

TOWN OF LIBERTY GROVE PUBLIC MEETING
(Amended—item #10)

Town Board Meeting

Date: September 3, 2025

Time: 6:00pm

Place: Town Hall, 11161 Old Stage Road

Agenda:

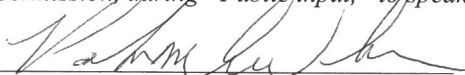
1. Call to order
2. Declaration of quorum followed by the Pledge of Allegiance
3. Approve Agenda
4. Approve minutes from 8/20/25
5. Public input
6. Payment of bills
 - a. LGUD#1 bills
 - b. Town bills
7. Administrator Report
8. Request for support for Knowles-Nelson Stewardship Program
9. Consider appraisal for possible property purchase
10. Inspection and Raze Agreement—1041 County Hwy ZZ
 - a. Discussion of Inspection and Raze Agreement for 1041 County Highway ZZ.
 - b. Possible move into closed session pursuant to Wis. Stat. § 19.85(1)(e) which authorizes a governmental body to meet in closed session for 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, specifically to discuss negotiation options related to Inspection and Raze Agreement. (Roll call vote.)
 - c. Reconvene in open session. (Roll call vote.)
 - d. Take action, if any, on items discussed in closed session.
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 August 20, 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 8/6/25
5. Public Input
6. Report from DCEDC on their 2026-2028 Strategic Plan & Budget request
7. Utility District
 - a. Payment of bills
 - b. Treasurer's Report
8. Payment of Town bills
9. Treasurer's Report – Town
10. RPC Flood Plain Zoning text amendment
11. Use of former Val-A lot for "Blues on the Bay" event parking on 8/23/25
12. Consider repair options for front entry doors to the Liberty Grove Town Hall.
13. Short Term Rental licenses
14. Inspection and Raze Agreement
 - a. Discussion of Inspection and Raze Agreement for 1041 County Highway ZZ.
 - b. Possible move into closed session pursuant to Wis. Stat. § 19.85(1)(e) which authorizes a governmental body to meet in closed session for 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, specifically to discuss negotiation options related to Inspection and Raze Agreement. (Roll call vote.)
 - c. Reconvene in open session. (Roll call vote.)
 - d. Take action, if any, on items discussed in closed session.
15. Correspondence
16. Future meeting(s)
17. Adjourn

Chairman Goss called the meeting to order at 6:00pm. Supervisors Janet Johnson, Billy Appel, Dan Watts, and Cathy Ward were present along with Administrators Kalms & Buckingham, Clerk/Treasurer Pamela Donart-Welcome, and 14 members of the public.

Ward moved, Johnson seconded to approve the agenda as posted. **Carried 5 - 0**

Johnson moved, Ward seconded to approve the 8/6/25 minutes as presented. **Carried 5 - 0**

Public input: Steve Martin of 1096 Wagon Trail Circle and Susan Larson of 1144 Wagon Trail Circle both expressed their concerns to the Board regarding the fire debris remaining at the former Rowley's Bay property.

Michelle Lawrie, Executive Director of the **Door County Economic Development Corporation**, summarized their **Strategic Plan for 2026-2028** including the various activities the organization does for the individual municipalities of the County to enhance economic well-being while maintaining the quality of life of those who live and work here. She offered to be of assistance to the Town to address specific needs and asked the Town to renew their investment in the partnership with the DCEDC.

Johnson moved, Goss seconded to approve payment of Utility District #1 bills totaling \$441.83.
Carried 5 – 0

Treasurer's Report: Donart-Welcome reported the following Utility District #1 account balances as of July 31, 2025:

Checking Account	\$ 61,720.99
Savings Account	\$ 316,797.62
Restricted Savings	\$ 132,367.62
CD	\$ <u>167,839.12</u>
TOTAL	\$ 678,725.35

Goss moved, Ward seconded to approve the Utility District #1 Treasurer's Report as presented.
Carried 5 - 0

Johnson moved, Goss seconded to approve the payment of Town bills totaling \$28,279.71.
Carried 5 - 0

Treasurer's Report: Donart-Welcome reported the following Town account balances as of July 31, 2025:

Municipal Checking	\$ 1,528,357.54
Money Market Account	\$ 1,158,339.79
General Checking	\$ 602,328.71
Utility District	\$ <u>678,725.35</u>
TOTAL	\$ 3,967,751.39

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

Goss moved, Ward seconded that the Town of Liberty Grove Board support the RPC Floodplain Zoning text amendment as illustrated in red on the existing Ordinance with strike through and/or new language. **Carried 5 – 0**

Johnson moved, Goss seconded to approve the use of the Val-A lot for Blues on the Bay this Saturday, August 23, 2025. **Carried 5 – 0**

Ward moved, Appel seconded to proceed with the repair option for the front entryway doors for a figure not to exceed \$2,000.00. **Carried 5 – 0**

Ward moved, Goss seconded to approve the Short-Term Rental applications for 11967 Mink River Rd and 12498 Northern Door Rd. **Carried 5 – 0**

Goss moved, Ward seconded to move into closed session at 6:54pm pursuant to Wis. Stat. § 19.85(1)(e) which authorizes a governmental body to meet in closed session for 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,

specifically to discuss negotiation options related to Inspection and Raze Agreement. **Roll call:** Appel, Ward, Watts, Goss, and Johnson voted aye. There were no nays. **Motion carried.**

Goss moved, Ward seconded to reconvene into open session at 7:17pm. **Roll Call:** Johnson, Ward, Appel, Goss, and Watts voted aye. There were no nays. **Motion carried.**

Goss moved, Johnson seconded to move forward with the Inspection and Raze Agreement that we discussed tonight in closed session on 8/20/25. **Roll Call:** Johnson, Ward, Appel, Watts, and Goss voted aye. There were no nays. **Motion carried.**

Correspondence: Administrator Kalms shared: a “thank you” note from the Ellison Bay Service Club; a notice of the Aug 21st Door County Unit of WTA meeting taking place in Sevastopol; an agenda for the RPC for a Floodplain Zoning Ordinance Text Amendment taking place on Aug 21, 2025; a reminder that the District 19 seat on the County Board is still vacant and they continue to look for applicants; a request from Terrie Cooper asking for the Town to add to the Sept 3 Town Board Agenda discussion/consideration to support of the continuation of the Knowles Nelson Stewardship Grant program; a notice of the County Resource Planning Committee’s report to the DC Board of Supervisor’s scheduled for August 26, 2025 regarding proposed allowance of a minimum lot size exemption for lots created for a public purpose.

Future Meeting: The Town office will be closed on September 1, 2025, to observe the Labor Day Holiday, and the next regular Board meeting will be September 3, 2025, starting at 6:00pm.

Goss moved, Johnson seconded to adjourn at 7:25pm. **Carried 5 - 0**

Respectfully submitted,
Pamela Donart-Welcome, Clerk/Treasurer

Pending approval at future meeting of the Town Board.

Liberty Grove Utility District#1

9/3/2025

Name of Payee	Description of bill	Amount
Boardman Clark	Sewer Rates - PSC filing (w/Trilogy)	\$ 9,684.00
Trilogy	Sewer Rates - PSC filing	\$ 3,090.00
WPS	Lift Station	\$ 144.84
	TOTAL	\$ 12,774.00

9/02/2025 2:49 PM

In Progress Checks - Quick Report - ALL
ALL Checks by Voucher
ASSOCIATED BANK (1120)Page: 1
ACCTDated From:
Thru:From Account:
Thru Account:

Voucher Nbr	Check Date	Payee	Amount
1826	9/03/2025	BOARDMANCLARK INV#S 305691, 305692	4,026.00
1827	9/03/2025	WISCONSIN BUILDING SUPPLY INV# 3304274-003	16.49
1828	9/03/2025	WALTER KALMS Q2 2025 EXPENSES	538.90
1829	9/03/2025	AMAZON CAPITAL SERVICES INV# 1RHL-FJMW-1R9K (WASTE BASKETS)	15.95
1830	9/03/2025	DELTA DENTAL OF WISCONSIN INV# 2397143 (SEP 2025 PREMIUMS)	357.75
1831	9/03/2025	MARCO TECHNOLOGIES LLC NW7128 INV#14227421 (ANNUAL COPIER CONTRACT)	297.66
1832	9/03/2025	ASSOCIATED APPRAISAL CONSULTANTS INC INV#182103	3,757.40
1833	9/03/2025	PORTSIDE BUILDERS INC RETURN BOND - PERMIT#240023	400.00
1834	9/03/2025	CARLSON ERICKSON BUILDERS RETURN BOND - PERMIT#250025	400.00
1835	9/03/2025	KEVIN MCGUIRE RETURN BOND - PERMIT# 24109	400.00
1836	9/03/2025	CELLCOM WISCONSIN INV# 096438 (SHOP & DOCK PHONES)	131.42
1837	9/03/2025	MARK HUNSAKER REFUND - EBCC RENTAL DEPOSIT	200.00
1838	9/03/2025	CAPTAIN COMMODES INC INV#S 1424-1430	1,055.00
1839	8/22/2025	MISSION SQUARE RETIREMENT 8/2/25 PAYROLL	2,511.74
1840	8/29/2025	ELAN FINANCIAL SERVICES ACCT# ****3808	314.14
1841	9/03/2025	MISSION SQUARE RETIREMENT 8/18/25 PAYROLL	2,619.94
Grand Total			17,042.39

Town of Liberty Grove

Door County
State of Wisconsin

Resolution No. 3-25

**Resolution Urging Reauthorization of, and Funding for, the Knowles-Nelson
Stewardship Program Through a Stand-Alone Bill in 2025**

WHEREAS, the Wisconsin Legislature created the bi-partisan Knowles-Nelson Stewardship Program in 1989 to preserve valuable natural areas and wildlife and rare plant habitats, protect water quality and fisheries, and expand opportunities for outdoor recreation; and

WHEREAS, the reauthorization and funding of Knowles-Nelson Stewardship Program was not included in the recently approved state budget. The Program will expire if not promptly reauthorized and funded by a stand-alone bill to allow continued development in Door County of expanded and improved recreational facilities, including at state, county and town parks and marinas, by local governments and the Wisconsin Department of Natural Resources (WDNR), and conservation of ecologically important lands by nonprofit conservation organizations through expansion of valuable natural areas and wildlife and rare plant habitats, and protection ground water, streams and lakes for the benefit of Door County residents, visitors and our tourism industry; and

WHEREAS, the Town Liberty Grove has benefited from Stewardship Program grants that have supported the Rowley's Bay Public Access project, the Grand View Acquisition, the Gills Rock Feasibility Study, the Ellison Bay Harbor of Refuge Rehab project, creation of The Nature Conservancy's Mink River Reserve and numerous improvement projects at Newport State Park ; and

WHEREAS, the Town Board considers the Knowles-Nelson Stewardship Program a valuable tool to preserve and protect Door County's unique and precious lands and waters and to safeguard County water quality, while greatly enhancing County economic development and the quality of life for County residents and visitors, and

WHEREAS, the Town Board wishes to express its full support to the Legislature and the Governor for the reauthorization of the Knowles-Nelson Stewardship Program this fall through passage of a stand-alone bill with sufficient Program funding, and

WHEREAS, that the Town Board directs that its Chair to forward copies of this resolution to the offices of each of our State Legislators, the Office of the Governor and the Executive Director of the Wisconsin Town's Association.

NOW, THEREFORE, BE IT RESOLVED, that the Town of Liberty Grove duly assembled this ____ day of _____ 2025, hereby supports reauthorization of, and funding for, the Knowles-Nelson Stewardship Program through a stand-alone bill in 2025.

Adopted by the Liberty Grove Town Board on _____, 2025.

Chair

Attest: _____
Clerk