

TOWN OF LIBERTY GROVE PUBLIC MEETING

Town Board Meeting

Date: May 1, 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 4/17/24
5. Public input
6. Payment of bills
7. Administrator Report
8. Pay LGHS Parking \$1,000
9. Ordinance 2-24 for Jake's Lane
10. Ordinance 3-24 for Isle View Court
11. Resolution 1-24 for HL-10 text amendment application
12. Inoperable vehicles stored on Tip of the Door Ln property
13. Status of clean up at Rowley's Bay
14. Temporary Class B License for EB Day
15. Short-Term Rental applications
16. Correspondence
17. Future meeting(s)
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 Town Board meeting on April 17, 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. Public Input
5. Sanitary District
 - a. Approve minutes from 3/20/24
 - b. Payment of bills
 - c. Treasurer's Report
6. Approve minutes from 4/5/24
7. Payment of bills
8. Treasurer's Report
9. Naming of Jakes Lane
10. Change from Garden Lady to Bridenhagen for maintenance of park gardens
11. Administrator update on Frontier internet
12. PDF editing software for Town office
13. Short Term Rental licenses (Durni)
14. Correspondence
15. Future meeting(s)
16. Adjourn

Chairman Johnson called the meeting to order at 6:01pm. Supervisors Billy Appel, Nancy Goss, and Dan Watts were present, along with Administrator Kalms, Clerk/Treasurer Pamela Donart-Welcome, and 4 members of the public.

Goss moved, Appel seconded to approve the agenda as posted. **Carried 4 - 0**

Public input: Colleen Sjostrum from 1178 Waters End Rd is interested in finding out a timeline for Frontier internet intallation. Walter Kalms indicated the 2023 financial audit of Town accounts showed the need to raise sewer fees in Liberty Grove's Utility District. He also noted the Town is working on refunding unused Impact Fees.

Goss moved, Johnson seconded to approve the 3/20/24 Sanitary District meeting minutes as presented. **Carried 4 – 0** There were no **Utility District bills** to approve.

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

Checking Account	\$ 68,335.72
Savings Account	\$ 332,150.29
Restricted Savings	\$ 128,953.37
CD	\$ <u>156,694.21</u>
TOTAL	\$ 686,133.59

Johnson moved, Goss seconded to approve the Utility District Treasurer's Report as presented. **Carried 4 - 0**

Goss moved, Johnson seconded to approve the 4/5/24 Town Board meeting minutes as presented. **Carried 4 - 0**

Johnson moved, Appel seconded to approve the payment of Town bills totaling \$216,749.52. **Carried 4 - 0**

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

Municipal Checking	\$ 1,649,912.36
Money Market Account	\$ 1,115,873.04
General Checking	\$ 1,006,535.31
Utility District	\$ <u>686,133.59</u>
TOTAL	\$ 4,458,454.30

Goss moved, Johnson seconded to approve the Town Treasurer's Report as presented. **Carried 4 - 0**

The request for changing Town Line Rd to **Jake's Lane** will require an ordinance to be drawn up and approved by the Board at a future meeting.

Watts moved, Goss seconded to approve the quote of \$5,800 from Ivan Bridenhagen for maintenance of Town park gardens. **Carried 4 - 0**

Administrator Kalms noted the Town is currently working on a non-disclosure agreement with Frontier, and then a contract will be drawn up. The CD&T committee is working on a list of potential sites to distinguish between properties that could be serviced vs vacant land.

Watts moved, Goss seconded to approve the purchase of PDF editing software for the Town office, not to exceed \$300 per year. **Carried 4 - 0**

Goss moved, Appel seconded to approve the one Short-Term Rental license application as presented. **Carried 4 - 0**

Correspondence: Administrator Kalms shared the Ellison Bay Little League schedule.

Future Meeting(s): The next regular Board meeting will be May 1, 2024 at 6:00pm.

Johnson moved, Goss seconded to adjourn at 6:44pm. **Carried 4 - 0**

Respectfully submitted,
Pamela Donart-Welcome, Clerk/Treasurer

Jakes Lane Suggestion

9 messages

Schwartz, Zakry <zschwartz@co.door.wi.us>

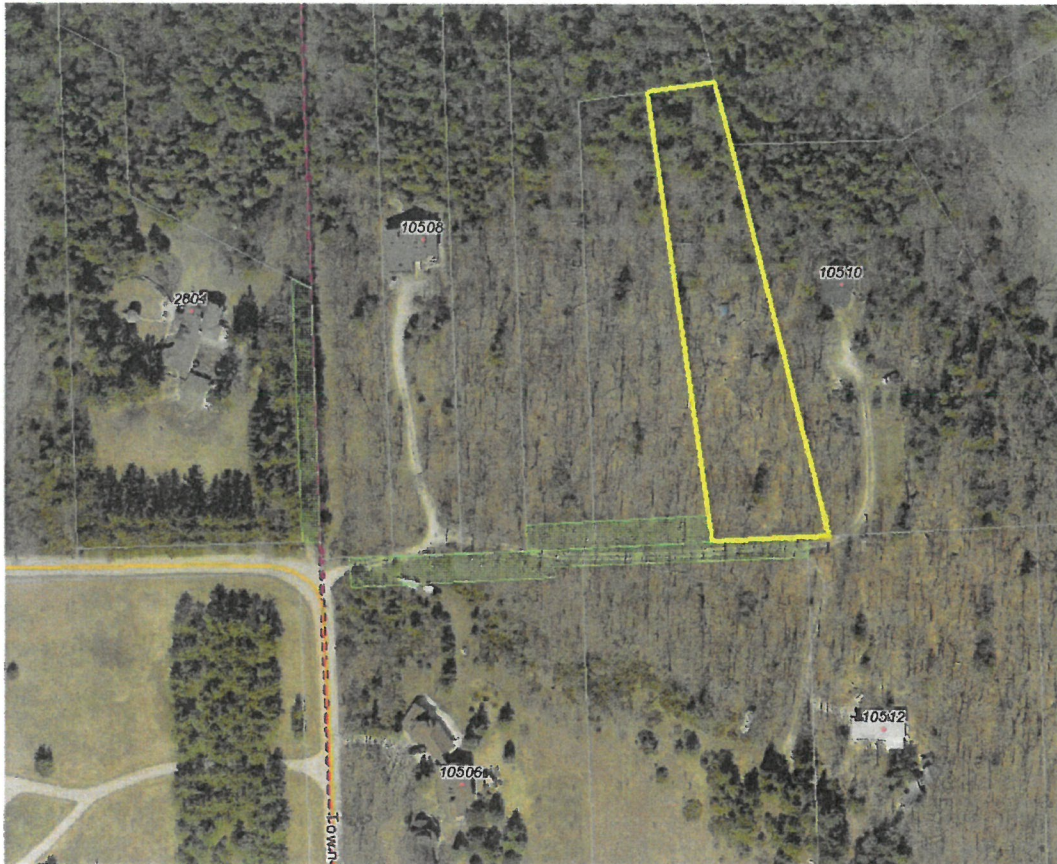
Tue, Mar 5, 2024 at 10:37 AM

To: "tlibertygrove@gmail.com" <tlibertygrove@gmail.com>

Cc: "Hansen, Holly" <HollyHansen@co.door.wi.us>, Maja Christiansen <majakristin@icloud.com>

Hello Town of Liberty Grove,

I would like to request that the name "Jakes Lane" be added to the next Town of Liberty Grove board meeting to be voted and approved on. I have confirmed that the name is not conflicting with any other similar names within the county (see photo below for location):



Best,

Zakry Schwartz

GIS/Land Information Coordinator

Door County Land Use Services

TOWN OF LIBERTY GROVE
ORDINANCE 2-24

An ordinance for naming of roads

1. Authority

Wisconsin Statute 81.01(11) allows the Town Board to assign names to roads within the Town.

2. Description of road

Beginning at point approximately 1,295 feet north of the intersection of State Hwy 42 and Town Line Rd, running 556 feet easterly to its terminus. All in Section 7, T31N, R28W.

3. Name of road

The Liberty Grove Town Board hereby names the road as described in Section 2 of this ordinance as “Jakes Lane.”

4. Implementation

This ordinance shall become effective upon passage and posting according to law.

Adopted at a regular meeting of the Liberty Grove Town Board on the 1st day of May, 2024.

Janet Johnson, Chairman

Walter L. Kalms, Administrator

Easement Name Request

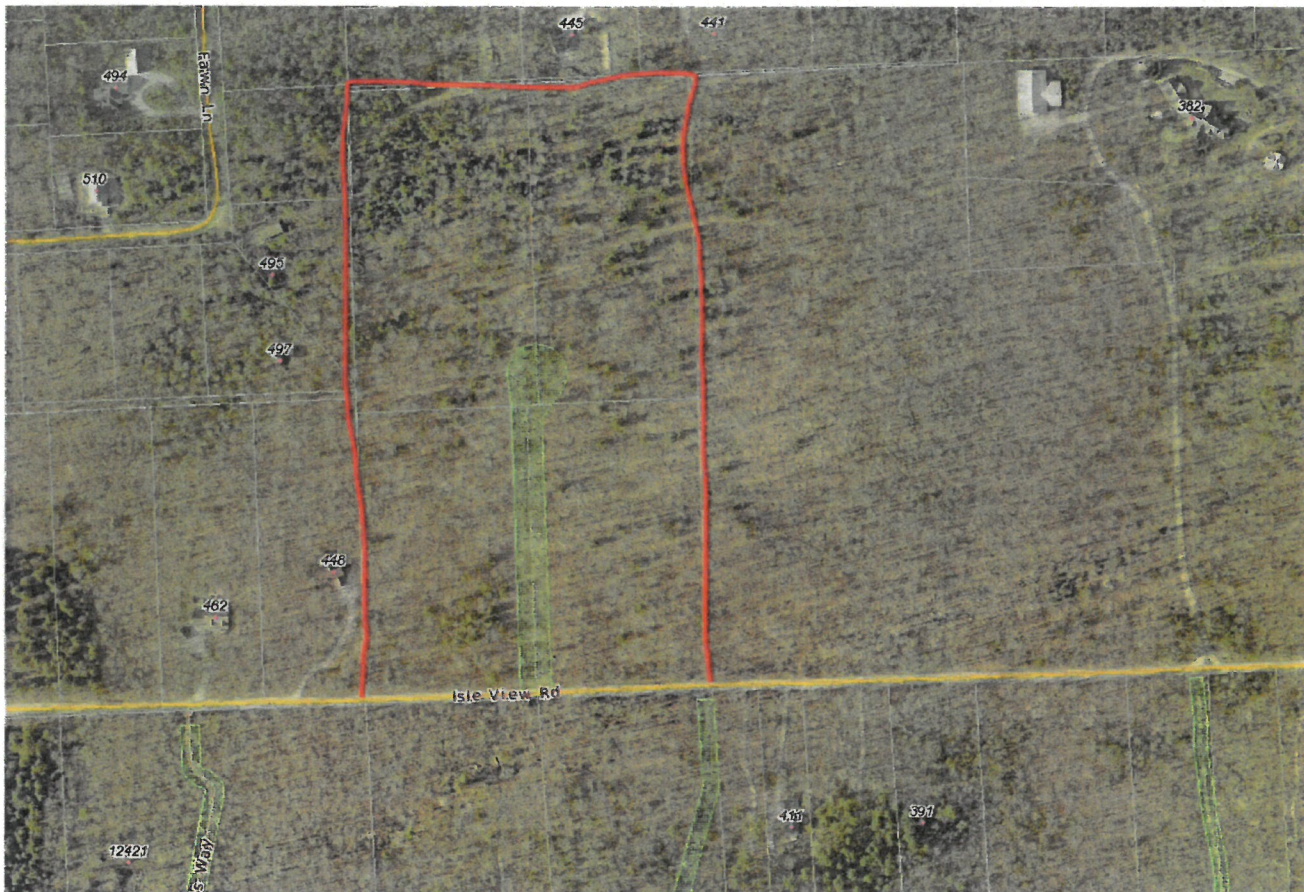
1 message

Schwartz, Zakry <zschwartz@co.door.wi.us>
To: "tlibertygrove@gmail.com" <tlibertygrove@gmail.com>
Cc: "fouad@saabdesign.net" <fouad@saabdesign.net>

Thu, Apr 25, 2024 at 11:33 AM

Hello Town of Liberty Grove,

The property owner of all four lots (0180305322914E1 – 4) would like to request a name for their easement. The proposed named is "Isle View Ct". Would you please add this to your next town of Liberty Grove board agenda.



Thanks,

Zakry Schwartz

GIS/Land Information Coordinator

**TOWN OF LIBERTY GROVE
ORDINANCE 3-24**

An ordinance for naming of roads

1. Authority

Wisconsin Statute 81.01(11) allows the Town Board to assign names to roads within the Town.

2. Description of road

Beginning at point 4,374 feet east of the intersection of Timberline Rd and Isle View Rd, running northerly for a distance of about 656 feet, culminating in a cul-de-sac of 66-foot radius. All in Section 5, T32, R29.

3. Name of road

The Liberty Grove Town Board hereby names the road as described in Section 2 of this ordinance as “Isle View Ct”.

4. Implementation

This ordinance shall become effective upon passage and posting according to law.

Adopted at a regular meeting of the Liberty Grove Town Board on the 1st day of May, 2024.

Janet Johnson, Chairman

Walter L. Kalms, Administrator

TOWN OF LIBERTY GROVE

RESOLUTION 1-24

The Liberty Grove Town Board does hereby ordain as follows:

WHEREAS, the Town is experiencing a boom in property sales which is resulting in an increased demand for services to maintain these properties, and

WHEREAS, the resulting increase in property values is making it difficult for service providers to purchase additional land for their operations, and

WHEREAS, current zoning laws require the existence of a residence on a parcel in order to erect a building from which to operate a business, and

WHEREAS, there needs to exist an affordable method for local businesses to establish a base of operations, therefore

BE IT HEREBY RESOLVED, in order to facilitate conditions so local craftsmen can operate from the Town, the Liberty Grove Town Board submits the following text amendments:

Ch. 3. Table of district requirements 3.02 (3)(a) **FOOTNOTES:** (add the following text and Conditional Use notation):

Ch. 3. Footnote # ____: In the HL-10 district and on lots that meet the minimum lot area requirement for HL-10 in s. 3.02(3)(a), one Trade or Contractors Establishment or one Auto/Marine repair business per lot is allowed.

Ch. 4. Particular Use Requirements

4.04(5) (add the following text)

(5) Auto/**Marine** repair

(5)(d) For Auto or marine repair businesses located in the HL-10 zoning district, the requirements listed below shall also apply.

1. Only one stand-alone auto or marine repair per lot shall be allowed.

2. Only one building to accommodate the stand-alone auto or marine business shall be allowed. Such building shall be limited to a 5,000 square foot footprint and 7,500 square feet in floor area, except that a larger building (footprint and/or floor area) that existed on the property as of May 3, 1992 may be used in its entirety.

4.04(7). Trade or contractor establishments. (add the following text):

For trade or contractor establishments located in the HL-10 zoning district, the requirements listed below shall also apply.

1. Only one stand-alone auto or marine repair per lot shall be allowed.

2. Only one building to accommodate the stand-alone auto or marine business shall be allowed. Such building shall be limited to a 5,000 square foot footprint and 7,500 square feet in floor area, except that a larger building (footprint and/or floor area) that existed on the property as of May 3, 1992 may be used in its entirety.

Adopted this 1st day of May, 2024 on a vote of ____ Aye and ____ Nay by the Liberty Grove Town Board.

Attest: _____, Town Clerk. May 1, 2024.

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10.00

☒ Town ☐ Village ☐ City of Liberty Grove

Application Date: 04-15-24

County of Door

The named organization applies for: (check appropriate box(es).)

- ☒ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.
☒ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning June 22, 2023 and ending June 22, 2023 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

- ☒ Bona fide Club ☐ Church ☐ Lodge/Society
☐ Veteran's Organization ☐ Fair Association or Agricultural Society
☐ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Ellison Bay Service Club

(b) Address PO Box 181 Ellison Bay, WI 54210
(Street) ☒ Town ☐ Village ☐ City

(c) Date organized 1-25-1989

(d) If corporation, give date of incorporation 1-25-89

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☐

(f) Names and addresses of all officers:

President Jane Lee 1568 Ranch Lane Ellison Bay, WI 54210

Vice President Sharon Popiel 1526 Ranch Lane Ellison Bay, WI 54210

Secretary Jeanne Rabel 12390 Northern Door Rd Ellison Bay, WI 54210

Treasurer Gary Kemp 11633 Gilmore Lane Ellison Bay, WI 54210

(g) Name and address of manager or person in charge of affair:

Maurken Mercier PO Box 203 Ellison Bay, WI 54210

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 11953 Hwy 42

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? _____

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: _____

3. Name of Event

(a) List name of the event Ellison Bay Day in the Park

(b) Dates of event June 22, 2024

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer [Signature]
(Signature / Date)

Ellison Bay Service Club
(Name of Organization)

Date Filed with Clerk 04-15-24

Date Reported to Council or Board 5/1/24

pd. \$10.00
2024