

TOWN OF LIBERTY GROVE PUBLIC MEETING

Town Board Meeting

Date: July 3, 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 6/19/24
5. Public input
6. Payment of bills
7. Administrator Report
8. Withdrawal from County zoning pursuant to Act 264
9. Adjourn to closed session per Stat. 19.85 (1)(e): deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session—Frontier contract
10. Reconvene to open session
11. Consider announcement of closed session item
12. Operators Licenses
13. Short-Term Rental applications
14. Correspondence
15. Future meeting(s)
16. 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 June 19, 2024

Agenda:

1. Call to order
2. Declaration of quorum followed by the Pledge of Allegiance
3. Approve Agenda
4. Approve minutes from 6/5/24
5. Public Input
6. Sanitary District
 - a. Payment of bills
 - b. Treasurer's Report
7. Payment of bills
8. Treasurer's Report
9. Temporary Combo Class B licenses
10. Liquor Licenses
11. Operator Licenses
12. Tobacco Licenses
13. Commercial Launch passes
14. Generator Maintenance & Inspection
15. HSA Accounts for total of 4 eligible FT employees
16. Divide funds between Community Development and Technology Committees
17. Parks Committee Recommendation to move ahead with Environmental Study at Mariner Park
18. Short Term Rental licenses
19. Correspondence
20. Future meeting(s)
21. Adjourn

Chairman Johnson called the meeting to order at 6:02pm. Supervisors Cathy Ward, Billy Appel, Dan Watts, and Nancy Goss were present, along with Administrator Kalms, and 17 members of the public. Clerk/Treasurer Pamela Donart-Welcome was excused.

Goss moved, Ward seconded to approve the agenda. **Carried 5 – 0**

Johnson moved, Ward seconded to approve the 6/5/24 minutes as presented. **Carried 5 – 0**

Public input: Mickie Rasch and Marueen Mercier spoke on the 6/22 Ellison Bay Day event. Susan Larson was concerned about the debris at Rowleys Bay Resort. Kalms outlined legal steps that the Town is taking to address the debris.

Utility District #1 –

Ward moved, Goss seconded to approve the bill of \$230.06. **Carried 5 – 0**

Treasurer's Report: Kalms reported the following Utility District #1 account balances as of May 31, 2024:

Checking Account	\$ 70,420.52
Savings Account	\$ 333,567.85
Restricted Savings	\$ 130,961.40
CD	\$ <u>157,663.14</u>
TOTAL	\$ 692,612.91

Johnson moved, Ward seconded to approve the Utility District Treasurer's Report as presented. **Carried 5 – 0**

Town Bills. Ward moved, Johnson seconded to approve the payment of Town bills totaling \$24,521.11. **Carried 5 – 0**

Treasurer's Report: Kalms reported the following Town account balances as of May 31, 2024:

Municipal Checking	\$ 1,737,028.85
Money Market Account	\$ 1,121,581.36
General Checking	\$ 298,456.26
Utility District #1	\$ <u>692,612.91</u>
TOTAL	\$ 3,849,769.38

Johnson moved, Goss seconded to approve the Town Treasurer's Report as read. **Carried 5 – 0**

Liquor licenses. Goss moved, Ward second to approve alcoholic beverage licenses as listed. **Carried 5-0.** These licenses are attached to the end of these minutes.

Operator Licenses. Johnson moved, Goss seconded to approve the operator licenses as presented. **Carried 5 – 0**

Tobacco Licenses. Appel moved, Ward seconded to approve tobacco licenses for Dovetail Trading and Pioneer Store. **Carried 5-0.**

Commercial launch passes. Goss moved, Johnson second to approve the commercial launch passes for DC Kayak Tours and Lakeshore Adventures. **Carried 5-0.**

Goss moved, Appel seconded to approve the Health Saving Account deposits for Town employees in the amount of \$3,000. **Carried 5 – 0.** This is a semi-annual deposit.

Community Development funding. Johnson moved, Goss seconded to amend the 2024 budget by moving \$16,000 from Capital Community Development and Technology to a new account called Community Development. **Carried 5-0.**

Mariner Park Environmental Study. The Phase I study for Mariner Park has expired. The recommendation from Parks and Property is to contract for a Phase I followed by a Phase II. A proposal for these studies will be presented at the next meeting if ready.

STR Licenses. Ward moved, Goss seconded to approve the Short-Term Rental licenses for 1001 Cottage Road, 1354 Kinsey Bay, 9991 STH 57 and 12137 Rustic Lane. **Carried 5 – 0.**

Correspondence: None.

Future Meeting: The next regular Board meeting will be July 3, 2024 at 6:00pm.

Johnson moved, Goss seconded to adjourn at 6:41pm. **Carried 5 - 0**

Respectfully submitted,
Walter L. Kalms, Administrator

Type	Agent Name	Business/Trade Name
"Class C" wine only	Jean Thompson	Door County Bakery, LLC
"Class A" liquor & Class "A" Beer	Terry Wurster	Dovetail Trading LLC dba Dovetail Trading
"Class A" liquor & Class "A" Beer	Kevin Oram	Oram Enterprises, Inc. dba Koepsel's Farm Market
"Class A" liquor & Class "A" Beer	Barbara Greene	Pioneer Store, LLC dba Pioneer Store
"Class A" liquor & Class "A" Beer	Sam Forkert	Yacht Works, Inc.
"Class A" liquor & Class "A" Beer	Kristie Moss-Henriksen	Henriksen Fisheries, dba /Henriksen Fish House
"Class B" liquor & Class "B" Beer	Tesa Santoro	BBEB LLC, dba Blue Bear Ellison Bay/Della Porta DC
"Class B" liquor & Class "B" Beer	Kristine Johnson	Double J, Inc. dba Waterfront Restaurant
"Class B" liquor & Class "B" Beer	Terry Wurster	Dovetail Grill LLC dba Dovetail Grill
"Class B" liquor & Class "B" Beer	Linden Ray	Free Falling, Inc. dba Mink River Basin
"Class B" liquor & Class "B" Beer	Mekaila Novitski	R & M Operations LLC dba Shoreline Restaurant
"Class B" liquor & Class "B" Beer	John Britton Unkefer	Solago Resturant, LLC
"Class B" liquor & Class "B" Beer	Joseph J Quimet JR	Tassi Hospitality LLC dba Osteria Tre Tassi
"Class B" liquor & Class "B" Beer	Kevin Lawell	Whiskeymen, Ltd./Hugel Haus
"Class C" wine	Jamie L Mead	Door County Underground
"Class B" Beer & "Class C" Wine	Carol Ash	Kick Ash Products, LLC

Town Board – Act 264 steps for County Zoning withdrawal.

These are the procedures for the Town (any Town) to get out of County Zoning.

1. Board adopts resolution stating the intent to withdraw from the County ordinance (2027).
2. Board creates a Town zoning ordinance, comprehensive plan, official map and provides copies of each to the County Clerk (2 years to create).
3. Town adopts resolution informing the County Board of the Town's withdrawal (2029).

We have a comprehensive plan.

We can adopt the County zoning ordinance for starters.

We would need to create an official map.

This will be on the agenda for 7/3/24.