

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 Tuesday, April 9, 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 6:03 PM.
2. Roll Call/Quorum and Approval of Agenda.
  - a. In addition to Chairman Lux, Supervisors present included Margaret Foss and Loren Roznai who attended virtually. Supervisors Martin Andersen and Lawrence Kahlscheuer were absent.
  - b. Motion by Foss seconded by Roznai to approve the agenda. Motion carried.
3. Declaration of any conflicts of interest.
  - a. None.
4. Chairman's Comments
  - a. April 2 Storm Report
    - i. Chairman Lux expressed that he was in awe of his community and how the community came together to continue to fix what had been damaged and continued to clean up debris and help their neighbors. He gave kudos to the Fire Department who worked with the Washington Island Electric Co-op, as well as going door-to-door to check on island residents. He also thanked the Red Cross for their assistance in setting up a warming shelter at the Community Center Gym. He indicated that there will be a debriefing session to recap the events and to learn what was done well, and what could be improved upon. Chairman Lux also mentioned that one specific issue would be to add power from the generator to the well pump so that the Community Center would have water without relying on the school building to have power. The Town is also working on applying for disaster relief funding from the Wisconsin Disaster Fund and expressed his commitment to recoup any and all funds available to offset costs. Chairman Lux also mentioned that he will be working with various Department

Heads to create an emergency plan document to better prepare for an event in the future.

- b. Election Results
    - i. Chairman Lux thanked everyone for coming out to vote and was pleased to see that the voter turnout was approximately 50%. He expressed that local elections were extremely important to our community.
  - c. Issues with Mail Service from Island
    - i. A reduction in service from USPS has caused problems in sending priority mail and in mailing water samples to be tested. The mail has often been missing the ferry to the island and has arrived very late or the next day. UPS may be an alternative to sending water samples.
  - 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 people present.
- a. National Incident Management Training – Door County – May 14
  - b. Door County Land Use Zoning Violation
  - c. Many people indicated they wanted to speak about the Fire Inc MOU, so Chairman Lux decided to give time to public comment during that period later in the agenda.
6. Approval of Meeting Minutes
- a. Motion by Foss seconded by Lux to approve Regular Town Board Minutes – 02/21/2024 with two amended typos. Motion carried.
  - b. Motion by Foss seconded by Roznai to approve Special Town Board Minutes – 03/13/2024 and Special Town Board Minutes – 04/04/2024. Motion carried.
7. Communications and petitions by Town Clerk/Treasurer – No discussion or action.
- a. Town of Washington – Reconciliation Reports
    - i. General Checking – February 2024
    - ii. Tax Checking – February 2024
  - b. Town of Washington – Statement of Assets, Liab. & Equity
    - i. Balance Sheet Summary Report – February 2024
  - c. Town of Washington – Budget Comparison
    - i. General Fund - February 2024
8. Acknowledge Receipt of Reports of specific standing departments and committees.
- a. Fire Department
    - i. Monthly Report – February 2024
  - b. WIZAP Committee
    - i. Minutes – 02/02/2024
    - ii. Agenda – 02/26/2024
    - iii. Minutes – 02/26/2024
    - iv. Agenda – 03/11/2024
    - v. Recommendation – 03/11/2024
  - c. Mosling Rec Center Committee

- i. Minutes – 01/25/2024
    - ii. Agenda – 02/22/2024
    - iii. Minutes – 02/22/2024
    - iv. Managers’ Report – February 2024
    - v. Agenda – 03/14/2024
  - d. Police Department
    - i. Monthly Report – February 2024
- 9. Reports of special committees, special commissions, and special boards.
  - a. None
- 10. Reports by Town Supervisors.
  - a. Martin Andersen – not present, so Chairman Lux gave an update.
    - i. Fire Department
      - i. ISO rating is at a 5/10.
    - ii. Infrastructure Committee
      - i. More members are considering joining.
    - iii. Harbors and Waterways
  - b. Larry Kahlscheuer – not present, so Chairman Lux gave an update.
    - i. Law Enforcement
    - ii. Healthcare
    - iii. WIZAP
      - i. Thanks to their hard work, especially by Mike Kickbush, a draft of the comprehensive plan will be available soon.
  - c. Loren Roznai
    - i. Economic Development
      - i. Now that there are 3 members, they have begun to meet and are working on a Short-Term Rental permit proposal.
    - ii. Community Center
      - i. Swim lessons are successful, and work on planning the island party is being done.
    - iii. Museums
      - i. Nina is working on preparing the museums for the summer season.
  - d. Margaret Foss
    - i. Parks
      - i. The committee has met and wanted to set recurring meetings for 8:30 AM. Foss noted that there seemed to be some opposition to meeting during typical workday hours, but also suggested that the schedules of the committee members should be considered, and that many people work in the evenings. Chairman Lux confirmed that at one point the Board did ask committee meetings to take place after 5 PM to help with scheduling. Foss stated that this first meeting was more of an organizational meeting.

- ii. The committee is considering using google forms for people to voice their opinions.
      - iii. There was an upsetting story about many Schoolhouse Beach rocks being stolen.
    - ii. Red Barn
    - iii. Rec Center
      - i. Anna Gibson has begun cleaning and is doing an excellent job. Scheduling other staff has been difficult recently.
      - ii. Brian Mann with Mann Heating and Cooling has been completing repairs.
      - iii. Swimming lessons were very successful.
      - iv. Katie's new computer system, Gym Assist, has been very helpful so far.
      - v. Katie is looking for volunteers to help with spring cleaning.
    - iv. Archives
  - e. Hans Lux
    - i. Town Office
      - i. Shared Services Agreement with School
        - a. Town Attorney had reviewed the agreement, and minor changes are being discussed.
        - b. Update on Employee Handbook
          - i. Finalizing work schedules and hours for employees and including the Fire Department are items currently being worked on.
      - ii. DPW
        - i. The crew has been working on storm clean up, opening parks, and installing the new Schoolhouse Beach bathroom partitions.
      - iii. Airport
        - i. A solution may be needed to help figure out a way to open the garage doors without power. Chairman Lux was concerned about safety. A ladder was suggested.
        - ii. Supervisor Foss added that she was pleased that the trees had been trimmed on the south end of the airport.
        - iii. Supervisor asked what next steps on the petition would be, and Chairman Lux stated that he was currently concerned with safety and compliance.

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

- a. Motion by Foss seconded by Roznai to approve payment of Utility bills – February 1 to February 29, 2024. Motion carried.
- b. Motion by Foss seconded by Roznai to approve payment of Town bills – February 1 to February 29, 2024. Motion carried.

- c. Discussion of Short-Term Rental Registration and Housing – (time restricted to no more than 30 minutes)
  - i. Supervisor Foss began by stating that she observed some uniformity in permits when looking at neighboring municipalities. She would like to hear from the committees working on a proposal. She was in favor of pursuing a permit of some sort and that it would be for the protection of the community. Chairman Lux added that every municipality is different, and wanted to be sure that what the Board adopts is specific to the situation based here on the island. Foss especially liked parts of Ephraim’s ordinance. Both agreed that the whole picture and community needed to be included when working on this permit.
- d. Discussion/Approval of Memorandum of Understanding with Washington Island Fire and Rescue, Inc. in reference to grants and funds for public safety rescue boat – Adam Steffen.
  - i. Adam read a prepared statement (*added to packet after the meeting*) some major points were:
    - i. Clarifying that Fire Inc was not a Town Committee, but a separate non-profit organization.
    - ii. He stated that the vessel was coming to the island regardless of the action by the Town Board.
    - iii. He recapped the efforts by the Fire Department and Fire Inc to acquire a new boat based on the several years long history of reduction of service to the area by the US Coast Guard. He described that many qualified people on the Fire Inc rescue boat committee researching a new boat, and that the Fire Department showed via vote, full support for acquiring a new rescue boat. He indicated that the new boat is capable of many services and meets safety standards. He then stated that currently Fire Inc has raised \$250,000 in fundraising for a new rescue boat.
    - iv. He stated that Fire Inc has hired a grant writer and will submit a grant either on behalf of the Town or for Fire Inc. He outlined that Fire Inc could lease the boat to the Town if the Town does not act as the applicant for the grant.
    - v. Many fixed costs could remain the same or increase slightly if the Town were to own the new boat.
    - vi. Training would be an additional cost; however, many are already trained on some level of water rescue.
    - vii. Public safety experts in the Fire Department have determined that a new rescue boat is a necessity.
    - viii. Steffen expressed concern about the short timeline to submit the grant.
  - ii. Peter Sownie asked if the Town Board already made a commitment to acquire the vessel. Chairman Lux confirmed that no, the Town Board has not approved the purchase.

- iii. Chairman Lux read a statement by the Town's Attorney Randy Nesbitt that clarified that the boat would need to be owned by the Town. The Town would have complete ownership and control over the vessel for liability reasons, as well as being likely to comply with the grant specifications.
  - iv. Steffen added that in 2022 the Town Board had been supportive of using grant funding to purchase a rescue boat.
  - v. Peter Sownie added that he wanted to be sure that the Town has reviewed all financial and other implications of purchasing a new boat, and that after hearing Steffen's presentation that he felt that research had been done by Fire Inc.
  - vi. Attorney Randy Nesbitt described municipal immunity as a great benefit for the Town owning the boat, especially for liability reasons.
  - vii. Supervisor Foss asked who has paid for special training for the captains. Steffen answered that currently the captains have all been trained by the Ferry Line, or through a private business. Some new training may be required.
- e. Motion by Foss seconded by Roznai to approval of dates for Open Book, Thursday, July 18, 2024, from 9 to 11 AM, and Board of Review, Tuesday, July 30, 2024, from 12 to 2 PM. Motion carried.
  - f. Motion by Foss seconded by Roznai to approve dates for Death's Door BBQ – August 21 to August 24, 2024. Motion carried.
  - g. Motion by Foss seconded by Roznai to approve Robert Herbst to Infrastructure Committee. Motion carried.
    - i. The Board acknowledged that an ordinance for the Infrastructure Committee would need to be drafted.
  - h. Motion by Foss seconded by Roznai to approve Matthew Kokes to Parks and Economic Development Committee. Motion carried.
  - i. Motion by Foss seconded by Roznai to approve Christian Foss as Associate Member – WIFD, subject to receipt of application and passing of a background and drug screen. Motion carried.
  - j. Motion by Foss seconded by Roznai to approve driveway permit for Peter Holsen. Motion carried.
  - k. Motion by Foss seconded by Roznai to accept donation from Washington Island Lions Club for Community Center Committee swimming lessons. Motion carried.
  - l. More discussion on specifications of the boat occurred, including landing capabilities.
  - m. Supervisor Foss asked if call volume is expected to increase. EMR Officer Gary Schultz response that perhaps not, because it will still be up to the captains to determine if conditions allow for a rescue. Chairman Lux made note that it was an important distinction that the Town was not asking the Fire Department to become the US Coast Guard, or to have equal capabilities or training.
  - n. The MABIS system was described and discussed how the Fire Department response is determined by the system.

