

Town of Liberty Grove
Minutes of the Town Board meeting on May 7, 2025
(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 4/16/25, 4/21/25, 4/25/25
5. Public input
6. Payment of bills
7. Administrator Report
8. Report from Door County Administrator (Comms/Tower project, Emergency Mgmt, Land Use Svcs)
9. Consider recommendations from Plan Commission for pending zoning & variance requests
10. Consider contribution to the Chief Hecht fund
11. Committee Assignments
12. Ord 1-25 for Appointment of alternate members of BOR
13. Consider generator replacement: fire station at 1487 STH 42
14. Mariner Park: Consider next step regarding asbestos removal quote
15. Short Term Rental licenses
16. Operator Licenses
17. Adjourn to Closed Session pursuant to Wisconsin State Statutes § 19.85 (1) (c): Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – Administrator contract
18. Remain in closed session per State 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 – Property Purchase.
19. Reconvene in open session
20. Announcement(s)/Recommendation(s)
21. Correspondence
22. Future meeting(s)
23. Adjourn

Chairman Goss called the meeting to order at 6:00pm. Supervisors Janet Johnson, Cathy Ward, Billy Appel, and Dan Watts were present along with Administrator Kalms, Clerk/Treasurer Pamela Donart-Welcome, and 7 members of the public.

Ward moved, Appel seconded to approve the agenda as posted. **Carried 5 – 0**

Appel moved, Goss seconded to approve the 4/16/25 minutes as presented. **Carried 5 – 0**

Johnson moved, Ward seconded to approve the 4/21/25 minutes as presented. **Carried 5 - 0**

Goss moved, Johnson seconded to approve the 4/25/25 minutes as presented. **Carried 5 - 0**

Public input: none

Johnson moved, Goss seconded to approve the payment of Utility District#1 bills totaling \$8,463.60. **Carried 5 – 0**

Ward moved, Goss seconded to approve the payment of Town bills totaling \$670,606.01. **Carried 5 - 0**

Administrator's Report: Kalms shared that a DOT study is being conducted to address the safety of pedestrians crossing near 10961 State Highway 42; the 2025 Paving Re-bid was awarded to Northeast Asphalt, and their work should be done in the next week or so; a blasting complaint from a resident near the JF Construction quarry is being addressed; a resident is asking for the speed limit to be lowered to 45mph along Highway 57 north of CTH Q to north of Orchard Drive; the Village has filled their response to the sewer rate complaint.

Door County Administrator Ken Pabich introduced the following representatives who gave reports on their departments:

Karyn Behling, Director of the Land Use Services reported that the department is fully staffed including the new Liberty Grove Zoning Administrator Jeff Kussow, and will be able to prioritize code violations and creating efficiencies in the department.

Jeb Saelens, Director of Emergency Management introduced the new "Door County Ready" app that residents and visitors can use to receive emergency notifications, and discussed ways the Town can create and implement an Emergency Response Plan.

Ashley DeGrave, Technology Services Project Manager shared the plan design for updating the communications tower system in the County used by all public safety officers including EMS, Fire, Sheriff, and Emergency Management Dispatch. Administrator Kalms inquired about tying in our Highway Department communications into the new system.

Cathy Ward recused herself from discussion on the Plan Commission recommendation for the zoning request from Seaquist for the parcel at 11482 STH 42. **Goss moved, Appel seconded** to recommend the Board authorize the Administrator to send a letter of support to the County for the Future Land Use Map change as requested for the parcel at 11482 STH 42, and also for the commercial zoning change. **Roll call:** Watts, Goss, Appel, and Johnson voted aye. There were no nays. Ward abstained. **Motion carried 4 – 0** Administrator Kalms suggested mentioning in the letter that the Town is looking into amending its Future Land Use Map by having a Hearing and Board meeting on the same night to clarify the request.

Goss moved, Ward seconded that the Town Board of Liberty Grove recommend approval of the variance requested by Mark R. Dixon for Parcel ID 018660403, located at 11725 Mossy Cliff Trail, as described in the April 15, 2025 communication from the Door County Land Use Services Department. The variance pertains to Section IV.B.2. of the Door County Shoreland Zoning Ordinance, allowing a proposed structure (this would be the foyer addition) to be constructed as close as 25 feet from the Ordinary High Water Mark (OHWM) of Green Bay/Lake Michigan. This recommendation is made with the following condition: The height and massing of the proposed connecting structure shall match the dimensions shown in the submitted scaled architectural drawings dated July 25, 2024. No additional vertical expansion beyond those elevations shall be permitted as part of this variance approval. **Roll call:** Appel, Goss, Ward, Johnson, and Watts voted aye. There were no nays. **Motion carried 5 – 0**

Appel moved, Goss seconded that the Town Board donates \$10,000.00 to the Chief Hecht Fund, source to be determined at a future meeting. **Roll call:** Johnson, Ward, Watts, Appel, and Goss voted aye. There were no nays. **Motion carried 5 – 0**

Goss moved, Watts seconded that the Town Board confirm the appointment of Cathy Ward as Plan Commission Chair. **Carried 4 – 0** Ward abstained.

Johnson moved, Goss seconded to approve Ordinance 1-25 Appointing Julie Kingsbury, Walter Kalms, and Yvonne Dwonch as alternates for the Board of Review. **Roll call:** Appel, Ward, Goss, Johnson, and Watts voted aye. There were no nays. **Motion carried 5 – 0**

Kalms asked that item #13 be postponed to a future meeting to obtain more cost information and details on the project.

Watts moved, Johnson seconded to table item #14 until our next meeting. **Carried 5 – 0**

Goss moved, Ward seconded to approve the Short-Term Rental applications for Cheryl Carlson at 12278 Europe Lake Ln, Michael Morrison at 9825 Hwy 57, and Marc Stroman at 830 Wisconsin Bay Rd. **Carried 5 – 0**

Goss moved, Johnson seconded to approve the Operator Licenses as presented at May 7, 2025 Board meeting for Dale Doney, Dawn Doney, Alicia Welhouse, Carol Wall, Robert Purman, and Yannique Purman. **Carried 5 – 0**

Goss moved, Johnson seconded to adjourn to Closed Session pursuant to Wisconsin State Statutes § 19.85 (1) (c): Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, and to remain in closed session per State 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. **Roll call:** Ward, Appel, Watts, Johnson and Goss voted aye. There were no nays. **Motion carried at 7:43pm 5 - 0**

Goss moved, Johnson seconded to reconvene into Open Session at 8:21pm. **Roll call:** Watts, Johnson, Appel, Goss and Ward voted aye. There were no nays. **Motion carried 5 – 0**

There were no announcements

Correspondence: Administrator Kalms shared that Voight Marine Service (Washington Island Clipper) passenger service to Washington Island is ending after 53 years of service; a resident requested a lighted speed board sign be placed on Isle View Road during all holiday weekends to help deter drivers from continued speeding on that road, and requesting further study on lowering the speed limit; Door County North had their membership social at Osteria Tre Tassi; a

“Thank You” letter was sent to the Town from the DC Humane Society; the Sister Bay Electronics Recycling event is this weekend; a “stop work notice” was issued to a resident on 12711 Watersmeet Ln until new building permits are issued; the DCEDC May Mixer event is taking place at Kitty’s Hideaway on May 13th.

Future Meeting(s): There will be a brief Board of Review “meeting to Adjourn to a later date” at 5:45pm on May 21st, followed by a 6:00pm regular Board meeting.

Johnson moved, Goss seconded to adjourn at 8:31pm. **Carried 5 - 0**

Respectfully submitted,
Pamela Donart-Welcome, Clerk/Treasurer
Approved on 5/21/25