

STATE OF WISCONSIN

Town of Washington

Door County

The Town Board of the Town of Washington, Door County, Wisconsin, hereby provides its written notice and agendas of the public meetings of the Utility District & Town Board of the Town of Washington for Wednesday, November 15th, 2023, beginning at 6:00 p.m. per Department of Justice guidelines. The meetings will be held in the Rutledge Room at the Community Center and will also be available through via GoToMeeting (details below). The town chairperson, or a designee has provided communication of this public meeting to the requisite news media, if any. The public may provide comments to the town board if a period for public comment is noted on the agenda and upon recognition by the presiding officer.

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
5. Approval of Meeting Minutes – 10/18/2023
6. Communications and petitions by town clerk – No discussion or action
 - a. Town of Washington – Utility District Reconciliation Reports
 - i. Checking – 10/31/2023
 - ii. Statement of Revenue & Expenditures – 11/13/2023
7. Received - Wastewater Advisory Committee Meeting Minutes – 09/19/23
8. Wastewater Advisory Committee Report - Larry Kahlscheuer
9. Motion to send Utility District Bills – October 1st – October 31st, 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 – 12/20/2023
11. Adjourn

REGULAR TOWN BOARD MEETING

1. Call to Order
2. Roll Call/Quorum and approval of agenda
3. Chairman's Comments
 - a. Electorate Budget Hearing
 - b. Open Meeting Law Explanation
 - c. Comprehensive Plan Update
 - d. Community Suggestion Box – chairman@washingtonisland-wi.gov
4. Public comments, communications, and suggestions from residents of the town and other persons present.
 - a. Washington Island Immunization Clinic, December 7th – Rutledge Room
 - b. Door County Public Health – Coal-tar based pavement sealcoats
 - c. Door County Comprehensive and Farmland Preservation Plan Update
5. Approval of Meeting Minutes
 - a. Regular Town Board – 10/18/2023
 - b. Special Town Board – 10/24/2023
 - c. Special Town Board – 10/25/2023
6. Communications and petitions by town clerk – No discussion or action
 - a. Town of Washington – Reconciliation Reports
 - i. General Checking – 10/31/2023
 - ii. Tax Checking – 10/31/2023
 - b. Town of Washington – Statement of Assets, Liab. & Equity
 - i. Balance Sheet Summary Report – October 2023
 - c. Town of Washington – Statement of Revenue & Expenditures
 - i. General Fund - October 2023
7. Acknowledge Receipt of Reports of specific standing departments and committees.
 - a. Community Center Committee – Agenda 09/18/2023
 - b. WIZAP Committee –
 - i. Minutes – 10/11/2023
 - ii. Agenda – 10/23/20233
 - c. Rec Center Committee –
 - i. Minutes – 07/12/2023
 - ii. Minutes – 09/21/2023
 - iii. Agenda – 09/21/2023
 - iv. Agenda – 20/29/2023

- v. Manager's Report – September 2023
 - vi. Manager's Report – October 2023
 - d. Fire Department –
 - i. Monthly Report – October 2023
- 8. Reports of special committees, special commissions, and special boards
 - a. Ordinance Review Committee – Final Review
- 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
 - 1. Future planning for Boiler & Dectron
 - e. Hans Lux
 - i. Town Office
 - 1. Website/Social Media Postings
 - ii. DPW
 - 1. Generator at Community Center
 - iii. Airport
- 10. Specific matters for discussion and possible action by town board in open session:
 - a. Approve payment of Utility bills – October 1st to October 31st, 2023
 - b. Approve payment of town bills – October 1st to October 31st, 2023
 - c. Discuss/Review/Approve items necessary for 2024 Budget
 - d. Ordinance updates
 - i. Archives Committee – Letter from Dick Purinton
 - e. Update on employee medical insurance for 2024
 - f. Approve Bylaw Amendments for Washington Island Foundation

Hans Lux Jr

Instructions to attend via GoToMeeting

Utility District & Regular Town Board Meeting

Wed, November 15th, 2023 6:00 PM - 7:30 PM (CDT)

Utility District & Regular Town Board Meeting

Nov 15, 2023, 6:00 – 7:30 PM (America/Chicago)

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

<https://meet.goto.com/224052141>

You can also dial in using your phone.

Access Code:

224-052-141

United States:

+1 (872) 240-3212

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.

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DRAFT

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MINUTES

UTILITY DISTRICT MEETING

1. Chairman Hans Lux called the Utility District meeting to order at 6:04 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, and Loren Roznai. Larry Kahlscheuer joined via GoTo Meeting.
 - b. Motion by Andersen seconded by Roznai 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 Kahlscheuer seconded by Andersen to approve of Meeting Minutes – 09/20/2023. Motion carried.
6. Communications and petitions by Town Clerk – No discussion or action.
 - a. Town of Washington – Utility District Reconciliation Reports
 - i. Utility District Checking Treasurer’s Report – August 2023
 - ii. Utility District Checking Cash Accounts Balance Report – August 2023
 - iii. Utility District Checking Treasurer’s Report – September 2023
 - iv. Utility District Checking Cash Accounts Balance Report – September 2023
7. Wastewater Advisory Committee Report - Larry Kahlscheuer
 - a. Committee did not meet.
8. Motion by Andersen seconded by Kahlscheuer to send Utility District Bills – September 1 – September 30, 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 – 11/15/2023
10. Motion by Foss seconded by Kahlscheuer to adjourn. Motion carried. Adjourned at 6:09 PM.

Respectfully Submitted,

DRAFT

Alexandria McDonald, Clerk/Treasurer

Hans Lux, Chairman

UTILITY DISTRICT CHECKING

Reconciliation Date: 10/31/2023

Number	Date	Description	Payment	Deposit
	9/29/2023	Receipts Posted 09/29/2023		989.07
	10/02/2023	Receipts Posted 10/02/2023		1,190.00
	10/11/2023	Receipts Posted 10/11/2023		5,371.37
	10/17/2023	Receipts Posted 10/17/2023		4,429.64
	10/25/2023	Receipts Posted 10/25/2023		800.00
	10/25/2023	Receipts Posted 10/25/2023		5,022.28
28240	9/26/2023	DAN BIEBER EQUIPMENT LLC	9,000.00	
28241	10/10/2023	MANN'S MERCANTILE	31.98	
28242	10/10/2023	NICOLET NATIONAL BANK	732.47	
28243	10/16/2023	QUILL LLC	157.99	
28244	10/16/2023	SANTANDER BANK, N.A.	1,672.81	
ACH NICOLET	10/13/2023	NICOLET NATIONAL BANK	11.90	
Totals:			11,607.15	17,802.36

UTILITY DISTRICT CHECKING

Reconciliation Date: 10/31/2023

10/31/2023	Computer Balance:	127,673.27
600-00-11100-000-000	NICOLET BANK	127,673.27

10/31/2023	Cash Accounts Balance:	127,673.27
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11/10/2023 10:05 AM

Treasurer's Report
UTILITY DISTRICT CHECKING
9/30/2023 Thru: 10/31/2023

Page: 1
ACCT

9/29/2023 Balance:	113,467.13
Checks:	-2,607.15
Receipts:	16,813.29
Other Cash Transactions:	0.00
10/31/2023 Balance:	127,673.27

Dated From: 1/01/2023

Fund: 600 - UTILITY DISTRICT

Thru: 10/31/2023

Account Number		2023 October	2023 Total
600-00-46420-000-000	PERMIT FEES	800.00	2,200.00
600-00-46600-000-000	SPREADING FEES	5,074.30	50,091.57
600-00-46620-000-000	PUMPOUT FEES	4,025.00	40,045.00
600-00-46640-000-000	SCREEN CLEANING		60.00
600-00-46690-000-000	FUEL SURCHARGE	670.00	5,230.00
PUBLIC CHARGES FOR SERVICES		10,569.30	97,626.57
600-00-47110-000-000	HOLDING TANK PUMPOUT (EMERGENC		2,835.00
600-00-47115-000-000	PUMPOUTS W/>30' HOSE	70.00	420.00
INTERGOV'T. CHARGES FOR SERV.		70.00	3,255.00
600-00-48050-000-000	LOCATE/DIG OUT SEPTIC COVER		
600-00-48100-000-000	PORTA POTTY RENTAL	700.00	12,590.00
600-00-48200-000-000	SEPTIC TANK INSPECT W/O PUMPOU	1,500.00	4,800.00
600-00-48300-000-000	SEPTIC TANK INSPECT -W/PUMPOUT	810.00	2,700.00
600-00-48350-000-000	DISPOSAL WINTER		386.08
600-00-48400-000-000	MISCELLANEOUS REVENUE	-434.83	620.17
600-00-48500-000-000	INTEREST INCOME		
MISCELLANEOUS REVENUES		2,575.17	21,096.25
Total Revenues		13,214.47	121,977.82

Dated From: 1/01/2023
Thru: 10/31/2023

Fund: 600 - UTILITY DISTRICT

Account Number		2023 October	2023 Total
600-00-57430-110-000	UTILITY DISTRICT WAGES OR SALA		
600-00-57430-115-000	UTILITY DISTRICT TN CREW WAGE		
600-00-57430-130-000	UTILITY DISTRICT FRINGES		
600-00-57430-223-000	UTILITY DISTRICT PHONE		
600-00-57430-227-000	UTILITY DISTRICT BALLFIELD SYS		
600-00-57430-310-000	UTILITY DISTRICT OFFICE SUPPLI	245.86	2,625.15
600-00-57430-312-000	UTILITY DISTRICT POSTAGE		198.00
600-00-57430-330-000	UTILITY DISTRICT TRAVEL/TRAINI		304.00
600-00-57430-371-000	UTILITY DISTRICT FUEL	732.47	4,203.74
600-00-57430-390-000	UTILITY DISTRICT MISC EXP		948.00
600-00-57430-510-000	UTILITY DISTRICT INSURANCE		
600-00-57430-530-000	UTILITY DISTRICT RENTS & LEASE	1,672.81	16,928.10
600-00-57430-620-000	UTILITY DISTRICT INTEREST		
600-00-57430-680-000	UTILITY DISTRICT DEPRECIATION		
600-00-57430-810-000	UTILITY DISTRICT EQUIP		1,034.16
600-00-57431-530-000	UTILITY TRUCK RENTS & LEASES		
600-00-57700-830-000	UTILITY DISTRICT CAP OUTLY		15,265.92
CAPITAL OUTLAY		2,651.14	41,507.07
600-00-59100-000-000	NEW TRUCK LEASE		
OTHER FINANCING USES			
Total Expenses		2,651.14	41,507.07
Excess of Revenues Over (Under) Expenditures		10,563.33	80,470.75

Wastewater Advisory Committee Meeting

Tuesday September 19, 2023 - 6:00 P.M.

Rutledge Room - Washington Island Community Center

1. Call to order
2. Pledge of Allegiance
3. Roll call and approval of agenda
4. Public comment will be invited following committee discussion of each item
5. Correction / Approval of past meeting minutes:
 - a. 09/19/22 - a verbal review was approved at the 11/15/22 meeting
 - b. 11/15/22
 - c. 07/18/23
6. New member Michael Gillespie
7. Utility District updates:
 - a. Larry Kahlscheuer
 - b. Jeffrey Andersen
8. Committee Objectives update and discussion:
 - a. Lou Small - Facilitate the replacement of "holding tanks" with code compliant "treatment systems".
 - b. John Nickchen - Possible funding sources for those that require financial assistance.
 - c. John Larsen - Monitoring possible upcoming statewide legislative efforts intent on outlawing all "field spreading" as a means of wastewater treatment and disposal.
9. Consideration of questions from this committee for possible inclusion in a community survey developed by Bay-Lake Regional Planning for use in preparing the Town of Washington Island Comprehensive Plan.
10. Review and discuss proposed Wastewater Committee Ordinance.
11. Review WAC 2023 Charter, discussion of WAC 2024 Charter.
12. Public comments - items not on the agenda.
13. Committee input - items not on agenda.
14. Next meeting date - to be determined, suggest 10/17/23.
15. Adjournment.

Thursday, December 7th, 2023

Washington Island Rutledge Room

Immunization Clinic

10:00 am – 11:30 am

Appointments Required

Public Health enjoys serving the Island, however if there are no appointments scheduled in advance, we will not hold immunization clinic.

PEDIATRIC Vaccines available to ages 18 yrs or younger who:

- Have health insurance but vaccines are not covered
- Have no health insurance
- Have BadgerCare/Medicaid
- Are Native American or Alaskan Native
- Tetanus/Pertussis vaccine is available to all children regardless of insurance status

ADULT Vaccines available:

- Adult Tdap (no charge)

Seasonal Flu and COVID VACCINE for Adults

Door County Public Health can accept cash or check, Medicaid/BadgerCare, traditional Medicare Part B, and united Healthcare Medicare Advantage Plan (we cannot accept any other Medicare insurance Advantage plans), **plans issued in Wisconsin only.**

Standard Dose influenza - \$40
High Dose Infulenza - \$75
Pfizer COVID 2023-24 Vaccine - \$120

To make an appointment schedule online at
www.co.door.wi.gov/immunizations or use the QR code below.
Call **920-746-2234**



Public Health
Prevent. Promote. Protect.
Door County





**Door County
Health and Human Services**

County Government Center
421 Nebraska Street
Sturgeon Bay, WI 54235

Public Health Division
Eric Krawczyk, MPH, MCHES
Health Officer/Manager
(920) 746-2234
publichealth@co.door.wi.us

October 16, 2023

TOWN OF WASHINGTON
910 MAIN RD
PO BOX 220
WASHINGTON ISLAND, WI 54246

RE: Coal-tar based pavement sealcoats

Good Morning:

Door County Public Health presented to the Door County Health and Human Services (HHS) Board on the topic of coal-tar based pavement sealcoats. This presentation led the HHS board to recommend that Door County Public Health reach out to all municipalities about this very important environmental health topic. There is consideration that Door County Public Health could present on this topic at the Wisconsin Town's Association, Door County Unit, so each municipality can be educated on the adverse health outcomes associated with the use of coal-tar based pavement sealcoats. If any municipalities are interested in this presentation, please contact me directly.

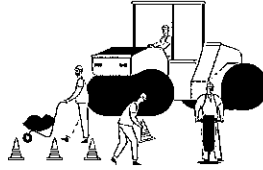
Attached is a one-page informational sheet highlighting important information and facts about the use of coal-tar based pavement sealcoats, as well as where they are being sold/used in Door County.

Don't hesitate to reach out to me with any further questions,

Sincerely,

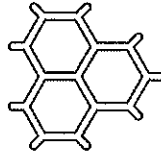
Allison McDonald, B.S.
Environmental Health Specialist
Public Health Division
Door County Health and Human Services Dept.
421 Nebraska Street, Sturgeon Bay, WI 54235
920-746-2360 or amcdonald@co.door.wi.us

COAL-TAR PAVEMENT SEALCOATS



Coal-Tar vs. Asphalt

- Coal-tar provides more protection, therefore lasts longer than asphalt
- Asphalt costs \$68 more per 55-gallon drum
- Coal-tar sealcoat contains 50,000-100,000 mg/kg PAHs*
- Asphalt contains 50 mg/kg PAHs



Effects of PAHs

- Toxic, carcinogenic, or mutagenic
- 16 PAHs are classified as primary pollutants
- Lung, skin, bladder, and respiratory cancers
- DNA damage and impairment in aquatic life
- Air quality pollutant
- Easily tracked into the home and in storm drains



Use in Door County

- No hardware stores in Door County carry products that contain coal-tar (asphalt only)
- No municipalities use coal-tar, however residents may be using it from contracted work
- Check with your local vendor on possible usage

*polycyclic aromatic hydrocarbon

Contact Door County Public Health for more information 920-746-2234



COUNTY OF DOOR

Land Use Services Department

County Government Center

421 Nebraska Street

Sturgeon Bay, WI 54235

Phone: (920) 746-2323

FAX: (920) 746-2387

<https://www.co.door.wi.gov/164/Land-Use-Services>

FOR IMMEDIATE RELEASE

CONTACT:

Rebecca Kerwin

Door County Land Use Services Department

421 Nebraska Street

Sturgeon Bay, WI 54235

(920) 746-2323

FOR IMMEDIATE RELEASE

Door County Land Use Services Department Invites the Public to Provide Input on the Door County Comprehensive and Farmland Preservation Plan Resource Report

Sturgeon Bay, WI, October 18th, 2023 - Door County is updating its comprehensive and farmland preservation plan in compliance with state requirements. The final plan will contain two volumes. Volume II, the Resource Report, contains all of the required information, inventories, analyses, and maps required by both the comprehensive and farmland preservation planning laws. The purpose of the Resource Report is to inventory current conditions and analyze statistical trends and projections to help identify future needs and opportunities. Volume I, Vision and Goals, will be drafted after input has been received on the Resource Report. Volume I addresses the issues, opportunities, and vision statements for the required topic areas, and the overall plan goals, policies, and action items. Volume I is expected to be available to the public for input in the first half of 2024.

The County adopted a Public Participation Plan in early 2023 which outlines the process for gathering public input for both Volumes. Your input regarding the Resource Report and associated maps is important for helping us draft Volume I, Vision and Goals. The Public Participation Plan and more information and instructions for reviewing and commenting on the Resource Report and associated maps, including the current land use map, are available on-line here:

<https://www.co.door.wi.gov/492/13329/Planning>.

Comments regarding the Resource Report may be submitted at any time by e-mail to rkerwin@co.door.wi.us, by FAX to (920) 746-2387, or by mail to Door County Land Use Services Department, 421 Nebraska Street, Sturgeon Bay, WI 54235. Please submit your input by January 15th, 2024. Note that input will be taken at any time throughout the planning process, however, that week in January we will start using the Resource Report input to help us finalize a draft of Volume I, Vision and Goals. Please contact Becky Kerwin at (920) 746-2323 or rkerwin@co.door.wi.us with any questions or inquiries.

-END-

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Town of Washington

Door County

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MINUTES

REGULAR TOWN BOARD MEETING

DRAFT

1. Chairman Lux called the Regular Town Board meeting to order at 6:10 PM.
2. Roll Call/Quorum and Approval of Agenda
 - a. In addition to Chairman Lux, Supervisors present included Martin Andersen, Margaret Foss, and Loren Roznai. Larry Kahlscheuer attended via GoTo Meeting.
 - b. Motion by Andersen seconded by Kahlscheuer to approve the agenda. Motion carried.
3. Chairman's Comments
 - a. Comprehensive Plan Update
 - i. Chairman Lux thanked WIZAP for taking on this very difficult but important task. Chairman Lux stressed that two things need more support in our community: maintaining our infrastructure and future planning. The question has been posed if this plan will be followed by future boards. Chairman Lux assured the public that he, and the current board, are very invested in this plan and its implementation. He urged the public to hold future boards accountable, and that the most important action they can take is to participate in the survey.
 - b. Community Suggestion Box – chairman@washingtonisland-wi.gov
4. Public comments, communications, and suggestions from residents of the town and other persons present.
 - a. General Permit to dredge in a previously dredged area in Lake Michigan located at 1423 South Shore Drive – Thomas Cooke
 - b. Free 5-week Technology & Independent Living Course – Mosling Room

- c. Keith Mann said that loves the island, but he feels sad that the community is dysfunctional.
 - d. Paula McDonald reminded the board of her request to seasonally lower the speed limit on high traffic areas of Townline Road and Main Road. Chairman Lux asked Police Chief Tyler McGrane to investigate this, as the town will have to work with the county because Main Road is a county road. McDonald also noted that the road markings and the shoulder need attention.
 - e. Ardis Hansen commented that she appreciated the work being done to update the committee ordinances, especially the consistency. She asked about the budgeting and fundraising responsibilities and why did the Airport Committee require more qualifications of some of its members. Chairman Lux explained that only some of the committees have been tasked with budget input, and that the Airport Committee is tasked with more technical issues that have to do with State and FAA regulations. More discussion to come later on the agenda.
 - f. Tom Taylor thanked Museums Director Nina Herbst for her incredible work and effort on organizing and caring for the museums this summer.
5. Motion by Kahlscheuer seconded by Andersen to approve of the following meeting minutes. Motion carried.
- a. Regular Town Board – 09/20/2023
 - b. Special Town Board – 09/25/2023
 - c. Special Town Board – 10/02/2023
 - d. Special Town Board – 10/03/2023
 - e. Special Town Board – 10/05/2023
6. Communications and petitions by Town Clerk/Treasurer – No discussion or action.
- a. Town of Washington – Reconciliation Reports
 - i. General Checking Treasurer’s Report – September 2023
 - ii. General Checking Cash Accounts Balance Report – September 2023
 - iii. Tax Checking Treasurer’s Report – September 2023
 - iv. Tax Checking Cash Accounts Balance Report – September 2023
 - b. Town of Washington – Statement of Assets, Liab. & Equity
 - i. Balance Sheet Summary Report – September 2023
 - c. Town of Washington – Statement of Revenue & Expenditures
 - i. General Fund – September 2023
7. Acknowledgement of Receipt of Reports of specific standing departments and committees.
- a. Healthcare Committee
 - i. Agenda – 08/31/2023
 - b. WIZAP Committee
 - i. Minutes – 09/27/2023

DRAFT

- ii. Agenda – 10/11/23
 - c. Airport Committee
 - i. Minutes – 06/02/2023
 - d. Fire Department
 - i. Monthly Report September – 2023
- 8. Reports of Special Committees, Special Commissions, and Special Boards
 - a. Ordinance Review Committee
 - i. Member counts – discussion about how committees that currently have member counts over 7, would be allowed to keep those members but as members retire or leave, they would not be replaced until there are only 7 members.
 - ii. Budget and fundraising – discussion about removing the budget and fundraising responsibilities from the committees. The board agreed to remove that responsibility.
 - iii. Foss asked to strike the phrase “without cause” in the section about member removal but they board, and to use the term “meet with” instead of “interview” when the committees are soliciting new members.
 - iv. A sentence about committees being able to work with other committees will be added.
- 9. Reports by Town Supervisors
 - a. Martin Andersen
 - i. Fire Department
 - i. Andersen cautioned that the town needed to be prepared to budget for the potential of the new fire board that is currently being fundraised for by Fire, Inc. Additionally, the fire house needs updates or repair, and he asked the board to consider the possibility of a combined building.
 - ii. Infrastructure Committee
 - i. A plan needs to be made to look to the future of the town buildings.
 - iii. Harbors and Waterways
 - i. Detroit Harbor could be redesigned to make the launch more accessible and to add a fish cleaning station.
 - b. Larry Kahlscheuer
 - i. Law Enforcement
 - i. Squad computers are being replaced and training with the county is coming to an end for the year.
 - ii. Healthcare
 - i. Committee has not met.
 - iii. WIZAP

DRAFT

Access to set up an annual maintenance plan for the dectron and air compressors. The dectron is in year 10 of a 10–15-year life expectancy, so McDonald advised the board to think of this when considering capital planning.

- e. Hans Lux
 - i. Town Office
 - i. No update.
 - ii. DPW
 - i. Will be discussed later in the agenda.
 - iii. Airport
 - i. Will be discussed later in the agenda.

DRAFT

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

- a. Motion by Kahlscheuer seconded by Roznai to approve payment of Utility District bills – September 1 to September 30, 2023. Motion carried.
- b. Motion by Andersen seconded by Kahlscheuer to approve payment of Town bills – September 1 to September 30, 2023. Motion carried.
- c. WIZAP Committee
 - i. Review/Approve survey questions for Comprehensive Planning
 - i. The goal is to mail the survey by November 1.
 - ii. Chairman Lux asked to add a line about accessing the online survey on the letter, and that if there was a concern about authentic responses, that a coding system could be put in place and to ask for some identifying information on the online survey. This information would not be shared.
 - iii. Suggestions by the board for the committee involved making sure the questions where forward thinking, that they separated some of the specific topics in the questions, and to group the questions based on the areas that the comprehensive plan is meant to address to lend more structure to the survey. Some questions were also deleted based on if they were possible or legal. There was also suggestion of using a ranking system on the options, instead of “agree to disagree”.
 - iv. The committee will review the changes and present a new survey to the board on Wednesday, the 25th.
 - ii. Review recommendations from committee
 - i. Motion by Andersen seconded by Foss to approve the quote from the observer to print the survey in the amount of \$1,695.00. Motion carried.

- ii. Motion by Kahlscheuer seconded by Foss to include a return stamp on the survey. Motion failed, by 2 to 3. Lux, Andersen, and Roznai voting nay.
- d. Airport Committee
 - i. Recommendation on additional hangars
 - i. Action postponed due to needing more information on how hanger approval and construction is done.
- e. Red Barn Committee
 - i. Red Barn improvements and repairs
 - i. Motion by Foss seconded by Andersen to accept the recommendation and to approve of priority list #1 items, the repair of the barn roof, and the painting, siding repair, and door repair of the barn and ice house, to be completed in the spring of 2024.
- f. Update on gravel crushing project – Ben Gersek
 - i. Gersek updated the board on his progress, recapping that he had previously asked the board to approve a change order that would involve payment for the sand that he is creating as a byproduct. The board had denied the request based upon legal counsel advising to not alter the original scope of work described in the bid documents. Gersek relayed that the moisture content in the material was very high, slowing his production greatly. He stated that he could not go on producing without being paid for the sand he was producing, and asked to be paid for the product he has produced so far. Chairman Lux asked for input from Utility District Manager Jeffrey Andersen, who suggested that Michels be used to fly the piles to determine the tonnage of product produced, and that there was a pile of product that needs to be moved to make space for the hot mix plant. Gersek agreed to move the pile and indicated that he is done producing product.
 - ii. Motion by Lux seconded by Roznai to hire Michels to assess the tonnage of product, pay Ben Gersek for the amount produced, and to direct Gersek to move the product to the agreed upon place in the worksite. Motion carried.
- g. Discussion on Dentist
 - i. Chairman Lux received a solicitation from a dentist that he will follow up on and will also reach out to Dr. Margaret Andersen to let her know if this action.
- h. Discussion of Landfill hours
 - i. Hours are continued to be shortened due to the staffing shortage.
- i. Workhorse Payroll Proposal

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- i. Clerk/Treasurer McDonald proposed switching from ADP to Workhorse Payroll, which would be added to the current accounting and billing platforms from the company.
 - ii. Motion by Roznai seconded by Foss to approve of the purchase of Workhorse Payroll in the amount of \$6,500 set up, and \$1,350 annual support for 2024. Motion carried.
 - j. Archives Committee
 - i. Resignation of Dick Purinton from Archives Committee
 - ii. Motion by Kahlscheuer seconded by Foss Approve Rick Heinemann to Archives Committee. Motion carried.
 - k. Motion by Andersen seconded by Kahlscheuer to approve employment for Steven Ellefson, pending background check. Motion carried.
 - l. Motion by Foss seconded by Roznai to approve Rod Gordon as new Fire Department member. Motion carried.
 - m. Motion by Andersens seconded by Kahlscheuer to approve the Driveway Permit for Jeff Sevcik. Motion carried.
 - n. Motion by Roznai seconded by Andersen to accept the following donations:
 - i. Huehns Family Charitable Fund of Door County Community Foundation
 - ii. Island Adventure Company for Maritime Museum
- 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 Andersen seconded by Kahlscheuer to move to closed session. Motion carried unanimously upon roll call vote, all ayes. Moved to closed session at 8:45 PM.
- 12. Specific matters intended for discussion and possible action by town board for reconvened open session.
 - a. Action from closed session
 - i. Motion by Roznai seconded by Kahlscheuer to move to open session. Motion carried unanimously upon roll call vote, all ayes. Moved to open session at 8:59 PM.
 - ii. Motion by Roznai seconded by Kahlscheuer to follow the recommendations made in closed session. 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, November 15th, 2023

- b. Budget review – Thursday, October 19th, 2023
 - c. Town Electorate Budget Meeting – Monday, November 13th, 2023
14. Motion by Roznai seconded by Andersen to adjourn. Motion carried. Adjourned at 9:10 PM.

Respectfully Submitted,

DRAFT

Alexandria McDonald, Clerk/Treasurer

Hans Lux, Chairman

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 agenda of the Special public meeting of the Town Board of the Town of Washington for Tuesday, October 24th, 2023, beginning at 7:00 p.m. per Department of Justice guidelines. The meeting will be held in the Rutledge Room at the Community Center. The town chairperson, or a designee has provided communication of this public meeting to the requisite news media, if any.

MINUTES

SPECIAL TOWN BOARD MEETING

DRAFT

1. Chairman Hans Luz called the Special Town Board Meeting to order at 7:02 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 Roznai to approve the agenda. Motion carried.
4. Specific matters for discussion and possible action by town board in open session:
 - a. Continuation of budget review
 - i. Chairman Lux gave the board an update on the implications of Act 12, and that special attention should be paid to the operating budgets of the fire and EMR departments. The qualifications of the continuation of service were discussed as well.
 - ii. Chairman Lux also discussed the possibility of going to general surveys instead of referendums because towns are unable to use advisory referendums for questions that don't involve capital expenditure using taxpayer funds.
 - iii. Chairman Lux also discussed the repeal of the personal property tax.
 - iv. Further budget discussion ensued.
5. Future meeting(s) agenda(s) discussion(s) and/or possible action(s) on future town board meeting(s), including specific items for inclusion on or exclusion from future agenda(s)
 - a. Special Town Board – October 25th, 2023
 - b. Meeting of the Town Electorate – November 13th, 2023
 - c. Regular Town Board – November 15th, 2023
6. A motion by Roznai seconded by Kahlscheuer to adjourn. Motion carried. Adjourned at 10:54 PM.

Respectfully Submitted,

DRAFT

Alexandria McDonald, Clerk/Treasurer

Hans Lux, Chairman

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 agenda of the Special public meeting of the Town Board of the Town of Washington for Wednesday, October 25th, 2023, beginning at 5:00 p.m. per Department of Justice guidelines. The meeting will be held in the Rutledge Room at the Community Center. The town chairperson, or a designee has provided communication of this public meeting to the requisite news media, if any.

MINUTES

SPECIAL TOWN BOARD MEETING

DRAFT

1. Chairman Hans Lux call the Special Town Board Meeting to order at 5:02 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 Roznai to approve the agenda. Motion carried.
4. Specific matters for discussion and possible action by town board in open session:
 - a. Review/approve additional information from WIZAP Committee for Town Comprehensive plan.
 - i. The board reviewed questions, keeping in mind the intent for future planning, and the town's ability to control or not control some of the areas of interest. Questions were directed to be grouped by type. Clerk/Treasurer McDonald was directed to update the draft per the board's discussion, and to investigate other printing solutions.
 - ii. Motion by Kahlscheuer seconded by Andersen to accept the recommendation by WIZAP to send out a boxholder about the survey. Motion failed unanimously.
 - iii. Motion by Rozani seconded by Kahlscheuer to use the flyer provided by BayLake to advertise the survey by posting in the 3 physical posting locations, online on the town's website, and on social media. Motion carried.
 - b. Continuation of budget review
 - c. Review/Approved Resolutions necessary for Town Electorate meeting as it relates to the 2024 budget.

- i. Motion by Roznai seconded by Kahlscheuer to approve Resolution 2023-05 Resolution of Town Board Proposing to Exceed Levy Limit via Special Town Elector Meeting. Motion carried upon roll call vote; all ayes.
5. 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. Meeting of the Town Electorate – November 13th, 2023
 - b. Regular Town Board – November 15th, 2023
6. Motion by Andersen seconded by Roznai to adjourn. Motion carried. Adjourned at 7:18 PM.

Respectfully Submitted,

DRAFT

Alexandria McDonald, Clerk/Treasurer

Hans Lux, Chairman

GENERAL CHECKING

Reconciliation Date: 10/31/2023

10/31/2023	Computer Balance:	406,417.65
100-00-11100-000-000	NICOLET BANK	679,832.63
100-00-11111-000-000	ADP PAYROLL	-273,670.72

10/31/2023	Cash Accounts Balance:	406,161.91
** Warning **	Difference:	255.74

11/10/2023 8:58 AM

Treasurer's Report
GENERAL CHECKING
10/01/2023 Thru: 10/31/2023

Page: 1
ACCT

9/30/2023 Balance:	466,917.63
Checks:	-97,611.75
Receipts:	91,267.68
Other Cash Transactions:	-54,411.65
10/31/2023 Balance:	406,161.91

11/10/2023 8:58 AM

Treasurer's Report

Page: 2

GENERAL CHECKING

ACCT

10/01/2023 Thru: 10/31/2023

Post Date	Type	Trans ID	Description	Amount
10/13/2023	JE	10-13 Payrol	October 13 Payroll	-24,095.52
10/27/2023	JE	10-27 Payrol	October 27 Payroll	-22,177.65
10/31/2023	JE	10-31 SRP Pa	October 31 Payroll SRP	-8,138.48
			Others Cash Transactions:	-54,411.65

GENERAL CHECKING

ALL Checks

Posted From: 11/01/2023 From Account:
Thru: Thru Account:

Check Nbr	Check Date	Payee	Amount
27955	10/16/2023	SERVICE MOTOR COMPANY	-255.74
	Manual Check	VOID - DOUBLE PAYMENT	
27979	11/01/2023	DOOR COUNTY HIGHWAY	3,489.42
		SEPTEMBER 2023 HIGHWAY INVOICE	
27980	11/01/2023	NORTHERN DOOR COMMUNICATIONS	643.28
		PAGER REPAIR AND MOBILE ANTENNA	
27981	11/01/2023	QUANTUM TECHNOLOGIES	761.51
		QUANTUM VOICE NOVEMBER 2023	
27982	11/01/2023	TONY YOUNG ELECTRIC	270.00
		AIRPORT 10060	
27983	11/01/2023	WISCONSIN DEPARTMENT OF REVENUE	0.59
		2023 MUNICIPAL FEE FOR ASSES. OF MANUFAC	
27984	11/06/2023	CARQUEST AUTO PARTS STORE	34.68
		391996	
27985	11/06/2023	DAVE'S GARAGE	313.04
		006184	
27986	11/06/2023	DIRECT TV	170.98
		081938174X231020	
27987	11/06/2023	FIRE INSPECTION SERVICES INC	1,160.50
		NON-SEASONAL INSPECTIONS 2023	
27988	11/06/2023	MANN'S MERCANTILE	129.44
		Oct 2023	
27989	11/06/2023	MANN'S MERCANTILE	179.06
		Oct 2023 Rec	
27990	11/06/2023	QUANTUM TECHNOLOGIES	30.00
		40448	
27991	11/06/2023	REC CENTER	460.00
		FAMILY MEMBERSHIP DONATION FROM CCC	
27992	11/06/2023	WISCONSIN DEPARTMENT OF JUSTICE	14.00
		Oct 2023	
ACH WRS	11/02/2023	WISCONSIN RETIREMENT SYSTEM	10,211.06
	Manual Check	SEPTEMBER 2023	
ACH DELTA	11/01/2023	DELTA DENTAL OF WISCONSIN INC	813.17
	Manual Check	NOVEMBER 2023	
ACH ANTHEM	11/01/2023	ANTHEM BLUE CROSS BLUE SHIELD	12,056.95
	Manual Check	HEALTH INSURANCE NOVEMBER 2023	
ACH ANTHEM	11/15/2023	ANTHEM BLUE CROSS BLUE SHIELD	12,512.25
	Manual Check	DECEMBER 2023	

TAX CHECKING

Reconciliation Date: 10/31/2023

10/31/2023	Computer Balance:	1,056,003.65
100-00-11200-000-000	NICOLET SAVINGS TAX ACCT	1,056,003.65

10/31/2023	Cash Accounts Balance:	1,056,003.65
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11/09/2023 12:48 PM

Treasurer's Report
TAX CHECKING
10/01/2023 Thru: 10/31/2023

Page: 1
ACCT

9/30/2023 Balance:	1,051,084.00
Checks:	0.00
Receipts:	4,919.65
Other Cash Transactions:	0.00
10/31/2023 Balance:	1,056,003.65

Dated From: 1/01/2023

Fund: 100 - GENERAL FUND

Thru: 10/31/2023

Account Number		2023 October	2023 Total
100-00-41110-000-000	GENERAL PROPERTY TAXES		1,646,034.80
100-00-41150-000-000	FOREST CROPLAND/MFL		133.11
100-00-41222-000-000	SALES TAX REBATE	10.00	100.00
100-00-41810-000-000	INTEREST DELINQUENT TAXES		50.61
TAXES		10.00	1,646,318.52
100-00-42300-000-000	SPECIAL ASSESSMENTS		925.00
SPECIAL ASSESSMENTS			925.00
100-00-43200-000-000	INTERGOV FEDERAL GRANTS		1,188.00
100-00-43410-000-000	STATE SHARED REVENUE		
100-00-43420-000-000	FIRE INSURANCE DUES		10,211.60
100-00-43440-000-000	PERSONAL PROPERTY AID		2,978.01
100-00-43500-000-000	PD STATE GRANT	7,000.00	7,000.00
100-00-43520-000-000	PD TRAINING AID		
100-00-43530-000-000	GEN TRANSPORTATION AIDS	39,308.10	157,232.34
100-00-43610-000-000	MUNI SERV & ROCK ISLAND TRASH		1,583.55
100-00-43620-000-000	PILT LAND		20,128.08
100-00-43630-000-000	PILT COMPUTER		159.01
INTERGOVERNMENTAL REVENUES		46,308.10	200,480.59
100-00-44102-000-000	DOG LICENSES	-80.00	6.00
100-00-44110-000-000	ALCOHOL LICENSES		6,670.00
100-00-44115-000-000	OPERATOR LICENSES		560.00
100-00-44116-000-000	CIGARETTE LICENSES		45.00
100-00-44220-000-000	BUILDING PERMIT FEES	289.20	651.80
100-00-44300-000-000	DRIVEWAY PERMITS	40.00	400.00
LICENSES AND PERMITS		249.20	8,332.80
100-00-45100-000-000	FINES FEES FORFEITURES	-16.85	35.05
FINES, FORFEITS AND PENALTIES		-16.85	35.05
100-00-46200-000-000	COMMUNITY CTR & GYM RENTAL	2,500.00	3,334.00
100-00-46230-000-000	MEDICAL CLINIC RENT	5,000.00	20,000.00
100-00-46319-000-000	VAN REVENUE	459.90	1,895.25
100-00-46320-000-000	SCHOOL SNOW PLOWING		539.75
100-00-46330-000-000	WELCOME CENTER PARKING		403.87
100-00-46340-000-000	AIRPORT INCOME	113.74	39,598.27
100-00-46370-000-000	JACKSON HARBOR DOCK LEASE		18,736.42
100-00-46400-000-000	UTILITY DIST REIMBURSEMENT		

Dated From: 1/01/2023 Fund: 100 - GENERAL FUND
 Thru: 10/31/2023

Account Number		2023 October	2023 Total
100-00-46420-000-000	REFUSE USER FEES	6,300.04	58,354.04
100-00-46540-000-000	CEMETERY FEES	720.00	15,430.00
100-00-46720-000-000	PARKS STICKER SALES		
100-00-46730-000-000	REC CENTER FEES	3,507.76	55,271.15
100-00-46775-000-000	MARITIME MUSEUM/JACKSON HARBOR	2,611.56	13,413.21
100-00-46780-000-000	JACKSON HARBOR DOCK		
PUBLIC CHARGES FOR SERVICES		21,213.00	226,975.96
100-00-47310-000-000	DOOR COUNTY PARK		
100-00-47320-000-000	DOOR COUNTY POLICE		
100-00-47330-000-000	DOOR COUNTY HIGHWAY AND PARK		12,747.07
100-00-47340-000-000	DOOR COUNTY ROOM TAX	11,737.39	43,355.42
100-00-47350-000-000	DOOR CTY INTERGOV REIMB		
100-00-47400-000-000	DOOR COUNTY RECYCLING REBATE		2,109.79
INTERGOV'T. CHARGES FOR SERV.		11,737.39	58,212.28
100-00-48010-000-000	MISCELLANEOUS INCOME		28,954.51
100-00-48100-000-000	INTEREST GENERAL FUND	7,135.55	67,926.55
100-00-48500-000-000	DONATIONS PRIVATE ORGANIZATION		
100-00-48600-000-000	PARKS DONATIONS	362.73	10,109.53
100-00-48700-000-000	REC CENTER DONATIONS	500.00	56,709.57
100-00-48731-000-000	REC CENTER WI FOUNDATION DISBU		10,743.14
100-00-48740-000-000	MUSEUMS REVENUE	1,136.00	6,576.40
100-00-48750-000-000	COMM CTR COMMITTEE REVENUE		8,080.00
100-00-48760-000-000	RED BARN REVENUE	1,520.00	6,234.68
100-00-48770-000-000	ARCHIVES REVENUE	510.19	13,297.53
MISCELLANEOUS REVENUES		11,164.47	208,631.91
Total Revenues		90,665.31	2,349,912.11

Fund: 100 - GENERAL FUND

Dated From: 1/01/2023

Thru: 10/31/2023

Account Number		2023 October	2023 Total
100-00-51100-110-000	TOWN BOARD WAGES OR SALARIES	1,200.13	12,061.30
100-00-51100-130-000	TOWN BOARD FRINGES	91.81	941.81
100-00-51100-290-000	TOWN BOARD CONTRACTED SERVICES		13,017.33
100-00-51100-321-000	TOWN BOARD DUES/LICENSES		7,357.65
100-00-51100-330-000	TOWN BOARD TRAVEL/TRAINING	324.11	1,149.84
100-00-51100-390-000	TOWN BOARD MISC EXP	149.61	1,030.16
100-00-51100-510-000	TOWN BOARD INSURANCE		
100-00-51300-000-000	LEGAL		2,205.00
100-00-51420-110-000	TOWN OFFICE WAGES OR SALARIES	8,048.97	78,936.74
100-00-51420-130-000	TOWN OFFICE FRINGES	1,504.85	48,357.46
100-00-51420-223-000	TOWN OFFICE PHONE/INTERNET	1,512.37	4,227.77
100-00-51420-226-000	TOWN OFFICE WEBSITE MAINT	59.22	1,120.83
100-00-51420-310-000	TOWN OFFICE OFFICE SUPPLIES	234.44	2,139.08
100-00-51420-315-000	TOWN OFFICE OFFICE EQUIPMENT	1,522.26	19,870.94
100-00-51420-316-000	TOWN OFFICE BANK CHGS/FEES	40.00	643.00
100-00-51420-330-000	TOWN OFFICE TRAVEL/TRAINING	333.17	1,637.73
100-00-51440-000-000	ELECTIONS	1,247.92	3,370.75
100-00-51440-390-000	MISC EXP	797.40	8,497.83
100-00-51510-000-000	AUDITOR		16,391.00
100-00-51520-000-000	TAX COLLECTION		
100-00-51530-000-000	ASSESSOR	1,563.62	8,599.87
100-00-51540-000-000	BOARD OF REVIEW		238.66
100-00-51550-000-000	PROPERTY ASSET APPRAISAL		
100-00-51900-510-000	NON-DEPARTMENT INSURANCE INSUR	17.80	843.56
GENERAL GOVERNMENT		18,647.68	232,638.31
100-00-52100-110-000	POLICE DEPT WAGES OR SALARIES	12,163.62	119,127.33
100-00-52100-125-000	POLICE DEPT STIPEND		5,250.00
100-00-52100-130-000	POLICE DEPT FRINGES	3,179.38	79,852.92
100-00-52100-220-000	POLICE DEPT ELECTRIC	334.99	3,895.96
100-00-52100-310-000	POLICE DEPT OFFICE SUPPLIES		
100-00-52100-330-000	POLICE DEPT TRAVEL/TRAINING	43.00	1,299.57
100-00-52100-340-000	POLICE DEPT OPERATING SUPPLIES		772.28
100-00-52100-341-000	POLICE DEPT UNIFORMS	240.95	5,344.35
100-00-52100-352-000	POLICE DEPT EQUIP MAINTENANCE	823.77	9,047.41
100-00-52100-510-000	POLICE DEPT INSURANCE		6,202.00
100-00-52100-700-000	POLICE DEPT COMMUNICATIONS	533.80	5,958.92
100-00-52100-810-000	POLICE DEPT EQUIPMENT		764.29
100-00-52200-110-000	FIRE DEPT WAGES OR SALARIES	4,490.00	39,733.00
100-00-52200-125-000	FIRE DEPT STIPEND		6,750.00
100-00-52200-130-000	FIRE DEPT FRINGES	346.05	5,557.47
100-00-52200-150-000	FIRE DEPT SERVICE AWARD PROG		7,802.89

Fund: 100 - GENERAL FUND

Dated From: 1/01/2023

Thru: 10/31/2023

Account Number		2023 October	2023 Total
100-00-52200-231-000	FIRE DEPT INSPECTIONS		4,647.94
100-00-52200-330-000	FIRE DEPT TRAVEL/TRAINING	139.00	2,630.68
100-00-52200-342-000	FIRE DEPT TURNOUT GEAR		
100-00-52200-351-000	FIRE DEPT BLDG MAINTENANCE	1,039.94	12,898.67
100-00-52200-352-000	FIRE DEPT EQUIP MAINTENANCE	38.37	18,350.89
100-00-52200-371-000	FIRE DEPT FUEL	123.67	2,505.11
100-00-52200-510-000	FIRE DEPT INSURANCE		6,594.00
100-00-52200-701-000	FIRE DEPT RESCUE BOAT		7,584.69
100-00-52200-810-000	FIRE DEPT EQUIPMENT	3,123.64	15,613.23
100-00-52300-110-000	EMT DEPT WAGES OR SALARIES	1,845.00	11,619.00
100-00-52300-125-000	EMT DEPT STIPEND		1,100.00
100-00-52300-130-000	EMT DEPT FRINGES	141.09	997.25
100-00-52300-330-000	EMT DEPT TRAVEL/TRAINING		
100-00-52300-351-000	EMT DEPT BLDG MAINTENANCE		
100-00-52300-702-000	EMT DEPT AED'S		2,938.63
100-00-52310-125-000	EMERGENCY COMM STIPEND		300.00
100-00-52310-223-000	EMERGENCY COMM PHONE/INTERNET		504.91
100-00-52310-350-000	EMERGENCY COMM REPAIR & MAINT		
PUBLIC SAFETY		28,606.27	385,643.39
100-00-53125-110-000	DPW WAGES OR SALARIES	9,891.54	150,092.41
100-00-53125-130-000	DPW FRINGES	1,720.41	71,332.92
100-00-53125-220-000	DPW ELECTRIC	523.96	2,634.36
100-00-53125-221-000	DPW HEAT		7,488.90
100-00-53125-223-000	DPW PHONE/INTERNET	193.72	1,565.70
100-00-53125-330-000	DPW TRAVEL/ TRAINING	540.00	1,431.23
100-00-53125-340-000	DPW OPERATING SUPPLIES		1,877.54
100-00-53125-341-000	DPW UNIFORMS		865.24
100-00-53125-350-000	DPW REPAIR & MAINTENANCE	170.69	1,317.18
100-00-53125-352-000	DPW EQUIP MAINTENANCE	336.04	7,291.86
100-00-53125-353-000	DPW CONSTRUCTION MAINT		2,010.83
100-00-53125-371-000	DPW FUEL	1,206.80	17,802.93
100-00-53125-510-000	DPW INSURANCE		23,526.00
100-00-53125-810-000	DPW CAPITAL EQUIPMENT		
100-00-53300-000-000	STREET SALT		
100-00-53420-000-000	STREET LIGHTS	376.92	1,900.04
100-00-53505-110-000	AIRPORT WAGES OR SALARIES		
100-00-53505-130-000	AIRPORT FRINGES		
100-00-53510-110-000	AIRPORT WAGES OR SALARIES	200.00	1,200.00
100-00-53510-130-000	AIRPORT FRINGES	2.90	79.40
100-00-53510-220-000	AIRPORT ELECTRIC	188.74	1,140.08
100-00-53510-221-000	AIRPORT HEAT		1,049.13

Fund: 100 - GENERAL FUND

Dated From: 1/01/2023

Thru: 10/31/2023

Account Number		2023 October	2023 Total
100-00-53510-340-000	AIRPORT OPERATING SUPPLIES	249.66	6,396.10
100-00-53510-510-000	AIRPORT INSURANCE		3,476.00
100-00-53550-110-000	ISLAND EXCHANGE WAGES OR SALAR	1,121.50	19,597.79
100-00-53550-130-000	ISLAND EXCHANGE FRINGES	160.45	6,227.80
100-00-53550-232-000	ISLAND EXCHANGE RECYCLING	2,122.35	17,443.43
100-00-53550-236-000	ISLAND EXCHANGE C & D	5,362.84	20,602.71
100-00-53550-255-000	ISLAND EXCHANGE MSW	4,377.44	26,248.98
100-00-53550-350-000	ISLAND EXCHANGE REPAIR & MAINT	4,565.43	9,516.59
100-00-53550-510-000	ISLAND EXCHANGE INSURANCE		342.00
PUBLIC WORKS		33,311.39	404,457.15
100-00-54100-000-000	HUMANE SOCIETY		
100-00-54200-000-000	DCMC SUBSIDY		101,250.00
100-00-54300-000-000	VAN EXPENSE	820.39	2,421.74
HEALTH AND HUMAN SERVICES		820.39	103,671.74
100-00-55110-000-000	LIBRARY	49.56	493.17
100-00-55200-000-000	PARKS	1,079.36	11,563.36
100-00-55200-510-000	PARKS INSURANCE		551.00
100-00-55200-535-000	PARKS BALLFIELD ACCESS LEASE		1,265.81
100-00-55210-110-000	REC CENTER MANAGER WAGES	4,099.74	44,473.45
100-00-55210-130-000	REC CENTER MANAGER FRINGES	574.26	6,276.57
100-00-55215-110-000	REC CENTER STAFF WAGES	3,861.13	42,452.80
100-00-55215-130-000	REC CENTER STAFF FRINGES	368.94	4,164.03
100-00-55215-225-000	REC CENTER UTILITIES	7,458.23	76,461.11
100-00-55215-340-000	REC CENTER OPERATING SUPPLIES	368.75	9,343.15
100-00-55215-351-000	REC CENTER BLDG MAINTENANCE	485.23	8,908.88
100-00-55215-510-000	REC CENTER INSURANCE		2,258.00
100-00-55220-110-000	MUSEUMS WAGES OR SALAR	1,728.50	13,485.25
100-00-55220-130-000	MUSEUMS FRINGES	287.20	1,186.60
100-00-55220-390-000	MUSEUMS MISC EXP	129.40	1,539.32
100-00-55220-510-000	MUSEUMS INSURANCE		128.00
100-00-55225-351-000	COMM CENTER BLDG MAINTENANCE	3,973.57	27,734.94
100-00-55225-390-000	COMM CTR COMMITTEE MISC EXP	1,953.00	5,449.32
100-00-55230-125-000	RED BARN STIPEND		5,000.00
100-00-55230-130-000	RED BARN FRINGES		382.50
100-00-55230-390-000	RED BARN MISC EXP	115.48	678.06
100-00-55235-390-000	ART & NATURE CENTER MISC EXP	255.49	802.16
100-00-55245-000-000	JACKSON HARBOR DOCK	945.20	5,973.43
100-00-55245-110-000	JACKSON HARBOR DOCK WAGES		
100-00-55245-130-000	JACKSON HARBOR DOCK FRINGES		
100-00-55500-110-000	ARCHIVIST WAGES OR SALARIES	387.00	8,820.00

Dated From: 1/01/2023 Fund: 100 - GENERAL FUND
Thru: 10/31/2023

Account Number		2023 October	2023 Total
100-00-55500-130-000	ARCHIVIST FRINGES	79.18	724.30
100-00-55500-390-000	ARCHIVES MISC EXP	49.56	2,349.66
100-00-55510-000-000	WELCOME CENTER	347.96	23,180.99
CULTURE, RECREATION AND EDU.		28,596.74	305,645.86
100-00-57010-830-000	GEN GOVERNEMENT CAPITAL OUTLAY		
100-00-57015-830-000	FIRE DEPT CAPITAL OUTLAY		60,641.38
100-00-57020-830-000	PARKS CAPITAL OUTLAY		34,373.62
100-00-57025-830-000	ECON DEV CAPITAL OUTLAY		
100-00-57030-830-000	DPW CAPITAL OUTLAY	31,403.31	41,833.16
100-00-57035-830-000	AIRPORT CAP OUTLY		4,457.51
100-00-57040-830-000	LANDFILL OUTLY		4,768.00
100-00-57045-830-000	POLICE DEPT OUTLAY		16,336.24
100-00-57100-830-000	CAPITAL PROJ CAPITAL OUTLAY	1,612.89	3,800.51
CAPITAL OUTLAY		33,016.20	166,210.42
100-00-58100-610-000	NICOLET LOAN PRINCIPAL	2,654.91	26,157.11
100-00-58100-620-000	NICOLET LOAN INTEREST	370.03	4,092.29
100-00-58200-610-000	HUNTINGTON LOAN PRINCIPAL		85,588.21
100-00-58200-620-000	HUNTINGTON LOAN INTEREST		4,964.57
100-00-58300-610-000	BCPL LOAN PRINCIPAL		49,105.25
100-00-58300-620-000	BCPL LOAN INTEREST		15,218.38
DEBT SERVICE		3,024.94	185,125.81
Total Expenses		146,023.61	1,783,392.68
Excess of Revenues Over (Under) Expenditures		(55,358.30)	566,519.43

Dated From: 1/01/2023
Thru: 10/31/2023

Fund: 100 - GENERAL FUND

	Debit	Credit
CASH AND MARKETABLE SECURIT	1,547,176.56	
TAXES & SPEC. ASSMT. RECV'B		
ACCOUNTS RECEIVABLE	3,000.65	
DUE FROM OTHER FUNDS	107,591.16	
LAND	256,672.89	
FIXED ASSETS	4,488.43	
TOTAL ASSETS	1,918,929.69	
ACCOUNTS PAYABLE		64,507.48
DUE TO OTHER GOVERNMENTS		238.64
DEFERRED REVENUES		23,856.11
TOTAL LIABILITY		88,602.23
FUND BALANCES		851,568.38
Undefined Level		33,436.00
Undefined Level		99,775.65
Undefined Level		279,028.00
TOTAL FUND EQUITY		1,263,808.03
2023 Revenues		2,349,912.11
2023 Expenditures	1,783,392.68	

11/13/2023 10:51 AM

Balance Sheet Summary Report

Page: 2

ACCT

Dated From: 1/01/2023

Fund: 100 - GENERAL FUND

Thru: 10/31/2023

	Debit	Credit
GRAND TOTALS	3,702,322.37	3,702,322.37

Community Center Committee Meeting
Agenda
September 18, 2023
6 p.m.

Rutledge Room at Community Center Building, 910 Main Rd, Washington Island, WI
And via gototmeeting.com, details below

1. Call to Order
2. Minutes
3. Treasurer's Report
4. Chairperson's Comments
5. Welcome WIFRI members-Fire Fest planning
6. New Business
 - Meeting with town chairman, office and liaison recap/report
 - “Friends of the CC” nonprofit plans
 - discuss options for role clarification
 - draft recommendation for roles to town board
 - Town Board agenda items for 9/20/23 meeting
7. Old Business
 - Swim lessons 2023
 - Dance trip fundraiser
8. Board and/or Public Comments
9. Next Meeting
10. Adjourn

Community Center Committee Meeting

Sep 18, 2023, 6:00 – 8:00 PM (America/Chicago)

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

<https://meet.goto.com/804418125>

**WASHINGTON ISLAND ZONING & PLANNING
COMMITTEE MEETING - Meeting Minutes
Wednesday October 11, 2023
Rutledge Room, Washington Island**

1. CALL TO ORDER: The meeting was called to order at 6:30 PM by Chairman Doug Hansen

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

MEMBERS ABSENT: Andrew Kehren

OTHERS PRESENT: Peter Sownie, Hans Lux, unknown man

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

3. APPROVAL OF MINUTES: The minutes September 27, 2023 meeting were approved as written. Motion by Smith, 2nd by Kickbush. **Motion passed** unanimously.

4. CORRESPONDENCE:

ACTION ITEMS:

5. a. TOW Comprehensive Plan – Review Previous Meeting minutes.

5. b. TOW Comprehensive Plan – Mail in survey discussion. Proposed a remaining schedule to get survey mailed by November 1, 2023 with a deadline to finish and return to the town by November 10, 2023. Tabulation to occur by the end of November. Doug has talked to the Women's and Lions Clubs about helping to tabulate. Follow up with school for help tabulating. WIZAP will look at a final draft of the survey on 10/23.

Motion was made by Kickbush, 2nd by Smith to recommend to the Town Board that it **use the Washington Island Observer to print, fold and supply paper and mailing envelopes for the TOW Comprehensive Plan Survey.** Motion passed unanimously.

Motion was made by Hanson, 2nd by Smith to recommend to the Town Board that it **supply both a stamped mailing envelope and self addressed stamped return envelope for the TOW Comprehensive Plan Survey.** Motion passed unanimously

5. c. TOW Comprehensive Plan – Discussion of mailing the survey vs. online survey. Hans suggested that the surveys could be coded so that mail out surveys could be answered on line. Mail out survey is to sample the preferences of property owners and voters. Virtual survey (without code) could be used to sample the preferences of the rest of interested respondents such as students, tourists and/or visitors. Mention was also made of a drop box in the town office to help expedite the process.

Discussion of the 2007 Comp. Plan survey questions, new questions from the Town's committees and WIZAP members. Suggested questions from Margaret Foss, Steve Reiss, Laura Hale, the school, Emily Small and WIZAP members were considered and added to the draft of survey questions. TOW Comp. Plan website to be updated as tabulation occurs and link for virtual survey is made public.

5. d. Opening for WIZAP Committee – No action taken.

6. REPORTS/ANNOUNCEMENTS: None.

7. COMMUNITY INPUT: None.

8. BOARD INPUT: None.

9. NEXT MEETING: October 23, 2023 at 6:30pm.

10. ADJOURNMENT: Motion by Smith to adjourn, 2nd by Kickbush. Motion passed unanimously. Meeting was adjourned at 8:27 pm.

Respectfully submitted,

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

**WASHINGTON ISLAND ZONING AND PLANNING
COMMITTEE MEETING
October 23, 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 October 11, 2023 meeting
- 4. CORRESPONDENCE:**
- 5. ACTION ITEMS**

- | | | |
|-----------|---|---------------------------|
| a. | Town of Washington Comprehensive Plan
Review of previous meeting. | Discussion Only |
| b. | Town of Washington Comprehensive Plan
Mail In Community Wide Survey discussion. Discuss how to do it, who would do it and when it will happen. Discuss virtual survey option. | Discussion/ Motion |
| c. | Town of Washington Comprehensive Plan
Revise draft of community survey and introduction letter. | Discussion/ Motion |
| d. | 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 October 20, 2023

THE PUBLIC IS WELCOME
Check the Town website for our posted agendas & minutes at:
www.washingtonisland-wi.gov

Computer, Tablet or Smartphone Link
<http://meet.goto.com/732817445>

Call in Phone Number
Access Code: 732-817-445
United States: +1 (646) 749-3122

Recreation Center Committee Minutes – July 12, 2023

A meeting of the Recreation Center Committee was called to order by Daniel Nerenhausen on Wednesday, July 12th at 7:00 pm in the Mosling Room at the Recreation Center.

Committee Members present: Daniel Nerenhasuen, Bunny Buxton, Kelly Jorgenson, Carolyn Bernstein, Tom Nikolai, Bunny Buxton, Josh Mann and Katie McGrane, manager. Guests: John Buxton, Margaret Foss. Members absent: Jan Fisco

A motion was made by Kelly, seconded by Bunny to approve the agenda. Motion carried.

A motion Was made by Bernie, seconded by Kelly to approve minutes. Motion Carried.

Manager's Report:

Hours for Staff presented..

Margaret mentioned grounds work and who is responsible for it. Town should be maintaining grounds.

Weight room - new equipment in place. Waiting for other equipment to be ordered.

Teen night- not until September

Memberships:- Family-grandparents pass - we will set standards for 2024 in a later meeting.

Roof: CR Meyers will not be doing work on the roof due to being more expensive than other companies. Town will have to put out bids for repairs.

Rec Run: Prizes and t-shirts here.

Treasurer's Report:

Bunny Buxton handed out town statements of budget, revenues and expenditures and members and guests so far for the year. Budget looks good, lots of favorable, especially fees collected. Fuel use is still unfavorable.

Old Business:

Discord between town and committees - Margaret curious about why

New Business:

Free Day at the Rec July 30th. We will pick an August day at next mtg

A motion was made by Kelly Jorgenson , seconded by Bunny Buxton to approve adjournment.. Motion carried. Next mtg August 9th at 7:00 pm.

Respectfully Submitted by Carolyn Bernstein

Mosling Recreation Center Committee Minutes

September 21, 2023

Meeting was called to order By Carolyn Bernstein on 9/21/23 at 7:00 pm

Members present: Katie McGrane, Carolyn Bernstein, Bunny Buxton, Josh Mann, Jan Fisco. Guests: John Buxton, Margaret Foss. Members absent: Daniel Nerenhausen, Tom Nikolai and Kelly Jorgenson.

A motion was made by Bunny and seconded by Carolyn to approve the agenda as presented. Motion carried.

A motion was made by Carolyn and seconded by Bunny to approve the minutes as presented. Motion carried.

Managers Report:

Staff hours were reviewed.

Janet Hanlin has retired.

Teen night will start on 9/29 and there will probably be two each month.

Washer and Dryer is still being priced out.

Wichp is planning to have a "coffee, cookies, & conversation" meeting at the Rec hopefully twice a month.

Black Friday sale, Holiday sale an Fruit sale are proceeding as planned.

The roof is out for bids. Foundation will then review the bids and determine what and how much money is available for their help.

Treasurers Report:

Budget has been submitted to the town.

New Business:

10/22 and 11/19 are planned as community "free" days at the Rec.

Next meeting is planned for October 19th at 6pm.

A motion was made by Bunny and seconded by Josh to adjourn at 8:20 pm.

Respectfully Submitted by Jan Fisco

**WASHINGTON ISLAND MOSLING RECREATION CENTER
COMMITTEE MEETING**

Thursday, September 21st, 2023
7 pm
Mosling Room

AGENDA

A. ROLL CALL

B. APPROVAL OF AGENDA

C. APPROVAL OF MINUTES:

Wednesday, July 12th, 2023
(no meeting in August, not enough committee member)

D. MANAGER'S REPORT

E. TREASURER'S REPORT

F. OLD BUSINESS

G. NEW BUSINESS

1. Community "No charge days" in October

H. Upcoming Meeting - Oct 17th at 6pm

I. OPEN COMMENTS

J. ADJOURNMENT

Posted 9/18/23

**WASHINGTON ISLAND MOSLING RECREATION CENTER
COMMITTEE MEETING**

Thursday, October 19th, 2023
6 pm
Mosling Room

AGENDA

A. ROLL CALL

B. APPROVAL OF AGENDA

C. APPROVAL OF MINUTES:

Thursday, September 21st, 2023

D. MANAGER'S REPORT

1. Fruit sale
2. Black Friday

E. TREASURER'S REPORT

F. OLD BUSINESS

G. NEW BUSINESS

1. Community "No charge days" in Nov

H. Upcoming Meeting - Nov 14th at 6pm

I. OPEN COMMENTS

J. ADJOURNMENT

Posted 10/16/23

WI Mosling Recreation Center Committee Manager's Report for September 2023

Staff

- Previous month hours - July

Building and grounds:

- Teen Night- get paperwork to teens by end of September
- Weight Room Equipment - updates in 2024 (use money then)

Suggestions and Complaints:

Administrative:

- Newsletter -Fall

Events

- Rec Run 2023- July 22nd,2023
 - review
- Fair - August 12th
 - Ice Cream
 - Bounce houses
- BBQ- August 26th
 - Ice Cream
- Fruit Sale
 - Order in Fall
 - Delivery mid-December
- Black Friday - November 24th, 2023 10 to 4 pm
- Holiday Sale - December 9th, 2023 10-2pm

WI Mosling Recreation Center Committee Manager's Report for October 2023

Staff

- Previous month hours - September

Building and grounds:

- Teen Night-
- CRMeyer -building improvement update

Suggestions and Complaints:

Administrative:

- Newsletter -Fall

Events

- Rec Run 2023- July 22nd,2023
 - Final review next meeting
- Fair - August 12th
 - Ice Cream
 - Bounce houses
- BBQ- August 26th
 - Ice Cream
- Fruit Sale
 - Order in by November 8th (forms are at 5 places)
 - Delivery mid-December
- Black Friday - November 24th, 2023 10 to 4 pm
- Holiday Sale - December 9th, 2023 10-2pm



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

Protecting Washington Island Since 1948

WIFD OCTOBER 2023 MONTHLY REPORT

Washington Island 911 calls

Wifd EMR calls – 14 WIFD EMR CALLS YTD - 98

FIRE AND RESCUE CALLS: October 11 - Fire
October 23 – Welfare Check
October 30 – Fire Alarm

EMR Training was held October 5 – 17 Members present.

FIRE Training was held October 12 - 20 members present.

FIRE Operations Officer Meeting – October 19 – 9 members present.

FIRE Business meeting and training was held October 19 – 26 members present.

Equipment Checks - 8 checks completed by 8 firefighters.

Regards:

Administrative Assistant to the Chief Jenny Nickell

Chapter 12

BOARDS, COMMISSIONS AND COMMITTEES

ARTICLE I

Airport Committee

- § 12-1. Authorization
- § 12-2. Purpose
- § 12-3. Membership
- § 12-4. Officers
- § 12-5. Meetings

ARTICLE II

Archives Committee

- § 12-6. Authorization
- § 12-7. Purpose
- § 12-8. Membership
- § 12-9. Officers
- § 12-10. Meetings
- § 12-11. Collection of Artifacts

ARTICLE III

Community Center Committee

- § 12-12. Authorization
- § 12-13. Purpose
- § 12-14. Membership
- § 12-15. Officers
- § 12-16. Meetings

ARTICLE IV

Economic Development Committee

- § 12-17. Authorization
- § 12-18. Purpose
- § 12-19. Membership
- § 12-20. Officers
- § 12-21. Meetings

ARTICLE V

Healthcare Committee

- § 12-22. Authorization
- § 12-23. Purpose
- § 12-24. Membership
- § 12-25. Officers
- § 12-26. Meetings

ARTICLE VI

Parks Committee

- § 12-27. Authorization
- § 12-28. Purpose
- § 12-29. Membership
- § 12-30. Officers
- § 12-31. Meetings

ARTICLE VII

Rec Center Committee

- § 12-32. Authorization
- § 12-33. Purpose
- § 12-34. Powers
- § 12-35. Membership
- § 12-36. Officers
- § 12-37. Meetings

ARTICLE VIII

Red Barn Committee

- § 12-38. Authorization
- § 12-39. Purpose
- § 12-40. Membership
- § 12-41. Officers
- § 12-42. Meetings

ARTICLE IX

Wastewater Committee

- § 12-43. Authorization
- § 12-44. Purpose
- § 12-45. Membership
- § 12-46. Officers
- § 12-47. Meetings

ARTICLE X

Zoning and Planning Committee

- § 12-48. Authorization
- § 12-49. Purpose
- § 12-50. Membership
- § 12-51. Officers
- § 12-52. Meetings

[HISTORY: Adopted by the Town Board of the Town of Washington as indicated in article histories. Amendments noted where applicable.]

GENERAL REFERENCES

Town Board — See Ch. 130.

Historic Preservation Committee — See Ch. 221.

ARTICLE I

Town of Washington Airport Committee

[Adopted 11-15-2023 as Ch. 12, Article I, of the Code]

§ 12-1. Authorization.

The Town shall have a Committee, known as the "Town of Washington Airport Committee."

§ 12-2. Purpose.

- A. The purpose of such Committee shall be to:
- B. Be under the direction of the Town Board and is advisory to the Town Board on all matters.
- C. Review and recommend changes to the actual operation of the Airport with the idea of improving existing standards or establishing new standards and incorporating the same as policy.
- D. Review Safety and Security policy and procedure, create and coordinate standards and policy in line with FAA, BOA and WisDOT requirements and recommendations.
- E. The future vision for development of the airport and measures for procuring improvements and funding.
- F. Study applicable airport-related plan(s) and make proposals, when necessary, of methods to implement.
- G. Review and recommend changes to existing and future leases or drafts of leases and agreements entered into between the Town of Washington and private parties. WIAAC shall not have the authority to approve Lease Agreement with specific tenants.
- H. Recommend a marketing strategy to actively promote the Airport to the Aviation community and the general public. Review the Economic feasibility and impact of the Airport to the Island.
- I. Advance and promote airport use for general aviation.
- J. Maintain a liaison with the FAA, BOA and WisDOT and coordinate actions when necessary.
- K. Research and promote airport services to contribute to the local health, welfare and economy of the Island and its residents.
- L. Provide a forum for public discussion on issues related to the Washington Island Airport.
- M. Work with other Committees when applicable to achieve common goals.

§ 12-3. Membership.

- A. The Committee shall be composed of up to seven (7) members. The members will be either property owners and/ or permanent residents of Washington Island. One member of the Town Board will be a liaison appointed by the town chairman. The airport manager will also be a liaison member of the committee advising the committee of the daily operation needs. The Town Board, upon recommendation from the Committee, shall appoint members as needed. Two of the committee's members shall be from the following categories: a.) Pilots, b) aircraft owners, c) FAA certified aircraft mechanics, d.) Hanger owners at the W.I. airport, e) one who has an interest in general aviation and airport administration.
- B. Members shall serve until they either resign or are removed by the Town Board. Any such members may be removed by the Town Board at any time by notice to them in writing.
- C. When a vacancy occurs, the committee Secretary will work with the Town Clerk to properly advertise for new members. Parties will submit a simple letter of interest to the Town Office and forwarded to the committee Secretary. The committee will meet with, then discuss the candidate, and if agreeable submit the name to the Town Board for approval.

§ 12-4. Officers.

- A. One of the members of the Committee shall be the Chairperson and one shall be the Secretary.
- B. The Chairperson and Secretary shall be elected annually by a majority vote of the Committee membership at the first meeting at which there is a quorum present after the annual Town meeting in the third week in April.
- C. The Chairperson shall preside over all meetings. The Secretary shall keep the minutes of all meetings and furnish a copy to the Town Board following the meeting. In addition, the Secretary shall correspond on behalf of the Committee.

§ 12-5. Meetings.

- A. The Committee shall meet as needed to carry out the purposes as stated earlier, at a time to be decided upon by the Committee membership.
- B. All such meetings shall be conducted in accordance with Subchapter V of Chapter 19 of the Wisconsin Statutes, commonly known as the "Wisconsin Open Meeting Law."

ARTICLE II

Town of Washington Archives Committee

[Adopted 11-15-2023 as Ch. 12, Article II, of the Code]

§ 12-6. Authorization.

The Town shall have an Archives Committee known as the "Town of Washington Archives Committee."

§ 12-7. Purpose.

The purpose of such Committee shall be to:

- A. Be under the direction of the Town Board and is advisory to the Town Board on all matters.
- B. Locate, gather, classify, record, and permanently preserve a pictorial, oral and written continuum of the Town of Washington and its environs.
- C. Provide presentations of material for the general public on a regular basis in order that all may benefit from the collection.
- D. Provide supervised use of the materials acquired to members of the general public in order that those who desire to study community history may do so.
- E. Establish policies, standing rules and procedures to support the purposes of the Archives Committee. The Committee shall be supervised by the Town Board. All such policies, rules and procedures, and amendments thereto, shall be referred to the Town Board for approval before becoming effective.
- F. Work with other Committees when applicable to achieve common goals.

§ 12-8. Membership.

- A. The Committee shall be composed of up to (7) seven members. The members will be either property owners and/or permanent residents of Washington Island. One member of the Town Board will be a liaison appointed by the Town Chairman.
- B. Members shall serve until they either resign or are removed by the Town Board. Any such members may be removed by the Town Board at any time by notice to them in writing.
- C. When a vacancy occurs, the committee Secretary will work with the Town Clerk to properly advertise for new members. Parties will submit a simple letter of interest to the Town Office and forwarded to the committee Secretary. The committee will meet with, then discuss the candidate and if agreeable submit the name to the Town Board for approval.

§ 12-9. Officers.

- A. One of the members of the Committee shall be the Chairperson and one shall be the Secretary.
- B. The Chairperson and Secretary shall be elected annually by a majority vote of the Committee membership at the first meeting at which there is a quorum present after the annual Town meeting in the third week in April.
- C. The Chairperson shall preside over all meetings. The Secretary shall keep the minutes of all meetings and furnish a copy to the Town Board following the meeting. In addition, the Secretary shall correspond on behalf of the Committee.

§ 12-10. Meetings.

- A. The Archives Committee shall meet from time to time at a time and place to be decided upon by the Committee members.
- B. All such meetings shall be conducted in accordance with Subchapter V of Chapter 19 of Wisconsin Statutes, commonly known as the "Wisconsin Open Meeting Law."

§ 12-11. Collection of Artifacts.

- A. The Archives collection shall be the property of the Town of Washington and be located in the Washington Island Community Center.
- B. Custody of the materials shall be with the Archives Committee.

ARTICLE III

Town of Washington Community Center Committee

[Adopted 11-15-2023 as Ch. 12, Article III, of the Code]

§ 12-12. Authorization.

The Town shall have a Committee, known as the "Town of Washington Community Center Committee."

§ 12-13. Purpose.

- A. The purpose of such Committee shall be to:
- B. Be under the direction of the Town Board and is advisory to the Town Board on all matters.
- C. Serve in an advisory capacity to the Town Board providing recreation and entertainment activities in the Community Center and surrounding grounds for residents and visitors of Washington Island.
- D. Promote the physical and social well-being of participants, regardless of age, race, or sex, in a drug-free atmosphere.
- E. Establish policies, standing rules and procedures to effectuate the purposes of the Committee. All such policies, rules, procedures, and amendments thereto shall be referred to the Town Board for approval before becoming effective.
- F. Serve in an advisory capacity to the Town Board on changes and major repairs to the Community Center.
- G. Work with other Committees when applicable to achieve common goals.

§ 12-14. Membership

- A. The Committee shall be composed of up to seven (7) members. The members will be either property owners and/or permanent residents of Washington Island. One member of the Town Board will be a liaison appointed by the Town Chairman.
- B. Members shall serve until they either resign or are removed by the Town Board. Any such members may be removed by the Town Board at any time by notice to them in writing.
- C. When a vacancy occurs, the committee Secretary will work with the Town Clerk to properly advertise for new members. Parties will submit a simple letter of interest to the Town Office and forwarded to the committee Secretary. The committee will meet with, then discuss the candidate and if agreeable submit the name to the Town Board for approval.

§ 12-15. Officers.

- A. One of the members of the Committee shall be the Chairperson and one shall be the Secretary.
- B. The Chairperson and Secretary shall be elected annually by a majority vote of the Committee membership at the first meeting at which there is a quorum present after the annual Town meeting in the third week in April.
- C. The Chairperson shall preside over all meetings. The Secretary shall keep the minutes of all meetings and furnish a copy to the Town Board following the meeting. In addition, the Secretary shall correspond on behalf of the Committee.

§ 12-16. Meetings.

- A. The Committee shall meet as needed to carry out the purposes as stated earlier, at a time to be decided upon by the Committee membership.
- B. All such meetings shall be conducted in accordance with Subchapter V of Chapter 19 of the Wisconsin Statutes, commonly known as the "Wisconsin Open Meeting Law."

ARTICLE IV

Town of Washington Economic Development Committee

[Adopted 11-15-2023 as Ch. 12, Article IV, of the Code]

§ 12-17. Authorization.

The Town shall have a Committee, known as the "Town of Washington Economic Development Committee."

§ 12-18. Purpose.

- A. The purpose of such Committee shall be to:
- B. Be under the direction of the Town Board and is advisory to the Town Board on all matters.
- C. Investigate, analyze, and develop, for approval of the Town Board, an Economic Development Plan and Strategy for the Island.
- D. Facilitate the implementation of such Economic Development Plan and Strategy and;
- E. Prior to the development of such Economic Development Plan and Strategy, investigate, analyze and make recommendations to the Town Board with regard to specific economic development activities, projects and strategies and;
- F. If approved by the Town Board, take such actions with respect to such activities, projects and strategies as the Town Board shall authorize from time to time.
- G. Find and identify grant opportunities to further the economic development and infrastructure of the town.
- H. Work with other Committees when applicable to achieve common goals.

§ 12-19. Membership.

- A. The Committee shall be composed of up to seven (7) members. The members will be either property owners and/or permanent residents of Washington Island. One member of the Town Board will be a liaison appointed by the Town Chairman.
- B. Members shall serve until they either resign or are removed by the Town Board. Any such members may be removed by the Town Board at any time by notice to them in writing.
- C. When a vacancy occurs, the Committee Secretary will work with the Town Clerk to properly advertise for new members. Parties will submit a simple letter of interest to the Town Office and forward it to the Committee Secretary. The committee will meet with, then discuss the candidate and if agreeable submit the name to the Town Board for approval.

§ 12-20. Officers.

- A. One of the members of the Committee shall be the Chairperson and one shall be the Secretary.
- B. The Chairperson and Secretary shall be elected annually by a majority vote of the Committee membership at the first meeting first meeting at which there is a quorum present after the annual Town meeting in the third week in April.
- C. The Chairperson shall preside over all meetings. The Secretary shall keep the minutes of all meetings and furnish a copy to the Town Board following the meeting. In addition, the Secretary shall correspond on behalf of the Committee.

§ 12-21. Meetings.

- A. The Committee shall meet as needed to carry out the purposes as stated earlier, at a time to be decided upon by the Committee membership.
- B. All such meetings shall be conducted in accordance with Subchapter V of Chapter 19 of the Wisconsin Statutes, commonly known as the "Wisconsin Open Meeting Law."

ARTICLE V

Town of Washington Healthcare Committee

[Adopted 11-15-2023 as Ch. 12, Article V, of the Code]

§ 12-22. Authorization.

The Town shall have a Committee, known as the "Town of Washington Healthcare Committee."

§ 12-23. Purpose.

The purpose of such Committee shall be to:

- A. Be under the direction of the Town Board and is advisory to the Town Board on all matters.
- B. Recognize the importance of medical care for the health and well-being of all those who reside and visit Washington Island and the costs associated with that care. The Committee will analyze medical facilities, medical transportation (incl. wheelchair access community van), and supplemental medical services and their availability and utilization.
- C. Gather information, suggestions, and feedback from the Island community and visitors to make improvements in supplemental medical care, and to inform the Town Board of recommendations based on this feedback.
- D. Investigate potential changes/additions such as upgraded spaces for providers within existing building, possible addition of physical therapy and rehab services, and to promote senior wellness by working with WICHP and Rec Center
- E. Continue communication and education of the community regarding medical services and future assisted living unit on the Island.
- F. Work with other Committees when applicable to achieve common goals.

§ 12-24. Membership.

- A. The Committee shall be composed of up to seven (7) members. The members will be either property owners and/or permanent residents of Washington Island. One member of the Town Board will be a liaison appointed by the town chairman.
- B. Members shall serve until they either resign or are removed by the Town Board. Any such members may be removed by the Town Board at any time by notice to them in writing.
- C. When a vacancy occurs, the Committee Secretary will work with the Town Clerk to properly advertise for new members. Parties will submit a simple letter of interest to the Town Office and forward it to the Committee Secretary. The Committee will interview, then discuss the candidate and if agreeable submit the name to the Town Board for approval.

§ 12-25. Officers.

- A. One of the members of the Committee shall be the Chairperson and one shall be the Secretary.
- B. The Chairperson and Secretary shall be elected annually by a majority vote of the Committee membership at the first meeting first meeting at which there is a quorum present after the annual Town meeting in the third week in April.
- C. The Chairperson shall preside over all meetings. The Secretary shall keep the minutes of all meetings and furnish a copy to the Town Board following the meeting. In addition, the Secretary shall correspond on behalf of the Committee.

§ 12-26. Meetings.

- A. The Committee shall meet as needed to carry out the purposes as stated earlier, at a time to be decided upon by the Committee membership.
- B. All such meetings shall be conducted in accordance with Subchapter V of Chapter 19 of the Wisconsin Statutes, commonly known as the "Wisconsin Open Meeting Law."

ARTICLE VI

Town of Washington Parks Committee

[Adopted 11-15-2023 as Ch. 12, Article VI, of the Code]

§ 12-27. Authorization.

The Town shall have a Committee, known as the "Town of Washington Parks Committee."

§ 12-28. Purpose.

The purpose of such Committee shall be to:

- A. Be under the direction of the Town Board and is advisory to the Town Board on all matters.
- B. Oversee Town of Washington parks and make recommendations to the Town for maintenance and improvements of the Town parks.
- C. Work with other Town of Washington Committees and other groups and organizations from time to time for enhancement of the parks of the Town of Washington.

§ 12-29. Membership.

- A. The Committee shall be composed of up to seven (7) members. The members will be either property owners and/or permanent residents of Washington Island. One member of the Town Board will be a liaison appointed by the Town Chairman.
- B. Members shall serve until they either resign or are removed by the Town Board. Any such members may be removed by the Town Board at any time by notice to them in writing.
- C. When a vacancy occurs, the Committee Secretary will work with the Town Clerk to properly advertise for new members. Parties will submit a simple letter of interest to the Town Office and forward it to the Committee Secretary. The committee will meet with, then discuss the candidate and if agreeable submit the name to the Town Board for approval.

§ 12-30. Officers.

- A. One of the members of the Committee shall be the Chairperson and one shall be the Secretary.
- B. The Chairperson and Secretary shall be elected annually by a majority vote of the Committee membership at the first meeting first meeting at which there is a quorum present after the annual Town meeting in the third week in April.
- C. The Chairperson shall preside over all meetings. The Secretary shall keep the minutes of all meetings and furnish a copy to the Town Board following the meeting. In addition, the

Secretary shall correspond on behalf of the Committee.

§ 12-31. Meetings.

- A. The Committee shall meet as needed to carry out the purposes as stated earlier, at a time to be decided upon by the Committee membership.
- B. All such meetings shall be conducted in accordance with Subchapter V of Chapter 19 of the Wisconsin Statutes, commonly known as the "Wisconsin Open Meeting Law."

ARTICLE VII

Town of Washington Rec Center Committee

[Adopted 11-15-2023 as Ch. 12, Article VII, of the Code]

§ 12-32. Authorization.

The Town shall have a Committee, known as the "Town of Washington Recreation Center Committee."

§ 12-33. Purpose.

The purpose of such Committee shall be to:

- A. Be under the direction of the Town Board and is advisory to the Town Board on all matters.
- B. Recommend improvements to the Washington Island Recreation Center.
- C. Suggest policies and procedures regarding the operation and maintenance of the Recreation Center.
- D. Recommend policies, standing rules and procedures of behavior.
- E. Work with other Committees when applicable to achieve common goals.

§ 12-34. Powers.

- A. The Committee is empowered to establish policies, standing rules and procedures to effectuate the purposes of the Committee with the approval of the Town Board. All personnel job descriptions, salaries, and/or policies, and amendments thereto, shall be referred to the Town Board for approval before becoming effective.

§ 12-35. Membership.

- A. Members. The Committee shall be composed of up to (7) seven members, (2) two of whom are the staff members employed by the Rec Center. The members will be either property owners and/or permanent residents of Washington Island. Additionally, the Rec Center Manager will be part of the committee and a liaison from Town Board will be assigned by the Town Chairman.
- B. Members shall serve until they either resign or are removed by the Town Board. Any such members may be removed by the Town Board at any time by notice to them in writing.
- C. When a vacancy occurs, the Committee Secretary will work with the Town Clerk to properly advertise for new members. Parties will submit a simple letter of interest to the Town Office and forward it to the Committee Secretary. The committee will interview, then discuss the candidate and if agreeable submit the name to the Town Board for approval.

§ 12-36. Officers.

- A. One of the members of the Committee shall be the Chairperson and one shall be the Secretary.
- B. The Chairperson and Secretary shall be elected annually by a majority vote of the Committee membership at the first meeting first meeting at which there is a quorum present after the annual Town meeting in the third week in April.
- C. The Chairperson shall preside over all meetings. The Secretary shall keep the minutes of all meetings and furnish a copy to the Town Board following the meeting. In addition, the Secretary shall correspond on behalf of the Committee.

§ 12-37. Meetings.

- A. The Committee shall meet as needed to carry out the purposes as stated earlier, at a time to be decided upon by the Committee membership.
- B. All such meetings shall be conducted in accordance with Subchapter V of Chapter 19 of the Wisconsin Statutes, commonly known as the "Wisconsin Open Meeting Law."

ARTICLE VIII

Town of Washington Red Barn Committee

[Adopted 11-15-2023 as Ch. 12, Article VIII, of the Code]

§ 12-38. Authorization.

The Town shall have a Committee, known as the "Town of Washington Red Barn Committee."

§ 12-39. Purpose.

The purpose of such Red Barn Committee shall be to:

- A. Be under the direction of the Town Board and is advisory to the Town Board on all matters.
- B. Serve in an advisory capacity to the Town Board providing recreation and entertainment activities in the Red Barn buildings, the playground area, and Gislason's beach for residents and visitors of Washington Island.
- C. Promote the physical and social well-being of participants, regardless of age, race, or sex, in a drug- and alcohol-free atmosphere.
- D. Establish policies, standing rules and procedures to effectuate the purposes of the Committee. All such policies, rules, procedures, and amendments thereto shall be referred to the Town Board for approval before becoming effective.
- E. Serve in an advisory capacity to the Town Board on changes and major repairs to the Red Barn buildings.
- F. Work with other Committees when applicable to achieve common goals.

§ 12-40. Membership.

- A. The Committee shall be composed of up to seven (7) members and the Red Barn Coordinator. The members will be either property owners and/or permanent residents of Washington Island. One member of the Town Board will be a liaison appointed by the Town Chairman.
- B. Members shall serve until they either resign or are removed by the Town Board. Any such members may be removed by the Town Board at any time, without cause, by notice to them in writing.
- C. When a vacancy occurs, the Committee Secretary will work with the Town Clerk to properly advertise for new members. Parties will submit a simple letter of interest to the Town Office and forward it to the Committee Secretary. The committee will interview, then discuss the candidate and if agreeable submit the name to the Town Board for approval.

§ 12-41. Officers.

- A. One of the members of the Committee shall be the Chairperson and one shall be the Secretary.
- B. The Chairperson and Secretary shall be elected annually by a majority vote of the Committee membership at the first meeting at which there is a quorum present after the annual Town meeting in the third week in April.
- C. The Chairperson shall preside over all meetings. The Secretary shall keep the minutes of all meetings and furnish a copy to the Town Board following the meeting. In addition, the Secretary shall correspond on behalf of the Committee.

§ 12-42. Meetings.

- A. The Committee shall meet as needed to carry out the purposes as stated earlier, at a time to be decided upon by the Committee membership.
- B. All such meetings shall be conducted in accordance with Subchapter V of Chapter 19 of the Wisconsin Statutes, commonly known as the "Wisconsin Open Meeting Law."

ARTICLE IX

Town of Washington Wastewater Committee

[Adopted 11-15-2023 as Ch. 12, Article IX, of the Code]

§ 12-43. Authorization.

The Town Utility District shall have a Committee, known as the "Town of Washington Utility District Wastewater Committee."

§ 12-44. Purpose.

The purpose of such Committee shall be to:

- A. Be under the direction of the Town Board (Utility District Board) and is advisory to the Town Board (Utility District Board) on all matters.
- B. Assist the Utility District in the overall solution to wastewater treatment and proper management of wastewater disposal.
- C. Maintain a watch for legislation with the purpose of ending or adding additional controls on field spreading for the state of Wisconsin that would impact Washington Island.
- D. Search out financial assistance for residents wanting to move from a holding tank to a more workable system.
- E. Collaborate to provide input for the development of both current and future wastewater management plans and facility plans.
- F. The objectives of environmental safety, safe drinking water and consideration of long-term wastewater treatment and disposal with consideration for the economic impact on the community can be accomplished by:
 - a. Reducing holding tanks.
 - b. Collective system solutions.
 - c. Evaluate alternatives to land application.
 - d. Continuing education for and input from system owners through Observer articles, guest speakers and open discussion.
- G. Work with other Committees when applicable to achieve common goals.

§ 12-45. Membership.

- A. The Committee shall be composed of up to seven (7) members. The members will be either property owners and/or permanent residents of Washington Island. One member of the Town Board (Utility District Board) will be a liaison appointed by the Town

ARTICLE X

Town of Washington Zoning and Planning Committee

[Adopted 11-15-2023 as Ch. 12, Article X, of the Code]

§ 12-48. Authorization.

The Town shall have a Zoning and Planning Committee, known as the "Town of Washington Zoning and Planning Committee."

§ 12-49. Purpose.

The purpose of such Planning Committee shall be to:

- A. Be under the direction of the Town Board and is advisory to the Town Board on all matters.
- B. Investigate, evaluate, and make recommendations to the Town Board regarding a Comprehensive Plan and revisions to the Door County Zoning Ordinance.
- C. Investigate, evaluate, and make recommendations to the Town Board in matters regarding conditional use permits, variances, text amendments, and zoning change requests, then the Town Board shall submit to the Door County Resource Planning Committee and to the Board of Adjustment as applicable to Washington Island.
- D. Work with other Committees when applicable to achieve common goals.

§ 12-50. Membership.

- A. The Committee shall be composed of up to seven (7) members. The members will be either property owners and/or permanent residents of Washington Island. One member of the Town Board will be a liaison appointed by the Town Chairman.
- B. Members shall serve until they either resign or are removed by the Town Board. Any such members may be removed by the Town Board at any time by notice to them in writing.
- C. When a vacancy occurs, the Committee Secretary will work with the Town Clerk to properly advertise for new members. Parties will submit a simple letter of interest to the Town Office and forward it to the Committee Secretary. The committee will interview, then discuss the candidate and if agreeable submit the name to the Town Board for approval.

§ 12-51. Officers.

- A. One of the members of the Committee shall be the Chairperson and one shall be the Secretary.
- B. The Chairperson and Secretary shall be elected annually by a majority vote of the

Committee membership at the first meeting at which there is a quorum present after the annual Town meeting in the third week in April.

- C. The Chairperson shall preside over all meetings. The Secretary shall keep the minutes of all meetings and furnish a copy to the Town Board following the meeting. In addition, the Secretary shall correspond on behalf of the Committee.

§ 12-52. Meetings.

- A. The Committee shall meet as needed to carry out the purposes as stated in §12-2, at a time to be decided upon by the Committee membership.
- B. All such meetings shall be conducted in accordance with Subchapter V of Chapter 19 of the Wisconsin Statutes, commonly known as the "Wisconsin Open Meeting Law."

Washington Island Mosling Recreation Center

10-29-2023

Katie McGrane
Mosling Recreation Center
1877 Lakeview Road
Washington Island, WI 54246

Attn: Town Board,

The following is in response to the Town Board's request for an estimate of the economic life and replacement cost of certain assets held by the Rec Center. These items include the two IBC 40-399 High Efficiency Boilers and the Dectron Pool Unit. In the future, other items may be identified that need to be added to the list, such as the pool and spa filter and controls. The pool filters are now at the end of their economical life. At the time of their last inspection, they were still in good operating condition, but we are on borrowed time.

I decided to start with the boilers because they were the most recent purchase, and the cost and other applicable information is readily available. The original boiler were replaced after seventeen (17) years of service by Rodger's Heating & A/C, and is immaterial for the computations used for replacement cost. After another seventeen (17) years these boilers were also replaced through the combined efforts of Mann's Heating & Air, Johnson controls and CR Meyer at a total cost of \$94, 163 (see details A). I only used the cost incurred by Brian Mann for our calculations because the work done by Johnson Controls and CR Meyer were a one-time cost due to the conversion to LP gas. Although, some of the work performed by Brian was also due to this conversion, I believe that \$77,935 is close enough to use for the present cost of the boilers.

I used fifteen (15) years for the calculations for several reasons. One, we are dealing with the same type of boilers – fuel oil as opposed to propane. Two, the warranty runs out after ten (10) years. And three, fifteen years is on the conservative side – if they run past fifteen years, we can weigh the maintenance cost against the replacement cost for the additional time.

Detail B shows seven (7) examples of the yearly increase in replacement costs over fifteen years. For the calculations, I used seven rates starting at 1.0% and increasing by 0.5% up to 5.0%. I believe that the 2.5% column should be used for the cumulative replacement cost for several reasons. According to the Federal Reserve Bank of Cleveland, the 10-year expected inflation rate for September 2023 is 2.21368% - this means that inflation is expected to average 2.21368% per year over the next 10 years. Although this rate is forecast for the (10) years, we used it for the entire fifteen (15) years. Inflation expectations are not a guarantee of future inflation rates, but rather an estimate based on current economic conditions and other factors.

In conclusion, with the present value of \$77,935 over fifteen years at a compound inflation rate of 2.5%, the future replacement cost for the boilers would be \$111,221 or \$7,415 per year. This is the recommendation of the Rec Center manager, but it is up to the Town Board if they want to start and finance a sinking-fund for a replacement cost of the Rec Center assets. Furthermore, if the Town would like to use a different number of years, a different rate or any other method, I would be happy to cooperate in any way I can.

Respectfully yours,



Katie McGrane, Rec Center Manager

DETAIL A - 2022 replacement	
Brian Mann	\$77,935
Johnson Controls	4,228
CR Meyer - Electric	12,000
Total Cost	\$94,163

DETAIL B - Increase in replacement cost using 7 different annual percentage rates for 15 years								
		1.0%	1.5%	2.0%	2.5%	3.0%	3.5%	4.0%
Present cost		\$77,935	\$77,935	\$77,935	\$77,935	\$77,935	\$77,935	\$77,935
Replacement cost	1	78,714	79,104	79,494	79,883	80,273	80,663	81,052
Replacement cost	2	79,501	79,895	80,289	80,682	81,076	81,469	81,863
Replacement cost	3	80,297	81,093	81,894	82,699	83,508	84,321	85,137
Replacement cost	4	81,099	82,310	83,532	84,767	86,013	87,272	88,543
Replacement cost	5	81,910	83,545	85,203	86,886	88,594	90,327	92,085
Replacement cost	6	82,730	84,798	86,907	89,058	91,252	93,488	95,768
Replacement cost	7	83,557	86,070	88,645	91,285	93,989	96,760	99,599
Replacement cost	8	84,392	87,361	90,418	93,567	96,809	100,147	103,583
Replacement cost	9	85,236	88,671	92,226	95,906	99,713	103,652	107,726
Replacement cost	10	86,089	90,001	94,071	98,303	102,704	107,280	112,035
Replacement cost	11	86,950	91,351	95,952	100,761	105,786	111,034	116,516
Replacement cost	12	87,819	92,721	97,871	103,280	108,959	114,921	121,177
Replacement cost	13	88,697	94,112	99,829	105,862	112,228	118,943	126,024
Replacement cost	14	89,584	95,524	101,825	108,509	115,595	123,106	131,065
Replacement cost	15	90,480	96,957	103,862	111,221	119,063	127,414	136,308
Total cost increase		\$12,545	\$19,022	\$25,927	\$33,286	\$41,128	\$49,479	\$58,373
Amount per year		\$6,032	\$6,464	\$6,924	\$7,415	\$7,938	\$8,494	\$9,087

chairman@washingtonisland-wi.gov

From: chairman@washingtonisland-wi.gov
Sent: Saturday, November 11, 2023 11:35 AM
To: 'Margaret Foss'
Cc: Alex McDonald
Subject: RE: Upcoming Agenda

Margaret they already are. Alex has worked on that and this is already taking place. What she is trying to work on now is getting the committees on board as well. That has been a difficult task. All postings, whether by putting them up around town or through has to (by law) be posted at least 24 hrs in advance or no meeting can take place. Maybe what is needed is to push the all committees that their agendas must be submitted to Alex for posting. If they are not submitted in a timely basis, then their meeting will be cancelled by Alex for failure to prior notice as required by law. Once their meetings get cancelled, that may make them start working with us.

Hans

From: Margaret Foss <mfoss@washingtonisland-wi.gov>
Sent: Friday, November 10, 2023 12:33 PM
To: Hans Lux <chairman@washingtonisland-wi.gov>; Town of Washington Office <townoffice@washingtonisland-wi.gov>
Subject: Upcoming Agenda

Hello,

I am thinking that you are working on the upcoming regular Town Board meeting agenda. I would like a discussion regarding our website. I would like to see all Town Board meeting agendas be posted on the website at the same time as they are posted around town. In other words, a minimum of 24 hours in advance of such meetings. If I need to make a motion regarding this, please advise. I know that this could be troublesome in regard to Town committees, as it means they would need to provide their agendas sooner than they sometimes do. If that seems unlikely, we could just commit to Town Board meeting agendas, and not insist on it for committees. I would rather see both though (Town Board and Town Committees). Perhaps we'll need discussion.

Thank-you!
Margaret

chairman@washingtonisland-wi.gov

From: Hibbard, Jodi <Jodi.Hibbard@dcmedical.org>
Sent: Thursday, November 9, 2023 11:06 AM
To: townshop@washingtonisland-wi.gov
Cc: Andersen, Pete C; chairman@washingtonisland-wi.gov
Subject: generator at WI clinic

Hello Jon,

Pete shared with me that in the recent power outage the generator did not kick in. I understand that the Town is looking at the issue. Do you have a timeline as to when you believe that will be resolved? My reason for asking is that we stock many vaccines at the clinic site which cost thousands of dollars. There are very stringent rules we much abide by regarding storage of vaccine and I cannot financially afford the loss. If the storage temperature of our refrigerators and freezers fluctuate too much, it may result in needing to waste those vaccines so a timeline to us is very important. Thanks in advance, I look forward to your response.

Jodi Hibbard, MS, BSN, RN, FACHE
Chief Clinical Officer

Door County Medical Center
323 South 18th Avenue
Sturgeon Bay, WI 54235
(920) 746-3674
dcmedical.org

Keeping Patients First In Everything We Do

Town Board
Town of Washington

Nov. 1, 2023

Town Board Members –

Although I recently resigned from the Archives Committee after a number of fulfilling and enjoyable years as a member, I wish to impress upon you the positives and the past success of this committee of nine individuals. That is the number described in the Archives' By-laws which has been adhered to since 1976, the year in which the Archives Committee was initiated.

We recently endorsed Kari Gordon for committee membership on October 24, which with your approval would bring the Archives Committee to nine persons, the historically acceptable number.

I cannot agree that there is benefit to the Archives Committee's function by reducing the number of members from nine to seven. Perhaps the number "nine" is perceived as unwieldy within other committees of the Town, especially if the additional openings may become hard to fill.

Finding and recommending new committee members has never been a challenge for the Archives Committee. The addition of two persons (nine in all) tends to broaden the points of view while potentially reflecting a greater number of Town citizens whose diverse interests are then better served through preservation of Island history.

Respectfully, my suggestion would be to incorporate flexibility in the Town's proposed language regarding committee numbers, through wording: **"The Town recommends seven committee members, but not more than nine."**

I would encourage Town Board members to approve Kari Gordon's seating on the Archives Committee, and then reconsider the proposed blanket policy of "seven-person committees".

Sincerely,

Dick Purinton



Town of Washington Office <townoffice@washingtonisland-wi.gov>

WI Foundation Bylaws Amendments

Carolyn Foss <carolyn.y.foss@gmail.com>

Fri, Oct 27, 2023 at 11:02 AM

To: Alex Anderson McDonald <townoffice@washingtonisland-wi.gov>

Hi Alex,

I've attached the amended bylaws as voted on at the Foundation's October 24, 2023 meeting. You will see the deletions shown as strikethroughs and highlighted. The additions are in boldface. Showing both should help make clear the changes, vs. comparing old and new documents. I will be happy to answer any questions before the town meeting where this is on the agenda, or at the meeting. I have only included the pages of the full bylaws that are affected.

Please include this in one of the upcoming town board meetings for a vote.

Thank you,
Carolyn



WI Foundation By-Laws Amendments 10.24.23.docx

21K

BY-LAWS

of

WASHINGTON ISLAND FOUNDATION, INC.

ARTICLE I

General

Section 1. Purpose of Corporation. The purposes of this Corporation shall be as set forth in the Articles of Incorporation of the Corporation. These By-Laws specify various matters affecting the operations and governance of the Corporation.

Section 2. Solicitation and Receipt of Gifts. The Corporation shall seek gifts, contributions, donations and bequests (herein generally called "gifts") for its purposes. While the Corporation specifically encourages unrestricted gifts ~~which whose principal and/or income therefrom~~ may be used for the Corporation's purposes in the discretion of the Board of Directors of this corporation, the Board of Directors will accept gifts for a restricted or otherwise designated purpose if such restriction is determined by the Board of Directors to be acceptable and conforms with these By-Laws, applicable Federal laws and/or statutes, applicable laws and/or statutes of the State of Wisconsin, and any other guidelines established by the Board of Directors for such restricted gifts.

Section 3. Distributions. All gifts which are received on an unrestricted basis, and any restricted gift whose restriction has expired or becomes, in the judgment of the Board of Directors of the Corporation, impractical, unlawful or impossible, shall be allocated (to the extent consistent with any other applicable legal requirements) to a separate fund, herein called the "Unrestricted General Endowment Fund." Each year **the amount equal to five percent (5%) of the Unrestricted General Endowment Fund's average December 31 year-end market value over the prior, completed 3-year period** ~~all or part of the income of the Unrestricted Fund~~ shall be distributed to the Town of Washington, Wisconsin, only to the extent necessary to reimburse it for money paid by it for that applicable year for the Mosling Recreation Center

annual operating budget. As used herein, the term “annual operating budget” shall refer to any and all expenses associated with the operation, maintenance and/or improvement of the Mosling Recreation Center located on Washington Island, Wisconsin as described in subsection (b) below. As used herein, the term "income" shall under no circumstances include capital gains (other than gains on the sale or redemption of short-term money instruments such as United States Treasury Bills and discount notes of 12-month or less duration). In no case, shall principal be distributed from the fund.

- (a) Definition of Income. For the purposes of these by-laws and for operational guidelines, Income of the Corporation shall be defined as interest, dividends, rents, issues and profits earned on realized capital gains, but specifically excludes unrealized capital gains. ~~Disbursements from the Corporation may only be made from such income.~~ The investment of funds by the Corporation shall be governed by the Uniform Fiduciaries Act, Ch. 112, Wis. Stats. Including the Uniform Prudent Management of Institutional Funds Act, Sec. 112.11, Wis. Stats. In allocating receipts and disbursements to income or principal the corporation shall comply with the Wisconsin Uniform Principal and Income Act, Ch. 701, Subchapter XI, Wis. Stats. The funds of this corporation shall constitute a trust for these purposes. The funds of the Corporation may not be converted to a unitrust.
- (b) Except as provided elsewhere in this Section, **the amount equal to five percent (5%) of the Unrestricted General Endowment Fund’s average December 31 year-end market value over the prior, completed 3-year period, ~~income~~** only to the extent necessary for each year, shall be distributed to the Town of Washington, Wisconsin, on the strict condition that the Town will use the distribution exclusively to provide for the Mosling Recreational Center’s annual operating budget and for no other purpose. The Corporation will so pay **the amount equal to five percent (5%) of the Unrestricted General Endowment Fund’s average December 31 year-end market value over the prior, completed 3-year period, ~~its income~~** only to the extent the Corporation deems it necessary or advisable, in its sole discretion, to provide for a shortfall in the Mosling Recreational Center’s annual operating budget, such budget to provide cash-flow analysis comparing actual results with budgeted forecast. **Only a partial distribution will be made from the Unrestricted General Endowment Fund if five percent (5%) of the average December 31 year-end market value over the prior, completed 3-year period decreases the principal/corpus to an amount below \$458,726.00 (value of the principal/corpus as of December 31, 2020). Such partial distribution shall be determined by the Board of Directors.** The Corporation shall always have at least one member of its Board of Directors serve as voting member of the Mosling Recreational Committee.
- (c) If for any year **the amount equal to five percent (5%) of the Unrestricted General Endowment Fund’s average December 31 year-end market value over the prior, completed 3-year period ~~the Corporation’s income~~** is greater than the amount it has paid or will pay as provided in subsection (b) above, ~~the amount of~~ the excess ~~income~~ may, as

determined by its Board of Directors,

i. Be accumulated and added to the **General Unrestricted Endowment Fund**

ii. Be paid to the Town of Washington in the current or any future year on strict condition that such funds will be used for only Mosling Recreational Center purposes that the Corporation identifies at the time of making the payment, and no other purpose;

(d) Notwithstanding the foregoing, **any disbursements** ~~income or principal~~ from restricted gifts can be used only for the lawful purposes specified by the donor's intent and spirit as stated in the restrictive covenants of the gift.

(e) Notwithstanding anything else in these by-laws, this section, Article I, can only be modified or amended by a 2/3rds majority of the Directors of the Corporation then in office, and a 2/3rds majority of the Board of the Town of Washington then in office. Notwithstanding anything else in these By-Laws, no portion of the Endowment's income or principal may ever be distributed to the Town of Washington, Wisconsin for its use in general Town of Washington operations.

chairman@washingtonisland-wi.gov

From: Randy J. Nesbitt <rjn@lcojlaw.com>
Sent: Wednesday, November 1, 2023 9:09 AM
To: chairman@washingtonisland-wi.gov
Subject: RE: Please review and advise

Good Morning Hans,

That's more like it. Between the Articles of Incorporation and the new set of by-laws, the Foundation has covered my concerns. They have the structure in place for continued operation and election of directors and officers. All looks fine now.

RANDALL J. NESBITT

Attorney

Law Firm of Conway Olejniczak & Jerry, S.C.
231 S. Adams Street | P.O. Box 23200
Green Bay, WI 54305
P: 920-437-0476 F: 920-437-2868
E: RJN@lcojlaw.com | lcojlaw.com

2015 – 2022 WINNER OF BEST OF THE BAY – BEST LAW FIRM

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From: chairman@washingtonisland-wi.gov <chairman@washingtonisland-wi.gov>
Sent: Tuesday, October 31, 2023 8:49 PM
To: Randy J. Nesbitt <rjn@lcojlaw.com>
Subject: FW: Please review and advise



Law Firm of
CONWAY, OLEJNICZAK & JERRY, S.C. Randy,

Since 1976

Here is the response from the foundation including additional information. Maybe this is what you were missing. Please review and let me know. Thanks

Hans

From: Carolyn Foss <carolyn.v.foss@gmail.com>
Sent: Tuesday, October 31, 2023 4:44 PM
To: Hans Lux <chairman@washingtonisland-wi.gov>
Subject: Re: Please review and advise

Got it. I had only sent you the portion of the bylaws that are being amended. There are several other pages and I've attached the full document here.

You'll note the footer of some of the pages refers to the last time the bylaws were amended and approved by the Town Board in October of 2020, hence the September 2020 date shown.

If needed, the Articles of Incorporation are also attached. These were also amended and approved by the Town Board in October 2020. There are no changes to the Articles of Incorporation at this time.

On Tue, Oct 31, 2023 at 2:22 PM Hans Lux <chairman@washingtonisland-wi.gov> wrote:

Carolyn,

I had asked the town attorney to review the new Bylaws and here is his response. Let me know how you want to proceed. Thanks

Hans Lux Jr.

Begin forwarded message:

From: "Randy J. Nesbitt" <rjn@lcojlaw.com>
Date: October 31, 2023 at 2:02:07 PM CDT
To: chairman@washingtonisland-wi.gov
Subject: RE: Please review and advise

Good Afternoon Hans,

I like the spirit of the corporation, and the fact that its funds are to be used to support the recreation center, but these by-laws are not good.

Here are things that are not included, that should be included in corporate by-laws:

1. Is it a stock, or non-stock corporation? I was able to find out by looking at Wisconsin Corporate Records website that it is a non-stock corporation, but this should be stated.
2. Members. Are there members? What are the qualifications for members?
3. Dues. Are there membership dues? To whom, when and how much is payable?
4. Directors. How many directors? How are directors selected?
5. Officers. How are officers selected and how many officer positions are to be used?
6. Meetings. When and how often are there corporation meetings? How are meetings called and noticed?

These are just some basic corporation requirements that should be included in the corporate by-laws. The by-laws in place are clearly deficient, which often leads to a fight over the control of a corporation and its assets.

RANDALL J. NESBITT
Attorney

Law Firm of Conway Olejniczak & Jerry, S.C.
231 S. Adams Street | P.O. Box 23200
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-----Original Message-----

From: chairman@washingtonisland-wi.gov <chairman@washingtonisland-wi.gov>

Sent: Monday, October 30, 2023 3:32 PM

To: Randy J. Nesbitt <rjn@lcojlaw.com>

Subject: Please review and advise

Hello Randy,

I know I have not bothered you in a while, but I am beginning to spend more time in the office again and going through all the lesser important things other than budgets.

We received this from the Washington Island Foundation regarding the changes to their bylaws. It must be approved by the Town Board as well. Please review and let us know what you think.

Any questions, please feel free to call or email back. Thanks again

Hans

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COMPANY:	Washington Island Rec Center	PROPOSAL #:	19832
ATTN:	Katie McGrane	PAGES:	1 of 6
EMAIL:		DATE:	10/17/2023
FROM:	Allison Matz	Term:	One Year
PROJECT:	Washington Island Rec Center – Dectron Dehumidifier Service Plan		

Equipment:

Address: 1877 Lake View Road, Washington Island, WI

Coverage Type: Annual Inspection 8x5

Site ID	Tag	Equipment Description	Model	Serial Number
11124	224903	Dectron Dehumidifier Indoor Unit	DSF-102-7	A2012110038
11124	224904	Dectron Condenser	KVG109-9-2C-R410A	D2012110263

Notes:

- This visit will include (1) visual inspection of the system only, to be scheduled within one year of contract approval.
- Annual inspection is estimated to be completed in one business day. If overnight stay required due to ferry restrictions, additional charges will apply.
- Any parts not in working order are **NOT** included. Emergency or recommended repairs will need additional authorization and will require a separate trip. Repairs or refrigerant system check/charging will not be performed during the same day as the inspection.
- Per customer instruction, belts and filters are **NOT** included and will not be replaced by the technician when on site.
- Per customer instruction, condenser coil cleaning is **NOT** included.

Estimate NOT Including Tax:

\$ 3,878.00

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EMERGENCY OR ADDITIONAL SERVICES

Response to emergency service requests will be case-by-case basis. If emergency or additional services are required and authorized by Customer, Access Customer Support Inc. agrees to perform such services at our Preferred Customer Rates as follows:

BILLABLE LABOR

Regular Time, Monday through Friday 8:00 a.m. to 5:00 p.m.

Overtime , Monday through Friday 5:00 p.m. to 8:00 a.m. and Saturday.

Premium Time , Sundays and holidays.

Trip Charge –See Access Customer Support Inc. Maintenance Terms and Conditions

Replacement Parts: Preferred customer discount.

PARTS COVERAGE EXCLUDES

Piping external from the unit, replacement of outdoor condensing unit/condenser, components showing physical damage, component failure due to irregular voltage conditions, pumps external to the unit, fire suppression systems, unit control upgrades, network panels external to the unit, and leak detection panels. Rental of temporary spot coolers is also excluded.

Accepted By:

Customer Signature Required Date

Please provide the following information:

Purchase Order Number: _____

Billing Contact Person: _____

Phone: _____

Person Authorizing Payment: _____

Phone: _____

Billing Company Name: _____

Federal Tax ID # _____

Billing Address: _____

Taxable? Yes No

Billing City, ST Zip: _____

If non-taxable, please provide tax exempt certificate.

*** COVERAGE DETAILS ***

Parts required to bring equipment back to manufacturers specifications are the responsibility of the customer and billable at the time of the first preventive maintenance visit or service call. All pricing is valid only for service coverage stated and is subject to change if this quote is modified in any way. This quote is valid for 30 days from the date of this quote unless otherwise noted.

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Terms & Conditions:

- Quotation Valid for 30 days
- Price does not include tax
- Terms are Net 30 Days, subject to manufacturer's approval
- Standard Terms & Conditions apply
- Please address Purchase Orders to:

Access, Inc.
844 Ehlers Rd
Neenah, WI 54956

Allison Matz

Account Representative


All sales, use or other taxes levied in respect to material itemized herein **are not** included in this quotation. Our standard terms and conditions of sale, available for review on our above website, apply to this proposal. We **do not** accept credit cards for payment of invoices over \$5,000.00. Pricing for this proposal is valid for 30 days.

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Maintenance Services Terms and Conditions

Access Inc. is herein referred to as "Access Inc." The person or entity purchasing maintenance services is herein referred to as "Customer". Access Inc. agrees to provide and Customer agrees to accept maintenance services for those Customer products and equipment ("Equipment") set forth in the Schedule(s) (individually or collectively the "Schedule") to these Terms and Conditions, or as listed on the attached Proposal for Service ("Proposal"), as applicable. Such services will be provided in accordance with these Terms and Conditions and the particular maintenance plan and services ("Maintenance Plan") selected by Customer, in consideration for Customer payment of the appropriate Maintenance Plan fees, as set forth in the Proposal or Schedule to these Terms and Conditions, and any other applicable fees as described herein.

1. **Maintenance Plan:** Maintenance Plans may include: a) Scheduled Preventative Maintenance: Service may include: lubrication, adjustment and replacement of unserviceable parts and such other services as may be required by the particular Equipment. Services will be provided at times mutually agreed upon by Access Inc. and Customer so as to minimize interference with Customer's use of the Equipment; b) Unscheduled On-Call Preventative Maintenance: Service includes adjustment and replacement of unserviceable Equipment parts as the Access Inc. Customer Service technician determines necessary; c) Conforming Maintenance: Service includes maintenance of Equipment in accordance with manufacturers' written instructions, including the installation of mandatory safety engineering changes as may be required by a manufacturer; d) Diagnostic Assistance: Service includes assisting Customer in determining origin of Equipment problems, reading log outs and testing and running of diagnostics to isolate a failing unit, whether or not such unit is part of the Equipment covered under Customer selected Maintenance Plan; e) Monitoring: Remote monitoring of Access Inc. monitoring equipment installed at the Customer's site and initiation of agreed upon response plans when an alarm occurs; f) Service Management: Management of service activities not directly provided by Access Inc., i.e., services provided under items (a) through (e). Service management includes management of multiple vendors providing the above services, consolidation of other service agreements, and reporting of service activity, as selected in the Maintenance Plan.

If Customer requests a service which is not included in the Maintenance Plan selected by Customer, Customer will be billed for such service at Access Inc.'s then prevailing labor and materials rates. Customer may elect to change Maintenance Plans if: a) Customer provides written notice of same to Access Inc. at least ninety (90) days prior to the desired effective date of the change and b) a new Schedule or Proposal is executed by Customer and accepted by Access Inc. within this same period of time. Upon completion of a) and b) above, the substitute Maintenance Plan selected by Customer shall become the Maintenance Plan hereunder.

2. **Parts:** If provided for in the Maintenance Plan selected by Customer, Equipment parts in need of replacement will be removed by Access Inc. and replacement parts installed free of charge. Parts removed become the property of Access Inc. Under other Maintenance Plans which Customer may select, parts which Access Inc. determines require replacement will be furnished at Access Inc.'s then prevailing materials rate. Parts furnished hereunder are furnished AS IS, WHERE IS, WITH NO WARRANTY WHATSOEVER, unless such warranty is provided in other agreements.

3. **Payment:** Maintenance Plan fees will be billed by Access Inc. to Customer annually in advance, or as may otherwise be provided for in the Schedule or Proposal, and will be assessed commencing with the later of: a) if the Equipment is new and start-up of the Equipment has not yet occurred, the start-up date of the Equipment as determined by Access Inc. or b) the date specified in the Schedule or Proposal. All Maintenance Plan fee payments, or other payments that may be due hereunder, are due thirty (30) days from date of invoice. Payments not received within thirty (30) days from date of invoice shall be subject to a late payment charge of one and one-half percent (1 1/2%), or the maximum charge allowed by law. Access Inc. reserves the right to increase Maintenance Plan fees upon ninety (90) days prior written notice of same to Customer, but in no case will Access Inc. increase the Maintenance Plan fees for identical services more than once every twelve (12) months.

4. **Taxes:** Customer will be responsible for payment of any additional amounts needed to pay any taxes, however designated or levied, applicable to any parts or services provided hereunder exclusive, however, of taxes based on the net income of Access Inc.

5. **Billable Services:** Additional charges will be billed to Customer, at Access Inc.'s then prevailing labor and material rates, for any of the following: a) Any services not provided for in the Maintenance Plan selected by Customer; b) Any Maintenance Plan services performed at times other than Access Inc.'s normal service hours if extended service hour coverage is not provided for in the Maintenance Plan selected by Customer; c) Service necessary to return Equipment to proper operating condition as a result of Customer or Customer's representatives attempts to maintain/repair the Equipment; d) Service to repair damage to Equipment as a result of: i) misuse, neglect, accident; ii) use of other non-covered equipment with Equipment covered by these Terms and Conditions; iii) catastrophe or other causes external to Equipment; iv) failure to maintain facilities and Equipment in a reasonable manner v) failure to operate Equipment in accordance with applicable specifications; e) If reasonable site and Equipment access is denied the Access Inc. service representative; f) If it is necessary, due to local circumstances, to use union labor or hire an outside contractor; Access Inc. service personnel will provide supervision only and the cost of such union or contract labor will be charged to Customer; g) If Equipment is modified by Customer, including, but not limited to changes in specifications and incorporation of attachments or other features.

6. **Movement of Equipment:** Customer agrees to provide Access Inc. with ninety (90) days prior written notice of any change in location or material rearrangement of the Equipment. If Access Inc. restarts the Equipment or provides relocation assistance to Customer, Customer will be charged for such services at Access Inc.'s then prevailing labor and materials rates.

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7. Exclusions: Maintenance Plan services to be provided hereunder do not include: a) Maintenance or repair of accessories, attachments, features or other devices not covered by the Maintenance Plan; b) Electrical work external to the Equipment; c) Equipment painting and exterior finish; d) Daily Equipment operations; e) Installation of new equipment or modifications, updates, or revisions to existing Equipment; f) Removing, replacing, or refinishing any part of the building structure or other objects restricting access to the Equipment; g) Service which is impractical for Access Inc. to render because of alterations to the Equipment; h) Service which is precluded by federal, state, local government or trade association regulations or contractual standards.

8. Access to Equipment: Customer shall provide Access Inc. service personnel ready access to the Equipment site, subject to Customer's reasonable internal security and safety rules, and adequate work space and facilities to perform Maintenance Plan services. Actions and expenses necessary to provide Access Inc. access to Equipment to include building structure alteration, repair, or movement/replacement of other equipment are the responsibility of Customer. Access Inc. shall have no responsibility or liability for any costs, expenses, or damages arising from Customer failure to provide access.

9. Access Inc. Materials: Access Inc. reserves the right to place materials on Customer premises that are to be used in the provision of Maintenance Plan services or installed in the Equipment. Customer hereby acknowledges that such materials remain the property of Access Inc. until installed in the Equipment and agrees to take no action that will jeopardize Access Inc.'s rights of ownership in such materials. If Access Inc. materials placed on Customer property are damaged, destroyed or stolen due to the intentional acts, negligence or failure to act of Customer, its employees, agents, or invitees, Customer shall reimburse Access Inc. for such loss in an amount equal to the full replacement value of such materials. Access Inc. shall remove any Access Inc. materials placed on Customer premises within a reasonable time, not to exceed sixty (60) days, after the cancellation of these Terms and Conditions.

10. Subcontractors: Access Inc., in its sole discretion, reserves the right to subcontract to others Maintenance Plan services or other repairs or services to be performed under these Terms and Conditions.

11. Safety Personnel: If OSHA or any other federal, state or local government, trade association, or contractual regulations or standards require a "safety person" to be on site during Maintenance Plan services or other services, Customer shall be responsible for advising Access Inc. of same and providing for such a person at the Equipment site at Customer cost. If Access Inc. agrees, in writing, to provide for a safety person, Customer will be billed for such person's time at Access Inc.'s then current labor and materials rates.

12. Cancellation: These Terms and Conditions, or any part of them, are subject to cancellation by Access Inc. if the conditions specified herein are not met by Customer, or if Customer becomes insolvent or bankrupt. In such event, Access Inc. is under no obligation to pay Customer for any expenses, costs, claims, or liabilities incurred and Access Inc. may retain any portion of the Maintenance Plan fees prepaid by Customer as liquidated damages. Access Inc. retains all rights to any other legal remedies it may have against Customer. Customer may cancel Maintenance Plans billed on an annual basis upon sixty (60) days prior written notice to Access Inc.

13. Limitation of Liability: ACCESS INC.'S LIABILITY FOR FAILURE OF PERFORMANCE HEREUNDER SHALL BE CORRECT PERFORMANCE OF SERVICES INCORRECTLY PERFORMED. IN NO EVENT SHALL ACCESS INC.'S LIABILITY EXCEED THE TOTAL CHARGES PAID BY CUSTOMER FOR MAINTENANCE PLAN SERVICES OR OTHER SERVICES PROVIDED HEREUNDER. ACCESS INC. ASSUMES NO OTHER LIABILITY NOR PROVIDES ANY INDEMNIFICATION EXCEPT AS MAY BE SPECIFICALLY PROVIDED FOR IN THESE TERMS AND CONDITIONS.

14. Consequential Damages: IN NO EVENT SHALL ACCESS INC. ASSUME ANY LIABILITY FOR INDIRECT, SPECIAL, INCIDENTAL, EXEMPLARY, OR CONSEQUENTIAL DAMAGES OF ANY KIND WHATSOEVER, INCLUDING, WITHOUT LIMITATION, LOST PROFITS, BUSINESS INTERRUPTION OR LOSS OF DATA, WHETHER ANY CLAIM IS BASED UPON THEORIES OF CONTRACT, NEGLIGENCE, STRICT LIABILITY, TORT OR OTHERWISE.

15. Warranties: ACCESS INC.'S OBLIGATIONS HEREUNDER ARE IN LIEU OF AND EXCLUDE ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

16. Force Majeure: Access Inc. shall not be liable or responsible for cost, expense or damage due to a delay in the performance of services hereunder, where such delay is due to causes beyond its reasonable control, including, but not limited to natural disasters, acts of government after the date of these Terms and Conditions, power failure, acts of God, labor disputes, riots, acts of war, epidemics, or material and transportation shortages.

17. Non-Solicitation: Customer shall not solicit, directly or indirectly, or employ any employee of Access Inc. for the term of the Maintenance Plan, during the period any other such services are being provided to Customer and for a period of one (1) year after the expiration or termination of the Maintenance Plan or services.

18. Governing Law: These Terms and Conditions shall be governed by and performance construed in accordance with the laws of Wisconsin. Any litigation necessitated as a result of claim pertaining to this Agreement shall be brought in the state or federal courts located in Winnebago County, Wisconsin.

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19. **Wisconsin Lien Notice:** As required by the Wisconsin construction lien law, claimant hereby notifies owner that persons or companies performing, furnishing, or procuring labor, services, materials, plans, or specifications for the construction on owner's land may have lien rights on owner's land and buildings if not paid. Those entitled to lien rights, in addition to the undersigned claimant, are those who contract directly with the owner or those who give the owner notice within 60 days after they first perform, furnish, or procure labor, services, materials, plans or specifications for the construction. Accordingly, owner probably will receive notices from those who perform, furnish, or procure labor, services, materials, plans, or specifications for the construction, and should give a copy of each notice received to the mortgage lender, if any. Claimant agrees to cooperate with the owner and the owner's lender, if any, to see that all potential lien claimants are duly paid"

19. **Severability:** If any section or part of these Terms and Conditions is or becomes illegal, unenforceable or invalid, then the such part or section shall be struck from these Terms and Conditions and shall not affect the remaining parts or sections.

20. **Successors and Assigns:** All covenants and provisions contained in these Terms and Conditions shall bind and inure to the benefit of the parties and their respective successors and assigns.

21. **Authority:** Customer represents to Access Inc. that it is the owner of the Equipment or, if not the owner, that it has full authority to enter into these Terms and Conditions.

22. **Modifications:** Except as may be specifically provided for herein, any agreement which modifies, changes or supplements these Terms and Conditions, or any documents referenced herein, shall only be valid if in writing and signed by a duly authorized representative of Access Inc.

23. **Statute of Limitations:** No action arising out of these Terms and Conditions shall be brought by Customer more than one (1) year after the cause of action has accrued.

24. **Complete Agreements:** These Terms and Conditions, which include any Schedules and/or Proposals attached hereto, represent the entire final and complete agreement between the parties with respect to the subject matter herein and supersede all prior or contemporaneous oral or written communications, representations, understandings or agreements relating to this subject. To the extent Customer's purchase order or other written order request contains competing terms and conditions, the terms set forth herein shall govern.

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Town of Washington

Recreation Center Manager Job Description

JOB SUMMARY:

The Recreation Center Manager is responsible to plan, direct, manage and oversee the activities, projects and operations of the Recreation Center in accordance with the Recreation Center Mission Statement and policies recommended by the Recreation Center Committee and approved by the Town Board. The Manager will coordinate assigned activities, will monitor the department's budget, and provide support to the Town Board. The Director will assure compliance of all safety rules and regulations.

REPORTS TO:

The Manager of the Washington Island Recreation Center reports to the Town Board. The Recreation Center Manager is an employee of the Town of Washington, subject to policies and benefits as stated in the Town Employee Manual and provided by the Town of Washington.

JOB RESPONSIBILITIES:

- 1) Schedules, supervises and directs the work of all employees and contract workers.
- 2) Follows all safety rules and regulations of the center and assures these rules are followed by all center personnel.
- 3) Establishes and approves workloads, work methods and performance standards.
- 4) Establish appropriate service and staffing levels; monitor and evaluate the efficiency and effectiveness of services provided and allocate resources accordingly.
- 5) Educates staff and personnel on all policies and procedures and use/care of equipment.
- 6) Recruits, educates and recognizes volunteers.
- 7) Ensures the completion of required daily/weekly/monthly checklists.
- 8) Conducts personnel and staff meetings.
- 9) Participates in the development of the Recreation Center budget, forecast funds needed for staffing, equipment, materials, and supplies; be responsible for reviewing department expenditures and coordinate budgetary adjustments as appropriate and necessary with the town board.
- 10) Initiates and reviews programs to provide a variety of events, classes for the center.
- 11) Coordinates arrangements for public functions and social gatherings.
- 12) Coordinates marketing programs to promote Recreation Center services and facilities to potential and present members.
- 13) Maintains accurate financial records in accordance to Town of Washington requirements.
- 14) Handles all emergencies such as fire, accidents, and breaches of security or center rules promptly

- 15) Oversees the care and maintenance of all Recreation Center's physical assets and facilities, ensuring care and maintenance is provided in a timely fashion.
- 16) Ensures proper cleanliness and sanitation of facilities.
- 17) Directs purchasing, receiving, storage, and control of all supplies and equipment.
- 18) Ensures the maintenance records, equipment manuals, etc. are files, maintained and accessible.
- 19) Negotiates and monitors all contracts as determined by the Town Board.
- 20) Attends Recreation Center Committee meetings and presents pertinent information.
- 21) Prepares reports and other support material for the Recreation Center Committee and Town Boards usage.
- 22) Provides advice and recommendations to the Town Board about maintenance, materials, supplies, equipment and services not provided in approved plans and/or budget.
- 23) Reports member and personnel infractions to the Recreation Center Committee for review.
- 24) Establishes and maintains a manual of rules and policies recommended by the Recreation Center Committee and approved by the Town Board as a ready reference for members and staff.
- 25) Communicates clearly and concisely, both orally and in writing.
- 26) Perform other duties as assigned by Town Board.

QUALIFICATIONS:

The Director will have knowledge of:

- 1) Operational services and activities of a community recreation center
- 2) Management skills to coordinate programs, policies and operational needs
- 3) Principles and procedures for facility maintenance
- 4) Principles and practices for budget preparation and administration
- 5) Principles of supervision, training and performance evaluations
- 6) Pertinent Federal, State, and local laws, codes, and regulations

REQUIREMENTS:

The Manager will be required to have:

- 1) Minimum five (5) years of relevant experience
- 2) In depth knowledge health and fitness center facilities and operations
- 3) Ability to assure the maintenance of the facility
- 4) Personal skills necessary to interact with people, including members, customers, donors, and Recreation Center Committee members
- 5) Possess and develop competency in appropriate computer skills
- 6) The ability to represent the center to all facets of the community
- 7) Possess management skills necessary for the efficient and effective operation of the center
- 8) May be required to attend evening meetings
- 9) May be required to respond in emergency situations



Washington Island Fire Department

P.O. Box 250

Washington Island Wi 54246

Protecting Washington Island Since 1948

October 19, 2023

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

RE: Elizabeth Howes

At our business meeting held October 19th, 2023, the Washington Island Fire Department unanimously elected Elizabeth Howes as a new member of the department. We look forward to the board's support and hiring of Elizabeth as a new fire fighter.

Respectfully submitted,

A handwritten signature in black ink, which appears to read "Jenny Nickell". The signature is written in a cursive, flowing style.

Administrative Assistant to the Chief Jenny Nickell
Washington Island Fire Department

I would like to say thank you to the board and most of all Katie for my last 14-15 years at the rec center.

It has been my pleasure to work with you all.

Always something fun and new every shift.

But I think it is time to say good bye to my Tuesday nights. Its hard to work late at the dock and rush to the rec but I made it work until now. I will not be returning this fall.

Thanks for everything.

Janet



WEX cards

1 message

Washington Island Police <washingtonislandpd@gmail.com>

Sun, Nov 5, 2023 at 12:31 PM

To: Alexandria McDonald <townoffice@washingtonisland-wi.gov>, Town Chairman <chairman@washingtonisland-wi.gov>

Hello,

I noticed this weekend that a Police Chief asked a question on the WI Police Chief Associations site about WEX cards:

Q: Does any municipality use the WEX Fleet Card Program?

If you do use the program are you seeing a substantial savings in your gas consumption?

Would you recommend the program?

Do you have a pro's and con's list if you use the program?

Thank you for your input.

A: Lake Delton PD uses the WEX Fleet Card Program. Their website is user friendly. They make it easy to retrieve invoice information, create new drivers, order cards etc. The analytics are ok but more designed for the transportation industry. We are not seeing big savings by any stretch however we have not found a fueling location that does not accept the WEX card. With that said, don't expect to talk to a human being in a timely manner if you have an issue or need to make account changes. I would submit that I have looked into other platforms such as Fuelman (Fuelman Services the Kwik Trip card as well) and do not see many distinct advantages between the services. We do not have a municipally owned fuel tank so our cops like the cards as they can stop at any of our gas stations. Our Village Board likes it because it "spreads the wealth" among our gas stations. Our Public Works Department uses the WEX Fleet Card program as well.

A: TOWN OF NORWAY POLICE DEPT has been them for nearly 2 years. The advantage for me was simplicity using their system, adding users, adding vehicles and detailed reports. None of the local gas stations are 24-hours so this was an advantage that I was looking at. I have not found a gas station that doesn't accept the card yet. As far as the savings/rebates, I just look at them as an added bonus. For a smaller department that spends approximately \$12,000 a year on fuel the savings/rebate is approximately \$300 a year.

My suggestion is if the Town were to go with this program, we should keep our other credit cards for travel/training/purchases.

<https://www.wexinc.com/solutions/fleet-cards/select/state-of-wisconsin-fleet-card/>

Tyler McGrane
Police Chief

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Washington Island Police Department
1045 Main Road/ P.O. Box 190
Washington Island, WI 54246
920-847-2355

STATE OF WISCONSIN FLEET CARD PROGRAM



CONTRACT NO. 00819

BETTER SAVINGS

Earn monthly rebates based on gallons purchased

Use electronic billing to reduce administrative costs

No enrollment, setup, or card fees

BETTER SECURITY

Enforce your spending policy with purchase limits you control

Driver PINs at the pump help prevent misuse

BETTER ACCOUNTING

Track spending online — see details like driver, odometer reading, and more for every purchase

Download monthly reports

Tax exemption reporting for qualified fleets

A BETTER EXPERIENCE



APPLY TODAY

State of Wisconsin Fleet Card Contract No. 00819

FAX the enclosed addendum to 1-866-527-8873

*Actual savings may vary.

WEXG_590800_D14/03/22

FOR MORE INFORMATION

CALL 1-866-527-8870 | **VISIT** www.wexinc.com/Wisconsin | **EMAIL** governmentmailbox@wexinc.com