

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, February 21, 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.

## **MINUTES**

### **REGULAR TOWN BOARD MEETING**

1. Chairman Hans Lux called the Regular Town Board Meeting to order at 6:10 PM.
2. Roll Call/Quorum and Approval of Agenda.
  - a. In addition to Chairman Lux, Supervisors present included Martin Andersen, Larry Kahlscheuer, and Loren Roznai. Margaret Foss attended virtually.
3. Declaration of any conflicts of interest.
  - a. None
4. Chairman's Comments
  - a. Congratulations to the new Washington Island Radio Station – streaming at [washingtonislandradio.com](http://washingtonislandradio.com).
  - b. Door County Land Use – zoning violation on Wickman Road.
    - i. Chairman Lux encouraged those who may be aware of other violations to reach out to the county to inform them.
  - c. Recent loud explosions within the community
    - i. Chairman Lux asked people to be respectful of their community.
  - d. Community Suggestion Box – [chairman@washingtonisland-wi.gov](mailto:chairman@washingtonisland-wi.gov)
5. Public comments, communications, and suggestions from residents of the town and other persons present.

- a. Rod Godon expressed concern about possible litigation against swim lesson instructors because they are not Town of Washington employees. Chairman Lux clarified that the lessons are being run by instructors working as independent contractors, which was the preference of the Community Center Committee. Supervisor Roznai added that even as employees, people may be sued personally by other people at any time and that is just the nature of today's society.
  - b. Anna Gibson thanked the Town for helping facilitate the swim lessons and added that trust was an important component of the instructor/student relationship.
  - c. Margaret Foss read aloud and requested that the following text be included in the meeting minutes:
    - i. "From the Wisconsin Attorney General, Josh Kaul, and the Wisconsin Department of Justice. This is the Wisconsin Open Meetings Law Compliance Guide: <https://www.doj.state.wi.us/sites/default/files/office-open-government/Resources/OML-GUIDE.pdf> On page 22, you will find the following: Citizen Participation. In general, the open meetings law grants citizens the right to attend and observe open session meetings of governmental bodies, but does not require a governmental body to allow members of the public to speak or actively participate in the body's meeting. 191 There are some other state statutes that require governmental bodies to hold public hearings on specified matters. 192 Unless such a statute specifically applies, however (and this is important), "a governmental body is free to determine for itself whether and to what extent it will allow citizen participation at its meetings."
  - d. Wisconsin DNR – Knowles-Nelson Program acquisition of property for Door County Land Trust
    - i. This property is the Jorgenson property by Little Big Marsh south of Lake View Road.
  - e. Door County Planning – New Floodplain Ordinance
    - i. The floodplain is being reduced which would reduce the number of homeowners required to have floodplain insurance.
  - f. UW-Oshkosh Private Well Monitoring
6. Motion by Kahlscheuer seconded by Andersen to approve of the following meeting minutes:
- a. Corrected Regular Town Board Minutes – 12/20/2023
  - b. Regular Town Board Minutes – 01/17/2024

- c. Special Town Board Minutes – 01/15/2024
- 7. Communications and petitions by Town Clerk/Treasurer – No discussion or action.
  - a. Town of Washington – Reconciliation Reports
    - i. General Checking – January 2024
    - ii. Tax Checking – January 2024
  - b. Town of Washington – Statement of Assets, Liab. & Equity
    - i. Balance Sheet Summary Report – January 2024
  - c. Town of Washington – Budget Comparison – January 2024
    - i. General Fund - January 2024
- 8. Acknowledge Receipt of Reports of specific standing departments and committees.
  - a. Community Center Committee
    - i. Minutes – 01/09/2024
    - ii. Agenda – 02/06/2024
  - b. Fire Department
    - i. Monthly Report – January 2024
  - c. WIZAP Committee
    - i. Minutes – 12/11/2023
    - ii. Agenda – 01/19/2024
    - iii. Minutes – 01/19/2024
    - iv. Agenda – 02/02/2024
  - d. Mosling Rec Center Committee
    - i. Minutes – 10/19/2023
    - ii. Agenda – 01/25/2024
    - iii. Manager’s Report – January 2024
  - e. Police Department
    - i. Monthly Report – January 2024
- 9. Reports of Special Committees, Special Commissions, and Special Boards.
  - a. None
- 10. Reports by Town Supervisors
  - a. Martin Andersen
    - i. Fire Department
    - ii. Infrastructure Committee
      - i. The board directed Andersen to solicit possible members to form a committee to begin to work on infrastructure issues.
    - iii. Harbors and Waterways

- i. The damaged walkway is going to be moved soon and assessed for damage and possible reconstruction.
  - b. Larry Kahlscheuer
    - i. Law Enforcement
      - i. Police Chief Tyler McGrane is going to provide monthly reports when he is able.
    - ii. Healthcare
    - iii. WIZAP
      - i. The surveyor is currently marking out public access points. Chairman Lux requested that the public leave all physical survey markings in place to allow the surveyor to do his job. He will then provide a report to the Town Board on those properties. If adjacent property owners have concerns, Chairman Lux assured them that there will be an opportunity for discussion and open dialogue.
  - c. Loren Roznai
    - i. Economic Development
    - ii. Community Center
      - i. Swim lessons have been very successful so far.
      - ii. Planning is starting for the Island Party which may take place at the end of May.
    - iii. Museums
      - i. Nina Herbst made the report that she is involved with an Arts, Culture, History, and Heritage partnership and the planning of a calendar of events.
      - ii. History Days will be happening June 17 though June 23, and media will potentially be coming to the island to celebrate the event's kick-off, as well as visit some popular sites.
  - d. Margaret Foss
    - i. Parks
      - i. No meeting has occurred, and Foss mentioned that more members are needed.
    - ii. Red Barn

- i. Red Barn Director Dan Hansen is coordinating with DPW Director Jonathan Mann to move forward on the roofing and siding project.
    - iii. Rec Center
      - i. At the most recent committee meeting, the committee reviewed a favorable financial report by John Buxton.
      - ii. The committee is excited about “free days” and fundraisers.
      - iii. Katie is working on updating her computer system.
      - iv. The committee suggested the “free day” fee be set at \$200.
        - a. Foss had met with Clerk/Treasurer after the meeting and discussed that the actual daily cost of the Rec was closer to \$375.
    - iv. Archives
  - e. Hans Lux
    - i. Town Office
      - 1. Shared service agreement with School
        - a. A consolidated agreement is being worked on by the school, that will need approval by both parties.
    - ii. DPW
      - i. Lack of snow has made for a less demanding winter.
    - iii. Airport
      - i. The damage to a US Cellular line on the mainland affected a GPS component at the airport and is in need of repair.

11. 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 – January 1 to January 31, 2024. Motion carried.
- b. Motion by Roznai seconded by Andersen to approve payment of Town bills – January 1 to January 31, 2024. Motion carried.
- c. US Coast Guard status on Washington Island – 2024
  - i. The USCG has notified Representative Gallagher’s office that they plan to limit staff to Sturgeon Bay for 2024, due to a shortage of personnel.
  - ii. Chairman Lux expressed concern over the lack of service, and the increased pressure on local responders, as well as the lack of communication with local officials.

- iii. Chairman Lux has scheduled a meeting with USCG for the first week in April to address these concerns.
- d. Discussion/Finalize Fee Schedule for 2024
  - i. Motion by Andersen seconded by Foss to set the “free day” donation to \$300 for 4 hours. Motion carried, with Kahlscheuer voting nay.
- e. Motion by Kahlscheuer seconded by Roznai to approve swim lessons procedures and expenditures as described by Emily Small. Motion carried.
- f. Personnel & Finance Matters
  - i. Motion by Kahlscheuer seconded by Andersen to approve of the payrate of \$23 for Fire Department and EMR employees. Motion carried.
- g. Approve Resolutions:
  - i. Motion by Roznai seconded by Kahlscheuer to approve Resolution #2024 – 01 Fund Balance Assignment. Motion carried by roll call vote, all ayes.
  - ii. Motion by Kahlscheuer seconded by Roznai to approve Resolution #2024 – 02 Bird City Designation. Motion carried by roll call vote, all ayes.
  - iii. Motion by Kahlscheuer seconded by Andersen to approve Resolution #2024 – 03 Revised Fee Schedule for 2024. Motion carried by roll call vote, all ayes.
- h. WIZAP Recommendations
  - i. Motion by Kahlscheuer seconded by Andersen to approve draft vision statement for Comprehensive Plan. Motion carried.
  - ii. Motion by Kahlscheuer seconded by Andersen to approve draft introduction for Comprehensive Plan. Motion carried.
- i. Motion by Kahlscheuer seconded by Roznai to approve expenditure of \$2,688.00, which is half of the total purchase of \$5,376.00, of the new septic pump and floats for the shared septic system. Motion carried.
- j. Motion by Roznai seconded by Kahlscheuer to authorize DPW Director Jonathan Mann to advertise for roadside mower bids. Motion carried.
- k. Motion by Roznai seconded by Andersen to approve online highway safety class for DPW. Motion carried.
- l. Motion by Roznai seconded by Andersen to approve online Clerk/Treasurer Institute training. Motion carried.
- m. Motion by Roznai seconded by Kahlscheuer to approve expenditure not to exceed \$6,000 for Schoolhouse Beach partitions. Motion carried.

- n. Motion by Roznai seconded by Andersen to approve job description for Rec Center reception personnel. Motion carried.
  - o. Resignation of Connie Sena from Archives Committee.
  - p. Motion by Kahlscheuer seconded by Roznai to approve Lisa and Michael Pickens to the Economic Development Committee. Motion carried.
  - q. Motion by Kahlscheuer seconded by Roznai to accept donation in the amount of \$2,000 to the Red Barn from Judy and Mike Berger. Motion carried.
12. 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.
    - i. Motion by Andersen seconded by Kahlscheuer to move to closed session. Motion carried upon roll call vote, all ayes. Moved to closed session at 7:44 PM.
13. Review/Approve actions from closed session.
- i. Motion by Kahlscheuer seconded by Roznai to move to open session. Motion carried upon roll call vote, all ayes. Moved to open session at 8:07 PM.
  - ii. Motion by Roznai seconded by Kahlscheuer to approve of the wage increases for Rec Center employees as discussed in closed session, effective beginning the subsequent pay period. Motion carried.
14. Review date of May Town Board Meeting.
- a. Chairman Lux will not be available Wednesday, May 15. The Board agreed to move the meeting to Tuesday, May 14, 2024, at 6 PM.
15. 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. Special Town Board Meeting – Tuesday, March 5, 2024
  - b. Town Board Meeting – Wednesday, April 3, 2024
  - c. Annual Town Meeting – Tuesday, April 16, 2024
  - d. Town Board Meeting – Wednesday, April 17, 2024

16. Motion by Andersen seconded by Kahlscheuer to adjourn. Motion carried. Adjourned at 8:15 PM.

Respectfully Submitted,

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Alexandria McDonald, Clerk/Treasurer

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Hans Lux, Chairman