

TOWN OF LIBERTY GROVE PUBLIC MEETING

Board Meeting

Date: Wednesday, December 20, 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: 12/6/2023
5. Public Input
6. Payment of Bills: Sanitary District, Town
7. Treasurer's Report: Sanitary District, Town
8. Disposition of Boat at Mariners Park
9. Town Commercial Insurance for 2024
10. Correspondence
11. Future meetings
12. 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 Town Board meeting on December 6 , 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. Approve minutes from 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's Report
10. Meeting Rooms Upgrade – Quote from Quantum Technologies
11. Town-wide RFP's
12. Holiday Bonus for Full-time Employees
13. Election Inspectors for 2024-2025 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

Chairman Johnson called the meeting to order at 6:00pm . Supervisors Dan Watts, Billy Appel, Cathy Ward, and Nancy Goss were present along with Administrator Kalms, Clerk/Treasurer Pamela Donart-Welcome, and ten members of the public.

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

Public input: none

Johnson moved, Ward seconded to approve the 11/6 Sp Board minutes as presented.
Carried 5 – 0

Ward moved, Goss seconded to approve the 11/15/23 Board minutes as presented.
Carried 5 – 0

Johnson moved, Ward seconded to approve the payment of Town bills totaling \$201,963.72.
Carried 5 - 0

Johnson moved, Goss seconded to approve the payment of Utility District bills totaling \$1,020.00. **Carried 5 - 0**

Door County North will be reporting to the Community Development & Technology Committee.

Tesa Santoro, owner of Della Porta DC, will amend her application (Section 13) for her Combo Class B License for 11976 Mink River Road to remove the word “second,” in order to clarify no alcoholic beverages will be served on the second floor of the premises. The previous owner of Wickman House Restaurant has submitted a letter surrendering his liquor license on Jan 2, 2024. **Goss moved, Ward seconded** to approve the issuance of the Combination Class B Beer & Liquor License to Della Porta DC at 11976 Mink River Road to begin on January 3, 2024.

Carried 5 - 0

Administrator Kalms reported that the DNR has issued an “in kind” permit to proceed with a Isle View culvert replacement. The Town has been awarded \$20,000 in the TRIP program. The budget levy has been passed, and tax bills have been processed & sent out. The mill rate for last year was \$10.82, and this year it is \$7.96 (approximately 26.5% drop), however with the increased valuation, there will probably be some increase in the tax dollars paid.

Watts summarized how the Community Development & Technology Committee researched quotes for the Town’s meeting room upgrades. The cost of the upgrades quote from Quantum Technologies was determined to be reasonable, less than the competitors, and falls within the amount budgeted for the project. **Watts moved, Ward seconded** to approved moving forward with the Quantum Technologies project of upgrading the audio/visual system in the Town Meeting rooms at the cost of \$24,990.87. **Carried 5 – 0**

Johnson moved, Ward seconded to have Administrator Kalms send out RFP’s to AT&T, Bertram (formerly DC Broadband), Frontier, and Spectrum to see if they can help provide the town with wireless internet options. **Carried 5 – 0**

Johnson moved, Goss seconded to approve a \$300 (net) holiday bonus to the Full-Time Town Employees to be issued in December, 2023. **Carried 5 – 0**

Ward moved, Appel seconded to approve the list of potential election inspectors for the Town as presented for the 2024-2025 term. **Carried 5 – 0**

Ward moved, Appel seconded to approve the list of 14 completed Short-Term Rental License applications as presented. **Carried 5 – 0**

Craig Larrabee, representative of Europe Lake Landowners Association, spoke in response to the update on the “Isle View Road Culvert and Standpipe Situation” provided by Administrator Kalms on November 30th, and is in support of the Town taking no further action on this issue until ELLA’s concerns are considered. Mike Beruklau, representative of Europe Lake Land Owners Association, expressed concern over low Europe Lake water levels and the effect on the environment and property values of the properties on the lake.

Administrator Kalms noted the need for the Town to immediately address the collapsing culvert on Isle View Road as a safety issue, and reiterated the “in kind” permit issued from the

DNR to replace the deteriorating culvert and Europe Lake standpipe that exists nearby. In order to replace the standpipe to standards suggested by the Europe Lake Landowners Association (ELLA), a Hydraulic and Hydrologic (H&H) analysis would have to be conducted to understand the impact such a project would have on the surrounding area before a different permit for work could be issued. The Board suggested that the replacement work already approved by the DNR be completed as soon as possible, and that ELLA research the additional requirements to have anything done beyond the “in kind” replacement, and bring the information, including costs, before the town Board at a future date to be. **Johnson moved, Appel seconded** to approve Resolution 11-23 for the Town of Liberty Grove to contract with Hockers Excavating in the sum of \$11,668.24 for the Isle View culvert/standpipe “in kind” replacement. **Carried 5 - 0**

Correspondence: The DNR entered a 28-acre parcel of land off Hwy NP owned by Paula Pinter into the forest law program. The DNR has a proposal for rip rap placement at 1900 Hillside about 750 feet from the west end of Hillside Drive. Christmas cards are coming in, one of them from Beth Coleman including a donation in the Town’s name to the Northern Door Children’s Center and Habitat for Humanity. There were a number of letters from Europe Lake Landowners Association members lobbying for raising the standpipe 6”, and letter from DC Land Use notifying of a violation due to work being done without a permit at a property on Highview Rd. A gift was given to the Town in the amount of \$296.52 from the proceeds of the 3rd Annual Gobble Wobble fundraiser. The Association of United Postal Lessors sent a letter encouraging the Town to join for \$100 to provide information regarding contracts with USPS. On Dec 12, the BOA will meet regarding the appeal for Camp Zion CUP. The SBLG Firefighters Association sent reminders on how to make our homes safe, and is requesting any available funds be sent to their organization.

Future Meeting(s): The next regular Board meeting will be December 20th at 6:00pm.

Johnson moved, Ward seconded to adjourn at 7:40pm **Carried 5 - 0**

Respectfully submitted,
Pamela Donart-Welcome, Clerk/Treasurer