TOWN OF LIBERTY GROVE PUBLIC MEETING

Town Board Meeting
Date: October 21, 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 10/7/26
5. Public input
6. Committee Reports
7. Utility District#1
    a. Payment of bills
    b. Treasurer's Report
8. Payment of Town bills
9. Town Treasurer's Report
10. Consider approval of select Town roads use by Top O' the Thumb Snowmobile Club
11. Consider passing a resolution in support of DC Trails Strategic Trails Plan
12. Finance Committee Recommendation for 2027 Budget
13. Discuss the recent request asking the Town to adopt Rowley's Bay Court after it's constructed
14. 2027 Health Insurance Plans for Full-Time Employees
15. Operator Licenses
16. Correspondence
17. Future meeting(s)
18. 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 Town Board)

Town of Liberty Grove

Minutes of the Town Board meeting on October 7, 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 9/16/26
5. Public input
6. Committee Reports
7. Presentation from Door County Strategic Trails Plan representative
8. Payment of bills
    a. LGUD#1 bills
    b. Town bills
9. Administrator Report
10. Discuss process for accepting a Town Road
11. Approval of additional 2026-2027 cycle Election Poll-workers
12. Set date for 2027 Budget Hearing followed by Special Town Mtg to adopt the 2026 Tax Levy
13. Consider recommendation from Personnel Committee for 2027 wages
14. Consider STR fee based on Deckard monitoring contract
15. Correspondence
16. Future meeting(s)
17. Adjourn

Chairman Goss called the meeting to order at 6:00pm. Supervisors Dan Watts, Cathy Ward, Sylvann Welcome and Janet Johnson were present. Administrator Buckingham was also in attendance along with Clerk/Treasurer Pamela Donart-Welcome, and 8 members of the public.

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

Johnson moved, Goss seconded to approve the 9/16/26 minutes as presented. **Carried 5 – 0**

Public input: Public Input on item#10 can be found below.

Committee Reports: Welcome reported that the Community Development Committee is continuing their work on helping obtain some attainable housing options in Ellison Bay. Ward reported that she will follow up with the County Parks Department regarding the Comprehensive Outdoor Recreation Plan (CORP), and that the Plan Commission is continuing their work on a Design & Aesthetics Review ordinance.

Mark Glasser and Natalie Dorrler spoke on behalf of the Door County Strategic Trails Plan, and asked that the Town consider sending in a referendum expressing support for the project to help support grant applications for the project.

Johnson moved, Goss seconded to approve the payment of LGUD#1 bills totaling $232.97. **Carried 5 – 0**

Ward moved, Welcome seconded to approve the payment of Town bills totaling $135,063.58. **Carried 5 – 0**

Administrator's Report: Administrator Buckingham reported that the draft 2027 Budget is being finalized in the coming days; the new black stone used in the 2026 chip-sealing has been well received and the Town Maintenance Crew and Highway Committee will continue to monitor the durability of the product for future use; the Town Crew has largely completed the tree trimming on the new disc golf course fairways at the Gills Rock Park and placed the baskets, and some residents have already begun testing out the course; most, if not all of the mowing for the season is completed and the Town Crew will begin working on brushing Garrett Bay Road from the boat launch area towards Garrett Bay Hill in anticipation of paving sometime over the next two years; the Town Park bathrooms will be closed for the season on October 26th; the Crew recently added fresh gravel & graded many of the gravel roads into Town; the Dock Master Mike Kellogg wrapped up his seasonal marina and park related activities last week; regarding the upcoming election on November 3rd, office staff have been working diligently on the absentee ballot process, and will begin offering In-Person Absentee Voting starting on October 20th through October 30th; the owners of the former Rowley's Bay Resort property are going through the County process to get their proposed development approved; regarding the recent activity on Mueller Lane, where a property owner has been using the Town road for multiple boats, jet skis & trailer storage, the Administrator is addressing the situation to ensure the road is cleared for Town maintenance by an October 15th deadline.

Former Administrator Bud Kalms offered a summary of the **process to accept a road into the public Town Road** inventory, as there have been recent requests from a developer asking the Town to acquire a road they plan to build on the former Rowley's Bay Resort property.

Ward moved, Goss seconded to accept the names of Sandy Miller, Grace Johnson, Emily Johnson, Tiffany Porter, as presented and added to the list of potential Poll-Workers. **Carried 4 – 0** Johnson abstained.

Johnson moved, Ward seconded to set the 2027 Budget Hearing date for November 11th at 6pm, followed by a Special Town Meeting to adopt the 2026 Levy. **Carried 5 – 0**

Johnson moved, Ward seconded that the Tow Board accept the Personnel Committee recommendation for 2027 wages as discussed in Closed Session for the Town Crew, Assistant to the Clerk, the election officials, and other hourly employees. **Carried 5 – 0**

Johnson moved, Ward seconded that the Town Board approve the recommendation from the Personnel Committee for the 2027 wage as discussed for the Liberty Grove Clerk/Treasurer. **Carried 4 – 0** Welcome abstained.

Johnson moved, Goss seconded that we increase the Short-Term Rental permit fee to $550.00 beginning with 2027 permit applications.

Correspondence: Administrator Buckingham shared an email from the County, advising about an upcoming household hazardous collection scheduled November 6th, 2pm-4pm at the Sister

Bay & Liberty Grove Fire station on Mill Road in Sister Bay, and November 7th, from 9am-11am at the Highway Department on South Duluth Avenue in Sturgeon Bay, an e-mail from the DNR Wildlife Program Specialist asking us to declare November "Deer Donation Month" as a way to promote Wisconsin's Deer Donation program, a copy of the Sister Bay & Liberty Grove Library Commission minutes from their September 21st meeting, and a notice from the Mission Square Retirement program advising some changes in target investments.

Future Meeting: The next regular Town Board meeting was scheduled for October 21, 2026, at 6:00pm.

Johnson moved, Goss seconded to adjourn at 7:10pm. **Carried 5 – 0**

Respectfully submitted,
Pamela Donart-Welcome, Clerk/Treasurer
Pending approval at future meeting of the Town Board.

DRAFT

Liberty Grove Utility District#1

10/21/26 bills to approve:

Name of Payee	Description of bill	Amount
Sister Bay Utilities	Monthly Reimbursement for WPS, and Meter Services	$ 613.29
	TOTAL	**$ 613.29**

Liberty Grove Utility District #1 Balances

		2026		2025
Checking account *7823				
Balance as of August 31,		$ 57,135.59		$ 65,825.29
Add Deposits		$ 1,649.01		$ 198.38
Less Disbursements		$ 1,551.48		$13,036.10
Add Interest	0.50%	$ 23.71	0.70%	$ 35.89
Balance as of September 30,		**$ 57,256.83**		$ 53,023.46
Savings account *9812				
Balance as of August 31,		$ 212,602.15		$ 317,321.16
Add deposits		$ -		$ -
Less Disbursements		$ -		$ -
Add Interest	1.72%	$ 297.64	2.08%	$ 572.57
Balance as of September 30,		**$ 212,899.79**		$ 317,893.73
Savings Restricted account *0291				
Balance as of August 31,		$ 132,681.28		$ 132,399.17
Add Deposits		$ -		$ -
Less Withdrawals		$ -		$ -
Add Interest	0.20%	$ 21.81	0.29%	$ 33.55
Balance as of September 30,		**$ 132,703.09**		$ 132,432.72
Nicolet Bank CD (15 months ending 11/14/2026)	**3.94%** (4.00%APY)	**$ 174,550.33**		$ 167,839.12
Balance of all accounts as of September 30,		**$ 577,410.04**		$ 671,189.03

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee	Amount
2702	10/21/2026	CARLSON ERICKSON BUILDERS	400.00
2703	10/21/2026	BOARDMANCLARK INV# 324655	25.00
2704	10/21/2026	MISSION SQUARE RETIREMENT PLAN# 302186 10/14/26 PAYROLL	2,291.72
2705	10/21/2026	GINA GIAMBRUNO REF DEP - 9/9-9/13 EBCC RENTAL	150.00
2706	10/21/2026	STERICYCLE INC INV#8018611145, CUST ID#1000264364	8.57
2707	10/21/2026	BROOKS TRACTOR INC INV# D47054	486.66
2708	10/21/2026	SISTER BAY UTILITIES INV# 63465 (WATER TESTING)	120.00
2709	10/21/2026	TR COCHART INC INV# 30592	50.00
2710	10/21/2026	BRANDON ELKINS REF DEP - 8/22/26 EBCC RENTAL	300.00
2711	10/21/2026	DELTA DENTAL OF WISCONSIN INV# 2634359 (NOV 2026 PREMIUMS)	318.00
2712	10/21/2026	ESERVICES LLC SEP 2026 BLDG INSPECTIONS	3,142.12
2713	10/21/2026	NORTHERN DOOR COMMUNICATIONS INV# 30180 (REPEATER SVS) Q3, Q4	1,044.00
2714	10/21/2026	ANTHEM BLUECROSS BLUESHIELD INV#0202610106440, GR# A67054 (NOV 2026)	6,976.91
2715	10/21/2026	WARNER-WEXEL INV# 255240	283.12
2716	10/09/2026	WISCONSIN PUBLIC SERVICE INV# 61005143275	2,507.90
2717	10/12/2026	FRONTIER ACCT# 920-854-6570-110222-5 (FAX LINE)	140.66
2718	10/21/2026	ADVANCE AUTO PARTS (CARQUEST) CUST#1870733485, INT CUST#MAR.882435	277.87
		Grand Total	18,522.53

Town of Liberty Grove balances as of September 30,		**2026**		**2025**
Municipal Checking Account ***8401**				
une 30		$ 2,323,105.45		$ 1,478,927.56
State Aid Payments & Shared Revenues		$ -		$ -
Transfer to General Checking to cover 2026 Chip-Sealing		$ 200,000.00		$ -
	Interest 0.50%	$ 908.13	0.70%	$ 907.62
Balance as of September 30,		$ 2,124,013.58		$ 1,479,835.18
Money Market Account ***7390**				
une 30		$ 1,189,377.17		$ 1,160,797.06
	Interest 2.43%	$ 2,345.52	2.68%	$ 2,694.96
Balance as of September 30,		$ 1,191,722.69		$ 1,163,492.02
General Checking Account ***1120**				
une 30		$ 341,640.41		$ 290,248.92
Plus deposits and transfers		$ 253,398.44		$ 56,522.99
Less FICA		$ 16,724.39		$ 19,620.32
Less State withholding		$ 2,894.15		$ 3,217.28
Less payroll		$ 52,576.10		$ 38,112.52
Less disbursements		$ 248,540.27		$ 50,460.62
Balance as of September 30,		$ 274,303.94		$ 235,361.17
TOTAL in all Utility District Accounts:				
Utility District Checking *7823		$ 57,256.83		$ 53,023.46
Utility District Savings *9812		$ 212,899.79		$ 317,893.73
Utility District Restricted Savings *0291		$ 132,703.09		$ 132,432.72
Nicolet Bank CD (11 months ending 11/14/2026)		$ 174,550.33		$ 167,839.12
Balance as of September 30,		$ 577,410.04		$ 671,189.03
TOTAL in all Town Accounts:				
Municipal Checking ***8401**		$ 2,124,013.58		$ 1,479,835.18
Money Market Acct ***7390**		$ 1,191,722.69		$ 1,163,492.02
Checking ***1120**		$ 274,303.94		$ 235,361.17
Utility District		$ 577,410.04		$ 671,189.03
As of September 30, 2026, the total in all Town accounts is:		**$ 4,167,450.25**		**$ 3,549,877.40**

Town Of Liberty Grove Roads
Top O' the Thumb Snowmobile Club
2026-2027 Season

TIMBERLINE ROAD
ISLEVIEW ROAD
WOODLAND ROAD
BLACKBERRY LANE
BADGER ROAD
BLACKBERRY ROAD
N. BADGER ROAD
GARRETT BAY ROAD
SUNNYSIDE ROAD
MINK RIVER ROAD
CEDAR ROAD
N. NEWPORT LANE
EUROPE BAY ROAD
GOOSEBERRY LANE
HILL ROAD
HOMESTEAD ROAD
LAKEVIEW ROAD
PORCUPINE BAY ROAD
ELLISON BAY PARK LANE
WATERS END ROAD
OLD STAGE ROAD
SCANDIA ROAD
TOWN LG— GILLS ROCK PARK AND FIRE STATION PROPERTY
JUICE MILL ROAD
HUMBUG ROAD
N. BERRY LANE
BERRY LANE
LIME KILN ROAD
EUROPE LAKE ROAD
WISCONSIN BAY ROAD
BIRCHWOOD ROAD
RANCH LN
WILDWOOD RD
GREEN ROAD
GROVE ROAD
WOODCREST ROAD
EAST GREEN ROAD
PIONEER ROAD

Operator Licenses to approve 10/21/2026		
Applicant Name	**Business Name**	**Bkgrnd Chk**
Kristi Lee Freidel	Island Orchard Cider	ok