

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, June 21<sup>st</sup>, 2023, 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.

## MINUTES

### REGULAR TOWN BOARD MEETING

1. Chairman Lux called the Regular Town Board Meeting to Order at 6:07 PM.
2. Roll Call/Quorum and Approval of Agenda
  - a. In addition to Chairman Lux, Supervisors present included Martin Andersen, Margaret Foss, Lawrence Kahlscheuer, and Loren Roznai.
  - b. Motion by Andersen seconded by Kahlscheuer to approve of the agenda. Motion carried.
3. Chairman's Comments
  - a. Thank you Ham
    - i. Ham Rutledge was best described as an elder statesman and was recognized for his many years of service to the island community.
  - b. Washington Island School Graduation
  - c. Award to Washington Island Electric Co-op for Fiber project
    - i. Governor Evers visited the island to present an award of \$2.5 million for the fiber project, bringing the total amount of grant money awarded to \$4 million for a \$5 million project.
  - d. Grant Award – Wisconsin Coastal Management
    - i. The town was awarded a \$9,500 grant to apply to the Comprehensive Plan.
  - e. Rumors
    - i. Misinformation about town employees can be very hurtful in a small community. Chairman Lux thinks of our town crew like family, and the rumors need to stop before more damage is done.

- f. Community suggestion box – chairman@washingtonisland-wi.gov
- 4. Public comments, communications, and suggestions from residents of the town and other persons present.
  - a. Chairman Lux made notice that while he has been very tolerant of an excess of public comment in the past, that from now on he will be following Open Meetings Law and he will be prohibiting public comment unless it is allowed by the Chair. Comments will be limited to 3 minutes per person, unless invited to speak longer by the board on a specific agenda item.
  - b. Destination Connection – Destination Door County
  - c. Russ Jorgenson made mention of a few potholes that need repair.
- 5. Motion by Andersen seconded by Kahlscheuer to approve of Meeting Minutes. Motion carried.
  - a. Regular Town Board – 05/17/2023
  - b. Board of Review – 05/17/2023
  - c. Special Town Board – 05/31/2023
- 6. Communications and petitions by town clerk – No discussion or action
  - a. Town of Washington – Reconciliation Reports
    - i. Cash Account #1 – 05/31/2023
    - ii. Cash Account #11 – 05/31/2023
  - b. Town of Washington – Statement of Assets, Liab. & Equity
    - i. May 2023
  - c. Town of Washington – Statement of Revenue & Expenditures
    - i. May 2023
- 7. Acknowledgement Receipt of Reports of specific standing departments and committees.
  - a. Fire Department
    - i. May 2023 Report
    - ii. Minutes – Board of Directors – 04/19/2023
    - iii. Minutes – Full Membership – 04/19/2023o
  - b. Economic Development
    - i. Minutes – 05/02/2023
    - ii. Agenda – 06/07/2023
    - iii. Minutes – 606/07/2023
  - c. WIZAP Committee
    - i. Minutes – 04/11/2023
    - ii. Recommendation – 04/11/2023
    - iii. Agenda – 05/23/2023
  - d. Airport Committee
    - i. Minutes – 06/02/2023
    - ii. Recommendation – 06/05/2023

8. Reports of special committees, special commissions, and special boards
  - a. None
9. Reports by Town Officers.
  - a. Martin Andersen
    - i. Fire Department
      1. The Fire House is overcrowded with equipment and materials. There is something wrong with the hitch to the fire boat that needs to be repaired.
      2. Chairman Lux added that the Department is going to operate under SOPs, and that the town office has received the fire inspection report. Out of the 93 locations inspected, 16 have failed. Chief Nehlsen will work to correct those failures.
    - ii. Infrastructure Committee
      1. Currently waiting for the architect's assessment of space in the Community Center.
      2. Supervisor Margaret Foss asked if other building needs were being considered in advance to completion by the comprehensive plan, and Chairman Lux responded that he wanted to complete one project at a time, and that he wanted solid cost estimates to bring to the taxpayers before proceeding.
    - iii. Harbors and Waterways
      1. A fish cleaning station is needed, and waste can be composed at the landfill.
  - b. Larry Kahlscheuer
    - i. Law Enforcement
    - ii. Healthcare
      1. Committee has not met.
    - iii. WIZAP
      1. More discussion later in the agenda.
  - c. Loren Roznai
    - i. Economic Development
      1. Committee with working with WHEDA and Tonya Buchner to investigate affordable housing options to inform a recommendation for the comprehensive plan.
    - ii. Community Center
      1. Emily Small advised the board that the Community Center Committee voted to not pay the hood cleaning invoice for the Community Kitchen. They asked that the board consider a discussion on if the committee or

the town is responsible for maintenance costs of the building. The committee would like to be responsible for programming and events. Chairman Lux agreed to add this to the next agenda.

iii. Museums

1. Jacobsen's and maritime museums are both open and will be participating in Door County History Days. The museums are also one of the beneficiaries of one of the benefit days at Fair Isle Bookstore.

d. Margaret Foss

i. Recreational Center

1. New lockers have been installed and older lockers removed.
2. Foss had a list of questions from the committee for the board.
  - a. Why is there a \$2,500 donation acceptance amount?
    - i. Clerk/Treasurer Alexandria McDonald answered that this was perhaps a misunderstanding by Rec Manager Katie McGrane. Her purchase power is \$2,500. The town must formally accept any donation in any amount.
  - b. If they have an item that they want to sell that was purchased with donated funds, must they do that through the town?
    - i. Yes. It is town property, and it must be approved for sale by the town.
  - c. If they (the committee) want to expend any funds, do they need to come before the board?
    - i. Yes, the committee is advisory only. Non budgeted items that exceed the manager's purchasing power must be approved following the purchasing policy procedure.

ii. Parks and Natural Areas

1. Foss is working on resurrecting this committee.

iii. Red Barn

1. Discussion about if the Red Barn Committee is a sub-committee of the Community Center Committee, and if they wish to keep this hierarchy. Discussion to continue at a subsequent meeting.

iv. Archives

1. The reception was a success, and a beautiful display is now open with printed photographs.

e. Hans Lux

- i. Town Office
- ii. DPW

1. Employment / Hiring Update
2. Gravel crushing is in progress. There has been an informal change order request by Bay Area Crushing. Any amendment must be reviewed by legal counsel and approved by the board. The board may choose to verify the quality of the product being produced.

iii. Airport

1. The committee's last meeting was a difficult one. Chairman Lux hopes there is more clarity on the roles and responsibilities of advisory committees and the town board.

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

- a. Motion by Kahlscheuer seconded by Andersen to approve payment of Utility District bills – May 1 to May 31, 2023. Motion carried.
- b. Motion by Andersen seconded by Kahlscheuer to approve payment of Town bills – May 1 to May 31, 2023. Motion carried.
- c. Motion by Kahlscheuer seconded by Roznai to approve Absentee Ballot Envelope Subgrant Reimbursement Submission. Motion carried.
- d. Motion by Roznai seconded by Kahlscheuer to approve contract with Bay-Lake Regional Planning for Comprehensive Plan. Motion carried.
  - i. Chairman Lux would like each committee to submit no more than 10 questions for consideration in the planning process.
- e. Motion by Kahlscheuer seconded by Andersen to approve Memorandum of Understanding with Bay-Lake Regional Planning for PASER rating of town roads. Motion carried.
- f. Update on chip sealing – Jon Mann
  - i. The cost to chip seal about 2 miles of town roads will be roughly \$57,000, based on oil costs.
- g. Motion by Kahlscheuer seconded by Roznai to approve to cancel Intergovernmental Agreement with Washington Island School for drainage project. Motion carried.
  - i. The school was unable to secure a contractor for the first portion of the project but was able to find a contractor for the entire project, meaning the town's involvement was no longer necessary.
- h. Request to review Nordheim project – Karen Yancey
  - i. Yancey advocated that the board resubmit an application for a grant that the town was denied last year. Yancey was optimistic that the grant would be awarded for \$1 million, given that the town had been awarded a Knowles-Nelson grant, even though the town did not have a signed offer to purchase.
  - ii. Supervisors Roznai and Kahlscheuer were skeptical of the many hurdles needed to bring the project to completion, especially the lack of funding and planning

for the park. Roznai suggested that the board focus on Mountain Tower Park, especially given that the seller of Nordheim has not been cooperative in the past. She cautioned that the town needed to prioritize taking care of the assets it currently has. Supervisor Foss was interested in the possibility of the project citing that waterfront land available for town purchase is a rare opportunity.

- iii. Motion by Foss to re-open the town's pursuit of Nordheim project. Motion died based on lack of second.
- i. Review/Discuss lake access points on island- WIZAP / Supervisor Kahlscheuer
  - i. Kahlscheuer informed the board that in 2009, the board made a motion to survey public access points to the lakefront, but actual action on that motion was not taken. Doug Hansen of WIZAP added that there are currently 16 access points. The town can only lose property by asking the electorate to vote to sell the property. In the past, signage has been removed and Kahlschueber cautioned that this must not be allowed, as this is not only a matter of public access, but of public safety. Chairman Lux echoed this sentiment based on personal experience. The community cannot afford to lose access points and should employ legal counsel if necessary.
  - ii. Motion by Kahlscheuer seconded by Foss to survey each lake access point and post identifying markings and/or signage. Motion carried.
- j. Letter from Tom Cooke ref South Shore Dr speeding
  - i. South Shore Drive is a county road, so Police Chief McGrane agreed to work with the county to request more speed limit signage.
- k. Motion by Andersen seconded by Kahlscheuer to approve request from Lions Club for use of property for Island Fair – August 8 to 12. Motion carried.
- l. Request for additional &/or email address for each committee
  - i. Motion by Foss seconded by Roznai to allocate one email address per committee. Motion carried.
- m. Motion by Kahlscheuer seconded by Andersen to accept the following resignations. Motion carried.
  - 1. Airport Committee
    - a. Mike Berger
    - b. Joel Gunnlaugsson
  - 2. Fire Department
    - a. Michael Cornell
    - b. Jasmine Cornell
    - c. John Bird
    - d. Thomas Hokkanen


- n. Motion by Kahlscheuer seconded by Roznai to approve of the following appointments. Motion carried.
1. Peter Sownie (reaffirmed) – Airport Committee
  2. Paul Wehr – Airport Committee
  3. Philip VanReeth – Airport Committee
  4. Caitlin Stults – Fire Dept
- o. Request from Friends of Washington Island Airport
- i. The Friends asked if volunteers could be used to trim trees. Chairman Lux cautioned that the liability was too great, and that the town crew was currently working on getting the job done. Property owners with current clear zone and avigation easements were to be notified of the tree trimming.
- p. Motion by Kahlscheuer seconded by Andersen to approve of the renewal of Alcohol Beverage Licenses. Motion carried.
1. Percy’s Pantry – Class A Beer & Class A Liquor
  2. Fiddlers Green – Class “B” Beer & Class C Wine
  3. Middle Bar – Class B Beer & Class B Liquor
  4. Mann’s Store – Class A Beer & Class A Liquor
  5. Karley’s Bar – Class B Beer & Class B Liquor
  6. Koyen Collection LLC – Class B Beer & Class B Liquor
  7. Nelson’s Hall – Class B Beer & Class B Liquor
  8. Harbor Inn Resort – Class B Beer & Class C Wine
  9. Sawosko Enterprise Inc – Class B Beer & Class C Wine
  10. Hotel Washington – Class A Liquor
  11. Hotel Washington – Class B Beer & Class C Wine
  12. Jackson Harbor Soup – Class B Beer, Class C Wine, & Class A (cider only)
  13. Red Cup – Class B Beer & Class C Wine
  14. Sailor’s Pub – Class B Beer & Class B Liquor
  15. Washington Island Golf & Adventure – Class B Beer & Class C Wine
  16. Island Adventure Company – Class B Beer & Class C Wine
- q. Motion by Andersen seconded by Roznai to approve of Temporary Class “B” / Class B” Retailers Licenses. Motion carried.
1. Art & Nature Center – 06/23/2023
  2. Art & Nature Center – 07/22/2023
  3. Gathering Ground – 07/21/2023
- r. Motion by Kahlscheuer seconded by Foss to approve Operators Licenses. Motion carried.
1. Christy Davidson
  2. Janet Jorgenson

3. Jess Roberts
  4. Laura Sawosko
  5. Raymond McDonald
  6. Jill Mann
  7. Jeffrey Mann
  8. Sandra Regnier
  9. Meaghan Fiore
  10. Brennan Verboomen
  11. Noah Thomas
  12. Griffin Gibson-Thomas
- s. Motion by Kahlscheuer seconded by Roznai to approve Cigarette and Tobacco Products Retail License. Motion carried.
    1. Mann’s Store
    2. Nelson’s Hall
    3. Karley’s Bar
    4. Percy’s Pantry
  - t. Motion by Kahlscheuer seconded by Andersen to approve Fireworks Permits, with the condition of weather and fire danger level permitting. Motion carried.
    1. Loren Roznai – 07/01 & 07/09, 2023
    2. Sarah Gibson – 07/06/2023
    3. Aaron Bresnahan – 07/01 & 07/03, 2023
    4. Richard Tobey – 07/04/2023
  - u. Motion by Kahlscheuer seconded by Andersen to approve Driveway Permit – Ken Bordeau. Motion carried.
  - v. Motion by Kahlscheuer seconded by Foss to accept donation from Detroit Harbor Ladies Aid to Maritime Museum. Motion carried.
  - w. Motion by Andersen seconded by Kahlscheuer to approve Clerk to attend WMCA Conference – August 22– 25 in Appleton. Motion carried.
1. 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 responsibility.
    - b. Motion by Andersen seconded by Kahlscheuer to move to closed session. Motion carried unanimously upon roll call vote; all ayes. Moved to closed session at 8:10 PM.
  2. Specific matters intended for discussion and possible action by town board for reconvened open session.



- a. Action from closed session
  - b. Motion by Andersen seconded by Kahlscheuer to move to open session. Motion carried unanimously upon roll call vote; all ayes. Moved to open session at 9:38 PM.
  - c. Motion by Roznai seconded by Kahlscheuer to rewrite and reevaluate DPW job description to reflect tiers and review system. Motion carried.
3. 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, July 19, 2023
4. Motion by Andersen seconded by Roznai to adjourn. Motion carried. Adjourned at 9:39 PM.

Respectfully Submitted,



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Alexandria McDonald, Clerk/Treasurer



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Hans Lux, Chairman