

TOWN OF LIBERTY GROVE PUBLIC MEETING

Town Board Meeting

Date: March 6, 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 2/21/24
5. Public input
6. Payment of bills
7. Administrator Report
8. Consider Frontier as provider for Town-wide broadband coverage
9. Reworking Ord 6-17 to clarify Facility use by organizations
10. Food truck parking at Val-A property
11. Allowing parking on Val-A property for Ellison Bay Day
12. Short-Term Rental applications
13. Correspondence
14. Future meeting(s)
15. 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 February 21, 2024
(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 2/9/24
5. Public input
6. Payment of bills
7. Treasurer's Report
8. Combo Class B Lic App for R&M Operations, dba Shoreline Restaurant at 12747 WI-42
9. Plan Commission recommendation regarding Rezoning of Parcel ID 018-01-02312831B1
10. Use of Town Hall and Fire Station for community group meetings
11. Ellison Bay Service Club/ Old Ellison Bay Day road closure and parade route
12. Parks & Property recommendations regarding Mariner Park
 - (a) Environmental study
 - (b) Refurbish dock/pier area
13. Parks & Property recommendations regarding Ayres & Associates Phase I plan for Mariner Park
 - (a) Size & location of shelter
 - (b) Walking loop & boardwalk
 - (c) Parking
 - (d) Boat cleaning station
14. Correspondence
15. Future meeting(s)
16. Adjourn

Chairman Johnson called the meeting to order at 6:00pm. Supervisors Cathy Ward, Billy Appel, Dan Wats, and Nancy Goss were present along with Administrator Kalms, Clerk/Treasurer Pamela Donart-Welcome, and 8 members of the public.

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

Ward moved, Goss seconded to approve the 2/9/24 minutes as presented. **Carried 5 - 0**

Public input: none

Johnson moved, Goss seconded to approve the payment of Utility District bills totaling \$3,181.51. **Carried 5 - 0**

Johnson moved, Ward seconded to approve the payment of the February Settlement checks totaling \$4,527,271.65. **Carried 5 - 0**

Goss moved, Ward seconded to approve the payment of Town bills totaling \$31,398.00. **Carried 5 - 0 .**

Treasurer's Report: Donart-Welcome reported the following Utility District #1 account balances as of January 31, 2024:

Checking Account	\$ 102,287.39
Savings Account	\$ 330,850.45
Restricted Savings	\$ 128,249.55
CD	\$ <u>154,942.18</u>
TOTAL	\$ 716,329.57

Johnson moved, Goss seconded to approve the Jan 2024 Utility District Treasurer's Report as presented. **Carried 5 - 0**

Treasurer's Report: Donart-Welcome reported the following Town account balances as of January 31, 2024:

Municipal Checking	\$ 5,133,850.66
Money Market Account	\$ 1,110,642.92
General Checking	\$ 1,186,498.60
Utility District	\$ <u>716,329.57</u>
TOTAL	\$ 8,147,321.75

Johnson moved, Goss seconded to approve the Jan 2024 Town Treasurer's Report as presented. **Carried 5 - 0**

Johnson moved to authorize the issuing of the Combination B License for R & M Operations, dba Shoreline Restaurant at 12747 highway 42 in Ellison Bay. This license is good through June 30th. **Ward seconded. Carried 5 - 0**

Goss moved to have the Town Board of Liberty Grove authorize our administrative office to send a letter of support for a rezoning of Parcel 018-01-02312831B1 from its current Heartland to Light Industrial. **Appel seconded. Carried 5 - 0** Administrator Kalms noted this is scheduled for the RPC on March 7th at 3:00pm.

Johnson would like to clarify the existing Ordinance 6-17 in response to the recent requests for renting the North Fire Station, and other Town facilities at a future meeting. **Appel** noted the importance of allowing use of the North Station in the future with a clarified ordinance.

Maureen Mercier of the Ellison Bay Service Club requested the Town's approval of the EB Service Club to use Town roads for a planned detour for a parade at the Old Ellison Bay Day event on June 22, 2024. The process & planning will not require Town funding. **Appel moved, Ward seconded** to allow the detoured state highway traffic to be detoured onto the Town roads for Ellison Bay Day's parade. **Carried 5 - 0**

Paul Schwengel of 824 Top O The Thumb Ln encouraged the Town Board to support the Parks & Property Committee in their efforts to improve Mariner Park, including removing the boardwalk from the Ayres Plan as presented. **Johnson moved** to authorize the Administrator to

begin the process for improving Mariner Park which would include the Ayres drawing without the boardwalk, the walking loop, watercraft cleaning station, and downsizing the shelter to 20' x 30', and include costs for the Park project to include the removal of buildings, improve the pier, and do a Phase 2 environmental study. **Ward seconded. Carried 5 - 0**

Correspondence: Administrator Kalms shared the agenda for the County unit of the Town Association Mtg on 2/22/24 in Gardner; letters from County Land Use that someone on Wisconsin Bay is in violation by putting a second home on their property without obtaining proper permitting, and someone on Beach Road who is operating a business out of their property without living there; a letter from the EBHS with their 2024 calendar of events; a notice of the RPC public hearings scheduled on Mar 7th; and a notice of the old and new Floodplain layout along the shore of the Town.

Future Meeting: The next regular Town Board meeting will be March 6, 2024 at 6pm.

Johnson moved, Appel seconded to adjourn at 7:45pm **Carried 5 - 0**

Respectfully submitted,
Pamela Donart-Welcome, Clerk/Treasurer

Town of Liberty Grove **Ordinance ?-24 ** (replaces Ord 6-17)**

Use of Town Facilities for Meetings by Organizations

All previous Use of Town Facilities ordinances and amendments for the Town of Liberty Grove, hereafter referred to as Town, are hereby rescinded, to be replaced by this ordinance.

1. The Town will allow the use of the Town Hall on Old Stage Rd. **and the north fire station** for non-profit community organizations to conduct their **regular** meetings at no charge. **No other town owned building may be used at no charge to hold regular meetings.** ~~Rental fees~~ Special events do not qualify as meetings.
2. Meetings held free of charge at the Hall **or fire station** must be open to the public and not limited to members only. Meetings closed to the public will incur the normal rental fee.
3. All meetings must be authorized at least one week before scheduling to verify availability.
4. Organizations should be of a service nature to the Town **and** membership open to the Public. ~~and be 501C registered US Internal Revenue Service and the State of Wisconsin.~~ Veteran's organizations may also use the hall location with the same scheduling requirements.
5. Each organization will be responsible for cleanup after their meeting and supply all misc. needs for the meeting. **The kitchen at the Town Hall will not be available to use. Any food or beverage items necessary for the meeting, including trash bags, must be provided by the organization.** Ex: coffee cups, coffee, filters, sugar, cream, plates, napkins, utensils. Trash must be hauled away.
6. No organization is allowed to use the electronic equipment at **any location** ~~the Town Hall~~ without permission. **Rooms designated for the fire department as well as truck bays may not be used.**
7. A deposit of \$150.00 will be kept with the Town. In the event these rules are not followed the deposit will be forfeited.

Adopted at a regular meeting of the Liberty Grove Town Board on October 4, 2017. Motion to adopt: Lowry Second: Covotsos. Motion passed 4-0.

I, **Pamela Donart-Welcome**, ~~Janet Johnson~~, Clerk/Treasurer of the Town of Liberty Grove, Door County Wisconsin hereby certify that the above is a true and correct copy of an ordinance which was adopted at a properly noticed meeting of the Liberty Grove Town Board on the **6th day of March, 2024.**

Dated this **6th day of October 2017.**

Pamela Donart-Welcome, ~~Janet Johnson~~, Clerk/Treasurer

Owner Name	Property Address	Max Occupancy	POWTS Design Capacity	DATCP	DCTZ	Insured	Payment
Terry Brenner	11772 Humbug Rd	4	2BDRM	YES	YES	YES	YES