

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, September 20<sup>th</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 6:12 PM.
2. Roll Call/Quorum and Approval of Agenda
  - a. In addition to Chairman Lux, Supervisors present included Martin Andersen, Margaret Foss, Larry Kahlscheuer, and Loren Roznai.
  - b. Motion by Andersen seconded by Roznai to approve of the agenda. Motion carried.
3. Chairman's Comments
  - a. Islanders Baseball Team – outstanding season
  - b. Supervisor Foss expressed concern that several letters concerning the airport that had been emailed to the town board members were not included in the packet.
  - c. Community suggestion box – [chairman@washingtonisland-wi.gov](mailto:chairman@washingtonisland-wi.gov)
4. Public comments, communications, and suggestions from residents of the town and other persons present.
  - a. Alliance of the Great Lakes Adopt a Beach program – Sand Dunes Beach 9/23 9 am – 11 am.
5. Motion by Roznai seconded by Andersen to approve of the following meeting minutes. Motion carried.
  - a. Regular Town Board – 08/16/2023
6. Communications and petitions by Town Clerk – No discussion or action
  - a. Reports may look different because of the change in accounting software.
  - b. Town of Washington – Reconciliation Reports

- i. Cash Account #1 – 08/31/2023
    - ii. Cash Account #11 – 08/31/2023
  - c. Town of Washington – Statement of Assets, Liab. & Equity
    - i. August 2023
  - d. Town of Washington – Statement of Revenue & Expenditures
    - i. August 2023
- 7. Acknowledgment of Receipt of Reports of specific standing departments and committees.
  - a. Healthcare Committee – Agenda 08/31/2023
  - b. WIZAP Committee –
    - i. Agenda – 05/23/2023
    - ii. Agenda – 08/23/2023
    - iii. Agenda – 09/12/2023
    - iv. Minutes – 05/23/2023
    - v. Minutes – 08/23/2023
    - vi. Recommendation to Board – 08/29/2023
    - vii. Recommendation to Board – 09/13/2023
  - c. Community Center Committee – Minutes – 08/23/2023
  - d. Fire Department –
    - i. Monthly Report – July 2023
    - ii. Monthly Report – August 2023
- 8. Reports of special committees, special commissions, and special boards.
  - a. Ordinance Review Committee
    - i. After some formatting and other small edits, the ordinances will be ready to be presented at the next regular meeting.
- 9. Reports by Town Supervisors.
  - a. Martin Andersen
    - i. Fire Department
      - i. Hose testing had been accomplished.
    - ii. Infrastructure Committee
      - i. The Rec Center roof needs repair. Plans for an assessment are in the works. The last time the roof was repaired was in 2005.
      - ii. There was a dumpster fire at the landfill earlier that day.
    - iii. Harbors and Waterways
      - i. Detroit Island residents are worried about being able to keep their boats and vehicles at Kaps Marina now that the property is closed.
  - b. Larry Kahlscheuer
    - i. Law Enforcement

- i. Ploice are handling many issues concerning trespassing related to hunting. New body cameras are being used and training on the equipment is being done.
  - ii. Healthcare
    - i. Discussed later in the agenda.
  - iii. WIZAP
    - i. The committee is working with BayLake RPC on the Comprehensive Plan.
- c. Loren Roznai
  - i. Economic Development
    - i. No action.
  - ii. Community Center
    - i. Discussed later in the agenda.
  - iii. Museums
    - i. The museums have had over 3,000 visitors. Fall hours are going into effect, with the last weekend of operation being Columbus Day Weekend.
- d. Margaret Foss
  - i. Parks
    - i. Postings have been made for people to express interest in joining the committee.
    - ii. An issue to tackle would be the formulation of a plan for Mountain Tower Park. BayLake RPC should be consulted on this.
    - iii. Directional signage around the island is another potential project and could be a collaboration with the school.
  - ii. Red Barn
    - i. The committee would like to oversee programming at the park and Gislasson Beach.
    - ii. The committee also discussed park boundary signs.
    - iii. The roof and siding painting and repair is being investigated and Dan Hansen will contact Jon Mann.
  - iii. Rec Center
    - i. The committee would like to continue to be included in the budgeting process.
    - ii. There was a meeting with Katie McGrane, Rec Center Manager, Carolyn Foss, representing the Washington Island Foundation, Chairman Lux, and Supervisor Foss. The result of the discussion was that long term care and planning needed to be a priority. There is also a desire to aim

for a larger endowment and so the Foundation may spend less of their donations on operating costs and will focus on building the endowment. However, there was a discussion about contributing a percentage to the Town instead of only the income – this change would have to be voted in by the Foundation board and then approved by the Town Board.

e. Hans Lux

i. Town Office

a. Update on Quantum phones

- i. Voice over IP phones will reduce phone bills significantly.

ii. DPW

- a. Resignation of Christopher Cornell.
- b. The DPW is severely short staffed, and this will impact the services provided to the community. The town is desperately looking for people to help.

iii. Airport

- i. Chairman Lux only makes a recommendation about the airport petition to the Board, the Board will make the final decision on the petition.

10. Specific matters for discussion and possible action by Town Board in open session:

- a. Motion by Kahlscheuer seconded by Roznai to approve payment of Utility bills – August 1<sup>st</sup> to August 31<sup>st</sup> 2023. Motion carried.
- b. Motion by Andersen seconded by Roznai to approve payment of Town bills – August 1<sup>st</sup> to August 31<sup>st</sup> 2023. Motion carried.
- c. Motion by Kahlscheuer seconded by Andersen to approve agreement with Bay Architects for Community Center planning. Motion carried.
- d. Community Center Committee
  - i. Motion by Roznai seconded by Foss to approve the purchase of Starfish Swim Academy. Motion carried.
  - ii. Motion by by Roznai seconded by Andersen to approve honorariums to Scandinavian Dance Festival technical assistants. Motion carried.
  - iii. Motion by Roznai seconded by Andersen to pay for the hood cleaning by the CCC. Motion carried.
  - iv. Separation of Community Center Committee & Non-profit entity creation
    - i. There is no longer a plan to create a non-profit.
    - ii. The need was only for the Norway trip, and this is a one-time event.
  - v. Donated funds for Scandinavian Dance Fest trip to be retained by non-profit

- i. The non-profit does not exist, but the funds collected at the fest that were intended for the Norway trip was given to the people organizing the trip.
  - vi. Motion by Roznai seconded by Andersen to approve the use of the Community Center and surrounding property for Fire Fest – 10/07/2023. Motion carried.
- e. WIZAP Committee
  - i. Motion by Kahlscheuer seconded by Roznai to approve of Resolution #2023-04 – Public Participation Procedures for Comprehensive Plan. Motion carried unanimously by roll call vote.
  - ii. Motion by Roznai seconded by Foss to approve the recommendation of paper survey for Comprehensive Plan. Motion carried.
    - i. Coordination with BayLake and the online survey is critical to the effective interpretation of the data.
  - iii. Motion by Kahlscheuer seconded by Roznai to approve Andrew Kehren to WIZAP Committee. Motion carried.
- f. Motion by Roznai seconded by Andersen to approve of the easement name request – Potawatomi Island Rd. Motion carried.
- g. Motion by Andersen seconded by Roznai to approve of Supervisor Foss to attend the 2023 Wisconsin Real Estate & Economic Outlook Conference – Aligning Housing Supply with Demand – Madison – 10/13/2023. Motion carried.
- h. Discussion on Dentist
  - i. There was clarification that the current dentist, Maggie Anderson, who is currently occupying an office in the Community Center, is not a town employee, and is not able to provide dental services during the winter months for the next several years. To formalize the relationship between Dr. Andersen and the Town, a rental agreement for the office space and the dental equipment in that space will be drafted and presented at a subsequent meeting.
- i. Discussion of Landfill hours
  - i. Motion by Kahlscheuer seconded by Roznai to approve of the Island Exchange hours being reduced to Tuesday, from 7AM to 1PM, and the first Saturday of the month, from 8AM to 2PM, due to staffing shortage. Motion carried.
- j. Update on gravel crushing
  - i. The job is currently on pause as Bay Area Crushing has moved crushing equipment out of the gravel pit. There are plans for the crushing to continue soon.
- k. Stumps at stump dump
  - i. Motion by Andersen seconded by Kahlscheuer to allow the disposal of stumps at the stump dump by contractors in the amount of \$30 a load. Motion carried.

- I. Open Propane Bid
    - i. Only 1 bid was submitted and opened.
    - ii. Motion by Roznai seconded by Andersen to accept the bid from Hansen Propane in the amount of \$2.19 a gallon. Motion carried.
  - m. Motion by Kahlscheuer seconded by Roznai to accept the donation of handicap accessible van to town from Marjorie Tobey. Motion carried.
  - n. Motion by Andersen seconded by Foss to approve Richard Weilbaker as new Fire Department member. Motion carried.
  - o. Motion by Kahlscheuer seconded by Foss to approve the following operators licenses. Motion carried.
    - i. Miranda Johnson
    - ii. Loren Roznai
  - p. Motion by Foss seconded by Kahlscheuer to accept donations from Nicolet National Bank in the amount of \$250 for the Red Barn. Motion carried.
  - q. Motion by Roznai seconded by Andersen to approve participation in Towns Association Annual Training Conference – Wisconsin Dells 10/22 – 24<sup>th</sup>. Motion carried.
  - r. Set budget dates for electorate.
    - i. Tentative dates included November 13, and potentially November 29.
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:
- 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.
- Closed Session as authorized under section 19.85(1)(e): Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.
- a. Motion by Foss seconded by Kahlscheuer to move to closed. Motion carried unanimously upon roll call vote. Moved to closed session at 8:18 PM.
12. Specific matters intended for discussion and possible action by Town Board for reconvened open session.
- a. Action from closed session.
    - i. Motion by Foss seconded by Roznai to post for the open DPW positions. Motion carried.
13. 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, October 18<sup>th</sup>, 2023.
14. Motion by Andersen seconded by Roznai to adjourn. Motion carried. Adjourned at 8:56 PM.

Respectfully Submitted,

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Alexandria McDonald, Clerk/Treasurer

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Hans Lux, Chairman