

TOWN OF LIBERTY GROVE PUBLIC MEETING

Town Board Meeting

Date: August 7, 2024

Time: 6:00pm (or immediately following the Special Plan Commission meeting)

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 7/17/24
5. Public Input
6. Payment of bills
7. Administrator's Report
8. Mariner Park: Phase I environmental
9. Consider action on the CUP request for Parcel ID 018-02-15322813P6
10. Operator licenses
11. Commercial Launch passes
12. Short Term Rental licenses
13. Adjourn to closed session per WI 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-Offer to purchase property.
14. Reconvene to open session
15. Consider announcement of closed session item
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 July 17, 2024

Agenda:

1. Call to order
2. Declaration of quorum followed by the Pledge of Allegiance
3. Approve Agenda
4. Approve minutes from 7/3/24
5. Public Input
6. Sanitary District
 - a. Payment of bills
 - b. Treasurer's Report
7. Payment of bills
8. Treasurer's Report
9. Liberty Grove community Pot-luck Lunch
10. Addressing issues – Letter to County
11. Operator Licenses
12. Temp B Combo License for Death's Door Dance Fest
13. Commercial Launch passes
14. Short Term Rental licenses
15. Correspondence
16. Future meeting(s)
17. 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 4 members of the public. Clerk/Treasurer Pamela Donart-Welcome was excused.

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

Ward moved, Goss seconded to approve the 7/3/24 minutes as presented. **Carried 5 – 0**

Public input: Steve Eatough suggested a Northern Door industrial park in lieu of changing uses in HL10 zoned areas.

Utility District #1 –

Appel moved, Goss seconded to approve the Sister bay Utilities bills totaling \$44,564.05. **Carried 5 – 0**

Treasurer's Report: Kalms reported the following Utility District #1 account balances as of June 30, 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. Johnson moved, Ward seconded to approve the payment of Town bills totaling \$15,075.40. **Carried 5 – 0**

Treasurer's Report: Kalms reported the following Town account balances as of June 30, 2024:

Municipal Checking	\$ 1,738,361.37
Money Market Account	\$ 1,124,128.12
General Checking	\$ 242,135.73
Utility District #1	\$ <u>695,033.19</u>
TOTAL	\$ 3,799,658.41

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

Town Potluck. Community Development intends to hold a potluck gathering, which may be August 14 or 15.

Addressing issues. Kalms noted the inconsistencies in Town road naming and fire number signs: specifically, the use of the letter N or S abbreviations for road names when "North" or "South" is more appropriate and correct (similar for East and West names). **Johnson moved, Ward seconded** to authorize the administrator to send a letter to Door County Land Use and ask that new fire number signs be consistent and accurate with road names. After discussion Ward withdrew her second. **Johnson moved, Ward seconded** to authorize the administrator to send a letter to Door County Land Use and the DOT asking that new fire number signs be consistent and accurate with road names. **Carried 5 – 0**

Temporary Class B beer and wine licenses. Appel moved, Goss seconded to approve the Temporary Class B beer and wine licenses for DC North at the Deaths Door Dance Festival on 7/26/24. **Carried 5-0.**

Commercial launch pass. Ward moved, Goss second to approve the commercial launch pass for Camp Zion. **Carried 5-0.**

STR Licenses. Goss moved, Johnson seconded to approve the Short-Term Rental licenses for Schwartz at 415 Isle View Rd. **Carried 5 – 0.**

Correspondence: Door Co. Land Use letter notifying HL 10 landowners of the Town application; Letters regarding traffic on Old School Road and parking on Pebble Beach Road.

Future Meeting: The next regular Board meeting will be August 7, 2024 at 6:00pm.

Johnson moved, Goss seconded to adjourn at 6:45pm. **Carried 5 – 0**

Respectfully submitted by:
Walter L. Kalms, Administrator

DRAFT

Liberty Grove Sanitary District

8/7/24 Bills to Pay

Name of Payee	Description of bill	Amount
WPS	Lift Station	\$ 143.55
	TOTAL	\$ 143.55

7/22/2024 3:24 PM

In Progress Checks - Full Report - ALL

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ALL Checks by Voucher

ACCT

ASSOCIATED BANK (1120)

Dated From: 7/22/2024

From Account:

Thru: 7/22/2024

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
1091	7/22/2024	ELAN FINANCIAL SERVICES	
ACCT# *3808 (WATER TEST & BROADBAND)			
100-00-51450-000-000		TECHNOLOGY	121.90
DC BROADBAND			
100-00-55200-000-000		PARKS	35.80
WATER TEST			
Total			157.70
Grand Total			157.70

8/05/2024 11:03 AM

In Progress Checks - Full Report - ALL

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ALL Checks by Voucher

ACCT

ASSOCIATED BANK (1120)

Dated From: 8/05/2024

From Account:

Thru: 8/05/2024

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
1095	8/05/2024	ASSOCIATED BANK GREEN BAY, N.A.	
		FBO: TOWN OF LIBERTY GROVE	
100-00-58110-610-000		GILLS ROCK PRINC REDEMPTION	145,000.00
		GILLS ROCK LOAN PRINCIPAL	
100-00-58130-620-000		GILLS ROCK INTEREST	15,700.00
		GILLS ROCK LOAN INTEREST	
		Total	160,700.00
		Grand Total	160,700.00

8/05/2024 2:30 PM

In Progress Checks - Quick Report - ALL

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ALL Checks by Voucher

ACCT

ASSOCIATED BANK (1120)

Dated From: 8/07/2024

From Account:

Thru: 8/07/2024

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
1096	8/07/2024	MGD INDUSTRIAL CORP INV#228379 (NUTS, TIES, PAINT)	150.80
1097	8/07/2024	ACE HARDWARE SISTER BAY ACCT#502279 (HOOK, SPRAYER, HWY ID, LAMP	368.13
1098	8/07/2024	ANTHEM BLUECROSS BLUESHIELD AUGUST 2024 PREMIUMS	5,006.83
1099	8/07/2024	NORTHEAST ASPHALT INC INV#618465-001 (2024 PAVING)	843,847.00
1100	8/07/2024	DOOR COUNTY HIGHWAY DEPARTMENT INV#2024-33000253 (SHOULDERING & MAINT)	8,753.24
1101	8/07/2024	EDGE LINE LLC RETURN BOND - PERMIT#230126 (644 CTY NP)	400.00
1102	8/07/2024	PAMELA DONART-WELCOME MILEAGE - CLERK INSTITUTE IN GB	100.50
1103	8/07/2024	INTERSTATE BILLING SERVICE INC ACCT#662432 (LAMPS, FUEL FILTER HOUSING)	831.35
1104	8/07/2024	PENINSULA PULSE LLC INV#33139 (ORDS 4,5,6-24)	20.75
1105	8/07/2024	NORTHEAST ASPHALT INC INV#30-00007761 (12.51 TON COLD MIX)	1,807.70
1106	8/07/2024	DELTA DENTAL OF WISCONSIN INV#2179545 (AUG 2024 PREMIUMS)	318.00
1107	8/07/2024	DOOR COUNTY TREASURER MFL WITHDRAWAL TO COUNTY 20%	476.88
1108	8/07/2024	BOARDMAN CLARK INV#287829 (ROWLEYS BAY DEBRIS)	3,478.00
1109	8/07/2024	CELLCOM WISCONSIN INV#582530 (SHOP & DOCK PHONES)	128.42
1110	8/07/2024	TOTAL ENERGY SYSTEMS INV#116811 (GENERATOR TEST)	1,643.00
1111	8/07/2024	QUILL INV#39716776 (RULED PADS)	19.99
1112	8/07/2024	DELUXE INV#9004940663 (CHECK PRINTING DOCS)	992.58
1113	8/07/2024	MISSION SQUARE RETIREMENT RETIREMENT PREMIUMS	1,782.16
1114	8/07/2024	SMC DOOR COUNTY INV#5235 (PIER ADJUSTMENT)	2,908.00

8/05/2024 2:30 PM

In Progress Checks - Quick Report - ALL
ALL Checks by Voucher
ASSOCIATED BANK (1120)

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ACCT

Dated From: 8/07/2024 From Account:
Thru: 8/07/2024 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
1115	8/07/2024	ASSOCIATED APPRAISAL CONSULTANTS INC INV#175617 MAINTENANCE & POSTAGE	3,713.16
1116	8/07/2024	DE MOULIN HVAC, LLC INV#3909 (MAINTENANCE - HALL, SHOP, FD)	1,766.40
1117	8/07/2024	TOWN WEB DESIGN LLC INV#8129 (HOSTING, EMAIL, DOMAIN NAME)	1,961.00
1118	8/07/2024	QUANTUM TECHNOLOGIES INV#VII2473 (OFFICE PHONES)	118.51
1119	8/07/2024	CAPTAIN COMMODES INC INV#62733 (POTTIES)	985.65
1120	8/07/2024	HEYGOV INV#1AB7BA90-0002 (SERVICE & SUPPORT)	1,200.00
1121	8/07/2024	ELEVATE97 INV#0116744 (PORT DES MORTS RISER SIGN)	560.86
Grand Total			883,338.91

+ Elan Financial Sys 157.70
+ Associated Bank Trust 160,700.00

TOTAL: 1,044,196.61

8-7-24 Operators to Approve			
Name of Applicant	Name of Business	Received	Date Approved
Debra A Gossard	Dovetail Trading	7/25/2024	

8-7-24 Short-Term Rental Applications to Approve									
Approved	Owner Name	Property Ad	Max Occ	POWTS Cal	DATCP	DCTZ	Insured	Payment	
	Bluebird Partners LLC	1597 Blueb	10	5	YES	YES	YES	YES	
	Elizabeth Warner	12649 Door	4	2	YES	YES	YES	YES	