

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.

## AGENDA

### UTILITY DISTRICT MEETING

1. Call to Order
2. Pledge of Allegiance
3. Roll call/Quorum and approval of agenda
4. Public comments, communications, and suggestions from residents of the town and other persons present
  - a. UW Oshkosh Fall 2023 Well Monitoring Program
5. Approval of Meeting Minutes – 08/16/2023
6. Communications and petitions by town clerk – No discussion or action
  - a. Town of Washington – Utility District Reconciliation Reports
    - i. Cash Account #5 – 08/31/2023
7. Wastewater Advisory Committee Report - Larry Kahlscheuer
8. Purchase of John Deere Chopper
9. Motion to send Utility District Bills – August 1<sup>st</sup> – August 31<sup>st</sup>, 2023 – to Town Board for final approval
10. 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. Utility District Meeting – 10/18/2023
11. Adjourn

## REGULAR TOWN BOARD MEETING

1. Call to Order
2. Roll Call/Quorum and approval of agenda
3. Chairman's Comments
  - a. Islanders Baseball Team – outstanding season
  - b. Community suggestion box – chairman@washingtontown-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. Approval of Meeting Minutes
  - a. Regular Town Board – 08/16/2023
6. Communications and petitions by town clerk – No discussion or action
  - a. Town of Washington – Reconciliation Reports
    - i. Cash Account #1 – 08/31/2023
    - ii. Cash Account #11 – 08/31/2023
  - b. Town of Washington – Statement of Assets, Liab. & Equity
    - i. August 2023
  - c. Town of Washington – Statement of Revenue & Expenditures
    - i. August 2023
7. Acknowledge 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
9. Reports by town officers.

- a. Martin Andersen
  - i. Fire Department
  - ii. Infrastructure Committee
  - iii. Harbors and Waterways
- b. Larry Kahlscheuer
  - i. Law Enforcement
  - ii. Healthcare
  - iii. WIZAP
- c. Loren Roznai
  - i. Economic Development
  - ii. Community Center
  - iii. Museums
- d. Margaret Foss
  - i. Parks
  - ii. Red Barn
  - iii. Rec Center
- e. Hans Lux
  - i. Town Office
    - a. Update on Quantum phones
  - ii. DPW
    - a. Resignation of employee
  - iii. Airport

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

- a. Approve payment of Utility bills – August 1<sup>st</sup> to August 31<sup>st</sup> 2023
- b. Approve payment of town bills – August 1<sup>st</sup> to August 31<sup>st</sup> 2023
- c. Approve agreement with Bay Architects for Community Center layout work
- d. Community Center Committee
  - i. Starfish Swim Academy
  - ii. Approve honorariums to Scandinavian Dance Festival technical assistants
  - iii. Reimbursement of hood cleaning to town
  - iv. Separation of Community Center Committee & Non-profit entity creation
  - v. Donated funds for Scandinavian Dance Fest trip to be retained by non-profit
  - vi. Request for Community Center and surrounding property for Fire Fest – 10/07/2023
- e. WIZAP Committee
  - i. Approval of Resolution #2023-04 – Public Participation Procedures for Comprehensive Plan
  - ii. Recommendation of paper survey for Comprehensive Plan

- iii. Approve Andrew Kehren to WIZAP Committee
  - f. Easement Name request – Potawatomi Island Rd
  - g. 2023 Wisconsin Real Estate & Economic Outlook Conference – Aligning Housing Supply with Demand – Madison – 10/13/2023
  - h. Discussion on Dentist
  - i. Discussion of Landfill hours
  - j. Update on gravel crushing
  - k. Stumps at stump dump
  - l. Open Propane Bid
  - m. Donation of handicap accessible van to town
  - n. Approve Richard Weilbaker as new FD member
  - o. Approve Operators Licenses
    - i. Miranda Johnson
    - ii. Loren Roznai
  - p. Accept donations from Nicolet National Bank
  - q. Approve participation in Towns Association Annual Training Conference – Wisconsin Dells 10/22 – 24<sup>th</sup>
  - r. Set budget dates for electorate
- 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 responsibility
  - b. 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
- 13. Specific matters intended for discussion and possible action by town board for reconvened open session
  - a. Action from closed session
- 14. 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
- 15. Adjourn



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Hans Lux Jr

**Instructions to attend via GoToMeeting**

**Utility District & Regular Town Board Meeting**

**Wed, September 20<sup>th</sup>, 2023 6:00 PM - 7:30 PM (CDT)**

Utility District & Town Board Meeting

Sep 20, 2023, 6:00 – 7:30 PM (America/Chicago)

Please join my meeting from your computer, tablet or smartphone.

<https://meet.goto.com/736200941>

You can also dial in using your phone.

**Access Code:**

**736-200-941**

**United States:**

**+1 (646) 749-3122**

Per Wisconsin DOJ guidelines, the Town of Washington must make reasonable efforts to accommodate individuals with special needs and/or technological limitations (e.g., no telephone, internet/computer).

Therefore, if you are either physically or technologically unable to join via telephone or computer, the Township can accommodate up to fifty-five (55) individuals 'in-person'.

The Town Chairman will host the above meeting from the Rutledge Room, wherein remote participants may join by telephone or computer.

Admittance will be on a 'first-come' basis.



**UW** UNIVERSITY OF WISCONSIN  
**OSHKOSH**

# FALL 2023 DOOR COUNTY

## PRIVATE WELL MONITORING PROGRAM

### TESTING PARAMETERS

- 💧 Total coliforms/*E. coli* (quantification)
- 💧 Nitrate (Nitrate + nitrite as N)

**Cost is only \$30\***

*\*Discounted rate for the first 300 registrants; \$45 for those registering after the first 300 registrants.*

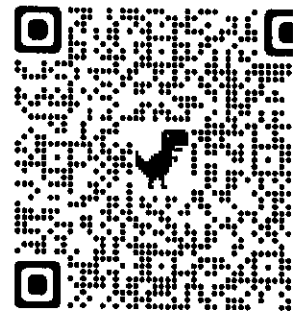
*Optional arsenic, pH, alkalinity, hardness and iron tests available at an additional cost of \$25*

### ABOUT THE PROGRAM

The University of WI Oshkosh has been offering discounted well water quality testing through this program since 2019. The goal of this program is to provide education about the importance of testing your well water as well as build a database of groundwater quality data in Door County.

### HOW IT WORKS

- RSVP using the link or QR code below by September 22<sup>nd</sup>
- Receive sampling kit in mail
- Attend a virtual forum to learn how to sample
- Return your kit October 6<sup>th</sup> or 7<sup>th</sup> at designated drop-off locations
- Receive your results & countywide summary of study



**Registration accepted through September 22<sup>nd</sup>**

**RSVP online at <https://uwo.sh/doorco-wells-fall23> or using the QR code**

*\*Prepayment using a credit card is accepted when you RSVP online, otherwise mailed checks are accepted made out to UW Oshkosh. Note that sampling kits will not be mailed out until payment is received.*

**Sample drop-off is October 6<sup>th</sup> & 7<sup>th</sup> – mark your calendars**



UNIVERSITY OF WISCONSIN  
OSHKOSH

## Press Release: UW Oshkosh Seeks Door County Private Well Owners This Fall for Continuation of Groundwater Monitoring Program

August 24, 2023: Door County residents with private wells are invited to participate in a groundwater study this fall. Well owners are asked to RSVP online at <https://uwo.sh/doorco-wells-fall23>

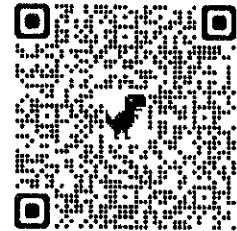
The University of Wisconsin Oshkosh has been offering discounted well water quality testing through this program since 2019. The goal of this program is to provide education about the importance of testing your well water as well as build a database of groundwater quality data in Door County.

Understanding that clean drinking water is vital to the health and economy of the county, UW Oshkosh hopes that data collected as part of this program will help everyone better understand groundwater quality in Door County.

The testing parameters included in the study are bacteria (Total coliforms/*E. coli* (quantification)) and Nitrate for a discounted cost of \$30 for the first 300 registrants. Participants will also have the option to add Arsenic and Cumulative tests (pH, hardness, alkalinity and iron) for an additional \$25.

To participate, RSVP by filling out an online form using the following link or QR code with your well information by September 22nd.

<https://uwo.sh/doorco-wells-fall23>



How it works:

- RSVP using the link or QR code provided by Sept. 22nd
- Receive sampling kit in mail
- Attend a virtual forum to learn how to collect samples
- Return your kit October 6<sup>th</sup> or 7<sup>th</sup> at designated drop-off locations
- Receive your results & countywide results summary

Open phone camera app.  
Scan code.  
Launch website to register.

This program is a cooperative effort between the University of WI Oshkosh and Door County, with funding provided by Door County Public Health and Door County Soil & Water Conservation Department.

For more information, contact Carmen Ebert at [ebertc@uwosh.edu](mailto:ebertc@uwosh.edu) or (920) 424-3148.

### ENVIRONMENTAL RESEARCH AND INNOVATION CENTER

800 Algoma Blvd. | Oshkosh, WI 54901

PHONE (920) 424-3148 | FAX (920) 424-0832 | WEB [uwosh.edu/eric](http://uwosh.edu/eric)

STATE OF WISCONSIN

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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, August 16<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

### UTILITY DISTRICT MEETING

**DRAFT**

1. Chairman Hans Lux called the Utility District Meeting to order at 6:00 PM.
2. Chairman Lux led the Pledge of Allegiance.
3. 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 Kahlscheuer seconded by Andersen to approve the agenda. Motion carried.
4. Public comments, communications, and suggestions from residents of the town and other people present.
  - a. None
5. Motion by Andersen seconded by Kahlscheuer to approve of Meeting Minutes – 07/19/2023. Motion carried.
6. Communications and petitions by Town Clerk – No discussion or action.
  - a. Town of Washington – Utility District Reconciliation Reports
    - i. Cash Account #5 – 07/31/2023
7. Wastewater Advisory Committee Report - Larry Kahlscheuer
  - a. Motion by Andersen seconded by Roznai to approve Mike Gillespie to Wastewater Committee. Motion carried.
8. Motion by Roznai seconded by Kahlscheuer to send Utility District Bills – July 1 through July 31, 2023 – to Town Board for final approval. Motion carried.
9. 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. Utility District Meeting – 09/20/2023

10. Motion by Andersen seconded by Kahlscheuer to adjourn. Motion carried. Adjourned at 6:05 PM.

Respectfully Submitted,

**DRAFT**

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Alexandria McDonald, Clerk/Treasurer

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Hans Lux, Chairman



# 2006 JOHN DEERE 972

Total USD \$9,250

**920**

## Seller Information

Dan Bieber Equipment

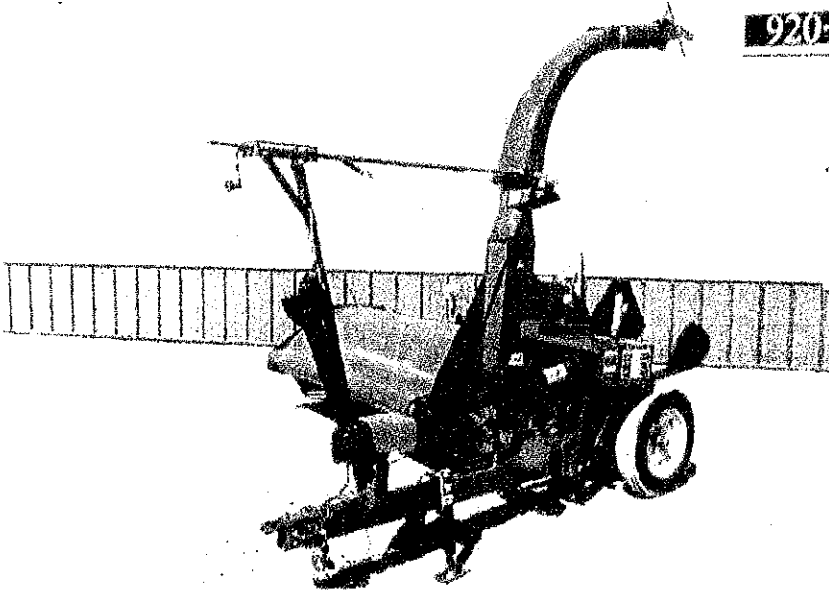
Contact: Dan Bieber

Phone: (920) 764-7024

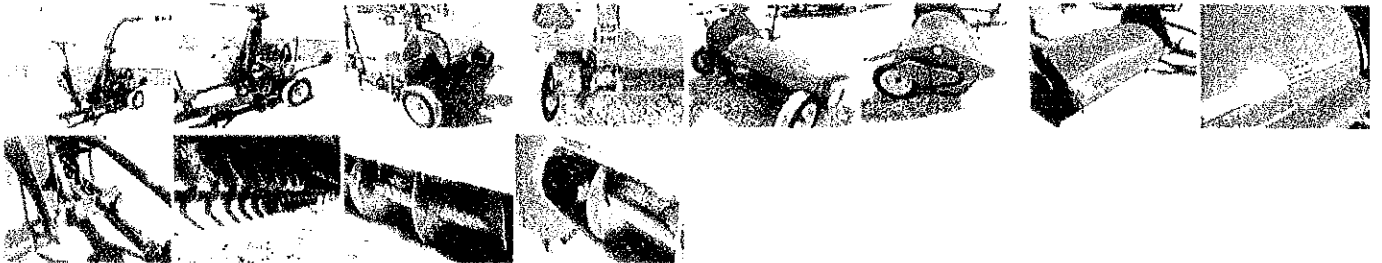
Forest, Wisconsin 54161

(920) 764-7024

Video Chat



*\$ 8700*



[Hide Thumbnails](#)

## Description

6' green chopper, 540 pto, manual controls, **\*\*Clean Chopper - Runs Smooth\*\***

## Specifications

Year	2006	Manufacturer	JOHN DEERE
Model	972	Condition	Used

[Show As Paragraph](#)

*SN: 700972X003195*

*10' long @ 102" wide, 10' 4 1/2"*

**chairman@washingtonisland-wi.gov**

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**From:** Alex <alekramer@hotmail.com>  
**Sent:** Tuesday, September 5, 2023 2:54 PM  
**To:** chairman@washingtonisland-wi.gov  
**Cc:** henrywkramer@icloud.com  
**Subject:** Re: Adopt a Beach Sept 23

Hans

Below is a link to the Alliance website. I wasn't specific in my first message but the plan is to "cleanup" Sand Dunes park. We will supply garbage bags and then transfer to town bags for the dump. Plan is to cover the entire property not just the shoreline. Means some folks walking the woods between the road and dune and will be sure to observe property lines on both sides

Hope that helps.  
Alex



ALLIANCE *for the*  
GREAT LAKES

September Adopt-a-Beach 2023 - Alliance for the  
Great Lakes  
greatlakes.org

On Sep 5, 2023, at 2:46 PM, chairman@washingtonisland-wi.gov wrote:

Hello Alex,

I am in receipt of your letter and just have a question about the event. You indicated this was an event of the Alliance of the Great Lakes Adopt a Beach program. Is this a working event where they are going to be cleaning up any particular part of a beach on the island, or is this just a social gathering? I want to make sure as to understanding what is taking place. Thanks

Hans Lux

-----Original Message-----

**From:** Alex <alekramer@hotmail.com>  
**Sent:** Monday, September 4, 2023 8:26 PM  
**To:** chairman@washingtonisland-wi.gov  
**Cc:** henrywkramer@icloud.com  
**Subject:** Adopt a Beach Sept 23

Mr Lux

I know the ferry captains were glad to see today come and go. Joel said 125 in line at 6pm Sunday!

Anyway we are property owners and summer residents at 1223 S Shore Dr. We are planning to host an Alliance of the Great Lakes Adopt a Beach on Saturday Sept 23. The Alliance has an event across the great lakes that day. I believe the school has hosted a similar event at Schoolhouse In the past. Should be pretty straightforward and we aren't asking for anything just wanted to let someone know in advance.

Alex Kramer



Adopt-a-Beach Cleanup

## Sand Dune Beach Cleanup, 9/23/23 in Washington Island

Date	Start Time	Primary Team Leader Name	Private Cleanup	Status
9/23/2023	9:00 AM	Alex Kramer	No	Active

[Register](#)

### Cleanup Details (?tabset-f6ff2=1)

**Beach Name**

Sand Dune Beach

**Primary Team Leader Name**

Alex Kramer

**Date**

9/23/2023

**Primary Team Leader Email**

[alekramer@hotmail.com \(mailto:alekramer@hotmail.com\)](mailto:alekramer@hotmail.com)

**Start Time**

9:00 AM

**End Time**

11:00 AM

**Meetup Location**

Sand Dunes Beach Parking Areas, South Shore Drive, Washington Island, WI 54246

**Event Information**

Open to Public cleanup, hosted by summer residents near the public beach.

[Register](#)

**Alliance for the Great Lakes**

150 N. Michigan Ave., Suite 750 Chicago, IL 60601  
312-939-0838

STATE OF WISCONSIN

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## MINUTES

### REGULAR TOWN BOARD MEETING

**DRAFT**

1. Chairman Hans Lux called 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 included Martin Andersen, Margaret Foss, Larry Kahlscheuer, and Loren Roznai.
  - b. Motion by Andersen seconded by Kahlscheuer to approve of the agenda. Motion carried.
3. Chairman's Comments
  - a. Board Roles & Responsibilities
    - i. Chairman Lux stressed the importance of teamwork in the successful functioning of the board. Chairman Lux encouraged Supervisor Foss to reach out to fellow board members before reaching out to others. Foss responded that this is what she was trying to do when gathering information about affordable housing. Foss was concerned that the board was not giving the affordable housing issue much attention. Lux encouraged concerned members of the public to join the Economic Development and other committees to find solutions.
    - b. 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 people present.
  - a. Letters
    - i. Tad Gordon – Public Access

- ii. James & Mary Ann Glowacz - Airport
- iii. Jim & Joan Killinger - Airport
- iv. Jim Tibbetts – Airport
- v. John Filosa – Airport
- vi. Chuck Grandy – Airport
- vii. Mike & Barb O’Connell – Airport
- viii. Cathaleen Roach – Airport
- ix. Cathe Russe – Airport

**DRAFT**

- b. In-person Comments
  - i. Paula McDonald asked the board to consider reducing the speed of traffic between Fragrant Isle and the Island Diary, and in front of Mann’s Store.
  - ii. Ardis Hansen suggested that the board distribute more information on the different committees. Lux responded that in re-writing the committee ordinances that this will be addressed soon.
  - iii. Rod Gordon was concerned with how many people were throwing rocks at swimmers at Schoolhouse Beach.
  - iv. Dan Gregg expressed concern about the long-term debt that could be possible from improvements at the airport, and that the increased tourism from pilots may not balance.
  - v. Forest Danforth expressed that he was against paving the airport.
- 5. Motion by Andersen seconded by Foss to approval of the following meeting minutes. Motion carried.
  - a. Regular Town Board – 07/19/2023
  - b. Special Town Board – 08/04/2023
  - c. Board of Review – 07/27/2023
- 6. Communications and petitions by Town Clerk – No discussion or action.
  - a. Town of Washington – Reconciliation Reports
    - i. Cash Account #1 – 07/31/2023
    - ii. Cash Account #11 – 07/31/2023
  - b. Town of Washington – Statement of Assets, Liab. & Equity
    - i. July 2023
  - c. Town of Washington – Statement of Revenue & Expenditures
    - i. July 2023
- 7. Acknowledgement of Receipt of Reports of specific standing departments and committees.
- 8. Reports of special committees, special commissions, and special boards.
  - a. None
- 9. Reports by Town Supervisors
  - a. Martin Andersen

**DRAFT**

- i. Fire Department
    - 1. Training occurred at the trail to Little Lake.
  - ii. Infrastructure Committee
    - 1. While trying to fix a leaking skylight, it was discovered that the roof above the pool appeared to be “spongy”. There will be a follow-up report.
    - 2. There is a quote from Bay Area Architects to be discussed at the next meeting.
  - iii. Harbors and Waterways
    - 1. Andersen is still supportive of fish cleaning stations and improving the launch sites.
- b. Larry Kahlscheuer
- i. Law Enforcement
    - 1. Summer has continued to be very busy for the officers. New vests have been purchased.
  - ii. Healthcare
    - 1. N/A
  - iii. WIZAP
    - 1. A meeting with BayLake Regional Planning is scheduled for August 23.
- c. Loren Roznai
- i. Economic Development
    - 1. N/A
  - ii. Community Center
    - 1. Scandinavian Fest was a success.
  - iii. Museums
    - 1. All original rooms in the Maritime Museum will soon be open. Museum Director Nina Herbst is doing a wonderful job. There were over a thousand visitors at both museums.
- d. Margaret Foss
- i. Parks
    - 1. Foss met with Don Riewe who used to be on the Parks Committee and is interested in a “Washington Island Parks System”.
    - 2. Working with Julie Gilbert on possible projects to use the Municipal Parks Fund donation. The fish cleaning station might need more maintenance than anticipated, and new grills are needed.
    - 3. Would like to investigate online donations.
    - 4. Foss will advertise for new members for the Parks Committee.
  - ii. Red Barn





**DRAFT**

1. DPW Director Jonathan Mann advised against changing the amount of material produced, as he had planned chip sealing and paving with the county using the original amounts of product requested. In addition, consultation with WTA attorneys advised against accepting change orders that would alter the scope of work of the original project description. Payment for sand produced was not part of the original bid. The increased compensation requested by Bay Area would likely put the project over budget.
  2. Bay Area is almost 2 months past the deadline for work completion and has indicated that the work may not be completed until 2024.
    - ii. Motion by Kahlscheuer seconded by Roznai to reject the change order request. Motion carried.
  - e. First read of Resolution and Ordinance revisions - Committees
  - f. Motion by Kahlscheuer seconded by Roznai to approve the following driveway permits. Motion carried.
    1. Brady & Jennifer Hoes
    2. Dan Jorgenson
  - g. Motion by Andersen seconded by Roznai to accept donations to Town from Washington Island Ferry Line in the following amounts: \$2,000 to the parks, \$1,000 for fireworks, \$500 to the Maritime Museum, \$500 to the Community Center, and \$500 to the Red Barn. Motion carried.
  - h. Motion by Kahlscheuer seconded by Roznai to approve participation in Towns Association Fall Workshop – Green Bay 9/27/23. Motion carried.
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, promotion, compensation, or performance evaluation data of Town employees over which the governmental body has jurisdiction or exercises responsibility.
  - b. Motion by Kahlscheuer seconded by Roznai to move to closed session. Motion carried upon roll call vote; all ayes. Moved to closed session at 7:21 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 Andersen seconded by Kahlscheuer to repost the full-time DPW employee job. Motion carried.
    - ii. Motion by Kahlscheuer seconded by Andersen to change Christopher Cornell's employment to full-time. Motion carried.

- iii. Motion by Roznai seconded by Kahlscheuer to adjust employee wages as discussed. 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, September 20, 2023
- 14. Motion by Andersen seconded by Kahlscheuer to adjourn. Motion carried. Adjourned at 8:05 PM.

Respectfully Submitted,

**DRAFT**

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Alexandria McDonald, Clerk/Treasurer

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Hans Lux, Chairman

**Town of Washington Health Care Services Committee Meeting**

**Agenda**

**Thursday, August 31, 2023, at 6:00 PM**

**Rutledge Room, Community Center**

**910 Main Road, Washington Island, WI 54246**

**More than two Town Board members may be present.**

**Discussion may prompt recommendation(s) to the Town Board.**

- 1) Call to Order**
- 2) Roll Call**
- 3) Approve the Agenda**
- 4) Approve Minutes**
- 5) Public comments/correspondence not part of an agenda item**
- 6) Discussion/Motion of prospective Dental Services**
- 7) Adjourn**

**WASHINGTON ISLAND ZONING AND PLANNING  
COMMITTEE MEETING  
May 23, 2023 – 4:00pm  
Washington Island Community Center Rutledge Room &  
Virtual Option, Call in Instructions Below  
AGENDA**

- 1. CALL TO ORDER**
- 2. APPROVAL OF AGENDA**
- 3. APPROVAL OF MINUTES** of the April 11, 2023 meeting
- 4. CORRESPONDENCE:**
- 5. ACTION ITEMS**
  - a. **Door County Comprehensive Plan - Housing Discussion Only**  
Report from Doug Hansen on his attendance of a recent Washington Island Economic Development Committee meeting. Topics for discussion may include Short Term Rentals, Residential Zoning Districts, Commercial Zoning Districts & the Core Development Areas.
  - b. **Baylake Regional Planning Commission Discussion/Motion**  
Discussion of previous Door County Comprehensive Plans, Previous Washington Island Plans, informational surveys, maps and next steps.
  - c. **Opening for WIZAP Committee Discussion/Motion**
- 6. REPORTS/ANNOUNCEMENTS**
- 7. COMMUNITY INPUT**
- 8. BOARD INPUT**
- 9. NEXT MEETING:** Suggestions?
- 10. ADJOURN**

MORE THAN TWO TOWN BOARD MEMBERS MAY BE PRESENT  
*WISCONSIN'S OPEN MEETINGS LAW NOTICE (WIS.STAT. §19.84)*  
Posted May 16, 2023

**THE PUBLIC IS WELCOME**  
Check the Town website for our posted agendas & minutes at:  
[www.washingtonisland-wi.gov](http://www.washingtonisland-wi.gov)

Computer, Tablet or Smartphone Link  
<http://meet.goto.com/930812733>

Call in Phone Number  
Access Code: 930-812-733  
United States: +1 (224) 501-3412

**WASHINGTON ISLAND ZONING AND PLANNING  
COMMITTEE MEETING  
August 23, 2023 – 7:00pm  
Washington Island Community Center Rutledge Room &  
Virtual Option, Call in Instructions Below  
AGENDA**

- 1. CALL TO ORDER**
- 2. APPROVAL OF AGENDA**
- 3. APPROVAL OF MINUTES** of the May 23, 2023 meeting
- 4. CORRESPONDENCE:**
- 5. ACTION ITEMS**

- a. **Bay-Lake Regional Planning Commission**                      **Discussion/ Motion**  
Presentation by Bay-Lake Regional Planning Commission on the process associated with adopting a Comprehensive Plan for The Town of Washington and the Public Participation Procedure associated with it.
- b. **Opening for WIZAP Committee**                                              **Discussion/Motion**

- 6. REPORTS/ANNOUNCEMENTS**
- 7. COMMUNITY INPUT**
- 8. BOARD INPUT**
- 9. NEXT MEETING:** Suggestions?
- 10. ADJOURN**

MORE THAN TWO TOWN BOARD MEMBERS MAY BE PRESENT  
*WISCONSIN'S OPEN MEETINGS LAW NOTICE (WIS.STAT. §19.84)*  
Posted August 16, 2023

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**WASHINGTON ISLAND ZONING AND PLANNING  
COMMITTEE MEETING  
September 12, 2023 – 6:30pm  
Washington Island Community Center Rutledge Room &  
Virtual Option, Call in Instructions Below  
AGENDA**

**1. CALL TO ORDER**

**2. APPROVAL OF AGENDA**

**3. APPROVAL OF MINUTES** of the August 23, 2023 meeting

**4. CORRESPONDENCE:**

**5. ACTION ITEMS**

- a. **Town of Washington Comprehensive Plan**      **Discussion Only**  
Review of previous meeting.
- b. **Town of Washington Comprehensive Plan**      **Discussion/ Motion**  
Discussion of Virtual Vs. Mail In Community Wide Survey
- c. **Town of Washington Comprehensive Plan**      **Discussion Only**  
Discussion of Washington Island Economic Development Committee's  
Housing Survey Questions.
- d. **Town of Washington Comprehensive Plan**      **Discussion Only**  
Discussion of 2007 Washington Island Comprehensive Planning Survey  
Questions and Responses, other Communities' Surveys and  
Comprehensive Plans and Next Steps
- e. **Opening for WIZAP Committee**      **Discussion/Motion**

**6. REPORTS/ANNOUNCEMENTS**

**7. COMMUNITY INPUT**

**8. BOARD INPUT**

**9. NEXT MEETING:** Suggestions?

**10. ADJOURN**

MORE THAN TWO TOWN BOARD MEMBERS MAY BE PRESENT  
*WISCONSIN'S OPEN MEETINGS LAW NOTICE (WIS.STAT. §19.84)*

Posted September 7, 2023

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**WASHINGTON ISLAND ZONING & PLANNING  
COMMITTEE MEETING - Meeting Minutes  
Tuesday May 23, 2023  
Rutledge Room, Washington Island**

**1. CALL TO ORDER:** The meeting was called to order at 4:00 PM by Chairman Doug Hansen

**MEMBERS PRESENT:** Michael Kickbush, Doug Hansen, Connie Smith, Larry Kahlscheuer, Susan Buchanan

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Danette Garcia

**2. APPROVAL of AGENDA:** The agenda was approved as written. Motion by Kickbush, 2<sup>nd</sup> by Smith. **Motion passed** unanimously.

**3. APPROVAL OF MINUTES:** The minutes April 11, 2023 meeting were approved as written. Motion by Kickbush, 2<sup>nd</sup> by Smith. **Motion passed** unanimously.

**4. CORRESPONDENCE:** None

**ACTION ITEMS:**

**5. a. Door County Comprehensive Plan - Housing                      Discussion Only**  
Report from Doug Hansen on his attendance of a recent Washington Island Economic Development Committee meeting.

**5. b. Baylake Regional Planning Commission                      Discussion/Motion**  
Discussion of previous Door County Comprehensive Plans, Previous Washington Island Plans, informational surveys, maps and next steps. Motion by Hanson, 2<sup>nd</sup> by Kickbush to have previous planning documents scanned and posted on The Town of Washington's WIZAP page for Baylake and the general public to access. Motion passed unanimously.

**5. c. Opening for WIZAP Committee – No action taken.**

**6. REPORTS/ANNOUNCEMENTS:** None.

**7. COMMUNITY INPUT:** None.

**8. BOARD INPUT:** Hansen repeated interest in resolving end of road right of way and public access issues. Item to be placed on a future agenda. Buchanan discussed Island's alliance and will report back.

**9. NEXT MEETING:** As needed.

**10. ADJOURNMENT:** Motion by Kickbush to adjourn, 2<sup>nd</sup> by Buchanan. Motion passed unanimously. Meeting was adjourned at 5:02 pm.

Respectfully submitted,



Michael G. Kickbush AIA  
Secretary  
Washington Island Zoning & Planning Committee

**WASHINGTON ISLAND ZONING & PLANNING  
COMMITTEE MEETING - Meeting Minutes  
Wednesday August 23, 2023  
Rutledge Room, Washington Island**

**1. CALL TO ORDER:** The meeting was called to order at 7:00 PM by Chairman Doug Hansen

**MEMBERS PRESENT:** Michael Kickbush, Doug Hansen, Connie Smith, Larry Kahlscheuer, Susan Buchanan

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Andy Kehren, Will Criag, Brandon Robinson, Izzy Fuller, Peter Sownie, Ardis Hansen, John L.

**2. APPROVAL of AGENDA:** The agenda was approved as written. Motion by Buchanan, 2<sup>nd</sup> by Smith. **Motion passed** unanimously.

**3. APPROVAL OF MINUTES:** The minutes May 23, 2023 meeting were approved as written. Motion by Smith, 2<sup>nd</sup> by Kickbush. **Motion passed** unanimously.

**4. CORRESPONDENCE:** Letter of Interest/Resume from Andrew Kehren to join WIZAP

**ACTION ITEMS:**

**5. a. Baylake Regional Planning Commission**

**Discussion/Motion**

Presentation by Bay-Lake Regional Planning Commission on the process associated with adopting a Comprehensive Plan for The Town of Washington and the Public Participation Procedure associated with it. The motion to recommend to The Town Board of Washington Island that they adopt the Public Participation Procedure (drafted by Bay Lake Regional Planning Commission) was made by Doug Hanson, 2<sup>nd</sup> by Mike Kickbush. Motion passed unanimously.

- 12 Month Time line starting 8/21/23, can be extended if needed. \$12,000 Coastal Management Grant.
- Smart Growth adopted by the State of Wisconsin in 1999, contains 9 Comprehensive Plan Elements – Issues and Opportunities, Housing, Transportation, Utilities and Communities Facilities, Agricultural, Natural and Cultural Resources, Economic Development, Intergovernmental Cooperation, Land Use, Implementation
- Bay Lake RPC to review previous island planning efforts found on the WIZAP page on the town website. Plans need to be updated every 10 years.
- Bay Lake to generate a community wide survey, WIZAP generates the final questions. Concern was raised about virtual surveys not reaching enough people. Suggestion to consider reusing 2007 Comprehensive Plan survey questions was made. Survey questions should be determined by early October, progress report to be done by Bay Lake RPC to Coastal Management Program by December 1, 2023.

**5. b. Opening for WIZAP Committee** – The motion to recommend Andrew Kehren as a member of WIZAP was made by Mike Kickbush, 2<sup>nd</sup> by Susan Buchanan. Motion passed unanimously.

**6. REPORTS/ANNOUNCEMENTS:** None.

**7. COMMUNITY INPUT:** None.

**8. BOARD INPUT:** None.

**9. NEXT MEETING:** September 12 at 6:30pm.

**10. ADJOURNMENT:** Motion by Buchanan to adjourn, 2<sup>nd</sup> by Smith. Motion passed unanimously. Meeting was adjourned at 8:55 pm.

Respectfully submitted,

Michael G. Kickbush AIA  
Secretary  
Washington Island Zoning & Planning Committee

RECOMMENDATION

**WASHINGTON ISLAND PLANNING & ZONING  
COMMITTEE**

**August 29, 2023**

At a publically posted meeting of the Washington Island Zoning and Planning meeting held on August 23, 2023 it was the unanimous recommendation of the committee members present that **the attached Public Participation Procedure be Adopted by The Town Board of Washington Island.**

The motion to recommend to The Town Board of Washington Island that they adopt the Public Participation Procedure (drafted by Bay Lake Regional Planning Commission) was made by Doug Hanson, 2<sup>nd</sup> by Mike Kickbush. Motion passed unanimously.

Respectfully submitted,

Michael G. Kickbush AIA  
Secretary  
Washington Island Planning & Zoning Committee

RECOMMENDATION

**WASHINGTON ISLAND PLANNING & ZONING  
COMMITTEE**

**September 13, 2023**

At a publically posted meeting of the Washington Island Zoning and Planning meeting held on September 12, 2023 it was the unanimous recommendation of the committee members present that **the Town of Washington mail every property owner and make available to every registered voter who does not own property a paper survey.** The 2007 Comprehensive Plan survey was conducted in an identical way and resulted in a 45% response rate which is extremely good. See attached 2007 Comprehensive Plan Survey summary letter.

The motion to recommend to The Town Board of Washington Island that they conduct a mail in Survey that gets mailed to every property owner and is made available to registered voters was made by Mike Kickbush, 2<sup>nd</sup> by Connie Smith. Motion passed unanimously.

Respectfully submitted,

Michael G. Kickbush AIA  
Secretary  
Washington Island Planning & Zoning Committee

CCC Minutes – August 23, 2023 6pm – Gymnasium at Comm Center Building

Call to Order 6:03

Roll Call – Here - Emily, Liz, Becky, Kari Attending virtually was Mary and her cute little baby. Sally Schmidt was a guest at the beginning of the meeting. Loren was here as a board representative. Representing the Fire Dept for talk about Fire Fest was Jake and Adam. Jenni was absent.

Minutes – move to amend Apr 18<sup>th</sup> minutes to approve paying for the Family Pass at the Rec for 460. Emily will amend and send in. Emily motioned to approve, Kari seconded, all were in favor

Treasurer's Report - \$2,345. Came in from the Dance Fest. \$448. Was earmarked for the trip to Norway.

Proposal from Sally – Have a subcommittee the is specifically for the Scand dance fest. This has been done in the past. Their goals would be to fundraise for dance related events and needs, receive and process donations, properly notate music and archive dance moves. Sally suggested an app that would be helpful for organization called Ausana. It costs 11.99 a month. The subcommittee would report to the Comm Center Committee. Members would be capped at 7. Kari would be chairperson. Emily motioned that the subcommittee recommendation go to the town board, liz seconded, all were in favor.

Fire Fest – It will be on Oct. 7<sup>th</sup> from 10-3. Looking for Vendors to sell food. Will approach school council first. Beer and wine can be sold by the Lions Club or the CCC. Will look into this. Emily will reach out to Farmer's Market vendors. A boxholder is a great idea, let's do it! Someone will contact the person from WDOR. Mary will make a flier. There will not be a sweepstakes. Deadline for info will be Monday Sept 4<sup>th</sup>. There will not be an entry fee, boots will be set out for donations. Jake will ask Julian about playing with his band. Safety Trailer, Demo car to cup up, helicopter, shooting water games, bag tournament, kids putting on gear, Pie in the face, candy guess.. all ideas for fun things that will be going on. Next Fire Fest meeting will be on Sept. 18<sup>th</sup> at 6pm.

Swim Lessons Fall 2023 – Emily motioned to buy Starfish Academy swim instructor training for \$588, Kari seconded. All were in favor. Adam, Kari, Betsy Morgan, Rod, Bitta, all may be interested instructors. With this purchase we can certify 10 people.

Charter – Emily will write a recommendation that if CCC donates to infrastructure, the fiscal responsibility stops after the donation is made. This sounds good to us.

Budget 2023 – Due Sept 1<sup>st</sup>. Emily motioned we pay for the hood cleaning that costs \$780. Understanding that from this point forward, that maintenance is not up to us. Liz seconded. All were in favor.

Dance fest recap – Someone was here recording and interviewing, and it was a big deal, but I cannot remember where they were from but it's cool. There was a record number of dancers. Ticket sales were higher than last year. The stage may not be big enough for all those dancers! Talk about if there should be alcohol allowed during the fest resulted in the decision to probably not allow outside food and drink next year.

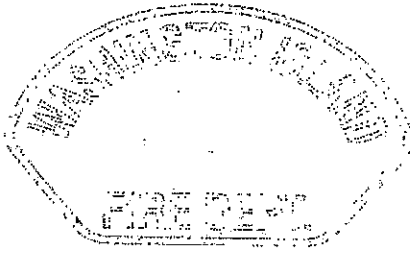
Em motioned to pay the following people \$50 - Pauline Taylor, Laurie Williams, Jen Munao, Judy Baseman, Kevin Jones, Jimmy Sorensen, and pay Kari \$1,050. Liz seconded. All were in favor.

Dance trip Fundraiser – Trip is in June of 2024. Cost will be around \$3,000 per person. All that want to go know they will have to pay what is left after fundraising. Tickets will be bought with a group rate through the airline. Every participant should/must have travel insurance. The logistics of how to pay for everything is complicated. Going through the CCC makes it more difficult. Kari is going to talk to Island Angels and see if they can help.

We also talked about a candle fundraiser. Different size donations get you different candles to put in your window during the holidays.

Our next meeting is on Sept. 18<sup>th</sup> at 6 with the Fire Dept. At Wisco. CCC meeting will follow.

We adjourned at 8:55



Washington Island Fire Department  
P.O. Box 250  
Washington Island WI 54246

*Protecting Washington Island Since 1942*

## WIFD JULY 2023 MONTHLY REPORT

### Washington Island 911 calls

Wifd EMR calls -- 14 WIFD EMR CALLS YTD - 55

**FIRE AND RESCUE CALLS:** July 2 -- 1070 Old West Harbor Rd. -- Water Rescue  
July 4 -- 1808 Jackson Harbor Rd. -- Medical -- Assist EMS with UTV  
July 4 -- 1945 West Harbor Rd. -- Grass Fire  
July 5 -- 1076 Michigan Rd. -- Fire  
July 14 -- 1904 Indian Point Rd. -- Water Rescue  
July 16 -- Little Lake Trail -- PI Accident -- Assisted EMS with UTV  
July 22 -- Sister Bay Mabas

EMR Training was held July 6 -- 15 Members present.

FIRE Training was held July 13 - 14 members present.

FIRE Board of Directors meeting -- July 20 -- 8 members present.

FIRE Business meeting and training was held July 20 - 19 members present.

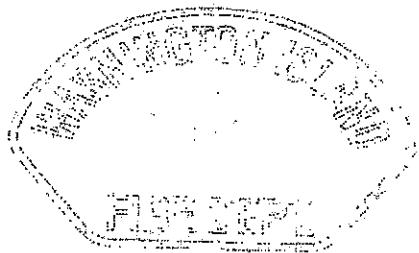
Budget Session was held July 31 -- 7 members present.

Equipment Checks - 6 checks completed by 6 firefighters.

Regards,

  
Chief Peter Nelson





Washington Island Fire Department  
P.O. Box 250  
Washington Island WI 54246

*Protecting Washington Island Since 1907*

## WIFD AUGUST 2023 MONTHLY REPORT

### Washington Island 911 calls

Wifd EMR calls – 136 WIFD EMR CALLS YTD - 68

**FIRE AND RESCUE CALLS:** August 1 – Detroit Island – Medical  
August 6 – 1976 McDonald Rd. – Moped Accident  
August 12 – Rock Island State Park – Water Rescue  
August 19 – Jackson Harbor State Dock – Water Rescue

EMR Training was held August 3 – 17 Members present.

FIRE Training was held August 10 - 16 members present.

FIRE Board of Directors meeting – August 17 – 10 members present.

FIRE Business meeting and training was held August 17 - 17 members present.

Equipment Checks - 18 checks completed by 7 firefighters.

Regards:

A handwritten signature in black ink, appearing to read "Peter Nehlsen", written over a horizontal line.

Chief Peter Nehlsen

# Bay Architects, LLC

3049 Ramada Way, Suite 125

Green Bay, WI 54304



Ph: 920-337-9400

7/25/2023

Martin Andersen  
P.O. Box 220  
Washington Island, WI 54246

Re: Community Center Preliminary layouts

Martin,

Thank you for meeting with me to discuss the renovations for the community center.

We propose to provide the following architectural/engineering services for the above referenced project:

Preliminary drawings for building modifications  
Measure complete existing facility  
Create current base plan of existing facility  
Create preliminary modifications plan set

Not included:

Renderings or Interior Elevations of proposed modifications.

All of the above not to exceed . . . . . \$10,500.00

If you have any questions, please call.

Sincerely,

Greg Hoffm  
Designer

Accepted Date:

Signature:

Please add the following requests/recommendations to the town board for approval to the next town board meeting agenda on 9/20/23.

All of the following request/recommendations are reflected in CCC minutes:

-The Community Center Committee approved the recommendation for an expenditure of \$588 from CCC funds collected through donations, to join Starfish Swim Academy. The fee is for a year membership and includes all resources and curriculum necessary to train and certify up to 10 instructors. Certifications are renewable annually, and we do not need to purchase the whole program every year; just individual instructor renewal fees. I've included the Starfish brochure/info packet as an attachment here. We would like to get this purchased and get our instructor training up and running in order to organize a fall swim lesson session. Kari Gordon will act as the lead instructor and we have at least 6 other Island residents interested in getting trained and certified.

-The CCC approved the recommendation to provide the following stipends to musicians, audio techs and the director of the Dance Festival out of CC funds: \$50 - Pauline Taylor, Laurie Williams, Jen Munao, Judy Baseman, Kevin Jones, Jimmy Sorensen; \$1,050 to Kari Gordon. These folks have been notified they must fill out the proper forms with the town office in order to receive the funds.

-We would like to reimburse the town for the \$780 hood cleaning fee at the CC kitchen with CC funds, with the understanding that going forward, all maintenance costs for infrastructure purchased from CCC funds be the responsibility of the town and drafted the following recommendation:

The CCC, in its role as an advisory committee to the town, when making infrastructure improvements or purchases, communicate with the town board, have those approved, and once the original purchase or upgrade is complete, the CCC cede fiscal responsibility for maintenance of infrastructure to the town. All to be agreed upon and approved beforehand by the board with knowledge and communication between the CCC and the board.

-Interested parties are launching a nonprofit entity temporarily referred to as "Friends of the Community Center" in order to clarify the historically murky fiscal relationship between the CCC and the town board. With the understanding that the CCC is a town committee, with no power beyond its recommendation and advisory capacity, some folks feel a separate nonprofit is necessary and beneficial. The CCC is seeking to clarify the roles and responsibilities of these two organizations and will endeavor to work with the town office and town board liaison to make that happen transparently and effectively.

The CCC would ask that the town board approve any funds donated that have been earmarked specifically for the Scandinavian Dance Fest trip in June 2024 be transferred from the CCC's fund to a "Friends of the CCC" memorial account at Nicolet Bank.

-We'd also like to request, on behalf of the CCC and Washington Island Fire and Rescue Inc., to reserve and use the building (gym, kitchen, restrooms and Rutledge Room) and grounds of the CC for Fire Fest on October 7. Between setup, the event itself, and cleanup it would run from 8 a.m. to 5 p.m.

Thank you.

Emily Small

Community Center Committee Chairperson



August 31, 2023

Dear Grant Review Committee,

It is with great enthusiasm that I recommend the Washington Island Scandinavian Dance Festival for an American Scandinavian Foundation Public Programs grant. I had the pleasure of traveling to Washington Island to document this festival in August 2023 as part of my role as a postdoctoral research fellow in Nordic Folklife at the University of Wisconsin-Madison. I can say with utmost confidence that this group of intergenerational dancers is one of the most inclusive and community-minded groups I have encountered over the course of my research.

Washington Island is a community of over 700 people at the northern tip of Door County, Wisconsin, accessible by a 30-minute ferry ride via Lake Michigan. The population grows to about 2000 people each summer, especially during the four weeks leading up to the Scandinavian Dance Festival each August. This year, the festival celebrated its 75th year, with over 156 dancers from ages 2 to 92 participating. Dancers practice three to four times per week for four weeks before the festival, and several participants have danced for a decade or more in this event. Many island families claim three and even four generations of dancers. It is a tradition that is a source of social connection, family identity, and significant local pride.

This year, the group would like to extend their heritage knowledge and expand upon their festival by selecting 30 teen and young adult dancers to travel to the Valdres region of Norway for workshops, performances, and cultural activities. In addition to participating in the Frikar (halling) dance workshop, participants will experience home stays, attend Landskappleiken (Norway's preeminent gathering of folk musicians, singers, and dancers), meet with Norwegian music students, and engage in other cultural practice demonstrations and lessons such as fishing, silversmithing, knife-making, bunad making. This type of cultural exchange is important not only for the young people who will take part in this program, but also for the future of the Washington Island festival as works towards sustainability and situates itself in a contemporary Scandinavian dance context. The trip (and the program as a whole) is both feasible and timely, and I think it will have a substantial impact on both the Washington Island community and the Scandinavian-American dance community as a whole.

Projects such as the one proposed by the Washington Island Scandinavian Dance program enhance communities through cultural ambassadorship and exchange. Having worked with previous ASF grantees such as the American Swedish Institute's Lilla Spelmanslag, who traveled to Sweden as part of their grant, I have seen in person how these types of trips can have a lasting impact on young people and their cultural practices. To this end, I believe the Washington Island Dance Festival is a perfect candidate for the ASF Public Programs grant. It will serve as a model for other Scandinavian dance groups in the region as they bring the dance and cultural

knowledge they learn from their workshops and meetings back to the United States, and as they continue their festival and the celebrations of Scandinavian heritage in the Upper Midwest.

In sum, it would be my sincere pleasure to see this group of dancers on their journey; I can with confidence say that the funds granted will make not only significant memories and cultural connections for the 30 students who travel, but will also make a lasting impact on this community as a whole.

Sincerely,

A handwritten signature in black ink that reads "Carrie A. Danielson". The signature is written in a cursive style with a large, sweeping initial 'C' and a long, horizontal flourish at the end.

Carrie A. Danielson, PhD  
Postdoctoral Fellow in Nordic Folklife  
Center for the Study of Upper Midwestern Cultures  
University of Wisconsin-Madison

# TOWN OF WASHINGTON

## RESOLUTION 2023-04

### Resolution adopting Public Participation Procedures for Comprehensive Plan

**WHEREAS**, the Town of Washington is preparing a Comprehensive Plan under Wis. Stats. 66.01, and;

**WHEREAS**, the Town of Washington may amend the Comprehensive Plan from time to time, and;

**WHEREAS**, Wis. Stats. 66.1001(4) requires a governing body of a local unit of government adopt written procedures designed to foster public participation in the adoption or amendment of a comprehensive plan, and;

**WHEREAS**, the town has prepared and publicly reviewed such written procedures entitled *Town of Washington Comprehensive Plan, Public Participation Procedures*,

**NOW THEREFORE, BE IT RESOLVED**, the Town Board of the Town of Washington officially adopts the *Town of Washington Comprehensive Plan, Public Participation Procedures*

**ADOPTED:** May 17, 2023

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Hans Lux, Town Chairman

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Attest: Alexandria McDonald, Town Clerk/Treasurer

**ROLL CALL VOTE:**

**AYE**

**NAY**

Hans Lux

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\_\_\_\_\_

Martin Andersen

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\_\_\_\_\_

Margaret Foss

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\_\_\_\_\_

Lawrence Kahlscheuer

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Loren Roznai

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# Town of Washington Comprehensive Plan

## Public Participation Procedures

The Town of Washington's Comprehensive Plan is the document that guides future planning and development in the town. As public involvement is the cornerstone of any good community plan, it will be a critical component for this project as well. In accordance with Wisconsin State Statute 66.1001(4), which defines "Procedures for Adopting Comprehensive Plans," these adopted written procedures are designed to foster public participation, including open discussion, communication programs, information services, and public meetings and shall apply to the adoption and any amendments to the Town of Washington Comprehensive Plan.

A comprehensive plan, while rooted in technical analysis, is also extensively based on the community's local values. The plan should reflect (1) how the community envisions growing and (2) what they want their community to become. Accordingly, the Town of Washington and the Bay-Lake RPC will solicit input from the public, from stakeholders, and from other local officials to ensure the Washington Comprehensive Plan is a statement of the community's desired vision and identity. The planning process will rely on a range of activities and efforts to access that input. Primary activities and efforts typically include:

- Zoning and Planning Committee meetings
- Community surveys/workshops
- Public meetings/open houses
- Public hearing (1) and public comment period

The primary engagement activities, as well as other secondary activities that may be used, are discussed in more detail in the sections below.

### Zoning and Planning Committee Meetings

The comprehensive plan planning process will involve meetings with the Town's Zoning and Planning Committee, or other committee as assigned by the Town Board. These public meetings provide a forum where citizens can learn about the comprehensive plan, its components, and express their desires of what should be incorporated into the plan. Public notices shall be posted at appropriate locations to increase the likelihood of public participation.

Committee members will have the opportunity to hear public feedback and make consensus decisions on the elements of the comprehensive plan.

Before or following many of the meetings, committee members will receive draft elements or components of the comprehensive plan to review and comment on.

Town board members are encouraged to attend Zoning and Planning Committee meetings to stay informed on the status of the plan.

## **Community Survey and Nominal Group Exercise**

An online survey may be created for property owners and stakeholders of Washington to provide their insights on the future of the town, what they wish to be incorporated in the plan, and identify points of interest and importance in the town. This insight will help guide the creation of the comprehensive plan. Postcards, informational flyers, or other correspondence may be used to promote the link to the survey and instructions for where the public can get a hard copy of the survey, if necessary.

A nominal group exercise can also be utilized to gather public input for the plan. This would involve facilitation of several groups at an open meeting. Issues from each group would be collected and ranked to determine common themes to be addressed in the plan.

## **Project Webpage Updates**

The Town of Washington may host a project specific webpage on their website. The webpage would provide an opportunity for the community to learn about the project and planning process. It would also allow the Town of Washington to provide regular updates on the progress of the comprehensive plan, share current drafts of the plan, and distribute key information.

## **Social Media Presence**

The Town of Washington maintains a social media presence and may choose to post updates or outreach questions on platforms such as Facebook. The Town of Washington would manage its social media presence or coordinate and cooperate with additional organizations that could assist with providing content.

## **Informational Flyers**

Flyers and pamphlets provide valuable information on the planning process and describe how the public can participate during the comprehensive planning process.

## **Email and Newsletters**

Members of the public who are subscribed to receive regular email updates and newsletters from the town could be sent updates on the plan progress and information on public participation opportunities.

## **School District**

An opportunity for information sharing is possible between the Town of Washington and the Washington Island School District. The school may assist with the planning process by promoting the plan or serving as a secondary source for information distribution.

## **Public Access and Public Comment on Draft Document**

In all cases, Wisconsin's open records law will be complied with. During the public review period for the comprehensive plan, a copy of the draft plan will be made available at the Town Office/Community Center for public inspection, or another location designated by the town. The public is encouraged to submit written comments on the plan or any suggested amendments to the plan. Written comment should be addressed to the Town Clerk who will record the transmittal and forward copies of the comments to Zoning and Planning Committee for consideration. The Zoning and Planning Committee shall respond to written comments either individually or collectively by type of comments. The Zoning and Planning Committee responses may be in the form of written or oral communication, or by a written summary of the town's disposition of the comments in the comprehensive plan.



## **Open House**

An open house provides the opportunity for the public to view and provide comments on the final product of the comprehensive planning process. The open house is typically held prior to the required public hearing.

## **Public Hearing and Public Comment Period**

The required public hearing will allow members of the public to make direct comments to the town on the nature of the comprehensive plan. The public hearing will be preceded by a Class I notice under ch. 985 that is published at least 30 days before the hearing is held. The Class I notice shall contain at least the following information:

1. The date, time, and place of the hearing.
2. A summary, which may include a map, of the proposed Comprehensive Plan.
3. The name of an individual employed by the Town of Washington who may provide additional information regarding the proposed ordinance.
4. Information relating to where and when the proposed comprehensive plan may be inspected before the hearing, and how a copy of the plan may be obtained.

Upon the day of publication of the public hearing notice, copies of the plan will be made available for public review at a desired location in the community or at the Town Office/Community Center. An electronic version of the proposed plan will also be made available to the public via the town's website. Written comments on the plan from members of public will be accepted by the Zoning and Planning Committee at any time prior to the public hearing and at the public hearing.

## **Town of Washington Zoning and Planning Committee Adoption of Plan by Resolution**

The town Zoning and Planning Committee will recommend the adoption or amendment of the comprehensive plan only by the adoption of a resolution by a majority vote of the entire Zoning and Planning Committee at a regularly scheduled and publicly noticed meeting of Zoning and Planning Committee in accordance with s. 66.1001 (4) b. The vote shall be recorded in the official minutes of the Zoning and Planning Committee. The resolution shall refer to maps and other descriptive materials that relate to one or more elements of the Comprehensive Plan.

## **Adoption of Comprehensive Plan by Town Board**

Following at least one public hearing and after adoption of a resolution by the Zoning and Planning Committee, the Town Board will adopt the Comprehensive Plan by ordinance. A majority vote of the members-elect is necessary for adoption.

## **Distribution of the Adopted Plan**

In accordance with State Statute 66.1001(4), Procedures for Adopting Comprehensive Plans, one copy of the adopted comprehensive plan or amendment shall be sent to the following:

1. Every governmental body that is located in whole or in part within the boundaries of the local governmental unit.
2. Every local governmental unit that is adjacent to the local governmental unit which is the subject of the plan.
3. The Wisconsin Department of Administration
4. The Bay-Lake Regional Planning Commission
5. The public library that serves the Town of Washington.

### **Additional Steps for Public Participation**

The Town reserves the right to take additional steps, means, or methods to gain additional public participation and/or additional understanding of the Comprehensive Plan and the process of its development and adoption.

### **State Statutes**

Where there is a conflict with these written procedures and provisions of s. 66.1001 (4) *Procedures for Adopting a Comprehensive Plan*, the state statutes apply.

### **Amendments**

The Town Board may amend these procedures from time to time.

### **ACKNOWLEDGEMENT:**

This document funded by the Wisconsin Coastal Management Program and the National Oceanic and Atmospheric Administration, Office for Coastal Management under the Coastal Zone Management Act, Grant # NA22NOS4190085.



## RECOMMENDATION

### WASHINGTON ISLAND PLANNING & ZONING COMMITTEE

**September 13, 2023**

At a publically posted meeting of the Washington Island Zoning and Planning meeting held on September 12, 2023 it was the unanimous recommendation of the committee members present that **the Town of Washington mail every property owner and make available to every registered voter who does not own property a paper survey.** The 2007 Comprehensive Plan survey was conducted in an identical way and resulted in a 45% response rate which is extremely good. See attached 2007 Comprehensive Plan Survey summary letter.

The motion to recommend to The Town Board of Washington Island that they conduct a mail in Survey that gets mailed to every property owner and is made available to registered voters was made by Mike Kickbush, 2<sup>nd</sup> by Connie Smith. Motion passed unanimously.

Respectfully submitted,

Michael G. Kickbush AIA  
Secretary  
Washington Island Planning & Zoning Committee

RECOMMENDATION

**WASHINGTON ISLAND PLANNING & ZONING  
COMMITTEE**

**August 29, 2023**

At a meeting of the Washington Island Zoning and Planning meeting held on August 23, 2023 it was the unanimous recommendation of the committee members present that **Andrew Kehren** be made a member of WIZAP.

The motion to recommend Andrew Kehren as a member of WIZAP was made by Mike Kickbush, 2<sup>nd</sup> by Susan Buchanan. Motion passed unanimously.

Respectfully submitted,

Michael G. Kickbush AIA  
Secretary  
Washington Island Planning & Zoning Committee

**chairman@washingtonisland-wi.gov**

---

**From:** Schwartz, Zakry <zschwartz@co.door.wi.us>  
**Sent:** Friday, September 15, 2023 9:16 AM  
**To:** 'chairman@washingtonisland-wi.gov'  
**Subject:** FW: Road name

Hello,

This is what we received as per the request of the property owner. Either Potawatomi Drive or Potawatomi Island (road, lane, drive, etc).

Hope that helps!

Best,

**Zakry Schwartz**

GIS/Land Information Coordinator

Door County Land Use Services

421 Nebraska St Sturgeon Bay, WI 54235

Phone: (920) 746-2391

Email: [zschwartz@co.door.wi.us](mailto:zschwartz@co.door.wi.us) | Website: <https://www.co.door.wi.gov/>

Apply for permits on-line: <https://www.citysquared.com/#/app/DoorCountyWI/landing>

**From:** Diego Anderson <diegoanderson685@gmail.com>

**Sent:** Thursday, August 24, 2023 8:14 AM

**To:** Schwartz, Zakry <zschwartz@co.door.wi.us>

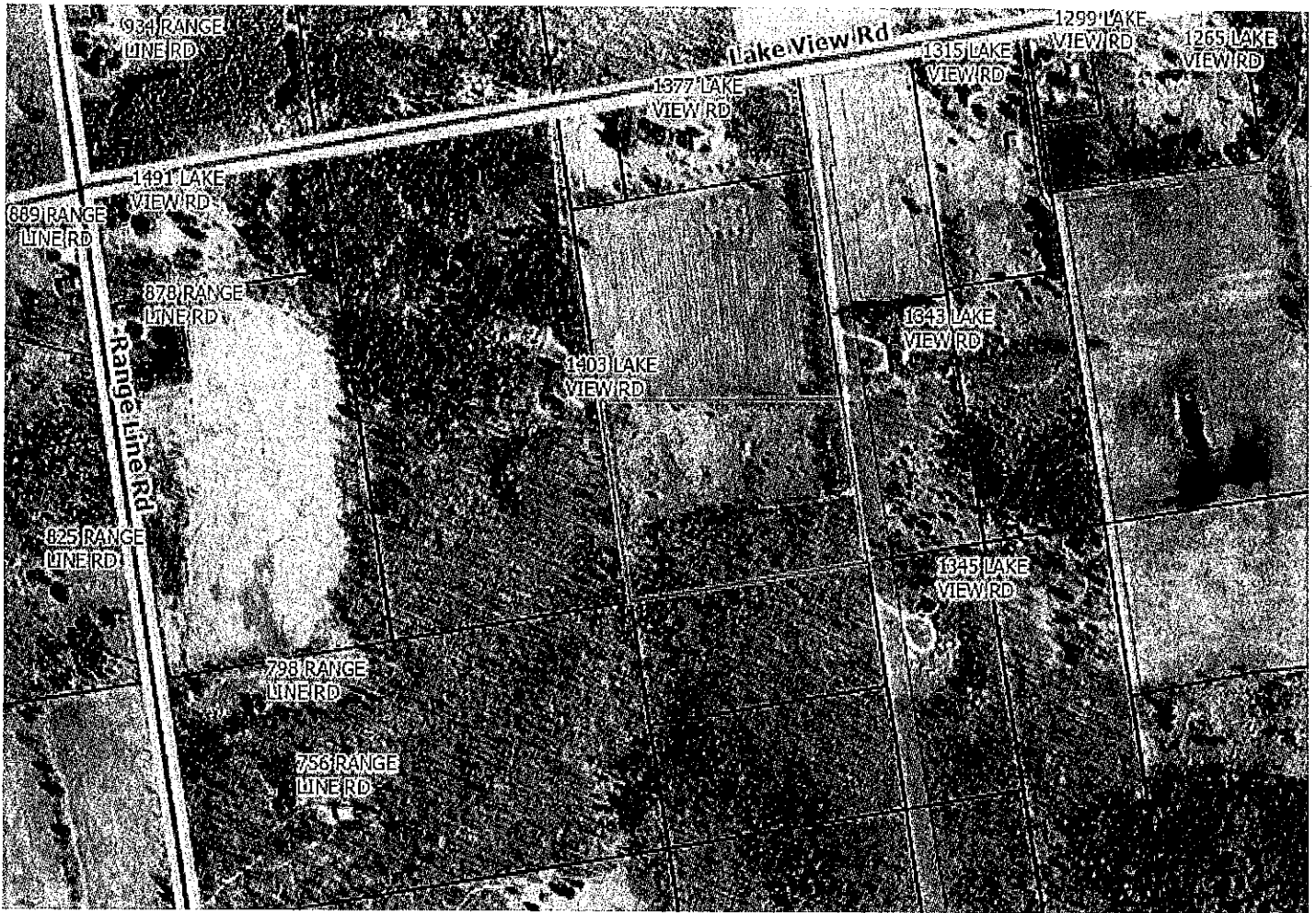
**Subject:** Road name

Hey Zakry,

After some discussion, we decided to propose the name Potawatomi Drive. Washington island was at one point named Potawatomi Island yet there's no road named after the tribe. Let me know if that is an acceptable name, otherwise we have a 2nd and 3rd option.

Best,

Diego



Thank you,

**Zakry Schwartz**

GIS/Land Information Coordinator

Door County Land Use Services

421 Nebraska St Sturgeon Bay, WI 54235

Phone: (920) 746-2391

Email: [zschwartz@co.door.wi.us](mailto:zschwartz@co.door.wi.us) | Website: <https://www.co.door.wi.gov/>

Apply for permits on-line: <https://www.citysquared.com/#!/app/DoorCountyWI/landing>

**chairman@washingtonisland-wi.gov**

---

**From:** Margaret Foss <mfoss@washingtonisland-wi.gov>  
**Sent:** Wednesday, August 30, 2023 10:02 AM  
**To:** Hans Lux  
**Subject:** Fwd: Register Now for the 2023 Wisconsin Real Estate & Economic Outlook Conference - Connecting the Dots: Aligning Housing Supply With Demand

Good Morning Hans.

This looks very good and possibly worthwhile for a member of the Town Board to attend. What are your thoughts? I forwarded it to Don R., thinking he might be interested in attending or sharing it with others who might.

----- Forwarded message -----

**From:** Town of Washington Office <townoffice@washingtonisland-wi.gov>  
**Date:** Tue, Aug 29, 2023 at 9:41 AM  
**Subject:** Fwd: Register Now for the 2023 Wisconsin Real Estate & Economic Outlook Conference - Connecting the Dots: Aligning Housing Supply With Demand  
**To:** Hans Lux <chairman@washingtonisland-wi.gov>, Larry Kahlscheuer <lkahlscheuer@washingtonisland-wi.gov>, Margaret Foss <mfoss@washingtonisland-wi.gov>, Loren Roznai <lroznai@washingtonisland-wi.gov>, Martin Andersen <mandersen@washingtonisland-wi.gov>

**Sincerely,  
Alexandria McDonald  
Town Clerk/Treasurer**

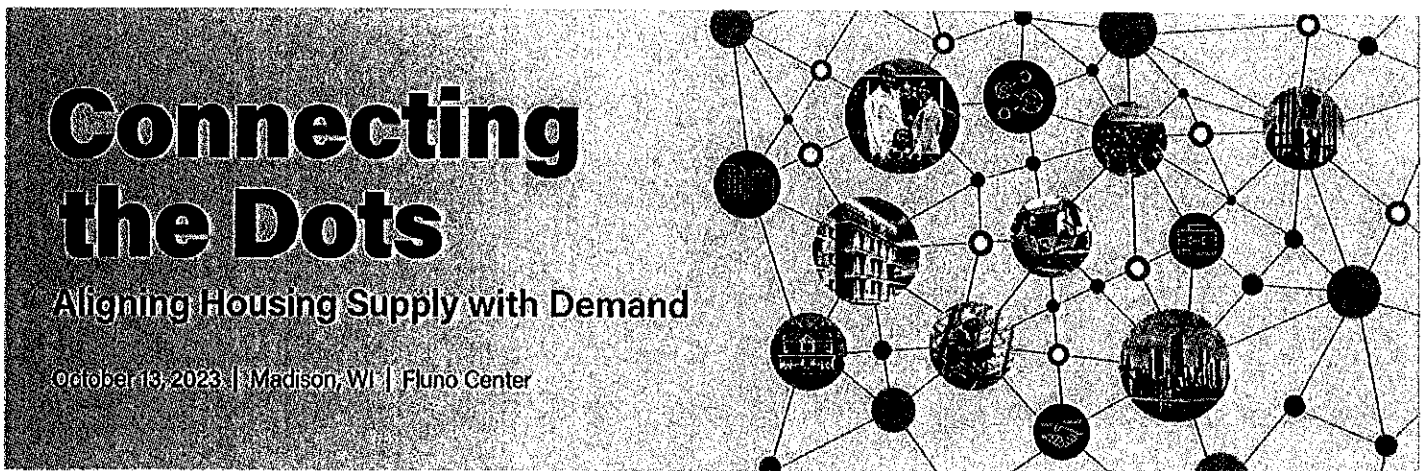
Town of Washington, Door County  
(920) 847-2522  
910 Main Road  
P.O. Box 220  
Washington Island, WI 54246  
Population Estimate 782

----- Forwarded message -----

**From:** UW-Madison Graaskamp Center for Real Estate <graaskamp@bus.wisc.edu>  
**Date:** Tue, Aug 29, 2023 at 9:11 AM  
**Subject:** Register Now for the 2023 Wisconsin Real Estate & Economic Outlook Conference - Connecting the Dots: Aligning Housing Supply With Demand  
**To:** <townoffice@washingtonisland-wi.gov>

# Wisconsin Real Estate and Economic Outlook Conference

Friday, October 13 | 8:30am – 3:00pm



**Wisconsin Real Estate and Economic Outlook Conference**

[Register Now! »](#)

For decades, new housing production has lagged behind household growth in the United States, leading to an acute shortage of affordable homes. The housing supply challenge is so profound that businesses of all sizes increasingly cite housing unaffordability as a primary barrier to attracting, retaining, and developing diverse and productive workforces. In addition, millions of low- and moderate-income families pay unsustainable rents while millions more can't afford to buy their first home.

There is no single solution to align housing supply with demand and alleviating the problem requires a comprehensive, all-in approach from the private sector, local, state and federal governments, community members and nonprofits. Our expert presenters and panelists from industry, government



and academia will share ideas, best practices, and innovative yet practical solutions that are working in our communities today. You will take away ideas and strategies to help you, your organization, and community to better align housing supply and demand.

### **Connect and Learn!**

Join us and you'll have the opportunity to network with a diverse and passionate group of 150+ housing, banking, real estate, government and non-profit professionals to . You'll hear from a range of experts — from the public and private sectors, government and business and academia — who are on the front lines of housing market research, policy and practice. We invite you to join our conversation!

[Agenda](#) ▾

[Registration Information](#) ▾

[Sponsors and Partners](#) ▾

[Presenters](#) ▾

[Location and Lodging](#) ▾

[Sponsorship Opportunities](#) ▾

## Agenda

**8:30 - Continental Breakfast and Registration**

**9:00**

**a.m.**

**9:00 - Welcome and Introductions:**

**9:10 Mark Eppli, Director, Graaskamp Center**

a.m.

**9:10 – Keynote: Economic and Housing Outlook for 2024 and Beyond:**

**10:00 Selma Hepp, Chief Economist, CoreLogic**

a.m.

Learn about the latest cutting-edge macroeconomic and housing outlook trends, including the latest data on housing prices, interest rates, inflation, affordability and supply.

**10:00 – Panel 1: Clearing the Way to Increasing Housing Supply**

**11:15** Diagnosing the housing shortage is simple enough, but fixing it is anything but straightforward. New housing developments require planning and approvals, a process often measured in years, and existing homeowners are reliably resistant to new housing developments.

a.m.

This panel will discuss the extent and role of local regulation in the production of housing. Panelists will also explore the challenge of balancing citizen input with the need to accelerate housing production. You'll hear ideas that are innovative, ambitious, and actionable — for example, learn how the City of Eau Claire is working to rewrite zoning regulations to improve housing supply and economic development.

Moderator: **Jerry Deschane**, Executive Director, League of Wisconsin Municipalities

Panelists:

**Emily Berge**, President, Eau Claire City Council

**Tom Larson**, Executive Vice President of Legal and Public Affairs, Wisconsin Realtors Association

**Josh Schoemann**, County Executive, Washington County

**11:15 – Networking Break**

**11:30**

a.m.

**11:30 Keynote: Advancing Innovative Solutions to Increase Affordable Housing Supply**

**a.m. – Elmer Moore, CEO, WHEDA**

**12:30**

**p.m.** Not one solution, but a number of solutions are emerging, with a great deal of energy

and creativity at the local and regional levels. Based on the innovation underway at WHEDA and other organizations, Elmer Moore will highlight innovative paths that will help us move towards increasing housing supply and affordability.

**12:30 - Lunch**

**1:20 pm**

**1:30 - Panel 2: It Takes a Village to Build a House**

**2:45 p.m.** Many small/medium towns and rural areas have been intensely impacted by a widespread lack of affordable housing. In many communities, there is so little available housing that nurses, factory workers, managers, and others are turning down job offers to relocate because they can't find houses or apartments in these communities. In turn, economic development can't thrive and opportunities are missed.

What resources are needed to address these challenging issues? How can communities jump-start housing development to improve economic development? From improving access to financing options to improving public housing resources, panelists will discuss policies and programs that are being implemented to increase supply.

Moderator: **Anne Neujahr Morrison**, Principal, New Yea2r Investments

Panelists:

**Kaba Bah**, Real Estate Entrepreneur and Research Scientist, Space Science & Engineering Center, University of Wisconsin-Madison

**Brian Doudna**, Executive Director, Sheboygan County Economic Development Corporation

**Bill Esbeck**, Executive Director, Wisconsin Telecommunications Association

**Katie Naftzger**, Community Investment Officer, Senior Vice President, Federal Home Loan Bank of Chicago

**2:45 - Wrap-up and Adjourn**

**3:00 p.m.** **Mark Eppli**, Director, Graaskamp Center

## Four Ways to Register

1. **Call:** 1-800-348-8964 or 608-262-2451

2. **Register online »**

3. **FAX:** 1-800-741-7416

4. **Mail completed registration form to:**

The Pyle Center

Registration Office

702 Langdon Street

Madison, WI 53706-1487

**Registration Fee:**

**\$135** for government/non-profit and WREAA attendees

**\$175** for corporate attendees

In-person fee includes conference materials, continental breakfast, lunch, and refreshments. The program includes two virtual keynotes broadcast at the conference and two in-person panels.

*We are grateful for the support of our conference sponsors whose contributions help to keep registration fees low, allowing non-profit and government professionals to attend this important forum.*

**Registration Deadline:** Monday, October 2. Call (608) 250-6401 for availability after this date. No refunds after October 2 but substitutions are allowed.

**Cancellation Policy:** Cancellations made before Monday, October 2, will receive a full refund; those made on or after October 2 are subject to the full registration fee. Substitutions may be made at any time.

**Questions:** If you have any questions, please contact Lee Gottschalk at [lee.gottschalk@wisc.edu](mailto:lee.gottschalk@wisc.edu) or 608-250-6401. If you have a disability and desire accommodations, please advise us when you register. Requests will be kept confidential.

## Sponsors

- Wisconsin REALTORS Association
- Wisconsin Bankers
- Wisconsin Housing and Economic Development Authority
- League of Wisconsin Municipalities
- LISC Milwaukee

## Keynote Presenters



### **Selma Hepp**

#### **Chief Economist, Core Logic**

**Keynote 1: The Macroeconomic and Housing Outlook for 2023 and Beyond**

Selma Hepp is the Chief Economist for CoreLogic, America's largest provider of advanced property and ownership information, analytics and data-enabled services. Selma leads the economics team, which is responsible for analyzing, interpreting and forecasting housing and economic trends in real estate, mortgage and insurance.

Prior to joining CoreLogic in 2020, Selma was Chief Economist and Vice President of Business Intelligence for Pacific Union International, later acquired by Compass, where she oversaw the vital economic and technology intelligence to drive the expanding brokerage's success.



### **Elmer Moore**

**CEO, WHEDA**

**Keynote 2: Connecting Supply and Demand: Wisconsin's Housing Agency on Solutions and Public-Private Collaborations**

Elmer Moore, Jr. was appointed by Gov. Evers in April 2022. Mr. Moore previously served as the executive director of Scale Up Milwaukee for the Greater Milwaukee Committee. He has a proven track record in creating public-private partnerships and innovative programs that support business development and job creation resulting in over 1,400 jobs created for more than 200 Wisconsin organizations and securing more than \$60 million in new capital investments. He has also secured national foundation funding that provides programming for entrepreneurship growth and resources to address the racial wealth gap.

## Presenters and Moderators

**Emily Berge**

**President, Eau Claire City Council**

**Kaba Bah**

**Real Estate Entrepreneur and Research Scientist, Space Science & Engineering Center, University of Wisconsin-Madison**

**Jerry Deschane**

**Executive Director, League of Wisconsin Municipalities**

**Brian Doudna, Executive Director**

**Sheboygan County Economic Development Corporation**

**Bill Esbeck**

**Executive Director, Wisconsin Telecommunications Association**

**Tom Larson**

**Executive Vice President of Legal and Public Affairs, Wisconsin Realtors Association**

**Anne Neujahr Morrison**

**Principal, New Yea2r Investments**

**Josh Schoemann**

**County Executive, Washington County**

## Location and Lodging

### Fluno Center

601 University Avenue

Madison, WI 53708

608-441-7117

887-773-5866

## Hotel accommodations

A block of rooms is reserved at the Fluno Center at \$131 per night for the evening of October 12. Contact the Fluno Center directly at 608-441-7117 or 887-773-5866 to reserve your room. Be sure to mention that you are attending the Wisconsin Real Estate and Economic Outlook Conference.

## Parking, Travel and Directions

The closest parking ramp (very close to the Fluno Center) is the Francis Street Parking Ramp (Lot 46), located between University Avenue and State Street. Parking is a maximum rate of \$15/day. Public parking is also available at the nearby Lake Street ramp. The Fluno Center parking ramp (Lot 83) may not be available this year so we will provide an update in the final confirmation email sent the week of the conference. Campus parking link: [PARKING](#)

*We encourage you to arrive early to allow plenty of time to park as there may be construction and lots can fill quickly.*

There are also other public lots nearby. [View additional information on getting to the Fluno Center by plane, car, or bus](#)





**Washington Island Fire Department**  
**P.O. Box 250**  
**Washington Island Wi 54246**

August 17, 2023

To: Chairman Hans Lux  
And the Town Board Town of Washington

RE: Rick Weilbaker

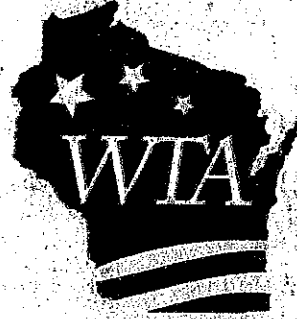
At our business meeting held August 17<sup>th</sup>, 2023, the Washington Island Fire Department unanimously elected Rick Weilbaker as a new member of the department. We look forward to the board's support and hiring of Rick as a new fire fighter.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Peter Nehlsen", written over a horizontal line.

Chief Peter Nehlsen  
Washington Island Fire Department

# 2023



# WTA

# Convention

**Kalahari Resort**  
**1305 Kalahari Drive, Wisconsin Dells**  
**October 22-24, 2023**

*Join hundreds of town officials from around the state as we gather in one place to listen, learn, and connect with each other! Our annual convention will consist of three days filled with exciting opportunities to network with your peers, learn from experienced educators, become acquainted with state agency staff, and enjoy some time away. Mark your calendar and come spend some quality time with us this October!*

### **Sunday October 22nd**

Registration will be open from 1:00 p.m. until 6:00 p.m. The exhibitor area will open at 1:00 p.m. Come meet, learn from, and build relationships with vendors and companies that provide products and services of interest to towns. Highlights of the afternoon will include projection of the Green Bay Packer Game on the big screen in the Exhibitor Area along with complimentary beer, soda, and snacks during the game. If you are lucky, you might even win a prize at half-time! Dinner is on your own Sunday evening.

### **Monday October 23rd**

Breakfast will be served in the General Assembly Area from 6:45 a.m. to 7:45 a.m. for those attendees who pre-registered for the buffet on their convention registration form. **The cost for breakfast is \$28.00 per person and is not included in the general convention registration fee.** Breakfast will include fresh-cut fruit, muffins, breakfast breads, fruit-filled Danish, scrambled eggs, smoked bacon, turkey sausage links, breakfast potatoes, orange juice, apple juice, coffee, and tea.

There will be a general assembly from 8:30 a.m. to 10:30 a.m. with key featured speakers whose names will not be released until confirmed. Workshops will begin at 11:00 a.m. and run through 4:45 p.m. with a break for a deli sandwich buffet lunch.

### **Monday Spouse Activity**

Monday afternoon, registered spouses and guests will have the opportunity to play BINGO for cash prizes from 1:15 p.m. - 3:15 p.m.

### **Monday Afternoon Exhibitor Reception**

There will be a reception in the exhibitor area with complimentary beer, soda, and snacks for all registered attendees. Note that the exhibitors will close down at the end of the day Monday and will not be present on Tuesday. Be sure to visit the exhibitors on Sunday and Monday to collect your Bingo stamps to be eligible for cash and gift card prizes. Deposit your completed Bingo card into one of the designated boxes in the Exhibitor Area by 5:00 p.m.

### **Monday Evening Banquet**

The annual banquet and awards ceremony will be held on Monday night of the convention with doors opening at 6:00 p.m.

Long standing town officers will be recognized for their service. To receive this recognition, please mark your registration form accordingly and indicate you will be attending the banquet. We will also be awarding the WTA, Scott Construction, and Rural Mutual Insurance Scholarships to the essay contest winners.

The banquet is an optional event which will feature a buffet dinner at a cost of \$35 per person and is not included in the general registration fee. The dinner buffet will feature a full salad bar, prosciutto and fontina chicken, pit ham with honey glaze, mashed potatoes, chef's vegetable, and mini dessert buffet. (Spouses and guests are also welcome to attend the banquet at a cost of \$35 per person.)

### **Monday Night Entertainment**

All registered convention attendees are invited to join us for the **Felix and Fingers Dueling Piano Show** that will take place following the banquet. This will be a great time to mix and mingle with fellow attendees. Grab a table. Share some laughs. Enjoy the music. Enjoy complimentary beer, soda, and snacks. You won't want to miss out on the FUN!

Be sure to visit the exhibitors on Sunday and Monday to collect the stamps that you will need to enter the prize drawing. We'll announce the winners on Monday night. Good luck!

### **Tuesday October 24th**

On Tuesday morning breakfast will be served from 7:00 a.m. to 8:00 a.m. as an optional event for **\$28.00 per person** for those attendees who pre-registered on their convention registration form. The breakfast will consist of fresh-cut fruit, muffins, breakfast breads, fruit-filled Danish, orange juice, apple juice, coffee, tea, scrambled eggs, smoked bacon, turkey sausage links, and roasted red bliss potatoes. After you have enjoyed some breakfast, get ready to learn with a variety of workshops that begin at 8:30 a.m. and conclude at 12:00 noon in time for a buffet lunch featuring brats and burgers.

### **Registration Fees**

#### **\$200 Full Registration**

Includes lunches, exhibitor receptions, all workshops, general assembly, digital materials, Monday night entertainment.

#### **\$120 Single Day Registration (Monday or Tuesday)**

Includes Monday or Tuesday lunch, workshops, General Assembly, digital materials, Monday Exhibitor reception and Monday night entertainment.

#### **\$40 Spouse or Guest Registration**

Includes exhibitor receptions, BINGO, General Assembly, and Monday night entertainment. Meals are not included, but you may purchase them separately on the convention registration form. Deputy clerks and treasurers, election officials, plan commissioners and others who wish to attend workshops must pay regular full or single day convention registration fees.

## Workshop Schedule and Topics

Please Note: There will be a three-hour long election training class provided by the Wisconsin Elections Commission on Tuesday. Please indicate on the registration form if you plan to attend the Election Training so we can accurately gauge the number of attendees and plan accordingly.

Workshops are scheduled for both Monday and Tuesday. Many have one hour time slots and will be repeated a second time. Some of the workshops will be presented only once, as noted.

### Monday: 11:00 a.m. - Noon

### (Repeated 1:15 p.m. - 2:15 p.m. Except for Shared Revenue)

**1. Right-of-Way and Utility Accommodation:** This session will discuss town right-of-way authority regarding the permitting of utilities. The applicable state statutes will be reviewed, and the presenter will discuss the WCHA and WisDOT Utility Accommodation Policies, their history, purpose, and benefits. Finally, the presenter will discuss how to implement something at the town level to protect towns against future liability and cost implications. Presented by: Chris Hardy, P.E., Columbia County Highway Commissioner.

**2. ATC's Role in Energizing Your Town's Future:** The energy landscape is rapidly changing across the country due to a shift in public policy and renewable generation goals. To connect these new forms of energy to areas it is used, a safe and reliable grid is needed. ATC is the regional owner and operator of the high-voltage power delivery system for significant portions of Wisconsin and Michigan's Upper Peninsula. Learn more about the role ATC plays in the changes to an evolving, modern electric grid and how we're powering the needs of electric consumers today and for the future. Presented by: Sharon Pretorius, Mike White, and Jon Callaway.

**3. Update on the Use of Comprehensive Planning to Guide Utility-Scale (>100 MW) Solar Systems:** Due to the national and global efforts to reduce the dependency on fossil fuel consumption, renewable energy project developers are aggressively seeking acreage to site utility scale solar and wind projects in Wisconsin. Rural towns with large tracts of undeveloped agricultural land next to transmission infrastructure are uniquely positioned to become "hosts" to these large-scale solar energy projects, oftentimes with mixed resident support. Over the last year, growing evidence suggests towns can be pro-active through their comprehensive planning efforts (Wis. Stat. §66.1001), to assess and guide where renewable energy projects may be sited to be most advantageous to the town, residents, and landowners. Solar application reviews continue to point to the importance of towns having a compliant (updated within the last 10 years) Comprehensive Plan and having more local input on siting of solar arrays BEFORE Wisconsin Public Service Commission testimony. This session will discuss, with examples, how towns utilized land use planning to develop criteria that help protect incompatible areas while identifying areas that could accommodate the benefits of renewable energy. Presented by: Ken Jaworski, Senior Consultant, Cedar Corporation.

**4. Shared Revenue and the Wisconsin State Budget:** Presented by Atty. Joe Ruth, WTA Government Affairs Director/Legal Counsel

**Legislative Update Part 1: Shared Revenue (First Hour Only):** 2023 Wisconsin Act 12 marked the first changes to Shared Revenue in decades, providing additional funding and requirements for local governments. This session will dig into the details of Shared Revenue and Act 12 and help you understand what changes are coming and how to leverage those changes to benefit your community. Learn about the bipartisan efforts that led to historic funding increases and answer any questions still lingering about this complex legislation.

**Legislative Update Part 2: The State Budget (2nd Hour Only):** This session will provide an overview of the 2023-25 state budget and other law changes affecting towns and villages. Learn about WTA legislative priorities and accomplishments, what to expect from the new state budget, and how recent law changes will impact your community.

**5. Clerks Helping Clerks--Learning from Experience:** We invite new and seasoned clerks to share your experiences and consider what you would do to address common town concerns. Network with clerks from other towns and villages as we discuss everyday scenarios and learn best practices for how to handle various clerk responsibilities. Presented by: Lara Carlson, WTA Legal Counsel.

**Monday 2:30 p.m. - 3:30 p.m. (Repeated 3:45 p.m. - 4:45 p.m.)**

**1. You Need to Hire an Engineer—Now What?:** Oftentimes, hiring an engineering firm to help you bring your project from concept to completion can be overwhelming. This presentation will discuss Requests for Qualifications, Requests for Proposals, and Master Service Agreements. Learn which process should be used when, and how you can find the best consultant for your needs. Presented by: Paula Vandehey, Craig Schuh, and other staff from Ayres Associates.

**2. Internet for All--A Federal Update on Next Steps for Wisconsin:** Wisconsin will receive a significant amount of funding for broadband expansion in the next few years through the Bipartisan Infrastructure Law. In this session, attendees will learn details about the federal Broadband, Equity, Access and Deployment (BEAD) and Digital Equity (DE) grant programs, gain insight into the overall timeline and upcoming milestones in Wisconsin and leave with an additional understanding of the important role local governments and communities play in connecting everyone in Wisconsin to high-speed internet. Presented by: Carah Koch, National Telecommunications and Information Administration (NTIA) Federal Program Officer.

**3. Common Meeting Misconceptions:** In this session, we will review some common meeting issues that most towns encounter at some point. Routine questions about notices, public comment, minutes, and more will be reviewed, so that attendees will leave with a better understanding of what to do when there are issues. Presented by: Jake Langenhahn, WTA Outreach Specialist.

**4. WISLR & Mileage Certification Basics:** This session will provide an overview of WisDOT's local road mileage certification process and using the Wisconsin Information System for Local Roads (WISLR) to view local road data and report your road maintenance. Presented by: Shelly Coleman, WI DOT

**5. Legal Cracker Barrel:** Join WTA legal staff for an informal question and answer session on any town topic. This is always a popular session with convention attendees and we encourage you to bring your questions!

**Monday 3:45 p.m. - 5:00 p.m.**

**The Town Advocacy Council (TAC) Annual Meeting:** Learn more about WTA's Town Advocacy Council and its efforts advocating for towns and villages in Madison. From listening sessions to Capitol Day, TAC has been essential in WTA's efforts to secure a plethora of recent legislative victories, including the generational shared revenue increase that towns will begin receiving in 2024. The TAC annual meeting is your opportunity to engage with WTA's lobbying team and better understand how WTA navigates the legislative issues important to your community. TAC will also elect three board members to its Executive Board during this meeting. All town and village officials are welcome to attend the annual meeting, although voting will be limited to current TAC member towns and villages.

**Tuesday 8:30 a.m. - 12:00 p.m. Election Training (will not be repeated)**

**Elections Update with WEC!** Wisconsin Elections Commission staff is looking forward to providing clerks with a review of the new absentee certificate envelope and the latest news on the Badger Book project. It's never too early to look at ballot access procedures for the spring 2024 elections and appointing election workers for the 2024-2025 term. The Learning Center (TLC) is getting a refresh and we will share some key changes for the training site and what we envision when it goes live next year. This three-hour session will count for recertification training. Please note on the registration form that you plan to attend this session.

**Tuesday 8:30 a.m. - 9:30 a.m. (Repeated 9:45 a.m. - 10:45 a.m.)**

- 1. Towns and Wisconsin Lake Districts--Working Together for Our Waters:** For nearly 50 years, Wisconsin towns have been partners in governing Inland Lake Protection and Rehabilitation Districts under Chapter 33 of State Statutes. These unique districts provide a funding mechanism to handle lake management expenses, from aquatic plant harvesting to dam maintenance to watershed management. Every lake district has a municipal-appointed board member, but not every town appointee fully understands how and why districts operate as they do. This presentation provides an overview of Wisconsin Lake Districts and their relations to towns, dispelling myths and offering examples of how lake districts have helped communities better care for lakes. Presented by: Eric Olson, Director and Outreach Specialist, Extension Lakes at UW Stevens Point.
- 2. WisDOT Local Programs Update:** WisDOT staff will give an update on recent project solicitations for the various Local Programs including the Surface Transportation Program (STP), Local Bridge, the Transportation Alternatives Program (TAP), the Congestion Mitigation and Air Quality Program (CMAQ), and the Local Roads Improvement Program (LRIP).
- 3. Bipartisan Infrastructure Law Funding--Assistance for Water Related Projects:** The Wisconsin Department of Natural Resources has received funding to support a variety of project positions for the next four years through the Bipartisan Infrastructure Law (BIL). Staff from the storm water, wastewater and water quality programs will provide information on how the department will support and assist communities in the development of and funding for new wastewater and storm water infrastructure as well as assistance for infrastructure improvements to create infrastructure resilience in extreme rainfall events. The BIL funding is intended to help the department provide technical assistance to support small, rural and tribal communities that have not historically been able to implement infrastructure projects due to a variety of barriers. Presented by: Shannon Haydin, Storm Water Section Manager and Tim Asplund, Water Quality Monitoring Section Manager, Wisconsin DNR.
- 4. Using WISLR to Submit Pavement Ratings:** WISLR contains all the tools you need to complete your biennial pavement ratings. We will cover how to submit and update your ratings, modify your pavement data, and use your data to respond to public inquiries. Presented by: Isaac Park, Wisconsin DOT.

**Tuesday 11:00 a.m. - 12:00 p.m. (will not be repeated)**

- 1. Managing Pavement with WISLR Pavement Analysis Tools:** WISLR can be a valuable tool to manage your road data and plan for future maintenance. We will cover the WISLR Pavement Analysis Module, creating a five-year budget plan, running reports, and adding local priority information. Presented by: Isaac Park, Wisconsin DOT.
- 2. Legal Cracker Barrel:** Always popular, this session will offer another opportunity for attendees to ask the WTA Legal Staff questions about any town topic. Bring your questions or just sit and listen to learn more about issues towns around the state bring up for what is sure to be an interesting discussion.
- 3. Municipal Storm Water Permit Compliance--Where Do I Even Start?:** Some towns, primarily adjacent to larger urban communities, are required to hold a Municipal Separate Storm Sewer (MS4) permit for discharges of storm water to waters of the state. Learn from DNR staff what the program is, why you need it and how to comply with this complex program. Presented by: Shannon Haydin, Storm Water Section Manager and Brooke Robinson, Municipal Storm Water Program Manager WDNR.
- 4. The Extraordinary Threats to Our Democratic Republic:** January 6th was a wake-up call for all of us. We will discuss the Wisconsin electoral process and its safeguards. We will discuss how Democrats and Republicans have undermined the will of the people and how our politics today is harming our country. The division among us is in the plan of our adversaries. We will explain how Wisconsin Keep Our Republic is educating citizens about the electoral process, one community at a time. Presented by Kathy Bernier, former WI State Senator and State Director of Keep Our Republic.



# 2023 WTA Convention

## Registration

Copy form for multiple registrations and return by October 6, 2023. Online Registration available at [www.wiscotowns.com](http://www.wiscotowns.com).

**October 22-24 2023, Kalahari Resort, Wisconsin Dells**

Name \_\_\_\_\_ Office or Title \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_

Name of Town/Village \_\_\_\_\_ County \_\_\_\_\_

Email: \_\_\_\_\_

Spouse or guest name (for name tag if registering) \_\_\_\_\_

Years of Service as a Town Officer \_\_\_\_\_ Is this your first WTA Convention? Yes \_\_\_\_\_ No \_\_\_\_\_  
Were you recognized with a Certificate at the 2020, 2021 or 2022 Convention? Yes \_\_\_\_\_ No \_\_\_\_\_

**Full Convention Registration includes:** Monday and Tuesday lunch, 2 exhibitor receptions, digital materials, Monday evening entertainment, all Workshops and General Assembly Admission.

**Single Day Convention Registration includes:** Monday OR Tuesday lunch, exhibitor receptions, digital materials, Monday evening entertainment, all Workshops and General Assembly Admission.

### FULL CONVENTION REGISTRATION

Number	\$\$\$
_____ Town/Village Officer	\$200.00
_____ Spouse or Guest	\$40.00
_____ Election Training for Clerks (Registered Officers only)	
_____ Optional Breakfast \$28/day	
Mon. _____ Tues. _____	
_____ Optional Spouse Luncheon \$20/day	
Mon. _____ Tues. _____	
_____ Optional Monday Evening Banquet	\$35.00 per person
TOTAL \$ Amount	_____

### SINGLE DAY: Monday \_\_\_\_\_ Tuesday \_\_\_\_\_

Number	\$\$\$
_____ Town/Village Officer	\$120.00
_____ Spouse or Guest	\$40.00
_____ Election Training for Clerks (Registered Officers only)	
_____ Optional Breakfast \$28/day	
Mon. _____ Tues. _____	
_____ Optional Spouse Luncheon \$20/day	
Mon. _____ Tues. _____	
_____ Optional Monday Evening Banquet	\$35.00 per person
TOTAL \$ Amount	_____

**Spouse/Guest Registration includes:** Exhibitor reception(s), Bingo, Monday night entertainment, General Assembly Admission. Meal tickets must be purchased separately.

Please return completed registration and payment to Wisconsin Towns Association, W7686 County Road MMM, Shawano, WI, 54166-6086 by **October 6, 2023**. Registrations received after that date will be \$15.00 per person higher for late registration fee.

*Cancellations received 10 days or more in advance of the start of the convention will receive a full refund less a \$15.00 administrative fee. Cancellations received less than 10 days in advance of the start of the convention will be charged a \$15.00 administrative fee plus the cost of ALL meals. Refund requests submitted 30 or more days after the event will not be processed.*