

TOWN OF LIBERTY GROVE PUBLIC MEETING
AMENDED AGENDA*ADDED**

Town Board Meeting

Date: September 18, 2024

Time: 6:00pm (or immediately following the Personnel Committee 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 9/4/24
5. Public Input
6. Sanitary District
 - a. Payment of bills
 - b. Treasurer's Report
7. Payment of bills
8. Treasurer's Report
9. ***Consider paving of entrance to LG Historical parcel and movement of funds for same
10. Short Term Rental licenses
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.

DRAFT
(subject to change until final approval by the Committee)
Town of Liberty Grove
Minutes of the Town Board meeting on September 4, 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 8/21/24
5. Public input
6. Payment of bills
7. Administrator Report
8. Consider replacement of flush apparatuses in Gills Rock toilet building
9. Report from Michelle Lawrie of DCEDC
10. Mariner Park
 - a. Report on Trailer/Boat parking and driving over mound system
 - b. Report on Moving of the Boat
 - c. Report on Building Removal
11. Report on Signage and overnight camping at Hotz Park
12. Short-Term Rental applications
13. Correspondence
14. Future meeting(s)
15. Adjourn

Chairman Janet Johnson called the meeting to order at 7:00pm. Supervisors Billy Appel, Cathy Ward, Dan Watts, and Nancy Goss were present along with Administrator Kalms, Clerk/Treasurer Pamela Donart-Welcome, and 2 members of the public.

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

Ward moved, Watts seconded to approve the 8/21/24 minutes as presented. **Carried 3 – 0**
Appel and Goss abstained as they were not at the 8/21/24 Town Board meeting.

Public input: Chris Fye of 12530 Cedar Dell Ln expressed his unhappiness with the changes made in the Garrett Bay launch area.

Johnson moved, Goss seconded to approve the payment of Utility District#1 bills totaling \$66.45. **Carried 5 - 0**

Goss moved, Ward seconded to approve the payment of Town bills totaling \$15,877.82
Carried 5 - 0

Administrator's Report: Kalms reported we may get a visit from a "First Amendment Auditor," so we have posted signs to clarify which areas of the office are not open to the public; the budget process is moving forward; we've received notice from the Demographic Services that as of

January 1st, our population estimate was 2154 (up 58 from the previous year); the Big Space 4 U CUP application passed 3-2 with conditions, 99% of jobs lost during the pandemic have been recovered, Liberty Grove will be hosting the WTA Door County unit meeting on Nov 21 at 6pm; select roads have been chip-sealed; UWO is doing a private well monitoring program; the Town Board chair and Administrator had a meeting with the New Port Park/DNR rep regarding activities at Hotz park; there will be a “clean sweep” event for hazardous waste disposal held at the Sister Bay Fire Station on Mill Rd Nov 1, 2024 from 3:30pm-5:30pm.

Ward moved, Goss seconded to proceed with replacement of the toilets in the Gills Rock facility. **Carried 5 – 0**

Michelle Lawrie of the **DCEDC** gave a report/presentation of the organization and how their services and activities can help Door County municipalities including Liberty Grove.

The supervisors discussed ways to create a barrier preventing vehicles and trailers from **parking on and driving over Mariner Park property** from the neighboring commercial fishing property.

Johnson moved, Ward seconded to authorize Mike Kahr to move his boat that he is donating to the Town on to the grassy area to prevent parking of truck & trailer or cars on Town property. **Carried 5 – 0**

The supervisors will revisit how to proceed with **the buildings at Mariner Park** after the Phase I environmental study is complete.

Johnson moved, Goss seconded to authorize the Town Administrator to create signage for Hotz Park, Mariner Park, Sand Bay Park, and Ellison Bay Park. **Carried 5 – 0**

Correspondence: none

Future Meeting(s): The next Town Board meeting was scheduled for 9/18/24

Johnson moved, Appel seconded to adjourn at 7:42pm. **Carried 5 - 0**

Respectfully submitted,
Pamela Donart-Welcome, Clerk/Treasurer

Pending approval at next meeting.

Liberty Grove Sanitary District

9/18/24 Bills to Pay

Name of Payee	Description of bill	Amount
Sister Bay Utilities	Monthly Lift Station Flushing, Electric, Meter software, HydroCorp, Billing software	\$ 350.29
Town of Liberty Grove	40% portion of 2023 Audit Services	\$ 10,914.70
	TOTAL	\$ 11,264.99

Liberty Grove Utility District #1 Balances

	2024	2023
Checking account *7823		
Balance as of July31,	\$ 72,331.17	\$ 57,817.08
Add Deposits	\$ 7,801.03	\$ 1,964.59
Less Disbursements	\$810.81	\$ 1,150.74
Add Interest	1.00% <u> </u> ? %	\$ 49.84
Balance as of August 31,	\$ 79,321.39	\$ 58,680.77
 Savings account *9812		
Balance as of July31,	\$334,946.21	\$ 326,760.63
Add deposits	\$ -	\$ -
Less Disbursements	\$ -	\$ -
Add Interest	2.50% <u>\$ 679.99</u> ? %	\$ 685.48
Balance as of August 31,	\$335,626.20	\$ 327,446.11
 Savings Restricted account *0291		
Balance as of July31,	\$ 131,070.85	\$ 110,108.18
Add Deposits	\$ -	\$ 6,826.12
Less Withdrawals	\$ -	\$ -
Add Interest	0.50% <u>\$ 53.86</u> ? %	\$ 48.35
Balance as of August 31,	\$ 131,124.71	\$ 116,982.65
 Nicolet Bank CD (9 months ending 2/2024)		? % \$ 151,758.44
North Shore CD (9 months ending 11/14/2024)	4.92% <u>\$ 151,758.44</u>	<u> </u>
 Balance of all accounts as of August 31,	<u>\$ 697,830.74</u>	<u>\$ 654,867.97</u>

Town of Liberty Grove balances as of August 31,		2024	2023
Municipal Checking Account *8401			
Balance as of July 31,	\$	1,875,751.52	\$ 1,848,590.10
Transfer to General Checking	\$	1,188,000.00	\$ -
Aid Payments	\$	-	\$ -
Interest 1.00%	\$	728.01	1.00% \$ 1,570.04
Balance as of August 31,	\$	688,479.53	\$ 1,850,160.14
Money Market Account *7390			
Balance as of July 31,	\$	1,127,136.47	\$ 1,499,905.39
Interest 3.00%	\$	2,742.18	3.00% \$ 3,770.72
Balance as of August 31,	\$	1,129,878.65	\$ 1,503,676.11
General Checking Account *1120			
Balance as of July 31,	\$	64,891.37	\$ 366,039.67
Plus deposits and transfers	\$	1,262,370.11	\$ 81,284.71
August Settlement	\$	759,043.34	\$ 691,653.28
Less FICA	\$	9,904.19	\$ 14,036.80
Less State withholding	\$	1,632.51	\$ 2,296.96
Less payroll	\$	30,428.54	\$ 28,641.03
Less disbursements	\$	1,080,351.32	\$ 752,027.59
Balance as of August 31,	\$	963,988.26	\$ 341,975.28
TOTAL in all Utility District Accounts:			
Utility District Checking *7823	\$	79,321.39	\$ 58,680.77
Utility District Savings *9812	\$	335,626.20	\$ 327,446.11
Utility District Restricted Savings *0291	\$	131,124.71	\$ 116,982.65
Nicolet Bank CD (9 months ending 02/05/2024)	\$	-	\$ 151,758.44
North Shore CD (9 months ending 11/14/2024)	\$	151,758.44	\$ -
Balance as of August 31,	\$	697,830.74	\$ 654,867.97
TOTAL in all Town Accounts:			
Municipal Checking *8401	\$	688,479.53	\$ 1,850,160.14
Money Market Acct *7390	\$	1,129,878.65	\$ 1,503,676.11
Checking *1120	\$	963,988.26	\$ 341,975.28
Utility District	\$	697,830.74	\$ 654,867.97
As of August 31, the total in all Town accounts is:	\$	3,480,177.18	\$ 4,350,679.50

Short-Term Rental Applications to Approve									
Owner Name	Property Address	Agent Address	Max Occ	Bdrms	DATCP	DCTZ	Insured	Payment	
James Mathee	10226 Kinsey Bay Ln	10553 County Walk Dr	12	5	YES	YES	YES	YES	