

TOWN OF LIBERTY GROVE PUBLIC MEETING

Town Board Meeting

Date: March 4, 2026

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 2/18/26
5. Public input
6. Payment of bills
7. Administrator Report
8. Technology Committee Recommendation - Dark Sky Initiatives Resolution
9. Approve continuation of Community Development Committee's research on uses for two Town parcels
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 February 18, 2026
(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 2/4/26
5. Public input
6. Utility District#1
 - a. Payment of bills
 - b. Treasurer's Report
7. Payment of Town bills
8. Town Treasurer's Report
9. Update on BEAD funding for Townwide Broadband Project - Jessica Hatch
10. BOR Certification at WTA District Meeting
11. ATV use on Town roads
12. Status of site clean-up at 1041 County Highway ZZ
 - a. Update on current status of site clean-up.
 - b. Adjournment to Closed Session per Wi. Stat. 19.85 (1) (g): Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved and/or pursuant to 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—specifically the discussion of potential enforcement actions or litigation options related to site clean-up at 1041 County Hwy ZZ. (Roll call vote).
 - c. Reconvene in Open Session. (Roll Call Vote.)
 - d. Announcements or actions on items discussed in Closed Session regarding 1041 County Highway ZZ
13. Short-Term Rental License(s)
14. Correspondence
15. Future meeting(s)
16. Adjourn

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

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

Ward moved, Goss seconded to approve the 2/4/26 minutes as written. **Carried 5 – 0**

Public input: none

Johnson moved, Goss seconded to pay the Liberty Grove Utility District #1 bills for a total of \$197.90. **Carried 5 – 0**

Treasurer's Report: Donart-Welcome reported the following Utility District #1 account balances as of January 31, 2026:

Checking Account	\$ 90,009.13
Savings Account	\$ 319,881.24

Restricted Savings	\$ 132,526.54
CD	\$ <u>169,505.92</u>
TOTAL	\$ 711,922.83

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

Johnson moved, Ward seconded to pay the Town bills totaling \$133,516.46. **Carried 5 – 0**

Treasurer's Report: Donart-Welcome reported the following Town account balances as of January 31, 2026:

Municipal Checking	\$ 5,058,355.96
Money Market Account	\$ 1,173,056.86
General Checking	\$ 1,304,907.79
Utility District	\$ <u>711,922.83</u>
TOTAL	\$ 8,248,243.44

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

Jessica Hatch, the Door County Broadband Coordinator gave a presentation on the process and status of the Townwide Broadband Project, and summarized how the process was stalled due to changes in BEAD Grant funding at the Federal level, but noted that now the funds are at the State level and Frontier (now a Verizon Company) is beginning the permitting process needed to roll out the Fiber option to the 1818 Liberty Grove property locations that qualify under the grant funding.

Board Supervisors, Watts, Ward, Johnson and Administrator Buckingham will attend this year's Board of Review training offered by the Wisconsin Towns Association.

After reviewing the submitted petition to allow the use of ATVs on all Town roads the supervisors expressed the need for more research on safety, costs, implementation, and regulation before making a final decision on the request.

Appel moved, Watts seconded moved to submit the ATV/UTV Use on Town roads to the Highway Committee for discussion there. **Carried 5 – 0**

Administrator Buckingham gave a brief update on conversations he's had with the Ouradniks regarding their progress toward eventual clean-up of the remaining debris at the former Rowley's Bay Resort. **Goss moved, Johnson seconded** to move into Closed Session at 6:52pm per Wi. Stat. 19.85 (1) (g): Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved and/or pursuant to 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—specifically the discussion of potential enforcement actions or litigation options related to site clean-up at 1041 County Hwy ZZ.

Roll Call: Appel, Watts, Johnson, Goss, and Ward voted aye. There were no nays. **Motion Carried.**

Goss moved, Appel seconded to reconvene into open session at 7:52pm. **Roll Call:** Johnson, Watts, Goss, Ward, and Appel voted aye. There were no nays. **Motion Carried.**

There were no actions taken on Closed Session items, however Chairman Goss announced that the Town Administrator and Board will continue to communicate with the property owners, monitor the situation and analyze it to be able make the best decisions regarding any actions going forward. She added that they remain on top of the situation.

Goss moved, Appel seconded to approve the STR applications for 12727 W Wisconsin Bay Rd, 10908 S Sand Bay Ln, and 1068 Wagon Trail as presented tonight, February 18, 2026. **Carried 5 – 0**

Correspondence: Administrator Buckingham shared a letter from the Liberty Grove Historical Society advising us of their upcoming Annual Meeting, Fish Boil Fundraiser, and other 2026 events; a letter from the Door County Community Foundation advising they are pleased to announce that our recent application had undergone thorough review by all relevant granting programs of the Door County Community Foundation, resulting in a Community Investment Fund grant awarding the amount of \$11,942.00 to the Town to help pay for half of the installation of a floating pier at The Ellison Bay Marina; a letter from WPS advising what steps to take if we have road improvement projects that are going to call for utility relocations; an e-mail communication from Jim Surges on German Rd wanting to express his strenuous opposition to the proposed emergency radio communication tower installation across the road from his property; a communication from Frontier representative Todd Kruse including a letter memorializing Frontier's commitment to deploy Fiber Broadband in Liberty Grove as outlined in the terms that were set forth in the Memorandum of Understanding (MOU) agreed upon last February 14th of 2025; a email communication from Cathy Ward announcing a vacancy on the Door County Tourism Zone Commission.

Future Meetings: The next regular Town Board meeting will be on March 4, 2026 at 6:00pm.

Appel moved, Goss seconded to adjourn at 8:01pm. **Carried 5 - 0**

Respectfully submitted,
Pamela Donart-Welcome, Clerk/Treasurer

Pending approval at future meeting of the Town Board.

Liberty Grove Utility District#1

3/4/2026

Name of Payee	Description of bill	Amount
WPS	Lift Station	\$ 212.95
Keane - Refund	Overpayment of final Utility Bill	\$ 154.42
BoardmanClark	Sewer Rates review - PSC filing	\$ 7,918.00
Trilogy	Sewer Rates review - PSC filing	\$ 5,070.00
	TOTAL	\$ 13,355.37

2/27/2026 3:29 PM

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

Page: 1
ACCT

Dated From:

From Account:

Thru:

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
2248	2/20/2026	DOOR COUNTY TREASURER 2025 TAX - MFL (OPEN & CLOSED)	1,059.82
2249	3/04/2026	ESERVICES LLC JAN 2026 INSPECTIONS	4,601.07
2250	3/04/2026	ROLAND MACHINERY COMPANY INV# 41149688	2,554.64
2251	3/04/2026	MONROE TRUCKING EQUIPMENT - GREEN BAY ACCT# 5917, CUST#11653 (TRUCK PARTS)	10,338.77
2252	3/04/2026	MARCO TECHNOLOGIES LLC NW7128 INV# INV14926018 (COPIER CONTRACT/USAGE)	411.66
2253	3/04/2026	AMAZON CAPITAL SERVICES INV# 1KC3-9GW1-MTXK	67.35
2254	3/04/2026	ASSOCIATED APPRAISAL CONSULTANTS INC INV# 185101	3,797.59
2255	3/04/2026	CELLCOM WISCONSIN INV# 758643 (SHOP & DOCK PHONES)	114.42
2256	3/04/2026	ROTE OIL LTD INV# 22123	1,358.89
Grand Total			24,304.21

DRAFT
(subject to change until final approval by the Committee)

Town of Liberty Grove

Minutes of the Technology Committee meeting on March 2, 2026

Agenda:

1. Call to order
2. Declaration of Quorum
3. Approve Agenda
4. Approve minutes from 2/2/26
5. Public input
6. Wi-Fi at Ellison Bay Community Center
7. **Dark Sky initiatives Resolution**
8. Correspondence
9. Future meeting date(s)
10. Adjourn

Committee members Dan Watts, Jodi Bensyl, and Andrew Gantman were present. Larry Galuszka joined virtually. Kirk Scattergood and Lester Keepper were excused. Administrator Buckingham and Clerk/Treasurer Pamela Donart-Welcome were also in attendance along with three members of the public.

Clerk/Treasurer Pamela Donart-Welcome called the meeting to order at 4:30pm.

Watts moved, Gantman seconded to nominate Jodi Bensyl as Chairman for the meeting.

Carried 4 - 0

Watts moved, Galuszka seconded to approve the agenda as posted. **Carried 4 - 0**

Galuszka moved, Gantman seconded to approve the 2/2/26 minutes as presented. **Carried 4 - 0.**

Public input: none

Jodi Bensyl reported that the quote from Frontier to provide Wi-Fi capabilities at the Ellison Bay Community Park for public and festival vender use came in at approximately \$8,750/mo to provide more infrastructure & access points than necessary, while the quote from Spectrum was significantly less, while still meeting the requested needs, came to approximately \$200/mo after taxes & fees. She plans to schedule a walk-through with a Spectrum representative to bring exact costs back to the Committee at their April meeting so they can make an informed recommendation to the Town Board for final approval.

Keith McKendry, representing the Newport Dark Sky Committee, shared a draft resolution that could be tailored to the Town of Liberty Grove to promote Dark Sky initiatives. After their text was transferred into a Town Resolution format, the Committee members reviewed & made a couple of amendments.

Watts moved, Gantman seconded to recommend the Town Board adopt Resolution 1-26 declaring support for Dark Sky Initiatives in the Town of Liberty Grove. **Carried 4 – 0.**

Correspondence: none

Future Meeting: The next meeting was scheduled for April 13, 2026 at 4:30pm.

Bensyl moved, Watts seconded to adjourn at 4:54pm. **Carried 4- 0**

Respectfully submitted,
Pamela Donart-Welcome, Clerk/Treasurer

Pending approval at next meeting.

DRAFT

Town of Liberty Grove
Resolution No. 1-26
To Support Dark Sky Initiatives in the Town of Liberty Grove

WHEREAS, The Town of Liberty Grove recognizes the importance of preserving our natural night environment as a vital part of our rural character, ecological health, and community well-being; and

WHEREAS, As home to Newport State Park—Wisconsin’s only International Dark Sky Park—we affirm our support in protecting the exceptional night skies that define our region and contribute to Door County’s Dark Sky heritage; and

WHEREAS, the Town supports efforts to reduce unnecessary light pollution, promote responsible outdoor lighting, and safeguard the habitats of nocturnal wildlife, migratory birds, and pollinators; and

WHEREAS, the Town Board further recognizes the benefits of dark-sky stewardship for public health, energy conservation, and sustainable economic growth, including nature-based and astronomy-focused tourism; and

BE IT FURTHER RESOLVED that the Town Board endorses the following goals and actions in support of maintaining and enhancing our dark skies:

- Providing educational resources on the Town website to help residents and businesses understand the benefits of dark skies and transition from standard lighting to cost-effective, dark-sky-friendly alternatives.
- Developing guidelines and requirements for outdoor lighting to help ensure that new construction and renovations align with responsible lighting practices to maintain dark skies while still providing illumination for safety and security.
- Converting Town-owned lighting to DarkSky-friendly products as part of our commitment to model best practices and reduce unnecessary light pollution.
- Exploring county-wide approaches to responsible lighting, including potential ordinances and collaborative efforts with neighboring municipalities to protect Door County’s shared night sky.

Nancy B Goss, Chairman of the Board - Town of Liberty Grove

I, Pamela Donart-Welcome, Clerk/Treasurer of the Town of Liberty Grove, hereby certify that the above resolution was passed at a properly noticed meeting of the Liberty Grove Town Board on March 4, 2026.

Pamela Donart-Welcome, Clerk/Treasurer - Town of Liberty Grove

2026 STR Applications to Approve 3/4/26										
Owner Name	Property Address	Agent Address	Max Occ	Septic Type	BDRM	DATCP	DCTZ	Insured	Payment	
John/Bridget Rooks	11967 Mink River Rd	12018 Little Ln, Ellison Bay	6	Septic tank	3	YES	YES	YES	YES	
Dorothy Tomic	11695 Tipperary Ln	53 W Spruce St, Sturgeon Bay	6	Septic tank	3	YES	YES	YES	YES	
**Margaret/Joshua Wilson	1594 Bluebird Trail	1596 Bluebird Tr, Ellison Bay	6	Septic tank	3	YES	YES	YES	YES	

** New Owner