9/18/2023, 9/20/2023
5. Public Input
6. Payment of Bills
7. Door County North Activity Report
8. Administrator Report
9. Set Budget Hearing for 11/15/2023 at 6:00pm
10. Pursuant to Stat. 60.12 (1)(c) & 60.12 (2), call a Special Town Meeting on 11/15/2023 to set the 2023 tax levy to follow the Budget Hearing
11. Ordinance 12-23, Footings and Foundations for Accessory Buildings
12. Ordinance 13-23, Establishment of Speed Zone on Town Roads (Country Lane)
13. Ordinance 14-23, Town Road Weight Limits
14. Ordinance 15-23, Standards for Construction and Acceptance of Town Roads
15. Intergovernmental trail agreement: multi-modal trail adjacent to STH 42 (Country Ln to Townline Dr)
16. Short-Term Rental License(s)
17. Correspondence
18. Future meetings
19. Adjourn

Chairman Janet Johnson called the meeting to order at 6:02pm. Supervisors Billy Appel, Cathy Ward, Dan Watts, and Nancy Goss were present along with Administrator Walter Kalms, Clerk/Treasurer Anastasia Bell and approximately 3 members of the public.

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

Ward moved, Johnson second to approve the 9/18/2023 minutes as presented. Carried 4-0-1 (Goss abstained).

Goss moved, Ward second to approve the 9/20/2023 minutes as presented. Carried 5-0.

Johnson moved, Ward second to approve the 8/29/2023 minutes as presented. Carried 4-0.

Public Input – None.

Bills – **Johnson moved, Goss second** to approve payment of bills totaling \$186,156.78. Carried 5-0.

Door County North – Mickie Rasch thanked the office for inclusion of event information in the newsletter, she outlined upcoming events and noted they have started their 2024 membership campaign.

Administrator – Kalms noted the budget is moving along, the Fire Board needs to finalize their budget now that CPI is available. 7 of 14 Towns will be chosen for LRIP funds, our request will be Old Stage Road. The Village has agreed to pave Country Lane, brushing has started for the roads to be paved in 2024. The Beach Road manhole should be done by the end of October, the sewer rate review is done but the findings have not been presented yet.

Budget Hearing – **Goss moved, Ward second** to set the budget hearing for 11/15/2023 at 6:00pm. Carried 5-0.

Special Town Meeting – **Johnson moved, Ward second** pursuant to 60.12(1)(c) and 60.12 (2) the Town Board call a Special Town meeting to set the 2023 tax levy immediately following the Budget Hearing on 11/15/2023. Carried 5-0.

Ordinance 12-23, Footings and Foundations for Accessory Buildings – Johnson moved, Goss second to approve Ordinance 21-23 striking Section 2, item 3 in its entirety. Roll call: Watts, Johnson, Goss, Ward, and Appel voted aye, no nays. Carried 5-0. The full text of the ordinance can be viewed at the Town Office or on the Town Website.

Ordinance 13-23, Establishment of Speed Zone on Town Roads (Country Lane) – Dale Stewart noted Sister Bay requested this due to the residential area and the anticipation of increased pedestrian traffic after the road is widened in 2024. **Watts moved, Ward second** to adopt Ordinance 13-23 as presented. Roll call: Johnson, Watts, Ward, Appel, and Goss voted aye, no nays. Carried 5-0. The full text of the ordinance can be viewed at the Town Office or on the Town Website.

Ordinance 14-23, Town Road Weight Limits – Dale Stewart noted this ordinance allows the Town to impose weight limits earlier based on the weather and provides notice to the contractors. The notice will be posted on the Town website. **Appel moved, Goss second** to adopt ordinance 14-23 as presented. Roll call: Ward, Appel, Goss, Watts, and Johnson voted aye, no nays. Carried 5-0. The full text of the ordinance can be viewed at the Town Office or on the Town Website.

Ordinance 15-23, Standards for Construction and Acceptance of Town Roads – Johnson moved, Goss second to adopt Ordinance 15-23 as presented. Roll call: Appel, Johnson, Goss, Watts, and Ward voted aye, no nays. Carried 5-0. The full text of the ordinance can be viewed at the Town Office or on the Town Website.

Intergovernmental trail agreement: multi-modal trail adjacent to STH 42 (Country Ln to Townline Dr) – Kalms reported the Town has not been to any meetings, the cost in the proposal is only the engineering, Steve Sohns (Gibraltar Chairman) is not aware of this project, Ephraim has not committed to the project due to the property permissions that will need to be granted to complete the whole path. Johnson noted the County's opinion is that the Right-of-way (ROW) is a State ROW, and the properties are private. **Johnson moved, Appel second** to authorize the Administrator to send a letter to explain that without knowing the total costs, without Town land being traversed, and without knowing the final scope of the project, the town is not interested in being part of the Trail at this time. Carried 5-0.

Short-Term Rental License(s) – Goss moved, Ward second to approve 2023 licenses for 95 Cottage Road. Carried 5-0. **Goss moved, Ward second** to approve 2024 for the list as presented. Carried 5-0. The full list of approved licenses is attached to these minutes.

Correspondence – Kalms noted the 2023 Wisconsin Great Lakes Chronicle was received.

The next Board meeting will be Wednesday 10/18/2023 at 6:00pm. The Budget Hearing will be 11/15/2023 at 6:00pm.

Johnson moved, Goss second to adjourn at 7:08pm. Carried 5-0.

Respectfully submitted,
Anastasia Bell, Clerk/Treasurer

Tim Vial/Flying V LLC-Frontier Hideaway	11250 Frontier Road
Tom/Tanya Wismar	11162 N Sand Bay Ln
Yacht Haven LLC	10985 ST Hwy 42
Rex Kahr	1057 N Elm Rd
Charles Voight	12733 Hwy 42
Emeil Marks	1575 Old School Rd
BARC Haus LLC	2776 Pioneer Rd
Randall Andrus	11977 Bay Ln
Ruby Lou Properties	9993 Hwy 57

Jeffrey MacDonald	12444 Landin Lane
David/Deborah Cresto	11111 Beach Rd
Keith Hanson/Louise Wolf	10242 Kinsey Bay Ln
Jeremy Jeffery, DC Cabins LLC	12786 N Porte Des Morts Dr
Jeremy Jeffery, DC Cabins LLC	11098 N Sand Bay In
James Maronek	1519 E Door Bluff Rd & 1521 E Door Bluff Rd
Jeff & Jennifer Pinter-Timberline Hideaway	12377 Timberline Road
Micah DiSalvo	1058 Wagon Trail Cir
Arica Hirsch	1136 Wagon Trail Cir
Megan/Scott Welter	11318 Beechwood East
Edwin Banderowicz	11693 Tipperary Lane
Cardinal Woods of DC	1575 Hill Rd
Cardinal Woods of DC	448 Isle View Rd
John Carstens	11573 Beach Rd
Frederick Groutage	11121 Hillcrest Rd

Town of Liberty Grove
Minutes of the Special Town Board meeting on October 5, 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. Public Input
5. Adjourn to closed session per Stat. 19.85 (1)(c): considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility: Clerk/Treasurer
6. Reconvene in open session.
7. Consider action on closed session item (if any)
8. Adjourn

Chairman Janet Johnson called the meeting to order at 7:02pm. Supervisors Cathy Ward, Billy Appel, and Dan Watts were present along with Administrator Walter Kalms, and Clerk/Treasurer Anastasia Bell.

Ward moved, Appel second to approve the agenda as posted. Carried 4-0.

Public Input – None.

Johnson moved, Ward second to adjourn to Closed Session pursuant to Wisconsin State Statutes § 19.85(1)(c): Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – Clerk/Treasurer. Roll call: Watts, Johnson, Ward, and Appel voted aye, no nays. Carried 4-0. Closed session items were discussed. Supervisor Nancy Goss arrived at 5:40pm.

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

Announcement from Closed Session – None.

Johnson moved, Goss second to adjourn at 8:31pm. Carried 5-0.

Respectfully submitted,
Anastasia Bell, Clerk/Treasurer

Town of Liberty Grove balance as of September 29,	2023	2022
1 Municipal Checking Account	1,850,160.14	1,173,142.12
Transfer to General Checking	425,000.00	161,000.00
Interest (1.00%)	1,335.06	180.37
Balance as of September 29,	1,426,495.20	1,012,322.49
2 Money Market Account	1,503,676.11	1,356,069.70
Interest (3.00%)	3,536.32	492.27
Balance as of September 29,	1,507,212.43	1,356,561.97
3 General Checking Account	341,975.28	235,465.31
Plus deposits and transfers	436,319.39	220,564.98
Less FICA	9,359.29	10,010.11
Less State withholding	1,539.46	1,532.51
Less payroll	28,737.67	29,869.39
Less disbursements	401,265.43	164,717.54
Balance as of September 29,	337,392.82	249,900.74
4 Utility District Checking	58,680.77	42,954.92
Utility District Savings	327,446.11	321,281.95
Utility District Restricted Savings	116,982.65	91,625.52
Nicolet Bank CD (3 months ending 11/16/2022)		150,251.00
Nicolet Bank CD (9 months ending 02/05/2024)	151,758.44	-
Balance as of September 29,	654,867.97	606,113.39
 Municipal Checking	 1,426,495.20	 1,012,322.49
Money Market Acct.	1,507,212.43	1,356,561.97
Checking	337,392.82	249,900.74
Utility Dist.	654,867.97	606,113.39
 As of September 29, 2023, the total in all Town accounts is:	 3,925,968.42	 3,224,898.59

10/17/2023 4:31 PM

In Progress Checks - Quick Report - ALL
ALL Checks by Voucher
ASSOCIATED BANK (1120)Page: 1
ACCT

Dated From:

From Account:

Thru:

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
543	10/18/2023	ANTHEM BLUECROSS BLUESHIELD GROUP A67054 HEALTH	4,215.88
544	10/18/2023	FLEETWOOD HOMES OCC BOND 018-02-02322832	400.00
545	10/18/2023	CURT BAWDEN OCC BOND 018-30-0003	400.00
546	10/18/2023	QUILL CHAIR MATS, SIGN, PAPER ACCT 2845906	151.20
547	10/18/2023	SERVICE MOTOR COMPANY INV U01814 HWY MOWER	108,743.45
548	10/18/2023	MONROE TRUCKING EQUIPMENT ACCT 4677800 TRUCK LITES	400.80
549	10/18/2023	GOING GARBAGE & RECYCLING RECYCLE & GARBAGE ACCT 115572	1,836.68
550	10/18/2023	SBLG LIBRARY BUILDING COMMISSION Q4 2023	10,619.00
551	10/18/2023	SBLG FIRE COMMISSION Q4 2023	39,846.41
552	10/18/2023	SBLG FIRE COMMISSION 2% DUES	39,777.59
553	10/18/2023	QUALITY STATE OIL COMPANY INC ACCT 43320140 DF	2,015.80
554	10/18/2023	MARY TODD 10/7/23 EBCC RENTAL DEPOSIT RETURN	300.00
555	10/18/2023	VILLAGE OF SISTER BAY SHRED & RECYCLE ADS 62886 & 62893	201.88
556	10/18/2023	PENINSULA PULSE LLC ORD 9-23, 10-23	145.44
557	10/18/2023	JFTCO FILTERS CUST 1263708	317.78
558	10/18/2023	FRONTIER 920-854-6570 FAX LINE	90.09
559	10/18/2023	PITNEY BOWES BANK INC POSTAGE INK INV 1024054602	91.29
560	10/18/2023	WORKHORSE SOFTWARE SERVICES INC. SUPPORT INV 5452	347.68
561	10/18/2023	ANASTASIA BELL Q3 2023 MILEAGE	32.80

10/17/2023 4:31 PM

In Progress Checks - Quick Report - ALL
ALL Checks by Voucher
ASSOCIATED BANK (1120)

Page: 2
ACCT

Dated From:

From Account:

Thru:

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
562	10/18/2023	WALTER KALMS Q3 2023	117.90
563	10/18/2023	WISCONSIN PUBLIC SERVICE INV 4753159620 & 4751435393	2,637.35
Grand Total			212,689.02

parks & property committee

kdmellen61@gmail.com [REDACTED]
To: Town Clerk <tlibertygrove@gmail.com>

Wed, Sep 13, 2023 at 2:12 PM

Hello,

I had hoped to install something similar to the one at sunset park (pictured below). It would be made out of treat lumber and plastic signage so I would not anticipate very much if any maintenance.

As this would be a donation from the Mellen family I would also be willing to take care of any needed maintenance.

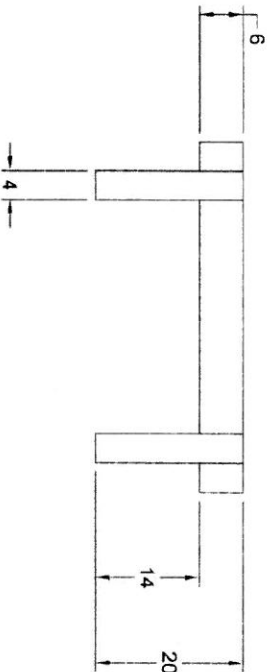
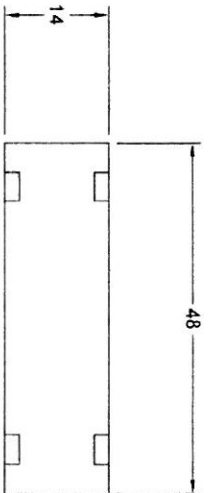
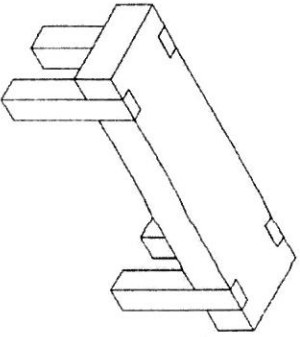
I would be buying and making and installing the phone. I would ask to have someone from the parks department go over with me before hand the sizing and placement and then what would be required for placing it in the ground.

If the next meeting date is something I can make I would very much like to come up and speak at the meeting.

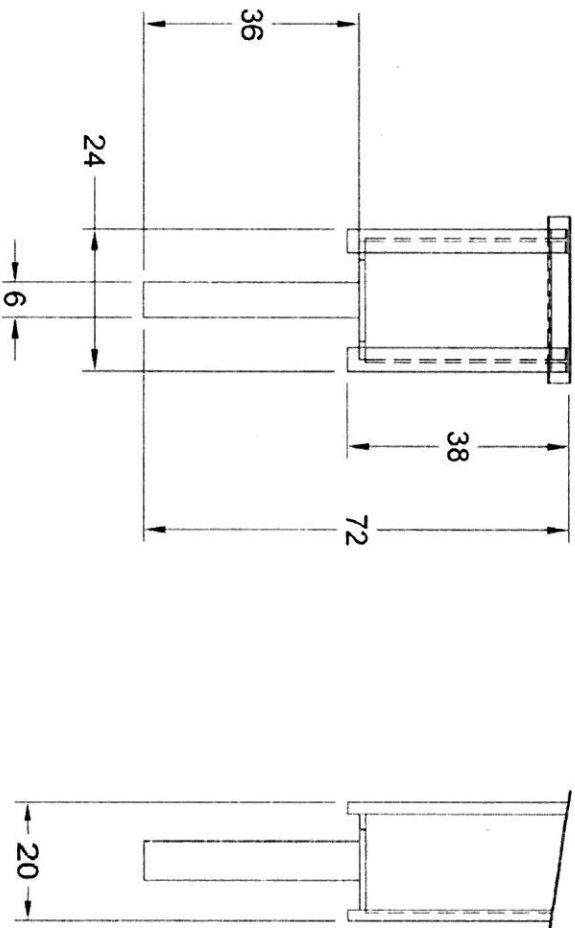
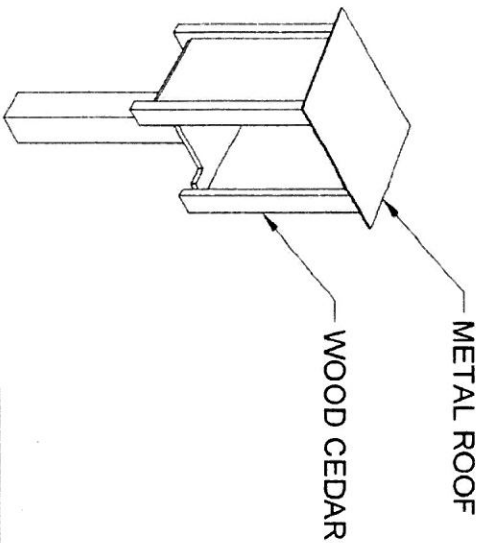


This is the one installed at sunset park

[Quoted text hidden]



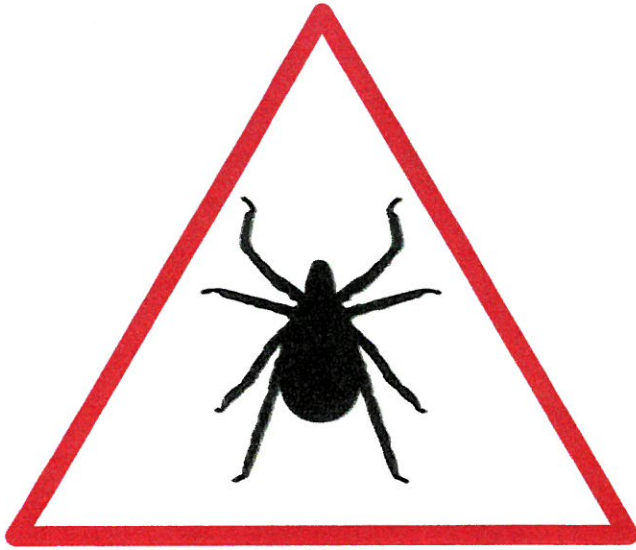
PROJECT Admin Project				TITLE BENCH	
APPROVED		SIZE	CODE	DWG NO	REV
CHECKED		B			
DRAWN	Kevin Knappek	10/11/2023	SCALE 1:16	WEIGHT	SHEET 1/1



PROJECT
Admin Project

TITLE
WIND PHONE

APPROVED	SIZE	CODE	DWG NO	REV
CHECKED	A			
DRAWN	Kevin Knappek	10/11/2023	SCALE 1:30	WEIGHT
			SHEET 1/1	



PREVENT TICK BITES!

- **WEAR REPELLENT**
- **CHECK FOR TICKS DAILY**
- **SHOWER SOON AFTER
BEING OUTDOORS**
- **CALL YOUR DOCTOR IF YOU
GET A FEVER OR RASH**

For more information: www.cdc.gov/ticks



Centers for Disease
Control and Prevention
National Center for Emerging and
Zoonotic Infectious Diseases



Public Health
Prevent. Promote. Protect.
Door County

POLICY ENDORSEMENT NO. 27016 - 441 - 09012023

Attached to and forming a part of the Contract to Provide Dental Care Benefits between Town Of Liberty Grove and Delta Dental of Wisconsin, Inc.

It is agreed and understood that Declarations, Section 7, Monthly Premium will be replaced with the following, effective January 1, 2024 and ending on December 31, 2024:

Single Coverage (employee, 1 Party)	\$39.75
Family Coverage (employee and spouse, 2 Party)	\$79.50
Family Coverage (employee and child(ren))	\$71.79
Family Coverage (full family, 3+ Party)	\$120.36



Delta Dental of Wisconsin
www.deltadentalwi.com

Anastasia Bell
Town Of Liberty Grove
11161 Old Stage Rd
Sister Bay WI 54234-0000

Thank you for choosing Delta Dental of Wisconsin as your dental benefits company. A summary of your benefit plan renewal is below.

The new premium will automatically go into effect on the renewal date listed below. However, if you would like to explore plan design or premium options, or if we can be of further assistance, please contact your agent Thomas Precia or call us at 800-236-3713 or email sales@deltadentalwi.com.

Group Number: 27016-441

Renewal Date: January 1, 2024

Current Plan Design	PPO	Premier or Non-Network
Deductible – Individual/Family	\$50 \$150	\$50 \$150
Individual Annual Maximum	\$1,000	\$1,000
Diagnostic & Preventive	100%	100%
Basic Restorative	80% *	80% *
Major Restorative	50% *	50% *
Orthodontic Services	0%	0%
Lifetime Orthodontic Maximum		

**=Deductible Applies (wp)=Waiting Period may apply – please reference your group contract*

Coverage Type	Enrollment	Monthly Premium	
		Current	Renewal
Employee	5	\$38.22	\$39.75
Employee & Spouse	1	\$76.44	\$79.50
Employee & Child(ren)		\$69.03	\$71.79
Employee, Spouse & Child(ren)		\$115.73	\$120.36
Totals	6	\$267.54	\$278.25

Thank you for allowing Delta Dental to serve your dental benefits needs.

Janet Barber
Account Representative

cc: HUB International Midwest, Ltd
Thomas Precia
Ste 202
Waukesha WI 53188-0000

Approved	Owner Name	Property Address	Max Occupancy	POWTS Design Capacity	DATCP	DCTZ	Insured	Payment
	Yacht Haven LLC	10985 ST Hwy 42	2	LGUD #1	YES	YES	YES	YES
	Stephen/Jennifer Christy	12223 Blackberry Rd	6	3 BDRM	YES	YES	YES	YES
	Green Rd LLC/ Marc Czapla	2165 Green Rd	6	3 BDRM	YES	YES	YES	YES
	Myron Beard	11697 Mink River Rd	2	Holding 1 BDRM	YES	YES	YES	YES
	Edward/Jill Dombrowski	1076 Wagon Trail	7	85 (3) BDRM-condo	YES	YES	YES	YES
	Judith C Giessel Trust	11174 North Sand Bay Lane	10	HT 5 BDRM	YES	YES	YES	YES
	Amin/Caroline Setoodeh	12727 Wisconsin Bay Rd	6	3 BDRM	YES	YES	YES	YES
	JHS Rentals LLC	12398 Northern Door Rd	6	3 BDRM	YES	YES	YES	YES
	Sarah Mohr	1060 Wagon Trail Cir Dr	10	85 (4) BDRM-condo	YES	YES	YES	YES
	Kira Connolly-Nelson/Mohanram Ganesan	12699 S Port Des Morts Dr	8	3 BDRM	YES	YES	YES	YES
	Ann Miller	2602 Grove Rd	6	3 BDRM	YES	YES	YES	YES
	Ann Miller	2576 Grove Rd	6	3 BDRM	YES	YES	YES	YES
	Matthew/Alexandra Hockers	10734 White Pine La	4	2 BDRM	YES	YES	YES	YES
	Daniel/Valerie Austgen	803 Europe Bay Rd	6	3 BDRM	YES	YES	YES	YES
	Mary Henson Trust	9890 State HWY 57	6	3 BDRM	YES	YES	YES	YES
	Pat Hockers	1510 County Rd 22	6	3 BDRM	YES	YES	YES	YES
	Kimberly Hazen	12317 Maplewood Lane	6	Hold 5 BDRM	YES	YES	YES	YES
	Daniel Schwarz	928 Cottage Rd	6	3 BDRM	YES	YES	YES	YES
	Justin/Megan Gross	10200 St Hwy 57	6	6 BDRM	YES	YES	YES	YES
	Thomas/Jessica Ackley	10972 Hillcrest Road	11	LGUD #1	YES	YES	YES	YES
	Hakes Family Trst	9551 N. Bay Drive	6	HT BDRM	YES	YES	YES	YES
	Mary Ann Rademacher	1276 Garrett Bay Rd	6	3 BDRM	YES	YES	YES	YES
	Mary Ann Rademacher	1288 Garrett Bay Rd	6	3 BDRM	YES	YES	YES	YES