

TOWN OF LIBERTY GROVE PUBLIC MEETING

Board Meeting

Date: Wednesday, December 6, 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: 11/6/23 Sp Board, 11/15/23 Board
5. Public Input
6. Payment of Bills
7. Door County North Activity Report
8. Consider Combo Class B License for Della Porta DC at 11976 Mink River Rd
9. Administrator Report
10. Meeting Rooms Upgrade - Quote from Quantum Technologies
11. Town-Wide Broadband RFP's
12. Holiday Bonus for Full-time Employees
13. Election Inspectors for 2023-2025 Term
14. Short-Term Rental License(s)
15. Isle View culvert/standpipe replacement: review and consider future action
16. Correspondence
17. Future meetings
18. Adjourn

All agenda items will include discussion and possible action.

Report items will not be discussed or voted on.

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 Special Town Board meeting on November 6, 2023
(this meeting was correctly posted)

Agenda:

1. Call to order
2. Declaration of a quorum
3. Approve Agenda
4. Public Input
5. Town-Wide Broadband Project
 - a. Memorandum of Understanding Between Town and Brown County C-LEC, LLC (Nsight)
 - b. Resolution 9-23 Support Capital Fund PSCW Grant Application FY 2023
6. Adjourn

Chairman Janet Johnson called the meeting to order at 1:00pm. Supervisors Cathy Ward, Dan Watts, Nancy Goss, and Billy Appel were present along with Administrator Walter Kalms, and Clerk/Treasurer Pamela Donart-Welcome

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

Public Input – None.

Johnson called this meeting due to a change in the Memorandum of Understanding after consulting with Town attorneys regarding the application for Capital Fund Grant. It was determined that Nsight would be the applicant.

Watts moved, Ward second to approve the revised Memorandum of Understanding submitted on the 6th of November. Carried 5-0.

Goss moved, Johnson second to approve and adopt the revised Resolution 9-23 as read. Roll call: Appel, Ward, Goss, Johnson, and Watts were ayes. No nays. Motion Carried 5-0.

Johnson moved, Ward second to Adjourn

Respectfully submitted,
Pamela Donart-Welcome, Clerk/Treasurer

Town of Liberty Grove
Minutes of the Special Town Meeting on November 15, 2023
(this meeting was correctly posted)

Agenda:

1. Call to order by chairman
2. Adopt the 2023 total Town tax levy to be collected in 2024 pursuant to § 60.10(1)(a) of Wis. Statutes, that amount to be \$2,794,812.
 - a. Motion and second by any elector in attendance. Vote by voice or show of hands—Clerk to record number of votes aye and nay
3. Adjourn

Chairman Janet Johnson called the meeting to order at 6:03pm. There were 12 electors present.

Rick Kingsbury moved, Dave Weston second to adopt the 2023 Town of Liberty Grove tax levy to be collected in 2024 pursuant to Wis. Statutes in the amount of \$2,794,812. By hand count, there were 12 ayes and 0 nays. The motion passed.

Nancy Goss moved, Cathy Ward second to adjourn at 6:05pm **Carried 5 - 0**

Respectfully submitted,
Pamela Donart-Welcome, Clerk/Treasurer

Town of Liberty Grove
Minutes of the Town Board meeting on November 15, 2023
(this meeting was correctly posted)

Agenda:

1. Call to order
2. Declaration of quorum followed by the pledge of allegiance
3. Approve Agenda
4. Public input
5. Approve minutes: 11/1/23 Board, 11-6-23 Sp Board
6. Payment of bills
7. Treasurer's Report
8. Adopt 2024 Town Budget
9. Adopt 2024 Utility District budget
10. Consider resolution adopting increase in SB/LG Fire Dpt. Budget
11. Short Term Rental License(s)
12. Correspondence
13. Future meetings
14. Adjourn

Quorum present: Chairman Johnson called the meeting to order at 6:05pm. Supervisors Billy Appel, Cathy Ward, Nancy Goss, and Dan Watts were present. Administrator Kalms, Clerk/Treasurer Pamela Donart-Welcome, and 5 members of the public were in attendance.

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

Public input: none

Ward moved, Appel second to approve the 11/1/23 minutes as presented. Carried 5 – 0

Johnson moved, Ward second to approve the payment of Municipal bills totaling \$39,923.85. Carried 5 - 0

Ward moved, Johnson second to approve the payment of Utility District bills totaling \$442.96. Carried 5 – 0

Treasurer's Report: Donart-Welcome reported the following Town account balances as of October 31, 2023:

Municipal Checking	\$ 1,021,967.82
Money Market Account	\$ 1,511,123.75
Checking	\$ 525,306.49
Utility District	\$ <u>658,348.10</u>
TOTAL	\$ 3,716,746.16

Ward moved, Goss second to approve the October 31, 2023 Treasurer's Report as presented. Carried 5 - 0

Johnson moved, Goss second to adopt the 2024 Utility District budget

Goss moved, Appel second to adopt the 2024 Town budget as posted. Carried 5 - 0

Resolution to increase SB/LG FD budget: Goss noted this year's CPI was 2% higher than what was budgeted, so the extra could go to the fire department. Administrator Kalms noted the Town gets 2/3 of the CPI, and the Village of Sister Bay gets the remaining 1/3. **Johnson moved, Goss second** to adopt Resolution 10-23, Increase in Sister Bay/Liberty Grove Fire Department Budget. Carried 4 – 0 (1 abstain)

Goss moved, Ward second to approve the list of recently completed short term rental license renewal applications as presented. Carried 5 - 0

Correspondence: The shipwrecks Boaz and Sunshine were entered into the National Historic Places. The Door County Unit of Town Association is meeting in Forestville.

Future Meeting(s): The tourism Zone Commission is scheduled to meet on 11/16/23. The next regular Board meeting will be 12/6/23 at 6:00pm.

Johnson moved, Goss second to adjourn at 6:28pm. Carried 5 - 0

Respectfully submitted,
Pamela Donart-Welcome, Clerk/Treasurer

11/7/23



Quote

Quantum Technologies
 619 N 8th Ave
 Sturgeon Bay, WI 54235
 United States

T: (920) 256-1214
 F: (920) 256-1214

Quote #	273024
Date	November 7, 2023
Expires	December 7, 2023
Contact	Tony Stahl

Prepared for Town Of Liberty Grove
 Bud Kalms
 11161 Old Stage Rd
 Sister Bay, WI 54234
 United States

T: 920-854-2934
 E: tlibertygrove@gmail.com

ACCEPT QUOTE

Town Hall AV

One-Time Fees

Item	Qty
Freight Shipping	1
Freight and shipping costs	
One-Time Subtotal	\$600.00

Small Conference Room

One-Time Fees

Item	Qty
Barco ClickShare Wireless Conferencing System for Small Meeting Rooms	1

ClickShare CX-20 brings seamless one-click wireless conferencing. It's easier than ever to start hybrid huddle meetings from your device. With our agnostic wireless room system, you start a hybrid huddle meeting from your laptop, using your preferred conference tool, in less than seven seconds. Walk in, connect automatically to room devices like cameras, mics, speakers, sound bars, saving time and maximizing efficiency. Make hybrid collaboration flow with only one click. For employees and guests.



Logitech Rally Bar Huddle

1

All-in-one video bar for huddle and small rooms. Featuring a sleek design and robust technology - Rally Bar Huddle is a straightforward and powerful solution for small spaces.

Item	Qty
	
Labor - Onsite Configure and install wireless presentation device and all-in-one sound bar with existing TV.	3
One-Time Subtotal \$4,479.95	

Town Hall

One-Time Fees

Item	Qty
Logitech TAP Solution for Zoom Rooms TAP INTO BETTER MEETINGS Simplify video meetings and improve team collaboration with video conferencing solutions that go beyond the desk. Together with Lenovo, the leader in PCs by market share, Logitech Tap can now be powered by the ThinkSmart Core Edition. It is the perfect choice for progressive IT managers looking for high-performance, reliable, and secure, video enabled conference rooms. The bundle includes Logitech Tap and Lenovo ThinkSmart Core pre-configured for Zoom Rooms.	1
	

Item	Qty
Huddly S1	1

Huddly S1, a state-of-the-art AI camera for small to medium meeting rooms, is designed to help facilitate effective, inclusive collaboration.

Using input from the image sensor and directional microphones, Speaker Framing intelligently frames the conversation, switching between speakers and listeners. This results in a more natural and immersive video experience.

Ultra-wide-angle video

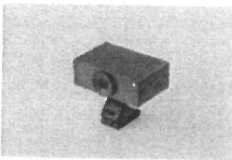
Huddly S1 captures everyone in the room, even those who are sitting close to the camera. Thanks to a custom high-resolution image sensor and an ultra-wide-angle lens, everyone is seen clearly and can be a part of the conversation.

Artificial intelligence

Powered by AI, Huddly S1 can see, understand, and respond to what is happening in the room to deliver smart experiences like Genius Framing and Portrait Lighting. The camera can also provide crucial insights into meeting room usage.

Ethernet connectivity

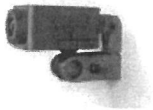
Powered and enabled by a single Ethernet connection, the camera is designed for flexible and reliable installation in any room. Connecting to meeting room devices is seamless with Huddly's USB to PoE Adapter.



Heckler ADA Camera Mount for Huddly

1

ADA Camera Mount for Huddly GO & Huddly IQ enables you to mount your favorite camera to most any surface, right-side-up, or inverted.



86" LG 4K UHD Commercial TV

1

KEY FEATURES

- 86" UHD (3,840x2160) with HDR for vivid colors & built-in speakers
- 3 Year Limited Warranty, TAA Complaint & EPEAT
- Easy to install with slim profile for a cohesive look
- Designed for commercial use it can operate 16 hrs. a day, 7 days a week for 30,000 hrs.
- Great for a variety of businesses, including hotels, retail, corporate & more

Item	Qty
------	-----



Chief Large THINSTALL Dual Swing Arm Wall Display Mount

1

A lightweight, low-profile full-motion wall display mount for TVs 42-75". Easily installs with one person by mounting the top rail and sliding on the assembly. Weight Capacity: 125 lbs.



4K HDMI Extender Over CAT6/7 RJ45 4K@30Hz Upto 130 Ft & 1080p Upto 230 Ft

1

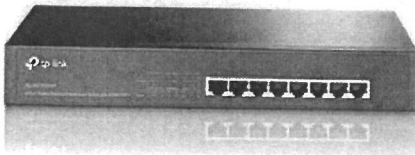
- Supports 4K@30Hz up to 130 feet YUV 4:4:4
- Supports one-way PoC function (from transmitter to receiver) & One-way IR signal transmission
- Supports copying EDID from receiver display or loop out display



TP-Link 8 Port Gigabit PoE Switch - 8 PoE+ Ports @153W

1

Flexible Full Gigabit 8-Port PoE Configuration - 8x PoE+ (802.3at/af) 10/100/1000 Mbps RJ45 ports providing up to 30W per port and total PoE power budget of 153W.

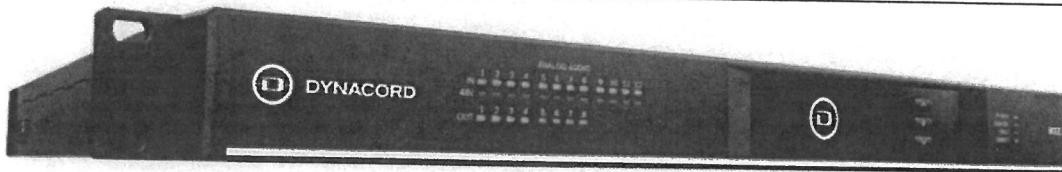


Electro-Voice Matrix Mix Engine

1

The performance audio matrix with 12 analog mic/line inputs, 8 line outputs and 24x24 Dante channels provides configurable matrix blocks with up to 3840 cross-points and up to 256 internal signal-paths. The configuration allows the choice between a fixed or a free DSP configuration. At the same time, the MXE5 serves as a control center and communications hub for system devices and IP-based peripherals providing comprehensive supervision of system-wide commands.

Item	Qty
------	-----



Dante AVIO USB Adapter

1

The Dante AVIO USB Adapter features 2x2 channels and is the ideal device for connecting computers and mobile devices to Dante™ system conference rooms, lecture halls, and presentations.

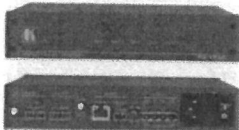
- No drivers or additional software needed
- Plug and play
- No external power supply needed



Kramer 120W Power Amplifier

1

High-performance, selectable Hi-Z (70V/100V) or Lo-Z (4Ω/8Ω) power amplifier featuring balanced and unbalanced inputs and additional line-level output.

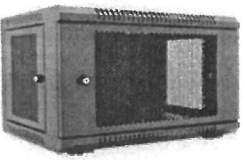


Electro-Voice Ceiling Speaker 6.5" White (PAIR)

1

The Electro-Voice EVID-C6.2 loudspeaker system is a complete two-way ceiling loudspeaker. The package consists of a bezel assembly, grille, rear enclosure, 6.5-inch coax two-way loudspeaker and internal linematching transformer. The loudspeaker features a waveguide coupled titanium coated dome tweeter. The EVID-C6.2 loudspeaker utilizes a 2nd order crossover network at 2.5 kHz, with a comprehensive protection circuit to protect the network, woofer, and tweeter drivers from excessive power levels. The EVID-C6.2 utilizes a transformer that offers a selection of 1.88 (70-V only), 3.75, 7.5, 15W or 30 watts delivered to the loudspeaker system using either 70-V or 100-V lines, or 8 ohm bypass. Selection is via a convenient switch on the front baffle. The perforated grille is finished in semi-gloss white powder-coated enamel. The baffle and bezel are constructed from UL 94V-0 rated ABS.

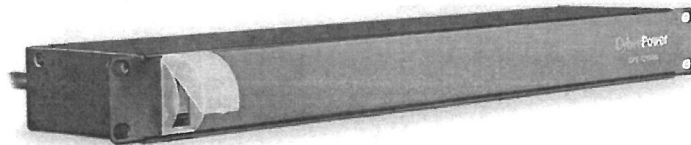


Item	Qty
Electro-Voice 5.7" Touch Panel Full HD TFT touch panel, POE, for control panels created in SONICUE sound system software	1
	
Flat Rate Cat 6 UTP Riser Cable Pull CAT 6 UTP Riser Cable per run. Install J-hooks as needed. Flat Rate price including labor and materials.	5
18/2 Paging/Speaker Cable per run 18/2 Paging/Speaker Cable per run. Install J-hooks as needed. Flat Rate price including labor and materials.	5
Pathway Consumables - Network Cabling Metal loor raceway track system	1
6u Fully Enclosed Network Rack 6u Fully Enclosed Network Rack	1
	
CyberPower Smart App LCD UPS, 700VA/400W, 6 Outlets, AVR, 1U Rackmount 700VA/400W Smart App LCD Uninterruptible Power Supply (UPS) System - uses simulated sine wave output to protect department and workgroup servers, network devices, and telecom installations without Active PFC power supplies 6 NEMA 5-15R OUTLETS: (4) Battery backup and surge protected outlets, (2) Surge protected outlets; INPUT: 15A, NEMA 5-15P with 10-foot power cord - MULTIFUNCTION LCD SCREEN – provides runtime in minutes, battery status, power conditions, alerting users to potential problems before they can affect critical equipment and cause downtime; REMOTE MANAGEMENT: Requires optional RMCARD205 management card. - AUTOMATIC VOLTAGE REGULATION (AVR): Corrects minor power fluctuations without switching to battery power, thereby extending the life of the battery	1
	

Item	Qty
------	-----

CyberPower 15A PDU	1
---------------------------	---

10-outlet (rear) rackmount power distribution unit (PDU), provides 100 – 125 V 15A output. It distributes power to 10 NEMA 5-15R receptacles from a single NEMA 5-15P input with unfiltered electrical pass-through. Designed for datacenters and other electrically demanding applications, durable metal housing and a 15-foot AC power cord.



Labor - Onsite	20
-----------------------	----

Install new Town Hall AV System.

- Stand alone Zoom Room conferencing system.
- Touch panel control for mic and speaker volume.
- Install 2 new speakers and amplifier to improve audio above Board Members during Zoom meetings.
- All microphones will come over ceiling speakers and into Zoom Meeting Room System.
- Audio from Zoom meeting will come over ceiling speakers.
- New camera for Board Member view on Zoom.
- New 86" TV for side wall viewing.
- New floor track system for any wires needed to cross the floor near TV.
- BYOD HDMI input for Clerk or guest presentation.
- Reuse existing amplifier, ceiling speakers over audience, microphones, and 86" TV.

One-Time Subtotal	\$19,910.92
-------------------	-------------

Summary

By accepting this quote, you are entering into a legally binding contract with Quantum Technologies, authorizing us to procure the necessary equipment, software, or licenses to complete the scope of work outlined. Please be aware that the cost of the project may vary due to any added, removed, or modified work. A processing fee will be charged if payment is made using a credit card. All Unpaid balances will be subject to late fees

Please contact us if you have any questions.

Total One-Time	\$24,990.87 USD
-----------------------	------------------------

ACCEPT QUOTE

**Town of Liberty Grove
Election Inspector List for town Board Approval**

Dec 6, 2023 for the 2024-2025 term:

The following list includes unaffiliated Town residents who have worked our past elections:

Yvonne Dwonch

Trudy Fandrei

Susan Hass*

Janet Johnson

Linda Johnson

Julie Kingsbery

Liz Mahoney

Patsy Michelsen

Anne Miller

Carol Mooney*

Cathy Ward

***Chief Inspector**

The following list of names were submitted by the major Door County political parties:

Democratic Affiliation:

Kris Sadur

Robert Ling

Heidi E Ling

Judy Brodd

Mike Brodd

Republican Affiliation:

Jesse Simcox

Bobbie Rowinski

Michael Sanfilippo

Garey Bies

November 30, 2023

To: Liberty Grove Town Board

Ref: Isle View Road Culvert and Standpipe Situation

After much back and forth with our engineers (Ayres Associates) and the DNR (Matt Schaeve) here is where we stand with the replacement:

- Isle View culvert has rusted out at the elbow and the road is settling above it.
- Europe Lake Landowners would like to raise the standpipe by 6 inches as they claim it has settled due to deterioration of the culvert with a resulting dip in the road.
- Engineers cannot confirm landowners' claims.
- DNR does not have official data to show that the standpipe has settled.
- Engineers have established benchmarks for replacing the pipe.
- The Town has a permit from the DNR to complete an "in kind" replacement.
- Door County Zoning has declared that no permit is required from them (additional modeling or floodplain permit).
- Raising the pipe by 6 inches would require a Hydraulic and Hydrologic (H&H) analysis.
- FEMA will be changing the inland lakes to AE-Zones (could mean additional options).
- Raising the standpipe later on would entail modeling review that was done from the original extents of Zone A (current classification). Storage calculations would need to be done and adjusted to determine if there is an increase in the flood elevation. An increase over 1 foot brings in FEMA LOMC (Letter of Map Change). Any increase (0.01 or greater) means getting legal arrangements from all affected property owners.
- FEMA review fees go into the thousands of dollars.
- Immediate need is to fix the deteriorating road.
- Course of action: proceed with the in-kind replacement as we have a current permit. Favorable to do now with low water. Decide on raising the pipe later.

Town of Liberty Grove

Resolution 11-23

The Town Board of the Town of Liberty Grove, Door County, Wisconsin, hereby intends to enter into a contract with Hockers Excavating in the sum of \$11,668.24 for the Isle View culvert/standpipe "in kind" replacement. Authorization is given to the Town Administrator to fully execute said contract according to law.

Passed on a vote of ____Aye, ____Nay.

Adopted this 6th day of December, 2023.

I, Pamela Donar-Welcome, Clerk/Treasurer of the Town of Liberty Grove, hereby certify that the above resolution was passed at a properly noticed meeting of the Liberty Grove Town Board on December 6, 2023.

Dated this 6th Day of December, 2023

*Pamela Donart-Welcome, Clerk/Treasurer
Town of Liberty Grove*