

Town of Liberty Grove
Minutes of the Town Board meeting on July 1, 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 6/17/26
5. Public input
6. Committee Reports
7. Payment of bills
 - a. LGUD#1 bills
 - b. Town bills
8. Administrator Report
9. Recommendation from Plan Commission Re: Variance Request for Parcel# 0180201322812L
10. Recommendation from Plan Commission Re: Request for Text Amendment on Shipping Container Use
11. Review Ord __-26 (to Amend Ord 2-25)
12. Update Town Fee Schedule for Ord __-26 (to Amend Ord 2-25)
13. Consider using Ordinance compliance monitoring company
14. Discussion Re: Security issues related to online meeting agenda packets
15. Commercial Outfitter Launch Permits
16. Operator Licenses
17. Short Term Rental licenses
18. Correspondence
19. Future meeting(s)
20. Adjourn

Chairman Goss called the meeting to order at 6:00pm. Supervisors Janet Johnson, Sylvann Welcome, Cathy Ward, and Dan Watts were present. Administrator Buckingham was also in attendance along with Clerk/Treasurer Pamela Donart-Welcome, and 3 members of the public.

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

Ward moved, Goss seconded to approve the 6/17/26 minutes as presented. **Carried 5 – 0**

Public input: none

Committee Reports: none

Johnson moved, Goss seconded to approve the payment of LGUD#1 bills totaling \$736.91.
Carried 5 – 0

Goss moved, Welcome seconded to approve the payment of Town bills totaling \$125,150.47.
Carried 5 – 0

Administrator's Report: Administrator Buckingham reported that the 2026 paving is complete; chip-sealing will begin on selected roads sometime in late August; the Town maintenance crew is currently working on a concrete foundation for a lean-to project on the east side of the Town's

storage building, and the lean-to will be used for storing plows & other equipment out of the elements which will allow for better utilization & access to equipment and trucks in the other maintenance buildings; while doing the pouring of the foundation for the lean-to, they're also going to pour concrete into foundation forms for the disc golf baskets that will ultimately go into the Death's Door Disc Golf Course at Gills Rock Park; the piers have been repaired and rented for the season at the Ellison Bay Marina—most of the boats have been put into the water and the new launch fees seem to be working out; the newly installed Wi-Fi at the Ellison Bay Community Center worked as intended to help the vendors process credit cards and the ATM work for the visitors; the sewer rate litigation is in the final stages, and a determination could come in the next couple of months; the Townwide Broadband project is still awaiting final grant paperwork between the State and Frontier Verizon before installation work can begin; all buildings that were a part of the former Rowley's Bay Resort have been demolished and removed from the property, and the remaining cottage-type structures are being relocated—one of them to the liberty Grove Historical Society property.

Ward summarized the variance request for Parcel# 0180201322812L that was brought before the Plan Commission at their June 24th meeting, and how they unanimously recommended it be approved.

Goss moved, ward seconded that the Town Board recommends approval for the variance request for Parcel# 0180201322812L. **Carried 5 – 0**

Ward summarized the Plan Commission discussion on the County Resource Planning Commission's (RPC) proposed **text amendment** to the County Zoning Ordinance **regarding the use of shipping containers** as accessory structures. They asked that the RPC consider clarifying the varying sizes of the containers available in the market, their proposed allowance in areas designated as "Recreational Commercial" zoning, and the definition of "commercial storage facility" in the proposed language. Nancy Goss assured the Board she will bring those concerns up at the next RPC meeting where she holds a seat in her County Supervisor role.

Additional minor changes were made to the draft ordinance to amend Ord 2-25 regulating Short-Term Rentals. After final review,

Johnson moved, Goss seconded to approve Ordinance 3-26, as amended. **Roll call:** Watts, Ward, Johnson, Welcome, and Goss voted aye. There were no nays. **Motion Carried.**

The Supervisors discussed updating the Town Fee rate sheet to add the late fee referred to in Section 5. B. 4. in the new Ordinance 3-26 Regulating Short-Term Rentals.

Johnson moved, Goss seconded to adjust the rate sheet to reflect an STR Ordinance 3-26 late renewal fee of \$100 per occurrence. **Roll call:** Welcome, Watts, Ward, Goss, and Johnson voted aye. There were no nays. **Motion carried.**

Goss summarized how the Town had explored using a compliance company to help monitor short-term rental activity in the past but found it to be inefficient at that time. Since the number of new Short-Term Rental businesses continue to increase each year since permitting began, she

felt that such a service may now be helpful to the Town office staff to keep up with the increased demand. By consensus, the Supervisors agreed it would be a good idea to at least have conversation with some of the compliance companies to explore services and costs. Any information gathered would come before the Board for consideration at a future meeting.

Goss summarized how she was made aware of local municipalities changing the way they publish meeting packets on their website in response to bad actors copying the information to create and send out fraudulent invoices. The Clerk confirmed that there hasn't been an issue in Liberty Grove, but the Supervisors agreed that extra care should be taken moving forward to redact vendor names from **online meeting agenda packet** materials and take other precautions to protect the Town's online presence from being used fraudulently. Some noted the open meetings laws will still be followed, and the public can still request information through open records laws if they choose.

Johnson moved, Goss seconded to approve the launch permits for Lake Shore Adventures, purchasing 8 permits for 8 watercraft. **Carried 5 – 0.**

Goss moved, Ward seconded to approve the Operator Licenses presented on July 1st, 2026. **Carried 5 – 0.**

Goss moved, Ward seconded to approve the STR applications for 11975 Bay Lane, 10744 White Pine Lane, and 1967 County Road ZZ. **Carried 5 - 0.**

Correspondence: Administrator Buckingham shared an email from the Town Advocacy Council of the Wisconsin Town Association about scheduled listening sessions inviting ideas from Town officials for pursuing future legislation; a news release from the Wisconsin DNR announcing completion of their re-construction of the Rowley's Bay boat launch; a notice from the University of Wisconsin Oshkosh announcing a "results forum" sharing results from their 2026 private well monitoring program; a 2026 community project survey request from Bay Lake Regional Planning.

Future Meeting: The next regular Town Board meeting was scheduled for July 15, 2026 at 6:00pm.

Johnson moved, Goss seconded to adjourn at 7:26pm. **Carried 5 – 0**

Respectfully submitted,
Pamela Donart-Welcome, Clerk/Treasurer
Approved on 7-15-26