

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, November 15th, 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 Has Lux call to the Regular Town Board Meeting to order at 6:05 PM.
2. Roll Call/Quorum and Approval of Agenda
 - a. In addition to Chairman Lux, Supervisors present include Martin Andersen, Margaret Foss, Larry Kahlscheuer, and Loren Roznai.
 - b. Motion by Kahlscheuer seconded by Andersen to approve of the agenda. Motion carried.
3. Chairman's Comments
 - a. Electorate Budget Hearing
 - i. Chairman Lux was concerned about the comments made about the Police Department. He emphasized that the two officers give a lot to the community and hoped that people would appreciate their service and dedication.
 - b. Open Meeting Law Explanation
 - i. Chairman Lux referenced a recent letter to the editor that he felt made it clear that the reason behind why board meetings are run in a certain way needed to be explained. Wisconsin's Open Meetings Law is very specific about how meetings are posted and how discussion and action takes place. Chairman Lux described the three types of meetings which are a public hearing, a meeting of the board, and closed session. Public input is not allowed during board meetings unless designated by the chair, and this is restricted to public comments. The board is also limited in how they can respond to public comments, because they

must follow the law in only discussing topics that have been noticed on the agenda. This is for transparency which is very important to local governments.

- c. Comprehensive Plan Update
 - i. Chairman Lux urged the public to complete the survey.
- d. Community Suggestion Box – chairman@washingtonisland-wi.gov
4. Public comments, communications, and suggestions from residents of the town and other persons present.
 - a. Richard Tobey expressed concern with the proposed changes to the Washington Island Foundation’s bylaws. The new bylaws could allow for the potential to dip into the principal, and Tobey explained that this was heading in the wrong direction when the goal of the foundation is to fund a growing principal. He encouraged the board to add a guarantee that the distributions wouldn’t tap into the principal.
 - b. Keith Mann expressed continued sadness about dysfunction in the community. He also said that his lack of trust guides him to rely on numbers and that the numbers he has found regarding the proposed town budget are concerning.
 - c. Carolyn Foss relayed that she had had a productive meeting concerning a Community Investment Grant that may help fund the repairs of the Rec Center roof. She will continue to follow up on funding sources. She has also been working with CR Meyer to look at alternatives to address the roof repair, to be discussed later in the meeting.
 - d. Steve Reiss advocated that the Archives Committee be allowed to have 9 members, instead of 7 that has been proposed in the ordinance revisions.
 - e. Lisa Pickens asked if the town has considered a Premier Resort Area Tax (PRAT) tax. Chairman Lux explained that the town did not meet all the qualifications. Pickens mentioned that other municipalities, such as Sister Bay, had been granted exceptions by the state. Chairman Lux stated that if Pickens were willing to investigate the implementation of a PRAT tax further, that they were welcomed to do so.
 - f. Supervisor Foss spoke that she interpreted the letter to the editor to be more about a feeling of perceived disrespect rather than not understanding the Open Meetings Law. She also mentioned that she was concerned about trust and building a positive relationship between the board and the community. She also felt that the failure of the first proposed budget was about more than just the proposed addition of a third police officer.
 - g. Lisa Pickens added that she would like more information about the budget and would like a presentation, and/or more notations given in the detail budget. Mike Pickens echoed this sentiment. Clerk/Treasurer Alexandria McDonald stated that she could be reached in the Town Office to help residents understand more details about the budget.
 - h. Chairman Lux thanked the public for their comments and vowed to try and improve in the future.

- i. Washington Island Immunization Clinic, December 7th – Rutledge Room.
 - j. Door County Public Health – Coal-tar based pavement sealcoats.
 - k. Door County Comprehensive and Farmland Preservation Plan Update.
- 5. Motion by Kahlscheuer second by Andersen to approve of the following meeting minutes.
Motion carried.
 - a. Regular Town Board – 10/18/2023
 - b. Special Town Board – 10/24/2023
 - c. Special Town Board – 10/25/2023
- 6. Communications and petitions by Town Clerk/Treasurer – No discussion or action.
 - a. Town of Washington – Reconciliation Reports
 - i. General Checking – 10/31/2023
 - ii. Tax Checking – 10/31/2023
 - b. Town of Washington – Statement of Assets, Liab. & Equity
 - i. Balance Sheet Summary Report – October 2023
 - c. Town of Washington – Statement of Revenue & Expenditures
 - i. General Fund - October 2023
- 7. Acknowledgement of Receipt of Reports of specific standing departments and committees.
 - a. Community Center Committee – Agenda 09/18/2023
 - b. WIZAP Committee –
 - i. Minutes – 10/11/2023
 - ii. Agenda – 10/23/2023
 - c. Rec Center Committee –
 - i. Minutes – 07/12/2023
 - ii. Minutes – 09/21/2023
 - iii. Agenda – 09/21/2023
 - iv. Agenda – 10/29/2023
 - v. Manager’s Report – September 2023
 - vi. Manager’s Report – October 2023
 - d. Fire Department –
 - i. Monthly Report – October 2023
- 8. Reports on special committees, special commissions, and special boards.
 - a. Ordinance Review Committee – Final Review
 - i. The ordinances have been formatted to match the rest of the town’s ordinances. Chairman Lux is working on drafting the resolution to put the ordinances into effect.
- 9. Reports by Town Supervisors.
 - a. Martin Andersen

- i. Fire Department
 - i. Training has been taking place, and the department is thankful for the shared space in the airport building.
 - ii. Infrastructure Committee
 - i. A decision needs to be made on how the board should proceed with addressing building repairs, and a consensus was made to wait for the survey responses to give some perspective on next steps.
 - iii. Harbors and Waterways
 - i. Supervisor Andersen mentioned that Detroit Harbor boat launch could be improved, and the walkway in Jackson Harbor needed to be repaired. Director of Public Works Jonathan Mann confirmed that he was going to repair/remove the walkway this winter.
- b. Larry Kahlscheuer
- i. Law Enforcement
 - ii. Healthcare
 - iii. WIZAP
 - i. Supervisor Kahlscheuer encouraged people to participate in the survey, and that WIZAP was having a meeting addressing the Door County Preservation Plan update on Monday, November 20, at 4:30 PM.
- c. Loren Roznai
- i. Economic Development
 - ii. Community Center Committee
 - i. Work is being done on the planning process to bring back swim lessons. More information to follow in the coming weeks.
 - iii. Museums
- d. Margaret Foss
- i. Parks
 - i. There have been a few people who have expressed interest in forming a committee. Supervisor Foss will follow up and meet with them.
 - ii. Supervisor Foss expressed that she would be more comfortable investigating a fee structure if the rest of the board was involved.
 - ii. Red Barn
 - i. There will be a meeting to discuss the repair of the roof and siding that is expected to take place this spring.
 - iii. Rec Center
 - i. There has been progress with the WI Foundation's "Renovating the Rec" project, such as replacing ceiling tiles, insulating pipes, replacing flooring, etc. Teen nights are happening again, and there have been

several “Free Days” open to the public. Clerk/Treasurer McDonald clarified that these days are paid for by sponsors, and that this suggested donation amount should be reviewed by the board during the fee schedule review.

ii. Future planning for Boiler & Dectron

- a. A plan was submitted by Rec Center Manager Katie McGrane. McDonald expressed that she had some questions about the amount used as the replacement cost, and that there was some confusion in the letter about the type of boilers used.

iv. Archives

- i. A new chairman has not yet been selected, and there was a discussion about the potential of needing more space if the community center building was remodeled.

e. Hans Lux

i. Town Office

1. Website/Social Media Postings

- a. Supervisor Foss had expressed that she would like all notices to be posted on the website. Chairman Lux confirmed that this was the current practice and that committees needed to turn in their agendas in a timely matter if they wished to be posted on the website.

ii. DPW

1. Generator at Community Center

- a. The generator failed to start during a recent power outage. DPW Director Jon Mann confirmed that the replacement part was ordered.

iii. Airport

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 bills – October 1st to October 31st, 2023. Motion carried.
- b. Motion by Andersen seconded by Kahlscheuer to approve payment of town bills – October 1st to October 31st, 2023. Motion carried.
- c. Discuss/Review/Approve items necessary for 2024 Budget
 - i. Chairman Lux relayed that he heard a lot of misinformation about how mill rates work, among other rumors. The new proposed budget has been posted, and the hearing and special elector meeting is set for Wednesday, November 29, at 6 PM. He further explained that the third officer hiring had been removed, as well as \$50k from capital for the Fire Department, and \$50k for the roads.

- d. Ordinance updates
 - i. Archives Committee – Letter from Dick Purinton
 - i. This letter was submitted after Purinton left the committee, so a recommendation is needed from the committee.
 - ii. Supervisor Foss initially advocated for keeping the current member count to 9 but conceded that it present problems with meeting a quorum and that it did not prevent people from volunteering or otherwise becoming involved with the committee, which were reasons explained by Kahlscheuer and Roznai when drafting the change.
- e. Update on employee medical insurance for 2024
 - i. Proposals are coming in with a 9% increase.
- f. Motion by Kahlschuer seconded by Roznai to approve Bylaw Amendments for Washington Island Foundation. Motion carried.
 - i. Clerk/Treasurer McDonald expressed concern about the potential of dipping into the principal, and that the amount of principal set seemed low considering that there was an expectation that there would be several large gifts to the foundation in the coming years. WI Foundation representative Carolyn Foss assured the board that the principal amount could be adjusted if the fund were to grow substantially, and that the Foundation was willing to reassess the bylaws in the future if circumstances were to change.
- g. Motion by Andersen seconded by Foss to approve service contract for Dectron unit at Rec Center. Motion carried.
- h. Motion by Roznai seconded by Foss to approve of Recreation Center Manager Job Description. Motion carried.
- i. Background check approval for all town employees.
 - i. Chairman Lux explained that the board will be sticking to the policy of performing a background check on all employees, including Fire Department members.
- j. Approve employment for Elizabeth Howes – Fire Department
 - i. Approvement was not granted because the Town Office has not yet received an application from Howes.
- k. Resignation of Janet Hanlin from Rec Center employment.
 - i. The board thanked Janet for her many years of service and her participation in setting up teen night.
- l. Use of WEX card system
 - i. Clerk/Treasurer McDonald relayed that Police Chief Tyler McGrane had proposed applying for WEX cards. The board did not approve the application

because questions remained about if the \$100 limit on gas purchases could be avoided, and if there were any other fees or details associated with the cards.

m. Motion by Roznai seconded by Kahlscheuer to accept the following donations. Motion carried.

- i. Anonymous donation through Island Angels for PD evidence lockers - \$16,291
- ii. Detroit Harbor Ladies Aid Society –
 - i. Jacobsen Museum - \$400
 - ii. Red Barn - \$400
 - iii. Maritime Museum - \$400
- iii. Washington Town Mutual Insurance –
 - i. Maritime Museum - \$200
 - ii. Jacobsen Museum - \$200
 - iii. Red Barn - \$200
- iv. Betsy Boshka –
 - i. Maritime Museum - \$50
 - ii. Jacobsen Museum - \$50
 - iii. Archives - \$100

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 for DPW & Landfill, compensation or performance evaluation data of Town employees over which the governmental body has jurisdiction or exercises responsibility.
- b. Motion by Andersen seconded by Roznai to move to closed session. Motion carried upon roll call vote, all ayes. Motion carried. Moved to closed session at 7:45 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 Kahlscheuer seconded by Andersen to move to open session. Motion carried upon roll call vote, all ayes. Motion carried. Moved to open session at 8:13 PM.
 - ii. Motion by Roznai seconded by Kahlscheuer to offer employment of part-time landfrill/DPW employment to Shea Jensen at \$21.00 per hour, and to offer full-time DPW employment to Scott Ivey at \$25.00 per hour, contingent on the evaluation by DPW Director and Utility District Manager. 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, December 20th, 2023

14. Motion by Andersen seconded by Kahlscheuer to adjourn. Motion carried. Adjourned at 8:20 PM.

Respectfully Submitted,

Alexandria McDonald, Clerk/Treasurer

Hans Lux, Chairman