

Town of Liberty Grove
Minutes of the Town Board meeting on December 3, 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 11/12/25
5. Public input
6. Payment of Town bills
7. Report from Community Development Committee on possible uses of two Town parcels
8. Recommendation from Community Development Committee for the “America at 250” initiative
9. Final look at the updated Heritage Roads Brochure
10. Recommendation from Parks & Property Committee on updated CORP
11. Recommendation from Parks & Property Committee on CIF Grant application
12. Resolution 4-25 – Participation in Section 125 Premium only Plan
13. Approve Election Inspectors for 2026-2027 Term
14. Consider Brine Tank & Pump
15. Administrator Report
16. Holiday Bonus for Town Employees
17. 2026 Short-Term Rentals
18. Correspondence
19. Future meeting(s)
20. Adjourn

Chairman Goss called the meeting to order at 6:00pm. Supervisors Janet Johnson, Billy Appel, Cathy Ward, and Dan Watts were present along with Clerk/Treasurer Pamela Donart-Welcome, Administrators Kalms and Buckingham, and 3 members of the public.

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

Johnson moved, Goss seconded to approve the 11/12/25 minutes as presented. **Carried 5 – 0**

Public input: Paul Schwengel of 824 Top O the Thumb Ln, Ellison Bay asked about the status of the Town-wide broadband project.

Johnson moved, Ward seconded to approve the payment of Town bills totaling \$36,494.05.
Carried 5 – 0

Sylvann Welcome, Chair of the Community Development Committee reported on ideas that have been explored regarding potential uses of two Town-owned parcels. She then summarized the Committee’s recommendation to proceed with the America at 250 programming initiative.

Johnson moved, Ward seconded to authorize the Community Development Committee to move forward with the “America at 250” Initiative with a cost not to exceed \$1,000.00.

Carried 5 – 0

It was decided by consensus that the final draft of the updated Heritage Roads brochure looks good, and will be made available to the public. Cathy Ward, Chair of the Parks & Property

Committee summarized the work they've done to update the Town's Comprehensive Outdoor Recreation Plan (CORP). After the Supervisors made additional recommendations to correct a few typos, there was general consensus on the text improvements as presented. They asked that the document be presented at a future meeting for final approval once the new pictures and map are added to the document. Ward then summarized the recommendation to approve a grant application for funds to be used on a floating pier at the Ellison Bay Marina to better accommodate boaters with changes in water levels.

Goss moved, Johnson seconded that the Board recommends approval to move forward with the Community Investment Fund grant application. **Carried 5 – 0**

Johnson moved, Ward seconded to approve Resolution 4-25 - Participation in Section 125 Premium Only Plan. **Carried 5 - 0**

Ward moved, Goss seconded to approve the Election Inspector list for the 2026-2027 term as presented this evening. **Carried 5 – 0**

Administrator Kalms summarized the proposed brine storage tank and pump that will be used by the Town Maintenance Crew to fill the existing saddle tanks on the plow trucks. This brine will wet the salt during application to help it from blowing off the roads before it can melt effectively, therefore reducing salt crystal waste. **Appel moved, Goss seconded** go forward with purchasing the brine tank and pump not to exceed \$5000. **Carried 5 – 0**

Administrator's Report: Administrator Kalms reported the new generator is being fitted and installed by Action Electric at the North Fire Station; we are still awaiting a decision on the TRIP funds; Jeb Saelens from DC Emergency Management is in the process of appealing the FEMA denial of reimbursement for the August 9th storm expenses; there have been questions on the use of shipping containers for storage; Administrator Buckingham gave an update Rowley's Bay, and reported that the BEAD grant funds have finally been released to the states, and we are waiting for word from the Federal Government regarding details, so that the paperwork can be finalized; Kalms finished by reporting that tax bills will be mailed out by week's end.

Johnson moved, Goss seconded to pay a Holiday Bonus for Town employees—\$300 for full-time employees, \$150 for Julie Kingsbury and \$75 for Pat Michelson, and Lee Buckingham has asked to not be considered this year. **Carried 5 - 0**

Ward moved, Johnson seconded to approve the Short-Term Rental applications as presented December 3, 2025. **Carried 5 – 0**

Correspondence: Kalms shared an invitation from the DCEDC for their Holiday Open House on December 11th; a violation letter for a vehicle sign on premises at Dovetail; an update on the new Engine 608 progress; a Library Commission report on how well the new facility manager is doing; a letter from the SBLG Firefighter's Association informing of their activities; a letter from

the WTA that they are looking to fill a vacancy on their Executive Committee; a letter from DC Land Use Services sent to a business operating at 11288 Hwy 42 alerting them they need to not only follow the rules for removing or relocating the junk material on the property, but also apply for a permit as a "home occupation" or a conditional use permit to continue operating their "towing/auto repair business."

Future Meeting: The next Town Board meeting is scheduled on December 17, 2025 at 6:00pm

Goss moved, Johnson seconded to adjourn at 7:24pm. **Carried 4 – 0** (Supervisor Billy Appel had to leave the meeting early during calendar announcements in "Future meetings.")

Respectfully submitted,
Pamela Donart-Welcome, Clerk/Treasurer
Approved 12/17/25