

TOWN OF LIBERTY GROVE PUBLIC MEETING
Amended to add item #8

Town Board Meeting

Date: January 17, 2024

Time: 6:00pm

Place: Town Hall, 11161 Old Stage Road

Agenda:

1. Call to order
2. Declaration of quorum followed by the Pledge of Allegiance
3. Approve Agenda
4. Approve minutes from 1/3/24
5. Public input
6. Payment of bills
7. Treasurer's Report
8. Update Alcohol Beverage License for Panza Bros, LLC at 111976 Mink River Road
9. Attending WTA District Meeting on 2/16/24
10. Short-Term Rental Applications
11. Correspondence
12. Future meeting(s)
13. 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 January 3, 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 12/20/23
5. Public input
6. Payment of bills
7. Treasurer's Report for Utility District and Town as of 11/30/23
8. Administrator's Report
9. Move Excess Room Tax Funds
10. HSA Accounts for total of 4 eligible FT employees
11. Update from the Parks & Property Committee
12. Short-Term Rental License(s)
13. Report on Disposition of Boat at Mariner Park
14. Correspondence
15. Future meeting date(s)
16. Adjourn

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

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

Ward moved, Appel seconded to approve the 12/20/23 minutes after minor typing corrections. **Carried 5 - 0**

Public input: none

Johnson moved, Ward seconded to approve the payment of bills totaling \$307,535.63. **Carried 5 - 0.**

Treasurer's Report: Donart-Welcome reported the following Town account balances as of 11/30/23:

Municipal Checking	\$ 1,044,726.37
Money Market Account	\$ 1,514,800.13
Checking	\$ 515,735.47
Utility District	\$ <u>663,250.24</u>
TOTAL	\$ 3,738,512.21

Ward moved, Appel seconded to approve the 11/30/23 Treasurer's Report as presented. **Carried 5 - 0**

Administrator Kalms reported the BOA upheld the Camp Zion conditional use permit; the meeting room A/V upgrades are scheduled to be completed on Jan 11th; Trilogy is working with the Town on rate issues with the Sanitary District; Dec 19th meeting with CD&T chair & Jodi Bensyl to fine tune the RFPs for Town-wide internet; an 8-hour Miner Safety refresher class is scheduled on Jan 16th for the road crew; there will not be a February election; April 2nd is the Spring Election; April 18th is the Annual Town Meeting.

Johnson moved, Goss seconded moving \$155,690.64 from budgeted room tax income to Fire Board Capital Reserve due to projected major expenses. **Carried 5 - 0**

Appel moved, Ward seconded to approve a \$750 Town contribution into an HSA account for each of four eligible full-time employees for the 1st half of 2024. **Carried 5 - 0**

Parks and Property Committee Chair Cathy Ward gave an update on projects they're working on.

Ward moved, Goss seconded to approve two completed 2024 Short-Term Rental renewal applications. **Carried 5 - 0**

There will be discussion of the Boat at Mariner Park at a future meeting. The Town wants to make sure it can be made safe for guests and the environment before committing to keeping it.

Correspondence: Amy Austad Labott of AL2 Hardware Company, DBA Ace Hardware Sister Bay has purchased Jungwirth Ace Hardware in Sister Bay effective Jan 1, 2024

Future Meeting(s): The next regular Board meeting will be January 17, 2024 at 6pm.

Johnson moved, Ward seconded to adjourn at 6:49pm. **Carried 5 - 0**

Respectfully submitted,
Pamela Donart-Welcome, Clerk/Treasurer

Liberty Grove Utility District #1 Balances

	2023	2022
Checking account *7823		
Balance as of November 30,	\$ 61,603.24	\$ 53,979.61
Add Deposits	\$ -	\$ 4,165.46
Less Disbursements	(\$1,939.90)	(\$326.24)
Add Interest	1.00% \$ 48.39	0.60% \$ 26.88
Balance as of December 31,	\$ 59,711.73	\$ 57,845.71
Savings account *9812		
Balance as of November 30,	\$329,466.69	\$321,657.03
Add deposits	\$ -	\$ -
Less Disbursements	\$ -	\$ -
Add Interest	2.50% \$ 646.57	1.65% \$ 432.25
Balance as of December 31,	\$ 330,113.26	\$ 322,089.28
Savings Restricted account *0291		
Balance as of November 30,	\$ 120,421.87	\$ 95,844.88
Add Deposits	\$ -	\$ 83.92
Less Withdrawals	\$ -	\$ -
Add Interest	0.50% \$ 47.84	0.38% \$ 29.55
Balance as of December 31,	\$ 120,469.71	\$ 95,958.35
Nicolet Bank CD (90 days ending 11/2022)	\$ -	\$ -
Nicolet Bank CD (9 months ending 5/2023)	\$ -	\$ 150,440.36
Nicolet Bank CD (9 months ending 2/5/2024)	\$ 154,942.18	\$ -
Balance of all accounts as of December 31,	\$ 665,236.88	\$ 626,333.70

Town of Liberty Grove balances as of December 29,	2023	2022
Municipal Checking Account *8401	1,044,726.37	992,539.64
Transfer to General Checking *1120	1,455,310.50	877,590.10
Transfer from Money Market *7390	410,584.13	114,949.54
Early Tax Collections	2,095,499.65	2,981,752.44
Interest (1.00%)	1,301.98	894.96
Balance as of December 29,	2,096,801.63	2,982,647.40
Money Market Account *7390	1,514,800.13	1,358,426.47
Transfer to Checking *8401	410,584.13	114,949.54
Interest (3.00%)	3,462.59	2,060.13
Balance as of December 29,	1,107,678.59	1,475,436.14
General Checking Account *1120	515,735.47	149,056.66
Plus deposits and transfers	1,462,548.25	945,418.36
Less FICA	13,409.80	9,751.40
Less State withholding	2,105.99	1,469.98
Less payroll	30,041.15	30,983.71
Less disbursements	263,381.30	145,321.05
Balance as of December 29,	1,669,345.48	906,948.88
Utility District Checking *7823	59,711.73	57,845.71
Utility District Savings *9812	330,113.26	322,089.28
Utility District Restricted Savings *0291	120,469.71	95,958.35
Nicolet Bank CD (6 months ending 5/04/2023)	-	150,440.36
Nicolet Bank CD (9 months ending 02/05/2024)	154,942.18	-
Balance as of December 29,	665,236.88	626,333.70
Municipal Checking *8401	2,096,801.63	2,982,647.40
Money Market Acct *7390	1,107,678.59	1,475,436.14
Checking *1120	1,669,345.48	906,948.88
Utility Dist.	665,236.88	626,333.70
As of December 29, the total in all Town accounts is:	5,539,062.58	5,991,366.12

Approved	Owner Name	Property Address	Max Occupancy	POWTS Design Capacity	DATCP	DCTZ	Insured	Payment
	Christina Witmer	970 Cottage Rd	6	3 BRDM	YES	YES	YES	YES
	Peder Nelson	11428 Beach Rd	8	4 BDRM	YES	YES	YES	YES
	Jen Hanrahan	1230 Garrett Bay Rd	4	2BDRM	YES	YES	YES	YES