

TOWN OF LIBERTY GROVE PUBLIC MEETING

Town Board Meeting

Date: April 1, 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 3/18/26
5. Public input
6. Payment of bills
7. Administrator Report
8. Highway Committee Recommendation for 2026 Paving Contract
9. Plan Commission recommendation on CUP request for 10663 CTH-ZZ – Hockers
10. Plan Commission recommendation on CUP request for 018-01-02312824A2 – Baltus
11. Short Term Rental licenses
12. Correspondence
13. Future meeting(s)
14. 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 March 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 3/4/26
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. Adopt Ord 1-26 - Road Naming - Elstrom Lane
10. Adopt Res 2-26 – Supporting Comprehensive & Sustainable Transportation Funding Solution
11. Lake & Pond Solutions Marina Agreement
12. Steri-Cycle/Shred-It Shred Event Contract
13. Highway Committee recommendation for Engineering Study re: Cedar Shore Road
14. Update Employee Handbook
15. Short Term Rental licenses
16. Correspondence
17. Future meeting(s)
18. Adjourn

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

Johnson moved, Watts seconded to approve the agenda as amended to remove item #14.
Carried 3 – 0

Johnson moved, Goss seconded to approve the 3/4/26 minutes as written. **Carried 3 – 0**

Public input: none

Goss moved, Johnson seconded to pay the Liberty Grove Utility District #1 bills totaling \$200.72. **Carried 3 – 0**

Treasurer's Report: Donart-Welcome reported the following Utility District #1 account balances as of February 28, 2026:

Checking Account	\$ 54,998.35
Savings Account	\$ 320,320.49
Restricted Savings	\$ 132,546.87
CD	\$ <u>171,189.28</u>
TOTAL	\$ 679,054.99

Goss moved, Johnson seconded to approve the Utility District#1 Treasurer's Report as presented. **Carried 3 – 0**

Johnson moved, Goss seconded to pay the Town bills totaling \$56,460.94. **Carried 3 – 0**

Treasurer's Report: Donart-Welcome reported the following Town account balances as of February 28, 2026:

Municipal Checking	\$ 1,970,565.73
Money Market Account	\$ 1,175,189.57
General Checking	\$ 1,159,209.27
Utility District	\$ <u>679,054.99</u>
TOTAL	\$ 4,984,019.56

Goss moved, Watts seconded to approve the Treasurer's Report as presented. **Carried 3 – 0**

Johnson moved, Goss seconded to approve Ordinance 1-26, Naming of a Road - Elstrom Lane.
Roll Call: Johnson, Watts, and Goss voted aye. There were no nays. **Motion Carried**

Administrator Buckingham summarized the request that Wisconsin Towns Association put out to have all Towns, Villages, and Counties show support for general comprehensive and sustainable transport funding solutions.

Johnson moved, Watts seconded to adopt Resolution 2-26, Supporting Comprehensive and Sustainable Transportation Funding Solutions. **Carried 3 – 0**

Johnson moved, Watts seconded to accept Lake & Pond Solutions agreement for the full total of \$843.51. **Carried 3 – 0**

Goss moved, Watts seconded to approve the contract for 2026 for the Steri-Cycle Shredding event. **Carried 3 – 0**

Administrator Buckingham summarized the uniqueness of Cedar Shore Road with its court mandated 25-foot maximum easement. This road has a lot of standing water on it routinely after heavy rainfall, and the Town does not have the normal right-of-way that it has with most roads to make necessary improvements. The Highway Committee is asking to have Stantec Engineering perform an analysis and develop a plan to prevent the ponding of water that occurs on this road.

Goss moved, Johnson seconded to approve the recommendation for an engineering study regarding Cedar Shore Road at a cost not to exceed \$5000. **Carried 3 – 0**

Goss moved, Johnson seconded to approve the STR application for property address 9956 Town Line Drive. **Carried 3 – 0**

Correspondence: none

Future Meetings: The next regular Town Board meeting will be on April 1, 2026 at 6:00pm. The Annual meeting will be on April 21, 2026 at 7:00pm

Johnson moved, Goss seconded to adjourn at 6:21pm. **Carried 3 - 0**

Respectfully submitted,
Pamela Donart-Welcome, Clerk/Treasurer

Pending approval at future meeting of the Town Board.

Liberty Grove Utility District#1

4/1/2026

Name of Payee	Description of bill	Amount
WPS	Lift Station	\$ 197.22
CLA	40% of 2025 Audit	\$ 5,680.00
BoardmanClark	Sewer Rates review - PSC filing	\$ 6,657.00
Trilogy	Sewer Rates review - PSC filing	
	TOTAL	\$ 12,534.22

3/26/2026 2:07 PM

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

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 ACCT

Dated From:

From Account:

Thru:

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
2291	3/19/2026	MISSION SQUARE RETIREMENT 3/18/26 PAYROLL CONTRIBUTIONS	2,316.27
2293	3/23/2026	ELAN FINANCIAL SERVICES ACCT# ****3808	408.14
2294	4/01/2026	CLIFTONLARSONALLEN LLP INV# 3261135693	9,182.97
2295	4/01/2026	VANS LUMBER CUSTOM BUILDERS RETURN BOND - PERMIT# 250095	400.00
2296	4/01/2026	LAKE & POND SOLUTIONS INV# 20913 (2026 DNR PERMIT)	105.00
2297	4/01/2026	CARQUEST AUTO PARTS STORES CUST# MAR.882435	3,115.69
2298	4/01/2026	DELTA DENTAL OF WISCONSIN INV# 2516385 (APR 2026 PREMIUMS)	318.00
2299	4/01/2026	BOARDMANCLARK INV# 315225 (ROWLEY'S BAY)	600.00
2300	4/01/2026	AIRGAS USA LLC INV#9170059696 (WELDING SUPPLIES)	318.55
2301	4/01/2026	DOOR COUNTY ECONOMIC DEVELOPMENT CORPORATION INV# 6166 (2026 DUES / PUBLIC SUPPORT)	6,895.00
2302	4/01/2026	SBLG FIRE BOARD Q2 2026	93,450.00
2303	4/01/2026	SBLG LIBRARY BUILDING COMMISSION Q2 2026	10,472.00
2304	4/01/2026	QUILL INV# 48217782	175.48
2305	4/01/2026	ROTE OIL LTD INV# 23879	3,920.40
2306	4/01/2026	TIM HALBROOK BUILDERS REFUND (OVERPAYMENT 2025 RE TAX)	2,869.33
2307	4/01/2026	HOCKERS EXCAVATING INV# 4422 (BRUSH GRINDING)	49,215.00
2308	3/24/2026	ASSOCIATED APPRAISAL CONSULTANTS INC INV# 185607	4,283.77
2309	4/01/2026	ORRICK ENTERPRISES INC INV# 7740 (ASSISTANCE W/ SNOW REMOVAL)	2,100.00
Grand Total			190,145.60