

TOWN OF LIBERTY GROVE PUBLIC MEETING

Board Meeting

Date: Wednesday, November 1, 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. Approve Minutes: 9/20/2023, 10/18/2023
5. Public Input
6. Payment of Bills
7. Administrator Report
8. Use of Town Roads by Snowmobile Club for 2023-2024 Season
9. Short-Term Rental License(s)
10. Resolution 8-23, Participation in Section 125 Premium Only Plan
11. Health Insurance Plan for Full-Time Employees
12. Town-Wide Broadband Project
 - a. Memorandum of Understanding Between Town and Brown County C-LEC, LLC (Nsight)
 - b. Resolution __-23 Support Capital Fund PSCW Grant Application FY 2023
13. 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 contract
14. Reconvene in open session.
15. Consider action on closed session item (if any)
16. Correspondence
17. Future meetings
18. 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 ***

Pamela Donart-Welcome, 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 September 20, 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. Approve Minutes: 9/6/2023
6. Payment of Bills: Sanitary District, Town
7. Treasurer's Report: Sanitary District, Town
8. Report on N Bay Drive Car Charging Station
9. Town Email Addresses
10. Short Term Rental License(s)
11. Correspondence
12. Future meetings
13. 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-11976 Highway 42
14. Reconvene into Open Session
15. Action/Announcement from Closed Session
16. Adjourn

Chairman Janet Johnson called the meeting to order at 6:00pm. Supervisors Billy Appel, Dan Watts, Nancy Goss, and Cathy Ward (virtual) were present along with Administrator Walter Kalms, Clerk/Treasurer Anastasia Bell and 3 members of the public.

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

Public Input – Mary Pat Carlson, Door County Wildwood Market, provide history of their market and identified that they operated a corn maze in 2022 for which they received a violation notice from the County Zoning office. The solution(s) proposed by the County would require rezoning, a new CUP, or restriction to only 6 operational days per calendar year.

Johnson moved, Ward second to approve the 9/6/2023 minutes as presented. Carried 5-0.

Bills – **Goss moved, Johnson second** to approve payment of sanitary district bills totaling \$3,210.23. Carried 5-0. **Johnson moved, Goss second** to approve payment of bills totaling \$218,214.12. It was noted that the truck is only a chassis. Carried 5-0.

Treasurer's Report – Bell reported the following Sanitary District balances as of August 31, 2023.

Utility District Checking	58,680.77
Utility District Savings	327,446.11
Utility District Restricted Savings	116,982.65
North Shore CD 00-134	<u>151,758.44</u>
Total	654,867.97

Goss moved, Ward second to approve the Sanitary District Treasurer Report as presented. Carried 5-0.

Bell reported the following Town account balances as of August 31, 2023.

Municipal Checking	1,850,160.14
Money market acct.	1,503,676.11
Checking	341,975.28
Utility Dist.	<u>654,867.97</u>
Total	4,350,679.50

Ward moved, Goss second to approve the August Treasurer's report as presented. Carried 5-0.

N Bay Drive Charging Station – Johnson noted this item is a county zoning concern, there have been building permits issued.

Town Email Addresses – Bell confirmed there will be no fee to complete the email conversion. **Johnson moved, Goss second** to accept the TownWeb conversion and GoogleWorkspace management for Town email addresses. Carried 5-0.

Short-Term Rental License(s) – **Johnson moved, Goss second** to approve licenses for 1510 County ZZ, 1177 Waters End Road, and 11028 S. Sand Bay Lane. Carried 5-0.

Correspondence – Kalms reported on the SBLG fire Board minutes, and that the DNR, Engineers, and Town are working on the survey base points to complete the DNR permit application for the standpipe.

The next regular Board regular will be Wednesday, 10/4/2023 at 6:00pm. A Special Board will be held 10/2/23 at 6:30pm, The budget hearing was tentatively scheduled for 11/15/2023 at 6:00pm to be followed by the Special Town meeting to adopt the levy and a Special Board meeting to adopt the budget.

Johnson moved, Goss second to 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 contract at 6:34pm. Roll call: Ward, Johnson, Goss, Appel, and Watts voted aye, no nays. Carried 5-0. Closed session items were discussed.

Johnson moved, Goss second to reconvene into open session at 6:55pm. Roll call: Ward, Johnson, Goss, Watts and Appel voted aye, no nays. Carried 5-0. **Johnson moved, Goss second** to not act on the purchase offers which have been presented to the Town Board. Carried 5-0.

Watts moved, Appel second to adjourn at 8:57pm. Carried 5-0

Respectfully submitted,
Anastasia Bell, Clerk/Treasurer
Approved at the 10/4/2023 Town Board Meeting

Town of Liberty Grove
Minutes of the Town Board meeting on October 18, 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. 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

Chairman Janet Johnson called the meeting to order at 6:00pm. Supervisors Billy Appel, Nancy Goss, Cathy Ward, and Dan Watts were present along with Administrator Walter Kalms, Clerk/Treasurers Anastasia Bell and Pam Donart-Welcome along with 3 members of the public.

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

Public Input – None.

Ward moved, Appel second to approve the 10/2/2023 minutes as presented. Carried 5-0.

Johnson moved, Ward second to approve the 10/4/2023 minutes as corrected. Carried 5-0.

Goss moved, Ward second to approve the 10/5/2023 minutes as presented. Carried 5-0.

Bills – Ward moved, Appel second to approve payment of bills totaling \$212,689.02. Carried 5-0.

Treasurer's Report – Bell reported the following Town account balances as of September 29, 2023.

Municipal Checking	1,426,495.20
Money market acct.	1,507,212.43
Checking	337,392.28
Utility Dist.	<u>654,867.97</u>
Total	3,925,968.42

Goss moved, Ward second to approve the September Treasurer's report as presented. Carried 5-0.

Committee Appointments – Johnson moved, Goss second to appoint Sylvann Welcome to the Community Development and Technology Committee. Carried 5-0.

Wind Phone – Keith Mellon, Timberline Road, explained wind phones provide an opportunity for people to speak to deceased loved ones through their grieving process. Ward noted this would add to the therapeutic value of the Town Park. **Ward moved, Watts second** to approve installation of wind phone at Isle View Town Park with the creation and maintenance to be complete by Mr. Mellon. Carried 5-0.

Public Health Notices – Ward noted this could be a public service announcement. Goss reported people are not aware of tick related diseases. **Ward moved, Goss second** to approve posting of public health informational signage in Town Park restrooms. It was the consensus to post the signs as provided by the Health Department to maintain message consistency. Carried 5-0.

Employee Dental Insurance – Johnson moved, Goss second to renew the dental insurance with Delta Dental for full-time employees. Carried 5-0.

Short-Term Rental License(s) – Johnson moved, Goss second to approve 2024 licenses for the 23 addresses presented. Carried 5-0. The full list is attached to these minutes.

Correspondence – Kalms reported on a notice from WPS regarding Sunnyside Lane work and within the SBLG Fire Board minutes it is noted the county radio system is anticipated to cost \$26 million.

The next regular Board regular will be Wednesday, 11/1/2023 at 6:00pm. The budget hearing will be 11/15/2023 at 6:00pm to be followed by the Special Town meeting to adopt the levy and a Special Board meeting to adopt the budget.

Goss moved, Johnson second to adjourn at 6:48pm. Carried 5-0

Respectfully submitted,
Anastasia Bell, Clerk/Treasurer

Yacht Haven LLC	10985 ST Hwy 42
Stephen/Jennifer Christy	12223 Blackberry Rd
Green Rd LLC/ Marc Czapla	2165 Green Rd
Myron Beard	11697 Mink River Rd
Edward/Jill Dombrowski	1076 Wagon Trail
Judith C Giessel Trust	11174 North Sand Bay Lane
Amin/Caroline Setoodeh	12727 Wisconsin Bay Rd
JHS Rentals LLC	12398 Northern Door Rd
Sarah Mohr	1060 Wagon Trail Cir Dr
Kira Connolly-Nelson/Mohanram Ganesan	12699 S Port Des Morts Dr
Ann Miller	2602 Grove Rd
Ann Miller	2576 Grove Rd
Matthew/Alexandra Hockers	10734 White Pine La
Daniel/Valerie Austgen	803 Europe Bay Rd
Mary Henson Trust	9890 State HWY 57
Pat Hockers	1510 County Rd ZZ
Kimberly Hazen	12317 Maplewood Lane
Daniel Schwarz	928 Cottage Rd
Justin/Megan Gross	10200 St Hwy 57
Thomas/Jessica Ackley	10972 Hillcrest Road
Hakes Family Trst	9551 N. Bay Drive
Mary Ann Rademacher	1276 Garrett Bay Rd
Mary Ann Rademacher	1288 Garrett Bay Rd

Town of Liberty Grove Roads
Top O the Thumb Snowmobile Club
2023-2024 Season

Roads traveled by Snowmobile Club

Timberline Road
Isle View Road
Woodland Road
Blackberry Lane
Badger Road
Blackberry Road
North Badger Road
Garrett Bay Road
Sunnyside Road
Mink River Road
Cedar Road
North Newport Lane
Europe Bay Road
Gooseberry Lane
Hill Road
Homestead Road
Lakeview Road
Porcupine Bay Road
Ellison Bay Park Lane
Waters End Road
Old Stage Road
Scandia Road
Juice Mill Road
Humbug Road
North Berry Lane
Berry Lane
Lime Kiln Road
Europe Lake Road
Wisconsin Bay Road
Birchwood Road
Ranch Lane
Wildwood Road
Green Road

Town LG- Gills Rock Park and Fire Station Property

**TOWN OF LIBERTY GROVE
RESOLUTION 8-23
PARTICIPATION IN SECTION 125 PREMIUM ONLY PLAN**

The undersigned Principal of the Town of Liberty Grove (the Employer), hereby certifies that the following resolutions were duly adopted by the Town Board of the Town of Liberty Grove, as the Board of Directors of the Employer, on January 1, 2024, and that such resolution has not been modified or rescinded as of the date hereof:

RESOLVED, that the form of Amended Section 125 Cafeteria Plan effective January 1, 2024 presented to this meeting is hereby approved and adopted and that the proper Board Supervisors of the Town of Liberty Grove are hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the Plan.

RESOLVED, that the Administrator shall be instructed to take such actions that are deemed necessary and proper in order to implement the amended Plan, and to set up adequate accounting and administrative procedures to provide benefits under the Plan.

RESOLVED, that the proper officers of the Town of Liberty Grove shall act as soon as possible to notify the employees of the Town of Liberty Grove of the adoption of the amended Plan by delivering to each employee a copy of the summary description of the Plan in the form of the Summary Plan Description presented to this meeting, which form is hereby approved.

The undersigned further certifies that true copies of the Adoption Agreement, Plan Document, and the Summary Plan Description, approved and adopted in the foregoing resolutions, are attached herewith.

I, Pamela Donart-Welcome, Clerk/Treasurer of the Town of Liberty Grove, Door County, Wisconsin do hereby certify that the above is a true and correct copy of a resolution which was adopted at a properly noticed meeting of the Town of Liberty Grove Board on the 1st day of November, 2023 by a vote of aye: __ nay: __.

Dated this 1st day of November, 2023

Pamela Donart-Welcome, Clerk/Treasurer

TOWN OF LIBERTY GROVE RENEWAL SNAPSHOT

MEDICAL RENEWAL SNAPSHOT

- > Trend continues to run around 12-14% on the average for the 2023 renewal year
- > Markets Approached: Anthem Options, UHC, WPS, and Robin by Health Partners

Plan Type Plan Name Network Name Benefits	Anthem 67V3 Blue Preferred POS 2500 / 0% / 4000 Blue Preferred In-Network Out-of-Network	Anthem Gold \$2000 / 20% / 5500 92PD Blue Preferred In-Network Out-of-Network	Anthem SGold 2500 / 20% / 5000 92NN Blue Preferred In-Network Out-of-Network
Coinsurance	0%	20%	20%
Deductible			
Individual / Family	\$2,500 / \$5,000	\$2,000 / \$4,000	\$2,500 / \$5,000
Out-of-pocket max (Medical)			
Individual / Family	\$4,000 / \$8,000	\$5,500 / \$11,000	\$5,000 / \$10,000
Physician Services			
Office visits - Primary / Specialist	\$20 / \$60	\$20* / \$60	\$20* / \$60
Hospital Services			
Inpatient / Outpatient	Ded then 0%	Ded then 20%	Ded then 20%
Emergency Room			
	\$500/ Visit	\$500/ Visit	\$500/ Visit
Prescription Drugs			
	\$10 / \$35 / \$70 / 25% to \$350 Level 1 \$20 / \$45 / \$80 / 35% to \$450 Level 2	\$10 / \$35 / \$70 / 25% to \$400 Level 1 \$20 / \$45 / \$80 / 35% to \$600 Level 2	\$10 / \$35 / \$70 / 25% to \$400 Level 1 \$20 / \$45 / \$80 / 35% to \$600 Level 2
Retail			
	50% Coins	50% Coins	50% Coins
Grand Total - Monthly	\$4,215.88	\$4,354.66	\$4,341.77
Grand Total - Annual	\$50,590.56	\$52,255.92	\$52,101.24
(Savings)/Increase	\$3,916.44	\$1,665.36	\$1,510.68
Percentage Difference	7.74%	3.29%	2.99%
	Current Rate Totals	Option 1	Option 2

Level 1 RX includes Kroger, Roundys, Aurora, Caremark, CVS, Target, Walmart. Level 2 includes Meijer, Walgreens, Associates Pharmacy, and Glander Drug.
Office Visit Copays for children under age 19 is \$0 for PCP visit.



TOWN OF LIBERTY GROVE RENEWAL SNAPSHOT

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MEDICAL RENEWAL SNAPSHOT

- > Trend continues to run around 12-14% on the average for the 2023 renewal year
- > Markets Approached: Anthem Options, UHC, WPS, and Robin by Health Partners

Plan Type Plan Name Network Name Benefits	Anthem 67V3 Blue Preferred POS 2500 / 0% / 4000 Blue Preferred In-Network Out-of-Network	WPS Gold PPO \$2500 Statewide In-Network Out-of-Network	UHC Gold 2500-2 CxF-M with K62S Choice Plus In-Network Out-of-Network
Coinsurance	0% 40%	20% 50%	20% 50%
Deductible Individual / Family	\$2,500 / \$5,000 \$7,500 / \$15,000	\$2,500 / \$5,000 \$5,000 / \$10,000	\$2,500 / \$5,000 \$7,000 / \$14,000
Out-of-pocket max (Medical) Individual / Family	\$4,000 / \$8,000 \$12,000 / \$24,000	\$6,000 / \$12,000 \$15,000 / \$30,000	\$7,350 / \$14,700 \$11,000 / \$22,000
Physician Services Office visits - Primary / Specialist	\$20 / \$60 Ded then 40%	\$35 / \$70 Ded then 50%	\$20 / \$40 Ded then 50%
Hospital Services Inpatient / Outpatient	Ded then 0% Ded then 40%	Ded then 20% Ded then 50%	Ded then 20% Ded then 50%
Emergency Room	\$500 Copay then In Network Ded	\$500 Copay	\$500 / occurrence then In-Network Ded and 20%
Prescription Drugs	\$10 / \$35 / \$70 / 25% to \$350 Level 1 \$20 / \$45 / \$80 / 35% to \$450 Level 2	\$10 / \$25 / \$50 / \$90 / 20%	\$10 / \$40 / \$105 / \$250
Retail			
Grand Total - Monthly	Current Rate Totals \$4,215.88	Option 3 \$7,479.11	Option 4 \$6,567.58
Grand Total - Annual	\$50,590.56	\$89,749.32	\$78,810.96
(Savings)/Increase	\$3,916	\$39,158.76	\$28,220.40
Percentage Difference	7.74%	77.40%	55.78%

Level 1 RX includes Kroger, Roundys, Aurora, Caremark, CVS, Target, Walmart. Level 2 includes Meijer, Walgreens, Associates Pharmacy, and Glander Drug.



TOWN OF LIBERTY GROVE RENEWAL SNAPSHOT

MEDICAL RENEWAL SNAPSHOT

- > Trend continues to run around 12-14% on the average for the 2023 renewal year
- > Markets Approached: Anthem Options, UHC, WPS, and Robin by Health Partners

Plan Type Plan Name Network Name Benefits	Anthem 67V3 Blue Preferred POS 2500 / 0% / 4000 Blue Preferred In-Network Out-of-Network	Robin by Health Partners 3 for Free Focused In-Network Out-of-Network	Robin by Health Partners 3 for Free Select In-Network Out-of-Network
Coinsurance	0%	30%	30%
Deductible			
Individual / Family	\$2,500 / \$5,000	\$2,000/ \$6,000	\$2,000/ \$6,000
Out-of-pocket max (Medical)	\$7,500 / \$15,000	\$10,000 / \$20,000	\$10,000 / \$20,000
Individual / Family	\$4,000 / \$8,000	\$6,500 / \$13,000	\$6,500 / \$13,000
Physician Services			
Office visits - Primary / Specialist	\$20 / \$60	\$0 for the first 3 visits then 30% after Ded	\$0 for the first 3 visits then 30% after Ded
	Ded then 40%	Ded then 50%	Ded then 50%
Preventive Care	No Charge	No Charge	No Charge
	Ded then 40%	Ded then 50%	Ded then 50%
Hospital Services			
Inpatient / Outpatient	Ded then 0%	Ded then 30%	Ded then 30%
Emergency Room	\$500 Copay then In Network Ded	In-Network Ded then 30%	In-Network Ded then 30%
Prescription Drugs			
	\$10 / \$35 / \$70 / 25% to \$350		
	\$350		
	Level 1		
	\$20 / \$45 / \$80 / 35% to \$450	\$5/ \$25 / \$60 / \$150	\$5/ \$25 / \$60 / \$150
	Level 2	Ded then 50%	Ded then 50%
Retail			
Mail Order	\$25 / \$105 / \$210 / 25% to \$350	\$15 / \$75 / \$180 / \$450	\$15 / \$75 / \$180 / \$450
	N/A	N/A	N/A
Grand Total - Monthly	Current Rate Totals	Option 5	Option 6
	\$4,215.88	\$5,850.26	\$5,079.61
Grand Total - Annual	\$50,590.56	\$70,203.12	\$60,955.32
(Savings)/Increase	\$3,916.44	\$19,612.56	\$10,364.76
Percentage Difference	7.74%	38.77%	20.49%



days, Aurora, Caremark, CVS, Target, Walmart. Level 2 Includes Meijer, Walgreens, Associates Pharmacy, and Glander Drug.

Town of Liberty Grove RENEWAL SNAPSHOT

DENTAL AND VISION RENEWAL SNAPSHOT

Plan Type	Dental PPO	
Benefits	In-Network	Out-of-Network
Annual Individual/Family Deductible	\$50 / \$150	\$50 / \$150
Annual Maximum per Person	\$1,000	
Preventive Services	100% <i>Cleanings, Exams X-Rays, Sealants</i>	100%
Basic Services	80% <i>Fillings, Simple Extractions Repair & Maintenance of Crowns, Bridges, & Dentures</i>	80%
Major Services	50% <i>Bridges, Dentures, Single Crowns, Root Canal Inlays, Onlays, Veneers** Periodontal Surgery & Maintenance Surgical Extractions</i>	50%
Orthodontia	Excluded	
Ortho Maximum per Person	N/A	
Financial Summary	Current	Renewal
Employee Only	5 \$38.22	\$39.75
Employee + Spouse	1 \$76.44	\$79.50
Employee + Child	0 \$69.03	\$71.79
Employee + Family	0 \$115.73	\$120.36
Estimated Totals	Current Rate Totals	Renewal Rate Totals
Estimated Monthly Premium	\$267.54	\$278.25
Estimated Annual Premium	\$3,210.48	\$3,339.00
(Savings)/Increase	-	\$128.52
Percentage Difference	-	4.00%