

STATE OF WISCONSIN

Town of Washington

Door County

The Town Board of the Town of Washington, Door County, Wisconsin, hereby provides its written notice and agendas of the public meetings of the Utility District & Town Board of the Town of Washington for Wednesday, January 17<sup>th</sup>, 2024, beginning at 6:00 p.m. per Department of Justice guidelines. The meetings will be held in the Rutledge Room at the Community Center and will also be available through via GoToMeeting (details below). The town chairperson, or a designee has provided communication of this public meeting to the requisite news media, if any. The public may provide comments to the town board if a period for public comment is noted on the agenda and upon recognition by the presiding officer.

## **AGENDA**

### **UTILITY DISTRICT MEETING**

1. Call to Order
2. Pledge of Allegiance
3. Roll call/Quorum and approval of agenda
4. Public comments, communications, and suggestions from residents of the town and other persons present
5. Approval of Meeting Minutes – 12/20/2023
6. Communications and petitions by town clerk – No discussion or action
  - a. Town of Washington – Utility District Reconciliation Reports
    - i. Checking – 12/31/2023
    - ii. Statement of Revenue & Expenditures – 12/31/2023
7. Wastewater Advisory Committee Report - Larry Kahlscheuer
8. Motion to send Utility District Bills – December 1<sup>st</sup> – December 31<sup>st</sup>, 2023 – to Town Board for final approval
9. Future meeting(s) agenda(s) discussion(s) and/or possible action(s) on future town board meeting(s), including specific items for inclusion on or exclusion from future agenda(s)
  - a. Utility District Meeting – 02/21/2024
10. Adjourn

## **REGULAR TOWN BOARD MEETING**


1. Call to Order
2. Roll Call/Quorum and approval of agenda
3. Chairman's Comments
  - a. Invitation to Governor's State of State Address
  - b. Response to public input discussion
  - c. Community Suggestion Box – chairman@washingtonisland-wi.gov
4. Public comments, communications, and suggestions from residents of the town and other persons present.
  - a. Suzanne Wilson-Davis – Access for Detroit Island residents
5. Approval of Meeting Minutes
  - a. Regular Town Board – 12/20/2023
  - b. Corrected Public Hearing Minutes – 11/29/2023
6. Communications and petitions by town clerk – No discussion or action
  - a. Town of Washington – Reconciliation Reports
    - i. General Checking – 12/31/2023
    - ii. Tax Checking – 12/31/2023
  - b. Town of Washington – Statement of Assets, Liab. & Equity
    - i. Balance Sheet Summary Report – December 2023
  - c. Town of Washington – Statement of Revenue & Expenditures
    - i. General Fund - December 2023
7. Acknowledge Receipt of Reports of specific standing departments and committees.
  - a. Community Center Committee –
    - i. Minutes - 12/05/2023
    - ii. Recommendation – 01/14/2024
  - b. Fire Department –
    - i. Monthly Report – December 2023
8. Reports of special committees, special commissions, and special boards
  - a. Ordinance Review Committee – (See Section 10)
9. Reports by town officers.
  - a. Martin Andersen
    - i. Fire Department

- ii. Infrastructure Committee
    - iii. Harbors and Waterways
  - b. Larry Kahlscheuer
    - i. Law Enforcement
    - ii. Healthcare
    - iii. WIZAP
  - c. Loren Roznai
    - i. Economic Development
    - ii. Community Center
    - iii. Museums
  - d. Margaret Foss
    - i. Parks
    - ii. Red Barn
    - iii. Rec Center
    - iv. Archives
  - e. Hans Lux
    - i. Town Office
      - 1. Melissa Olsen new POC with Kerber Rose HR
      - 2. Update on WEX system
      - 3. Update on CC service provider
    - ii. DPW
    - iii. Airport

10. Specific matters for discussion and possible action by town board in open session:

- a. Approve payment of Utility bills – December 1<sup>st</sup> to December 31<sup>st</sup>, 2023
- b. Approve payment of town bills – December 1<sup>st</sup> to December 31<sup>st</sup>, 2023
- c. Ordinance updates
  - i. Review potential changes to ordinances
  - ii. Approval of Resolution #2023-11 – Reorganization of Chapter 12
- d. Discussion/Recommendations on fee schedule for 2024
- e. Approve Conflict of Interest Policy and Statement
- f. Approve revised Police On-Call Policy & Stipend Increase
- g. Review/Approve update revisions to Employee Handbook
- h. Personnel & Finance Matters
  - 1. Approve additional PTO carryover for employee
  - 2. Approve FD & EMR stipends for 2024

- 3. Approve recommendation from Clerk/Treasurer for SAP 2023 payment for FD employees
- 4. Approve salary increase for Archivist – (see memo
- 5. from Clerk)
- 6. Request all department invoices be sent to Clerk/Treasurer
- 7. Rescind any permission for outside credit cards
- i. Request for additional hangars at Airport
- j. Response to request for speed limit decrease for Townline Rd
- k. Approve Jeffrey Andersen to attend WOWRA/WLWCA Conference – Feb 1<sup>st</sup> – 2<sup>nd</sup>
- l. Resignation of Alessandra Rolffs from Parks Committee
- m. Approve Connie Smith to Parks Committee
- n. Approval of Susan Kochanowski to WIZAP Committee
- o. Approve driveway permit for Julian Hagen
- p. Accept donations
  - 1. Pam Young - \$250 – Maritime Museum
  - 2. Wash Town Mutual Ins - \$200 – Comm Center Community
  - 3. Manns Store - \$390.00 –
    - a. \$130.00 - Maritime Museum
    - b. \$130.00 – Jacobsen Museum
    - c. \$130.00 – Red Barn
  - 4. Eleanor & Wayne Boyer - \$100.00 – EMR account
- 11. Specific matters intended for discussion and possible action by town board for closed session under one or more of the below-noted closed-session exemptions and reasons that allow for closed session:
  - a. Closed Session as authorized under section 19.85(1):
    - (c) Considering employment, promotion, compensation or performance evaluation data of Town employees over which the governmental body has jurisdiction or exercises responsibilities
- 11. Future meeting(s) agenda(s) discussion(s) and/or possible action(s) on future town board meeting(s), including specific items for inclusion on or exclusion from future agenda(s)
  - a. Town Board Meeting – Wednesday, February 21<sup>st</sup>, 2024
- 12. Adjourn



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Hans Lux Jr

**Instructions to attend via GoToMeeting**

**Utility District & Regular Town Board Meeting**

**Wed, January 17<sup>th</sup>, 2024 6:00 PM - 8:30 PM (CDT)**

**Please join my meeting from your computer, tablet or smartphone.**

**<https://meet.goto.com/235031781>**

**You can also dial in using your phone.**

**Access Code:**

**235-031-781**

**United States:**

**+1 (224) 501-3412**

**Per Wisconsin DOJ guidelines, the Town of Washington must make reasonable efforts to accommodate individuals with special needs and/or technological limitations (e.g., no telephone, internet/computer).**

**Therefore, if you are either physically or technologically unable to join via telephone or computer, the Township can accommodate up to fifty-five (55) individuals 'in-person'.**

**The Town Chairman will host the above meeting from the Rutledge Room, wherein remote participants may join by telephone or computer.**

**Admittance will be on a 'first-come' basis.**