

STATE OF WISCONSIN

Town of Washington

Door County

The Town Board of the Town of Washington, Door County, Wisconsin, hereby provides its written notice and agendas of the public meetings of the Utility District & Town Board of the Town of Washington for Wednesday, February 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. Communications and petitions by town clerk – No discussion or action
 - a. Town of Washington – Utility District Reconciliation Reports
 - i. Cash Account #5 – 01/31/2023
6. Approval of Meeting Minutes – 01/18/2023
7. Wastewater Advisory Committee Report - Larry Kahlscheuer
8. Approval of Utility District Bills – January 1st – January 31st, 2023
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 – TBD
10. Adjourn

REGULAR TOWN BOARD MEETING

1. Call to Order
2. Roll Call/Quorum and approval of agenda
3. Chairman's Comments
 - a. Testify to Wisconsin Coastal Management for grant
 - b. Members needed for committees: Parks, Economic Development, WIZAP, etc.
 - c. Community suggestion box – chairman@washingtonisland-wi.gov
4. Public comments, communications, and suggestions from residents of the town and other persons present.
 - a. State of Wisconsin – DNR – Approval letter to Bruce McClaren
 - b. Notice of Pending Application for Shoreline Erosion Control – Thomas & Allison Murphy
5. Approval of Meeting Minutes
 - a. Regular Town Board – 01/18/2023
 - b. Special Town Board – 01/31/2023
6. Communications and petitions by town clerk – No discussion or action
 - a. Town of Washington – Reconciliation Reports
 - i. Cash Account #1 – 01/31/2023
 - ii. Cash Account #11 – 01/31/2023
 - b. Town of Washington – Statement of Assets, Liab. & Equity
 - i. January 2023
 - c. Town of Washington – Statement of Revenue & Expenditures
 - i. January 2023
7. Acknowledge Receipt of Reports of specific standing departments and committees.
 - a. Fire Department
 - i. January 2023 Report
 - b. Airport Advisory Committee
 - i. Minutes – 01/31/2023
 - c. Economic Development Committee
 - i. Minutes – 11/17/2022
8. Reports of special committees, special commissions, and special boards
 - a. None
9. Reports by town officers.
 - a. Martin Andersen
 - i. Fire Department

- ii. Recreational Center
 - iii. Infrastructure Committee
 - iv. Harbors and Waterways
- b. Larry Kahlscheuer
 - i. Law Enforcement
 - ii. Healthcare
 - iii. Parks and Natural Areas
 - iv. WIZAP
- c. Loren Roznai
 - i. Red Barn
 - ii. Archives
 - iii. Economic Development
 - iv. Community Center
 - v. Museums
- d. Hans Lux
 - i. Town Office
 - 1. Creation of new town website
 - 2. Emails for all board members
 - ii. DPW
 - 1. Accident at DPW Shop
 - iii. IT
 - iv. Airport

10. Public hearings and advisory votes

- a. Discuss current COVID-19 situation – recommend any changes/actions

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

- a. Approve payment of town bills – January 1st to January 31st, 2023
- b. Approve 2023 Economic Development Committee Charter
- c. Approval of Fire Dept/DNR Memorandum of understanding for Mutual Aid and Fire Suppression Services
- d. Approve sale of Fire Department computer and carrying case to Washington Island Fire and Rescue, Inc.
- e. Support letter for reciprocal agreement with Washington Island Electric Co-op project
- f. Discuss Intergovernmental agreement with Washington Island School
- g. Review/Update and approval of town fee schedule
 - i. Airport fees

- ii. Community Center Committee Recommendations
 - iii. Library Information
 - iv. False Alarm Fees
- h. Julian Hagen –
 - i. Request for raft concert at Schoolhouse Beach – May 27th
 - ii. Street Dance – Main Rd – July 2nd
- i. Review/Approve Capital Spending requests
- j. Approve revised Police Department On-call policy
- k. Appoint Museum Director
- l. Approve job descriptions for Rec Center –
 - i. Custodian
 - ii. Maintenance Technician
- m. Authorization to bid out logs – Jon Mann
- n. Update on Mountain Park
 - i. Approve John Yoder request
 - ii. Update on John Herschberger easement
- o. Short Term Rental information
- p. Associated Appraisal Consultants –
 - i. Assessment Services Contract – 2023 to 2027
 - ii. Full Inspection Revaluation vs Interim Market Update
- q. Wisconsin Towns Association –
 - i. Board of Review Training
 - ii. Town Officials Workshop
- r. Letter to KerberRose – Answer to financial review concerns
- s. Resignation from Parks & Economic Development Committees – Danette Garcia
- t. Resignations from Fire Department –
 - i. Full resignation –
 - 1. Jerod Songstad
 - 2. Kenneth Berggren
 - 3. Matt Dusik
 - 4. Jake Farm
 - ii. Resignation but request for Associate Membership –
 - 1. Miryam McGregor
 - 2. Kimberly Toro
 - 3. Mack Ellefson

12. Future Proposed Meeting Dates

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. Special Town Board Meeting – Tuesday, February 21, 2023, at 2 PM in the Community Center Gym
 - b. Regular Town Board Meeting – Wednesday, April 5, 2023, at 6 PM in the Rutledge Room
14. Adjourn



Hans Lux Jr

Instructions to attend via GoToMeeting

Utility District & Regular Town Board Meeting

Wed, February 15th, 2023 6:00 PM - 8:00 PM (CDT)

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

<https://meet.goto.com/713762861>

You can also dial in using your phone.

(For supported devices, tap a one-touch number below to join instantly.)

United States: +1 (408) 650-3123

- One-touch: [tel:+14086503123,713762861#](tel:+14086503123,713762861)

Access Code: 713-762-861

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.

3:04 pm

UTILITY DISTRICT**Reconciliation Report**

Cash Account #5 [Nicolet Bank], Sorted by Check Date

Statement date: 01/31/23 Reconciliation date: 01/31/23

CHECKS

Check#	Date	Vendor	Name	Cleared	Outstanding
28208	12/31/22	MANN'S MERC	Mann's Mercantile	50.99	
28209	12/31/22	NICOLET BANK	Nicolet National Bank	373.68	
28210	12/31/22	SMALLS EXCAV	Small's Excavating	414.00	
28213	12/31/22	TOW	Town of Washington		52,902.47
28211	01/13/23	CARMODY	CSI		948.00
28212	01/26/23	SANTANDER BK	Santander Bank, N.A.		1,672.81
Total				838.67	55,523.28

DEPOSITS

Txn#	Date	Description	Cleared	Outstanding
10998	11/02/22	A/R cash receipts		288.22
11001	01/03/23	A/R cash receipts	1,444.59	
11002	01/03/23	A/R cash receipts	677.16	
11003	01/11/23	A/R cash receipts	79.19	
11004	01/16/23	A/R cash receipts	3,914.47	
Total			6,115.41	288.22

WITHDRAWS

Txn#	Date	Description	Cleared	Outstanding
28	01/13/23	Jan 2023 Positive Pay	11.90	
Total			11.90	0.00

Statement beginning balance	100,898.85
Cleared deposits	6,115.41
Cleared charges	0.00
Cleared credits	0.00
Cleared withdrawals	-11.90
Cleared checks	-838.67
Cleared EFTs	0.00
Calculated statement balance	106,163.69
Statement ending balance	106,163.69
Difference	0.00

If your bank statement is in balance, then the Calculated statement balance will equal the Statement ending balance.

Statement ending balance	106,163.69
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3:12 pm

UTILITY DISTRICT

Accounts Payable Detail Report

January 2023 Transactions

Transaction	Date	Due Date	Reference	Transaction Amount	Original Balance	Current Balance
CARMODY CSI						
2023	01/13/23	Close	Software		948.00	CK028211
CK028211	01/13/23		Payment	948.00		
Vendor Total					948.00	0.00
SANTANDER BK Santander Bank, N.A.						
3408972	01/26/23	Close	Truck Lease		1672.81	CK028212
CK028212	01/26/23		Payment	1672.81		
Vendor Total					1672.81	0.00
Report Total					2620.81	0.00

STATE OF WISCONSIN

Town of Washington

Door County

DRAFT

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MINUTES

UTILITY DISTRICT MEETING

1. Call to Order – Chairman Hans Lux called the meeting to order at 6:00 PM
2. Pledge of Allegiance – 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, Larry Kahlscheuer, Loren Roznai, and Richard Tobey.
 - b. Motion by Andersen seconded by Tobey to approve the agenda. Motion carried.
4. Public comments, communications, and suggestions from residents of the town and other persons present.
5. Communications and petitions by town clerk – No discussion or action
 - a. Town of Washington – Utility District Reconciliation Reports
 - i. Cash Account #5 – 12/31/2022
6. Motion by Kahlscheuer seconded by Roznai to approve of Meeting Minutes – 12/21/2022. Motion carried.
7. Wastewater Advisory Committee Report - Larry Kahlscheuer
 - a. Supervisor Tobey asked that the Utility District Board assess the amount of surplus of funds in the 2022 budget after year-end is completed, and to review the fee schedule so that revenue and expenditures are operating in balance.
8. Motion by Tobey seconded by Andersen to approve the Wastewater Advisory Committee Charter for 2023. Motion carried.
9. Approval of Utility District Bills – December 1st – December 31st, 2022
10. Issues at FAST System Holding Area

- a. Chairman Lux proposed that a lock is installed so that only authorized personnel can access the controls for the system.
- 11. Update approval for computer for Utility District
 - a. Motion by Tobey seconded by Roznai to approve an additional \$300, for a total of \$900, for the purchase of a computer. Motion carried.
- 12. 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 – 02/15/2023
- 13. Motion by Kahlscheuer seconded by Andersen to adjourn. Motion carried. Adjourned at 6:09 PM.

Respectfully Submitted,

Alexandria McDonald, Clerk/Treasurer

Hans Lux, Chairman

DRAFT

State of Wisconsin
DEPARTMENT OF NATURAL RESOURCES
2984 Shawano Ave.
Green Bay, WI 54313

Tony Evers, Governor
Adam N. Payne, Secretary
Telephone 608-266-2621
Toll Free 1-888-936-7463
TTY Access via relay - 711



January 27, 2023

H. Bruce McClaren
P.O. Box 102
Washington Island, WI 54246
[sent electronically]

IP-NE-2021-15-04281

Dear Mr. McClaren:

The Department of Natural Resources has completed its review of your application for a permit to install shore protection on Lake Michigan located in the SE 1/4 of SE 1/4, Section 12, Township 33, Range 29E, Town of Washington, Door County. You will be pleased to know your application is approved.

I am attaching a copy of your permit, which lists the many important conditions that must be followed to protect water quality and habitat. A copy of the permit must be posted for reference at the project site. **Please read your permit conditions carefully so that you are fully aware of what is expected of you.**

If you have any questions about your permit, please call me at (920) 360-2715 or email erin.carviou@wisconsin.gov.

Sincerely,

A handwritten signature in cursive script that reads 'Erin Carviou'.

Erin Carviou
Water Management Specialist

CC: US Army Corps of Engineers
Kristin Rankin, Door County Zoning Administrator
Town of Washington Island

**STATE OF WISCONSIN
DEPARTMENT OF NATURAL RESOURCES**

**SHORE PROTECTION PERMIT
IP-NE-2021-15-04281**

H. Bruce McClaren is hereby granted under Section 30.12(3m), Wisconsin Statutes, a permit to install coastal shore protection on Lake Michigan located in the SE 1/4 of SE 1/4, Section 12, Township 33, Range 29E, Town of Washington, Door County, subject to the following conditions:

PERMIT

1. You must notify Erin Carviou at phone (920) 360-2715 or email erin.carviou@wisconsin.gov before starting construction and again not more than 5 days after the project is complete.
2. You must complete the project as described **on or before January 27, 2026**. If you will not complete the project by this date, you must submit a written request for an extension prior to expiration of the initial time limit specified in the permit. Your request must identify the requested extension date. The Department shall extend the time limit for an individual permit or contract for no longer than an additional 5 years if you request the extension before the initial time limit expires. You may not begin or continue construction after the original permit expiration date unless the Department extends the permit in writing or grants a new permit.
3. This permit does not authorize any work other than what you specifically describe in your application and plans, and as modified by the conditions of this permit. If you wish to alter the project or permit conditions, you must first obtain written approval of the Department.
4. Before you start your project, you must first obtain any permit or approval that may be required for your project by local zoning ordinances and by the U.S. Army Corps of Engineers. You are responsible for contacting these local and federal authorities to determine if they require permits or approvals for your project. These local and federal authorities are responsible for determining if your project complies with their requirements.
5. Upon reasonable notice, you shall allow access to your project site during reasonable hours to any Department employee who is investigating the project's construction, operation, maintenance or permit compliance.
6. The Department may modify or revoke this permit for good cause, including if the project is not completed according to the terms of the permit or if the Department determines the activity is detrimental to the public interest.
7. **You must post a copy of this permit at a conspicuous location on the project site**, visible from the waterway, for at least five days prior to construction, and remaining at least five days after construction. You must also have a copy of the permit and approved plan available at the project site at all times until the project is complete.
8. Your acceptance of this permit and efforts to begin work on this project signify that you have read, understood and agreed to follow all conditions of this permit.
9. **You must submit a series of photographs to the Department, within one week of completing work on the site.** The photographs must be taken from different vantage points and depict all work authorized by this permit.

10. You, your agent, and any involved contractors or consultants may be considered a party to the violation pursuant to Section 30.292, Wis. Stats., for any violations of Chapter 30, Wisconsin Statutes, or this permit.
11. Construction shall be accomplished in such a manner as to minimize erosion and siltation into surface waters. Erosion control measures (such as silt fence and straw bales) must meet or exceed the technical standards of Ch. NR 151, Wis. Adm. Code. The technical standards are found at: http://dnr.wi.gov/topic/stormwater/standards/const_standards.html.
12. All equipment used for the project including but not limited to tracked vehicles, barges, boats, hoses, sheet pile and pumps shall be de-contaminated for invasive and exotic viruses and species prior to use and after use.

The following steps must be taken every time you move your equipment to avoid transporting invasive and exotic viruses and species. To the extent practicable, equipment and gear used on infested waters shall not be used on other non-infested waters.

1. **Inspect and remove** aquatic plants, animals, and mud from your equipment.
 2. **Drain all water** from your equipment that comes in contact with infested waters, including but not limited to tracked vehicles, barges, boats, hoses, sheet pile and pumps.
 3. **Dispose** of aquatic plants, animals in the trash. Never release or transfer aquatic plants, animals or water from one waterbody to another.
 4. **Wash your equipment** with hot (>140° F) and/or high-pressure water,
- OR -
Allow your equipment to **dry thoroughly for 5 days**.
13. A filter cloth, or a gravel filter layer, must be placed under the riprap to extend the life of the structure and to reduce maintenance costs.
 14. All grading and excavation must be confined to the square feet allowed by local ordinance.
 15. Banks and other erodible areas must be riprapped, seeded, mulched, or sodded to prevent erosion. Temporary and final erosion control measures are to be installed immediately and must be kept in place until site stabilization is completed. Temporary erosion control measures such as straw bales and silt fences must be put in place prior to any precipitation or if work ceases for longer than 24 consecutive hours.
 16. Disturbance of bank vegetation must be kept to a minimum during construction. Any vegetative removal must comply with local zoning regulations.
 17. The project must be constructed in such a manner as to prevent upland soil losses and sediment deposition into surface waters.
 18. You are hereby authorized to place clear, unpainted rounded or angular rock that is free of fines up to 48 inches in diameter, along 100 linear feet of the shoreline at a 3:1 (H:V) slope.
 19. No in-water work can take place annually between March 15th, or ice-out, whichever is earlier, and July 1 to protect fish spawning, movement, and egg incubation periods.
 20. A copy of plans and the permit are to be provided to each contractor working on the project.

21. After the site is 80% stabilized, or prior to at the direction of the Department, all temporary erosion control measures must be removed and disposed of properly. Any remaining temporary erosion control devices after this point constitute littering and may be enforced as determined necessary by the department.
22. Erosion control measures must be in place at the end of each working day.
23. Erosion control measures must be inspected, and any necessary repairs or maintenance performed, after every rainfall exceeding 1/2 inch and at least once per week.
24. No portion of the bank or upland which is altered or disturbed and, as a result, unstable may remain unprotected for more than 7 days.
25. You must not deposit or store any material in any wetland, or below the ordinary high-water mark of any waterway. All material must be placed out of the floodway.

FINDINGS OF FACT

1. H. Bruce McClaren has filed an application with the Department under sections 30.12(1) and 30.209, Wis. Stats, to place riprap located in the SE ¼ of SE ¼, Section 12, Township 33 North, Range 29 East, Town of Washington Island, Door County.
2. Under an emergency self-certification, the applicant placed riprap along 100 feet of shoreline with buried barriers at a 3:1 slope.
3. The Department has completed an investigation of the project site and has evaluated the project as described in the application and plans.
4. Lake Michigan is a navigable water, and no bulkhead exists at the project site.
5. The proposed project, if constructed in accordance with this permit will not adversely affect water quality, will not increase water pollution in surface waters and will not cause environmental pollution as defined in s. 283.01(6m), Wis. Stats.
6. The proposed project will not impact wetlands if constructed in accordance with this permit.
7. The Department of Natural Resources has determined that the agency's review of the proposed project constitutes an integrated analysis action under s. NR 150.20(2), Wis. Adm. Code. The Department has considered the impacts on the human environment, alternatives to the proposed projects and has provided opportunities for public disclosure and comment. The Department has completed all procedural requirements of s. 1.11(2)(c), Wis. Stats., and NR 150, Wis. Adm. Code for this project.
8. The Department of Natural Resources and the applicant have completed all procedural requirements and the project as permitted will comply with all applicable requirements of Sections 30.12(3m) and 30.208, Wisconsin Statutes and Chapters NR 102 and 103 of the Wisconsin Administrative Code.
9. The structure or deposit will not materially obstruct navigation.
10. The structure or deposit will not be detrimental to the public interest.

11. The structure or deposit will not materially reduce the flood flow capacity of the navigable waterbody.

CONCLUSIONS OF LAW

1. The Department has authority under the above indicated Statutes and Administrative Codes, to issue a permit for the construction and maintenance of this project.
2. The Department has complied with s. 1.11, Wis. Stats.

NOTICE OF APPEAL RIGHTS

If you believe that you have a right to challenge this decision, you should know that the Wisconsin statutes and administrative rules establish time periods within which requests to review Department decisions shall be filed. For judicial review of a decision pursuant to sections 227.52 and 227.53, Wis. Stats., you have 30 days after the decision is mailed, or otherwise served by the Department, to file your petition with the appropriate circuit court and serve the petition on the Department. Such a petition for judicial review shall name the Department of Natural Resources as the respondent.

To request a contested case hearing of any individual permit decision pursuant to section 30.209, Wis. Stats., you have 30 days after the decision is mailed, or otherwise served by the Department, to serve a petition for hearing on the Secretary of the Department of Natural Resources, P.O. Box 7921, Madison, WI, 53707-7921. The petition shall be in writing, shall be dated and signed by the petitioner, and shall include as an attachment a copy of the decision for which administrative review is sought. If you are not the applicant, you must simultaneously provide a copy of the petition to the applicant. If you wish to request a stay of the project, you must provide information, as outlined below, to show that a stay is necessary to prevent significant adverse impacts or irreversible harm to the environment. If you are not the permit applicant, you must provide a copy of the petition to the permit applicant at the same time that you serve the petition on the Department.

The filing of a request for a contested case hearing is not a prerequisite for judicial review and does not extend the 30-day period for filing a petition for judicial review.

A request for contested case hearing must meet the requirements of section 30.209, Wis. Stats., and sections NR 2.03, 2.05, and 310.18, Wis. Admin. Code, and if the petitioner is not the applicant, the petition must include the following information:

1. A description of the objection that is sufficiently specific to allow the department to determine which provisions of this section may be violated if the proposed permit or contract is allowed to proceed.
2. A description of the facts supporting the petition that is sufficiently specific to determine how the petitioner believes the project, as proposed, may result in a violation of Chapter 30, Wis. Stats.
3. A commitment by the petitioner to appear at the administrative hearing and present information supporting the petitioner's objection.

If the petition contains a request for a stay of the project, the petition must also include information showing that a stay is necessary to prevent significant adverse impacts or irreversible harm to the environment.

Dated at the Northeast Region Headquarters, Wisconsin on January 27, 2023.

STATE OF WISCONSIN DEPARTMENT OF NATURAL RESOURCES
For the Secretary

Erin Carviou

By: _____
Erin Carviou
Water Management Specialist

Notice of Pending Application for ATF Proposed Great Lakes Shoreline Erosion Control

Thomas and Allison Murphy, 1952 Indian Point Rd, Washington Island, WI, 54246, have applied to the Department of Natural Resources for an after-the-fact permit to remove a portion of unauthorized steel seawall and replace with riprap. The project is located in SW1/4, NE1/4, Section 28, Township 34N, Range 30E in Town of Washington, Door County.

The current, 120' ± long unauthorized steel seawall was constructed below the ordinary high watermark (OHWM) of Lake Michigan without written approval. It consists of 8" steel H-pilings driven into the bed down to bedrock, roughly 12' with 5' X 10' X 0.5' steel sheet welded to pilings. A concrete sidewalk and cap was constructed on top of the sheet wall.

To bring the site back into compliance, the owner and contractor have agreed to remove concrete sidewalk cap, cut down steel wall (and pilings) 24" and place 6-36" diameter, clean rock riprap at a maximum 1.5H:1V slope in front of and over the steel along the entire length of shoreline. Some grading of the bank above the wall will likely be necessary. Riprap will not extend more than 8' waterward of wall.

The Department will review the proposal provided by the applicant and any information from public comments and the public informational hearing. The Department will determine whether the proposal complies with ss. 1.11, 30.12 and 30.208, Stats., and ch. NR 150, Wis. Adm. Code, and ensure that the required mitigation meets the standards in s. 281.36(3r), Stats. if the project impacts wetlands.

The Department has made a tentative determination that it will issue the riprap permit for the proposed activity.

If you would like to know more about this project or would like to see the application and plans, please visit the permit tracking website at <https://permits.dnr.wi.gov/water/SitePages/Permit%20Search.aspx> and search for IP-NE-2022-15-01277.

Reasonable accommodation, including the provision of informational material in an alternative format, will be provided for qualified individuals with disabilities upon request.

Any person may submit comments and/or request a public informational hearing by emailing scott.koehnke@wisconsin.gov, over the phone at (715) 526-4232, or writing to Scott Koehnke, 647 Lakeland Road, Shawano, WI 54166 by U.S. mail. If you are submitting general comments on the proposal, they must be emailed, verbalized, or postmarked within 30 days after the date this notice is published on the Department's website. If you are requesting a public informational hearing, the request must be emailed, verbalized, or postmarked within 20 days after the date this notice is published on the Department's website. A request for hearing must include the docket number or applicant name and specify the issues that the party desires to be addressed at the informational hearing.

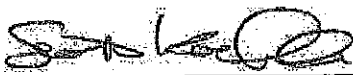
If no hearing is requested, the Department may issue its decision without a hearing. If a public informational hearing is held, comments must be postmarked no later than 10 days following the date on which the hearing is completed.

The final decision may be appealed as indicated in the decision document.

Docket Number IP-NE-2022-15-01277

STATE OF WISCONSIN DEPARTMENT OF NATURAL RESOURCES

For the Secretary

BY:  _____

Scott Koehnke

Water Management Specialist

January 20, 2023

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, January 18th, 2023, beginning at 6:00 p.m. per Department of Justice guidelines. The meetings will be held in the Rutledge Room at the Community Center and will also be available through via GoToMeeting (details below). The town chairperson, or a designee has provided communication of this public meeting to the requisite news media, if any. The public may provide comments to the town board if a period for public comment is noted on the agenda and upon recognition by the presiding officer.

MINUTES

REGULAR TOWN BOARD MEETING

DRAFT

1. Call to Order – Chairman Hans Lux called the meeting to order at 6:09 PM.
2. Roll Call/Quorum and Approval of Agenda
 - a. In addition to Chairman Lux, Supervisors present included Martin Andersen, Larry Kahlscheuer, Loren Roznai, and Richard Tobey.
 - b. Motion by Andersen seconded by Tobey to approve the agenda. Motion carried.
3. Chairman's Comments
 - a. New Year – New chances to move forward.
 - i. Chairman Lux invited the public to feel free to talk to him about their concerns and ideas. He assured them that his door was always open and that he was open to hearing suggestions and comments of all kinds – both good and bad.
 - b. Community suggestion box – chairman@washingtonisland-wi.gov
4. Public comments, communications, and suggestions from residents of the town and other persons present.
 - a. Red Barn – Dan Hansen
 - b. Environmental Monitoring Data – Becher Hoppe
 - c. Repeal of Door Co. Wind Energy Ordinance – Door Co. Clerk
 - d. Kari Gordon asked the board to keep in mind the idea that the purpose of the Community Center is to serve the entire community, and to consider all uses of the building by many different groups of people when moving forward with the building renovations.

- e. Tom Taylor asked that the posts marking a no-parking area be replaced. Director of Public Works Jonathan Mann said that no-parking area would be marked. Taylor also expressed interest in helping at the Maritime Museum.
 - f. Emily Small updated the board that the Community Center Committee had sent out a survey to assess building needs to non-medical users of the Community Center. Chairman Lux agreed to add this matter to the February meeting agenda.
5. Motion by Andersen seconded by Kahlscheuer to approve of the following Meeting Minutes. Motion carried.
- a. Regular Town Board – 12/21/2022
6. Communications and petitions by Town Clerk – No discussion or action.
- a. Town of Washington – Reconciliation Reports
 - i. Cash Account #1 – 12/30/2022
 - ii. Cash Account #11 – 12/30/2022
 - b. Town of Washington – Statement of Assets, Liab. & Equity
 - i. December 2022
 - c. Town of Washington – Statement of Revenue & Expenditures
 - i. December 2022
 - d. Supervisor Tobey advised the board to review the amount of Unassigned Funds as well as Fund Equity accounts to consider investment opportunities. Clerk/Treasurer Alexandria McDonald agreed that investing funds (while staying in compliance with state statute on investment strategies) would be in the town’s best interest financially. More discussion on this matter will occur after year-end accounting is complete.
7. Acknowledgment of Receipt of Reports of specific standing Departments and Committees.
- a. Fire Department
 - i. December 2022 Report
 - b. Community Center Committee
 - i. Minutes – 12/07/2022
 - c. Healthcare Services Committee
 - i. Minutes – 09/15/2022
8. Reports of Special Committees, Special Commissions, and Special Boards
- a. None
9. Reports by Town Officers
- a. Martin Andersen
 - i. Fire Department
 - 1. Garage door openers have been installed.
 - 2. The Detroit Island truck has been sold on Wisconsin Surplus and a check will be sent to the Town Office.

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3. Andersen suggested lowering the heat in the Fire House when not in use to lower heating costs.
 - ii. Recreational Center
 1. Renovations continue making progress.
 - iii. Infrastructure Committee
 1. The committee is looking into pursuing an architectural firm to assist with creating renovation plans.
 - iv. Harbors and Waterways
- b. Larry Kahlscheuer
- i. Law Enforcement
 1. Both officers have been trained in Narcan administration, as well as several EMRs on the island. Narcan units have been added to first responder bags.
 - ii. Healthcare
 1. The Community Van Policy is on the agenda for later in the meeting, however Tobey mentioned that his mother is interested in donating her wheelchair accessible van to the town as a second van option.
 - iii. Parks and Natural Areas
 - iv. WIZAP
 1. Zoning for affordable housing will be a topic of discussion at the next meeting.
- c. Loren Roznai
- i. Red Barn
 - ii. Archives
 - iii. Economic Development
 1. The committee is working on the 2023 charter and perusing grant ideas.
 - iv. Community Center
 1. Emily addressed the update on the needs assessment earlier in the meeting, and there will be a community game event this Sunday, from 2 to 4 PM.
 - v. Museums
- d. Hans Lux
- i. Town Office
 1. Creation of new town website.
 - a. New website should be up and running by February's board meeting.
 2. Emails for all board members

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- a. Alex is working with board members to access the new accounts.

- 3. Researching CC payments

- ii. DPW

- 1. Update of landfill costs – Richard Tobey

- a. Chairman Lux thanked Tobey for assisting Emily Small with an article printed in the Observer that detailed the current situation at the landfill.

- iii. IT

- iv. Airport

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10. Public hearings and advisory votes

- a. Discuss current COVID-19 situation – recommend any changes/actions.
 - i. The island is at level medium. Vaccine clinics are still being held monthly by Door County Public Health.

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

- a. Motion by Andersen seconded by Kahlscheuer to approve payment of town bills – December 1st to December 31st, 2022. Motion carried.
 - i. Adding this motion to future agendas with the addition of an accounts payable report will replace the need for supervisors to initial bills in the office. Tobey also suggested that packing slips should be retained as an added check to the purchasing policy.
- b. Review and Approval of Town Fee Schedule
 - i. Motion by Kahlscheuer seconded by Tobey to increase the lease amount of airport hangers from \$0.15 per square foot to \$0.21 per square foot with a 5% increase every year. Motion carried.
 - ii. Discussion occurred about adding the following fees and fee changes:
 - 1. Red Barn facility rental at \$100 per day
 - 2. Removing the daily porta-potty rental fee and enacting a 2-day minimum rental
 - 3. Increasing daily airport tie-down fees to \$15 and monthly fees to \$100.
 - 4. Adding a \$500 annual fee to dispose of material at the stump dump to apply to all commercial users.
 - 5. Adding a for-profit fee of \$50 to renting the Mosling Room at the Rec Center.
 - iii. Motion by Tobey seconded by Kahlscheuer to add a fee policy to address false alarm emergency calls for both the Fire Department and the Police Department. First false alarms are at no charge, second alarms are charged at \$50, and third and subsequent alarms are charged at \$100. Motion carried.

- iv. Motion by Tobey seconded by Andersen to add that this policy applies to calls occurring in a calendar year. Motion carried.
 - v. The Board directed the Fire Department to not tow boats in non-emergency situations.
- c. Pump replacement at Community Center
- i. Chairman Lux informed the board that he approved the purchase of a pump replacement because the replacement was an emergency.
- d. Motion by Kahlscheuer seconded by Roznai to approve the Community Van Policy. Motion carried.
- i. The policy states the medical transportation needs have priority. Door Tran can assist with non -medical transportation needs.
 - ii. Motion by Tobey seconded by Kahlscheuer that the policy, applying to the single van situation, should be that the van is used to medical transportation only. Motion carried.
- e. Fire Department
- i. Motion by Roznai seconded by Kahlscheuer to approve Service Awards Program payment of \$7,802.89. Motion carried.
 - ii. Administrative Assistant Job Description
 - iii. Treasurer Job Description
 - iv. Fire Chief Job description
 - v. Appointment of Administrative Assistant & Treasurer
 - vi. Credit Card cancellation & issue request
 - vii. Schedule meeting with FD administration for further discussion
 - 1. Items ii. through vi. are to be discussed at a future meeting. Tobey and McDonald asked that the proposed jobs be reviewed to prevent redundancies, as well as discussion on succession planning, fleet cards, and bylaw and ordinance updates.
- f. DPW Requests
- i. Approval for Mann to work with McDonald on posting a bid for gravel crushing.
 - ii. Grapple Bucket
 - iii. Skid Steer Tires
 - 1. Motion by Tobey seconded by Kahlscheuer to approve the purchase of the grapple bucket and skid steer tires. Motion carried.
 - iv. Building costs for landfill kiosk
 - 1. Alternatives are to be considered because of the escalation in project costs.
- g. Motion by Tobey seconded by Kahlscheuer to proceed with the perusal of hiring of Architect/Engineer for Community Center project. Motion carried.

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- h. Police Officer On-Call Policy
 - i. Motion by Kahlscheuer seconded by Tobey to approve the Police Officer On-Call Policy, with the 2023 rate set at \$25. Motion carried.
 - i. Motion by Tobey seconded by Andersen to approve the Museum Director Job Description. Motion carried.
 - j. Associated Appraisal Consultants
 - i. Assessment Services Contract – 2023 to 2027
 - ii. Full Inspection Revaluation vs Interim Market Update
 - 1. The board directed McDonald to investigate possible alternatives, and to discuss this at a subsequent meeting.
 - k. Motion by Kahlscheuer seconded by Tobey to approve the resolution to join Wisconsin Retirement System Deferred Compensation Program. Motion carried.
 - l. How to use towns credit card points
 - i. Tobey suggested to apply the points to bank charges and fines.
 - m. Motion by Andersen seconded by Tobey to approve of appointing Josh Mann to the Rec Center Committee. Motion carried.
 - n. Motion by Kahlscheuer seconded by Roznai to accept the following donations. Motion carried.
 - i. Defibs 4 Door County & Door Co. Fire Chiefs Association
 - ii. Huehns Funeral Home
 - iii. Jackson Harbor Soup
 - o. Motion by Tobey seconded by Andersen to approve the following driveway permits, Motion carried.
 - i. Charles Gordon
 - ii. Jeff Hartman
 - iii. Mike Jorgenson for Arik Johnson
12. Specific matters intended for discussion and possible action by town board for closed session under one or more of the below-noted closed-session exemptions and reasons that allow for closed session:
- a. Closed Session as authorized under section 19.85(1): (c) Considering employment, promotion, compensation, or performance evaluation data of Town employees over which the governmental body has jurisdiction or exercises responsibility.
 - b. Closed Session as authorized under section 19.85(1): (e) Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.
 - c. Motion by Tobey seconded by Roznai to move to closed session. Motion carried unanimously upon roll call vote; all ayes. Moved to closed session at 9:00 PM.

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13. Specific matters intended for discussion and possible action by town board for reconvened open session.
 - a. Motion by Andersen seconded by Roznai to move to open session. Motion carried unanimously upon roll call vote; all ayes. Moved to open session at 10:00 PM.
 - b. Action from closed session
 - i. Motion by Tobey seconded by Andersen to post the DPW job solicitation. Motion carried.
 - ii. Motion by Tobey seconded by Kahlscheuer to approve the purchase of a permanent easement by Mountain Tower for \$5,000. Motion carried.
14. Future meeting(s) agenda(s) discussion(s) and/or possible action(s) on future town board meeting(s), including specific items for inclusion on or exclusion from future agenda(s)
 - a. Special Town Board & Fire Dept Administration - TBD
 - b. Regular Town Board – February 15th, 2023
15. Motion by Andersen seconded by Roznai to adjourn. Motion carried. Adjourned at 10:03 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, January 31st, 2023, beginning at 6:00 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

1. Call to Order – Chairman Hans Lux called the Special Town Board Meeting to order at 6 PM.
2. Pledge of Allegiance – Chairman Lux led the Pledge of Allegiance.
3. Roll Call/Quorum and Approval of Agenda
 - a. In addition to Chairman Lux, Supervisors present were Martin Andersen, Larry Kahlscheuer, and Loren Roznai. Richard Tobey was excused.
 - b. Motion by Kahlscheuer seconded by Andersen to approve the agenda. Motion carried.
4. Specific matters for discussion and possible action by town board in open session:
 - a. Meeting with Fire Department Administration – Discussion/action
 - i. Update on 501(c) 3 efforts for Fire Inc.
 1. Fire Chief Pete Nehlsen gave brief background on the formation Fire Inc, the 501(c)3 organization that exists to fundraise for the Fire Department. The organization was formed in 1999 and the separation between the organization and the department has been “sloppy” over the years. However, to better define the organization and to regain non-profit status, Fire Inc is now established as a 501(c)3 with the IRS as of July 2022 and is operating entirely separately from the Fire Department. Clerk/Treasurer Alexandria McDonald requested that Fire Inc remit copies of all monetary and material donations that were made to the Fire Department in 2022, as well as a copy of Form 990 when completed.
 - ii. Update on By-law efforts for Fire Dept & Fire Inc.
 1. The priority was placed on establishing by-laws for Fire Inc, which Chief Nehlsen assured the board were nearly completed. After completion, the Fire Department will turn it’s attention to updating the by-laws for

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the Fire Department. Chairman Lux stated that the Town Board will assist the Department with this project.

- iii. Update on Town Ordinance regarding Fire Dept
 1. Chairman Lux noted that the current ordinances pertaining to the Department were out of date and require re-writing, based on the new Fire Department by-laws. Chairman Lux encouraged cooperation between the Department and the Board to make the process as efficient as possible.
- iv. Appointment of Administrative Assistant & Treasurer
 1. Chief Nehlsen noted that currently Sarah Schultz is acting as a treasurer, but is a treasurer mainly for Fire Inc and not the Fire Department. Chief Nelshen suggested that the Department may not need a separate treasurer. Clerk/Treasurer McDonald agreed, and clarified that since the Department is an entity of the Town of Washington, all accounting and treasurer work falls under her responsibility. She suggested that having another treasure for one Department was redundant and unnecessary. She offered to work more closely with Chief Nelsen to offer accounting support if needed. Fire Department Administrator Robb Carr disagreed with Chief Nehlsen and McDonald and advocated for approving the position for one year as a trial. However, the board came to a consensus that the position was not needed at this time.
- v. Motion by Kahlscheuer seconded by Andersen to approve the Administrative Assistant Job Description. Motion carried.
 1. Because this position is a position of the Town of Washington, the board emphasized that the Department must follow Town guidelines on the hiring process. The board directed the department to post the position, hold interviews, and come back to the Board with a hiring recommendation.
 2. Discussion about position compensation ensued. The position was budgeted as a \$5,000 stipend. McDonald ran a payroll report for 2022 and Carr had worked approximately 360 hours of administration for the year. At \$20 per hour, that amounted to \$\$7,200 in compensation. Chairman Lux asked Carr to define administration duties, and Carr cited the increasing complexity of reporting, and shipping and inventory of turnout gear as the main drivers in the increase of his hours. McDonald asked if by the Town Office taking responsibility for ordering would lessen this workload, and Carr stated that the majority of the work was spent determining what products to purchase. McDonald was optimistic

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that with more organization the time spent on tracking invoices would be reduced.

- vi. Treasurer Job Description
 - 1. This job was eliminated.
 - vii. Motion by Andersen seconded by Kahlscheuer to approve the Fire Chief Job Description. Motion carried.
 - viii. Credit Card Cancellation & Issue Request
 - 1. The Board agreed to cancel Ken Berggren's card as he is no longer an active member of the Fire Department, but is holding off in issuing new cards to new people until the hiring for the Administrative Assistant is complete.
 - 2. McDonald agreed to investigate a fleet card program for the Department as the new credit cards would be used only for fueling purposes.
 - ix. Further discussion date?
 - 1. The Board agreed this was not necessary now.
5. 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 7:35 PM.
6. Specific matters intended for discussion and possible action by town board for reconvened open session.
- a. Motion by Kahlscheuer seconded by Roznai to move to open session. Motion carried unanimously upon roll call vote, all ayes. Moved to open session at 8:01 PM.
 - b. Action from closed session
 - i. Motion by Roznai seconded by Anderson to provide hourly compensation for the Fire Department Administration Assistant. Motion carried.
7. 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. Regular Town Board – Wednesday, February 15th, 2023
8. Motion by Kahlscheuer seconded by Roznai to adjourn. Motion carried. Adjourned at 8:02 PM.

Respectfully Submitted,

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Alexandria McDonald, Clerk/Treasurer

Hans Lux, Chairman

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TOWN OF WASHINGTON**Reconciliation Report**

Cash Account #1 [Nicolet Bank Reg Cking.], Sorted by Check Date

Statement date: 01/31/23 Reconciliation date: 01/31/23

CHECKS

Check#	Date	Vendor	Name	Cleared	Outstanding
27008	03/31/22	DC LAND USE	Door County Treasurer		51.64
27377	11/07/22	WISCTOWNS	Wisconsin Towns Assn.	195.75	
27406	11/22/22	NORTH. DOOR	Greg C Diltz	11.15	
27436	12/09/22	QUILL	Quill Corporation	373.62	
27440	12/15/22	KERBER	Kerber, Rose & Associate	80.00	
27441	12/21/22	CHAMBEROFCOM	Washington Island Chambe	135.00	
27445	12/21/22	MANN HEATING	Mann Heating & Air, LLC	2,139.02	
27446	12/21/22	MANN'S MERC	Mann's Mercantile	107.88	
27447	12/21/22	OBSERVER	Washington Island Observ	42.00	
27449	12/21/22	QUILL	Quill Corporation	69.96	
27450	12/21/22	SAM'S CLUB	Sam's Club/GEGRB	250.94	
27451	12/22/22	D.C. HUMANE	WHS-Door County Campus	500.00	
27452	12/22/22	EMP	Emergency Medical Produc	1,471.88	
27454	12/22/22	IMS ALLIANCE	Justice Family Enterpris	467.89	
27455	12/22/22	MES	Municipal Emergency Serv	544.38	
27456	12/22/22	SWANSON, P.	Paul Swanson		125.28
27457	12/28/22	D.C. TREAS	Door County Treasurer	3,075.93	
27458	12/28/22	DC HIGHWAY	Door County Treasurer	1,323.19	
27459	12/28/22	GFL SOLID WA	GFL Environmental	4,329.55	
27461	12/29/22	FASTENAL CO	Fastenal Company	374.44	
27463	12/29/22	REYNOLDS JOA	Joan Reynolds	100.00	
27464	12/29/22	RHYME BUSINE	Rhyme Business Products	332.26	
27465	12/29/22	UTILITY DIST	Washington Island Utilit	214.14	
27472	12/30/22	CARRICO	Carrico Aquatic Resource	89.02	
27473	12/30/22	DEPT JUSTICE	WI.Dept of Justice	21.00	
27474	12/30/22	REA	Washington Island Electr	3,352.60	
27469	12/31/22	DAVE'S GARAG	Dave's Garage	267.53	
27470	12/31/22	DIRECTV	DIRECTV	163.98	
27471	12/31/22	QUILL	Quill Corporation	145.87	
27475	12/31/22	BLOCH	Thomas Bloch	28.35	
27476	12/31/22	JENSEN G	Greg Jensen	375.00	
27477	12/31/22	KERBER	Kerber, Rose & Associate	19,700.00	
27478	12/31/22	MANN'S MERC	Mann's Mercantile	371.06	
27479	12/31/22	NICOLET	Nicolet National Bank	6,201.04	
27480	12/31/22	UNIFORM SHOP	The Uniform Shop	75.95	
27488	12/31/22	BECHER	Becher-Hoppe Associates	412.50	
27489	12/31/22	CONWAY, OLEJ	Law Firm of	1,886.00	
27490	12/31/22	FERRY	Washington Island Ferry	1,507.68	
27497	12/31/22	D.C. TREAS	Door County Treasurer	3,227.86	
27501	12/31/22	FRONTIER	Frontier	1,647.08	
27502	12/31/22	RHYME BUSINE	Rhyme Business Products	97.50	
27515	12/31/22	CARRICO	Carrico Aquatic Resource	328.24	
27516	12/31/22	FERRY	Washington Island Ferry	47.00	
27517	12/31/22	SAM'S CLUB	Sam's Club/GEGRB		241.30
27527	12/31/22	FASTENAL CO	Fastenal Company		1,521.99

CHECKS

TOWN OF WASHINGTON

Reconciliation Report

Cash Account #1 [Nicolet Bank Reg Cking.], Sorted by Check Date

Statement date: 01/31/23 Reconciliation date: 01/31/23

3:06 pm

Check#	Date	Vendor	Name	Cleared	Outstanding	
27530	12/31/22	SEVAST SCHOO	Sevastopol School Distri		1,378.00	
27481	01/06/23	BCPL	Board of Commissioners o	64,323.63		
27482	01/06/23	D.C. TREAS	Door County Treasurer	284,994.47		
27483	01/06/23	D.C.SOIL&WAT	Door County Soil & Water	603.90		
27484	01/06/23	HUNTINGTON	The Huntington National	45,276.39		
27485	01/06/23	KERBER	Kerber, Rose & Associate	1,700.00		
27486	01/06/23	NWTC TX LEVY	Northeast Wisconsin Tech	60,852.96		
27487	01/06/23	SCHOOL	Washington Island School	370,306.50		
27491	01/11/23	BAY-LAKE REG	Bay-Lake Regional Planni	2,267.00		
27492	01/11/23	CHAMBEROFCOM	Washington Island Chambe	1,200.00		
27493	01/11/23	D.C. GLASS	Door County Glass & Mir.	1,330.40		
27494	01/11/23	MANN, JONATH	JONATHAN MANN	195.00		
27495	01/11/23	QUANTUM	Quantum Technologies	30.00		
27496	01/11/23	SECURIAN FIN	Securian Financial Group	131.52		
27498	01/13/23	BELLIN HEALT	Bellin Health	35.00		
27499	01/13/23	HANSEN PROPA	Hansen Propane Company o	10,727.52		
27500	01/13/23	NERENHAUSENM	Marian Nerenhausen	1,100.00		
27503	01/13/23	RHYME BUSINE	Rhyme Business Products	97.50		
27504	01/20/23	AIRGAS USA,	Airgas USA, LLC	261.31		
27505	01/20/23	ASSC APPRAIS	Associated Appraisal Con	781.77		
27506	01/20/23	CARR	Robert Carr		86.89	
27507	01/20/23	CELLCOM	Nsighttel Wireless LLC	551.57		
27508	01/20/23	D.C. TREAS	Door County Treasurer	11,392.01		
27509	01/20/23	DEPT JUSTICE	WI.Dept of Justice	822.00		
27510	01/20/23	LUMEN	Century Link	5.40		
27511	01/20/23	NWTC TX LEVY	Northeast Wisconsin Tech	2,432.42		
27512	01/20/23	OLSON TRAIL	MEE Enterprises, Inc	324.77		
27513	01/20/23	SCHOOL	Washington Island School	14,802.36		
27514	01/20/23	VFIS BENFTS.	VFIS/Glatfelter Specialt		7,802.89	
27518	01/23/23	D.C. TREAS	Door County Treasurer	168.00		
27519	01/23/23	RHYME BUSINE	Rhyme Business Products		332.26	
27520	01/25/23	ANTHEM BLUE	Anthem Blue Cross Blue S	14,378.81		
27521	01/25/23	REA	Washington Island Electr	7,298.26		
27522	01/27/23	BARCO	Barco Products Co.		959.27	
27523	01/27/23	HANSEN PROPA	Hansen Propane Company o		3,829.84	
27524	01/27/23	MANN HEATING	Mann Heating & Air, LLC		4,687.34	
27525	01/27/23	MES	Municipal Emergency Serv		615.10	
27526	01/27/23	PEN PULSE	Peninsula Pulse	28.35		
				Total	954,503.06	21,631.80

DEPOSITS

Txn#	Date	Description	Cleared	Outstanding
3766	12/30/22	Oct & Nov Work	646.93	
3767	12/30/22	Nov Senior Meals	96.00	
3768	12/30/22	Oct 2022	6,321.61	

TOWN OF WASHINGTON

Reconciliation Report

Cash Account #1 [Nicolet Bank Reg Cking.], Sorted by Check Date

Statement date: 01/31/23 Reconciliation date: 01/31/23

3:06 pm

3769	12/30/22	Dec 14th to Dec 31st	7,854.00	
3770	12/30/22	Rick Anderson	40.00	
3771	12/30/22	December 2022	104.00	
3772	12/30/22	last \$ collected in 2022	9.00	
3773	12/30/22	Dec 2022 Donations	940.00	
3774	12/30/22	T.O. Bag Sales end of 22	1,321.00	
3775	12/30/22	Demo #5209-#5210	50.00	
3776	12/30/22	WET	12.00	
3777	12/30/22	Landfill Bag Sales 2022	462.00	
3779	12/30/22	J.H. Soup Donation	100.00	
3780	12/30/22	O'Connor Donation	50.00	
3781	12/30/22	Middle Bar WET 2022	40.00	
3782	12/30/22	Donation last of 22	100.00	
3784	12/30/22	J.H. Soup Donation	100.00	
3795	12/30/22	Dec 2022 Senior Lunch	88.00	
3796	12/30/22	Brown's check	63.00	
3798	12/30/22	grader fuel/hwy work	5,463.26	
3799	12/30/22	Dec 2022 Plowing	425.50	
3804	12/30/22	NOV 2022	2,106.68	
3792	12/31/22	Carpenter COBRA Payment	10,599.50	
3803	12/31/22	PD State Grant Reimb	211.68	
3810	12/31/22	2022 UD Exp Due to Town		52,902.47
3774	01/06/23	January Settlement Trans	850,000.00	
3778	01/09/23	Jan 1st to Jan 8th 2023	13,474.00	
3783	01/16/23	Molony-Mann	1,170.50	
3785	01/17/23	Jan 9 to Jan 15 2023	2,328.00	
3786	01/20/23	Hogard 439 N&S	1,200.00	
3787	01/20/23	hartman-gordon-johnson	120.00	
3788	01/20/23	Demo #5211-#5215	260.00	
3789	01/20/23	WET	66.00	
3790	01/20/23	Bag Sales-Landfill	523.00	
3791	01/23/23	D.I. Brush Truck Sale	7,075.00	
3793	01/24/23	Jan 14th to Jan 23rd	3,955.00	
3794	01/24/23	McDonald	734.00	
3800	01/25/23	A/R cash receipts	1,200.00	
3800	01/27/23	Nauta-Demo	475.00	
3801	01/27/23	W/C 2023 Lease	100.00	
3802	01/27/23	Alderfer	269.00	
3805	01/31/23	Demo #5216-#5220	200.00	
3806	01/31/23	Bag Sales-From Landfill	278.00	
3807	01/31/23	Wet/Recycling	20.00	
			Total	920,651.66
				52,902.47

CREDITS

Txn#	Date	Description	Cleared	Outstanding
63148	01/03/23	1st Qtr GTA	39,308.08	
63146	01/04/23	Jan 2023 Allpays	1,671.00	

TOWN OF WASHINGTON

Reconciliation Report

Cash Account #1 [Nicolet Bank Reg Cking.], Sorted by Check Date

Statement date: 01/31/23 Reconciliation date: 01/31/23

3:06 pm

63149	01/19/23	Pilt Land	44,604.01	
63147	01/31/23	Jan 2023 Interest	1,338.10	
			Total	86,921.19
				0.00

WITHDRAWALS

Txn#	Date	Description	Cleared	Outstanding
61554	01/04/23	Jorg Loan Jan 2023	3,024.94	
61555	01/04/23	Delta Dental Jan 2023	813.17	
61556	01/05/23	Airport Insurance	2,095.00	
61567	01/05/23	Hartford Jan 2023	371.19	
61574	01/05/23	Tax TX0	6,089.02	
61575	01/05/23	WAGES TX0	17,612.72	
61555	01/06/23	2023 HSA Contributions	8,500.00	
61576	01/09/23	FEES TX0	41.50	
61573	01/13/23	Jan 2023 Positive Pay	50.00	
61572	01/17/23	Jan 2023 CVR's	1,417.35	
61577	01/17/23	FEES TX0	351.90	
61578	01/19/23	TAX TX0	5,506.07	
61579	01/19/23	WAGES TX0	16,944.57	
61580	01/23/23	FEES 8RP	165.95	
61568	01/24/23	Dec 2022 Sales tax	315.20	
61581	01/30/23	TAX 8RP	1,313.30	
61582	01/30/23	WAGES 8RP	7,676.24	
61553	01/31/23	WRS December 2022	5,380.98	
			Total	77,669.10
				0.00

Statement beginning balance		165,147.10
Cleared deposits		920,651.66
Cleared charges		0.00
Cleared credits		86,921.19
Cleared withdrawals		-77,669.10
Cleared checks		-954,503.06
Cleared EFTs		0.00
		Calculated statement balance
		140,547.79
		Statement ending balance
		140,547.79
		Difference
		0.00

If your bank statement is in balance, then the Calculated statement balance will equal the Statement ending balance.

Statement ending balance	140,547.79
Outstanding deposits	52,902.47
Outstanding charges	0.00
Outstanding credits	0.00

TOWN OF WASHINGTON

3:06 pm

Reconciliation Report

Cash Account #1 [Nicolet Bank Reg Cking.], Sorted by Check Date

Statement date: 01/31/23 Reconciliation date: 01/31/23

Outstanding withdrawals	0.00
Outstanding checks	-21,631.80
Outstanding EFTs	0.00
<hr/>	
Adjusted statement balance	171,818.46
General Ledger account balance as of 01/31/23	167,047.17
Difference	4,771.29

If your bank statement is in balance with your General Ledger, then the Adjusted statement balance will equal the General Ledger account balance.

TOWN OF WASHINGTON

Reconciliation Report

Cash Account #11 [Nicolet Savings], Sorted by Check Date

Statement date: 01/31/23 Reconciliation date: 01/31/23

3:08 pm

DEPOSITS

Txn#	Date	Description	Cleared	Outstanding
109	12/29/22	Tax Collection	234,455.35	
110	12/30/22	Tax Collection	109,764.07	
111	01/03/23	Tax Collection	121,999.32	
112	01/04/23	Tax Collection	200,743.43	
113	01/05/23	Tax Collection	94,649.03	
134	01/06/23	Tax Collection	70,227.64	
114	01/09/23	Tax Collection	59,616.45	
115	01/10/23	Tax Collection	61,730.67	
116	01/11/23	Tax Collection	125,063.65	
117	01/12/23	Tax Collection	129,766.51	
118	01/13/23	Tax Collection	26,468.69	
119	01/17/23	Tax Collection	50,669.59	
120	01/19/23	Tax Collection	128,702.65	
121	01/19/23	Tax Collection	41,992.11	
122	01/20/23	Tax Collection	52,977.61	
123	01/23/23	Tax Collection	42,780.01	
124	01/24/23	Tax Collection	126,247.77	
125	01/25/23	Tax Collection	175,433.38	
126	01/26/23	Tax Collection	62,737.43	
127	01/27/23	Tax Collection	26,626.49	
128	01/30/23	Tax Collection		79,463.66
129	01/31/23	Tax Collection		55,650.66
Total			1,942,651.85	135,114.32

CHARGES

Txn#	Date	Description	Cleared	Outstanding
35	01/06/23	January Settlement Trans	850,000.00	
Total			850,000.00	0.00

CREDITS

Txn#	Date	Description	Cleared	Outstanding
52956	01/31/23	Jan 2023 Interest	6,631.39	
Total			6,631.39	0.00

Statement beginning balance	1,496,267.45
Cleared deposits	1,942,651.85
Cleared charges	-850,000.00
Cleared credits	6,631.39
Cleared withdrawals	0.00
Cleared checks	0.00

3:08 pm

Reconciliation Report

Cash Account #11 [Nicolet Savings], Sorted by Check Date

Statement date: 01/31/23 Reconciliation date: 01/31/23

Cleared EFTs	0.00
<hr/>	
Calculated statement balance	2,595,550.69
Statement ending balance	2,595,550.69
Difference	0.00

If your bank statement is in balance, then the Calculated statement balance will equal the Statement ending balance.

Statement ending balance	2,595,550.69
Outstanding deposits	135,114.32
Outstanding charges	0.00
Outstanding credits	0.00
Outstanding withdrawals	0.00
Outstanding checks	0.00
Outstanding EFTs	0.00
<hr/>	
Adjusted statement balance	2,730,665.01
General Ledger account balance as of 01/31/23	2,730,665.01
Difference	0.00

If your bank statement is in balance with your General Ledger, then the Adjusted statement balance will equal the General Ledger account balance.

TOWN OF WASHINGTON

Statement of Assets, Liab. & Equity

January 2023

ASSETS

Current Assets

PAYROLL POSTING	(672.40)	
Nicolet Bank	167,047.17	
Nicolet Savings	2,730,665.01	
DNR Escrow Account	90,311.00	
Law Enf. Petty Cash	50.00	
Accounts Receivable	175.00	
Due from UD Town Crew Wages	102,671.55	
Due from UD Town Crew Fringes	23.42	
Due from UD Town Office Wages	263.67	
Due from UD Town Office Fringes	19.86	
Advance from Utility	268,550.89	
Inventory	125,587.68	
Arch inventory	4,488.43	
TOTAL Current Assets		3,489,181.28
TOTAL ASSETS		3,489,181.28

LIABILITIES

Current Liabilities

Accounts Payable	24,975.90	
Advanced Tax Collections	2,154,382.54	
STD/LTD	723.42	
WRS Regular	2,448.85	
WRS Police Department	699.85	
Life Insurance	(183.39)	
Sales Taxes Payable	412.09	
FICA Withholding Tax Payable	0.09	
Accrued Wages	21,637.60	
Deferred Grant Revenue	37,576.01	
TOTAL Current Liabilities		2,242,672.96
TOTAL LIABILITIES		2,242,672.96

FUND EQUITY

CIP Unassigned	300,000.00	
Archives Fund	28,948.00	
Nonspendable Arch Inven	4,488.00	
Community Center Committee Fund	22,675.65	
Maritime Museum and Dock Fund	37,350.00	
Red Barn Fund	118,360.00	
Police Department Fund	36,907.00	
Public Health Fund	6,000.00	
General Government Fund	2,000.00	
Fire Department Fund	4,000.00	
Department of Public Works Fund	12,000.00	
Committed Escrow	95,261.00	
Unassigned Fund Balance	724,449.03	

Excess of Revenues over Expenditures

(145,930.36)

TOTAL FUND EQUITY

1,246,508.32

TOTAL LIABILITIES & FUND EQUITY

3,489,181.28

TOWN OF WASHINGTON
Statement of Revenues & Expenditures
Year-to-Date Performance, January 2023 - current month

	<i>1 Months Ended January 31, 2023</i>	<i>Annual Budget</i>	<i>Unused</i>	<i>% Used</i>
Revenue				
Community Center Committee Revenue	0.00	15,000.00	15,000.00	
Red Barn Revenue	0.00	10,000.00	10,000.00	
Archives Revenue	0.00	17,800.00	17,800.00	
Maritime Museum/Jackson Harbor Dock	0.00	5,000.00	5,000.00	
General Property Taxes	0.00	1,645,885.56	1,645,885.56	
Forest Crop/Managed Forest Land	0.00	120.00	120.00	
Sales Tax Rebate	10.00	120.00	110.00	8.3 %
Interest Delinquent Taxes	0.00	50.00	50.00	
Police Department Grant - State	0.00	11,000.00	11,000.00	
State Shared Revenue	0.00	17,970.43	17,970.43	
Fire Insurance Dues	0.00	8,500.00	8,500.00	
Personal Property Aid	0.00	2,978.01	2,978.01	
Police Department Training Aid	0.00	320.00	320.00	
Governmental Transportation Aid	39,308.08	157,232.34	117,924.26	25.0 %
Municipal Service and Rock Island Trash	0.00	1,476.60	1,476.60	
PILT Land	15,977.22	13,000.00	(2,977.22)	122.9 %
PILT Computer	0.00	159.01	159.01	
Alcohol License	0.00	6,000.00	6,000.00	
Dog Licenses	0.00	50.00	50.00	
Building Permit Fees	0.00	500.00	500.00	
Driveway Permits	120.00	200.00	80.00	60.0 %
Cigarette Licenses	0.00	50.00	50.00	
Operator Licenses	0.00	500.00	500.00	
Fines Fees Forfeitures	22.15	600.00	577.85	3.7 %
Airport Income	0.00	69,593.75	69,593.75	
Utility District Reimbursements	0.00	22,000.00	22,000.00	
Refuse User Fees	2,556.00	110,000.00	107,444.00	2.3 %
Cemetery	1,200.00	12,000.00	10,800.00	10.0 %
Jacobsen Museum Receipts	0.00	8,200.00	8,200.00	
Jackson Harbor Dock Lease	1,200.00	15,000.00	13,800.00	8.0 %
Rec Center Fees	8,336.27	54,828.00	46,491.73	15.2 %
Rec Center Donations	12,647.00	79,600.00	66,953.00	15.9 %
Rec Center Reimbursement - WI Foundation	0.00	28,000.00	28,000.00	
Door County Police	0.00	107,000.00	107,000.00	
Door County Highway and Park	0.00	21,500.00	21,500.00	
Door Conuty Room Tax	0.00	40,370.00	40,370.00	
Door County Intergovernmental Reimbursen	0.00	3,750.00	3,750.00	
Door County Recycling Rebate	0.00	3,000.00	3,000.00	
Miscellaneous Income	7,075.00	1,000.00	(6,075.00)	707.5 %

	<i>1 Months Ended January 31, 2023</i>	<i>Annual Budget</i>	<i>Unused</i>	<i>% Used</i>
Parks Donations	0.00	14,000.00	14,000.00	
Parks Sticker Sales	0.00	8,000.00	8,000.00	
Interest General Fund	7,969.49	4,500.00	(3,469.49)	177.1 %
Welcome Center Receipts Parking	100.00	650.00	550.00	15.4 %
Community Center and Gym Rentals	0.00	3,000.00	3,000.00	
Medical Clinic Rent	0.00	20,000.00	20,000.00	
School Snow Plowing	0.00	1,000.00	1,000.00	
Van Income	0.00	900.00	900.00	
Special Assessments	175.00	1,400.00	1,225.00	12.5 %
TOTAL Revenue	96,696.21	2,543,803.70	2,447,107.49	3.8 %
Net Revenue	96,696.21	2,543,803.70	2,447,107.49	3.8 %
GROSS PROFIT	96,696.21	2,543,803.70	2,447,107.49	3.8 %
Expenditures				
GENERAL GOVERNMENT				
Board Wages	1,200.13	14,401.56	13,201.43	8.3 %
Board Fringes	91.81	1,101.72	1,009.91	8.3 %
Contracted Services	1,700.00	32,667.00	30,967.00	5.2 %
Dues/Insurance/Licenses	2,267.00	6,000.00	3,733.00	37.8 %
Board Expenses	28.35	2,000.00	1,971.65	1.4 %
Board Travel/Training	0.00	1,500.00	1,500.00	
Legal	0.00	5,000.00	5,000.00	
Bank Charges/Fines	50.00	600.00	550.00	8.3 %
Town Office Wages	7,767.87	103,214.65	95,446.78	7.5 %
Town Office Fringes	7,061.94	42,560.11	35,498.17	16.6 %
Town Office Travel/Training	0.00	2,000.00	2,000.00	
Town Office Equipment	362.26	19,970.00	19,607.74	1.8 %
Town Office Supplies/Postage	0.00	5,000.00	5,000.00	
Town Website	0.00	3,000.00	3,000.00	
Town Office Phone and Internet	5.40	2,660.00	2,654.60	0.2 %
Elections	0.00	4,000.00	4,000.00	
Miscellaneous Expense	594.35	6,500.00	5,905.65	9.1 %
Auditor	0.00	12,000.00	12,000.00	
Tax Collection	0.00	3,087.37	3,087.37	
Board of Review	0.00	200.00	200.00	
Humane Society	0.00	500.00	500.00	
Assessor	781.77	9,000.00	8,218.23	8.7 %
Property Asset Appraisal	0.00	1,250.00	1,250.00	
Non-Department Insurance	0.00	3,000.00	3,000.00	
TOTAL GENERAL GOVERNMENT	21,910.88	281,212.41	259,301.53	7.8 %
PUBLIC SAFETY				

*1 Months Ended
January 31, 2023*

		<i>Annual Budget</i>	<i>Unused</i>	<i>% Used</i>
Police Department Wages	10,207.68	154,221.15	144,013.47	6.6 %
Police Department Fringes	9,059.36	100,683.36	91,624.00	9.0 %
Police Dept On-Call Overnight Stipend	0.00	9,000.00	9,000.00	
Police Department Supplies	0.00	1,200.00	1,200.00	
Police Department Admin/Electricity	990.00	5,300.00	4,310.00	18.7 %
Police Department Equipment	0.00	2,000.00	2,000.00	
Police Department Uniforms	0.00	3,000.00	3,000.00	
Police Department Travel/Training	0.00	2,900.00	2,900.00	
Police Department Equipment Maint/Fuel	0.00	7,000.00	7,000.00	
Police Department Insurance	0.00	6,500.00	6,500.00	
Police Department Communications	317.78	5,700.00	5,382.22	5.6 %
Fire Department Equipment	739.70	10,500.00	9,760.30	7.0 %
Fire Department Rescue Boat	0.00	8,000.00	8,000.00	
Fire Department Travel/Training	0.00	1,500.00	1,500.00	
Fire Department Wages	6,732.00	41,950.00	35,218.00	16.0 %
Fire Department Stipends	0.00	14,000.00	14,000.00	
Fire Department Admin Stipend	0.00	5,000.00	5,000.00	
Fire Department Insurance	0.00	7,000.00	7,000.00	
Service Award Program	7,802.89	8,745.00	942.11	89.2 %
Fire Department Building Maintenance	2,625.48	30,000.00	27,374.52	8.8 %
Fire Department Fuel	0.00	3,000.00	3,000.00	
Fire Department Inspections	0.00	5,000.00	5,000.00	
Fire Department Fringes	534.34	6,930.02	6,395.68	7.7 %
Fire Department Maintenance of Equipment	0.00	30,000.00	30,000.00	
EMR Department Wages	830.00	15,070.00	14,240.00	5.5 %
EMR Department Stipends	0.00	2,200.00	2,200.00	
EMR Department AEDs	0.00	1,500.00	1,500.00	
EMR Department Fringes	63.44	1,713.46	1,650.02	3.7 %
EMR Department Building Maintenance	0.00	500.00	500.00	
EMR Department Travel/Training	0.00	500.00	500.00	
EMR Department SAP	0.00	2,385.00	2,385.00	
Emergency Communications/Phone	0.00	750.00	750.00	
Emergency Communication Stipend	0.00	600.00	600.00	
Emergency Communications Maintenance	0.00	5,000.00	5,000.00	
TOTAL PUBLIC SAFETY	39,902.67	499,347.99	459,445.32	8.0 %
PUBLIC WORKS				
Town Shop Phone	37.71	1,710.00	1,672.29	2.2 %
Town Shop Electric	157.99	4,000.00	3,842.01	3.9 %
Town Shop Heating	2,196.58	12,000.00	9,803.42	18.3 %
DPW Supplies	261.31	5,000.00	4,738.69	5.2 %
DPW Safety Equipment/Uniforms	195.00	1,800.00	1,605.00	10.8 %
DPW Maintenance and Repairs	0.00	3,000.00	3,000.00	
Town Crew Wages	17,195.39	232,367.79	215,172.40	7.4 %
Town Crew Fringes	10,185.10	132,588.34	122,403.24	7.7 %
DPW Fuel	0.00	30,000.00	30,000.00	

*1 Months Ended
January 31, 2023*

		<i>Annual Budget</i>	<i>Unused</i>	<i>% Used</i>
DPW Insurance	0.00	25,000.00	25,000.00	
DPW Equipment/Repairs	1,655.17	15,000.00	13,344.83	11.0 %
Annual Mine Safety Training/Travel	0.00	700.00	700.00	
Salt	0.00	3,000.00	3,000.00	
DPW Construction/Repairs	0.00	2,000.00	2,000.00	
Street Lights	210.48	2,800.00	2,589.52	7.5 %
Airport Wages	0.00	1,400.00	1,400.00	
Airport Fringes	0.00	107.10	107.10	
Airport Electricity	158.00	2,000.00	1,842.00	7.9 %
Airport Heating	0.00	3,000.00	3,000.00	
Airport Supplies/Maintenance	30.02	5,200.00	5,169.98	0.6 %
Airport Insurance	2,095.00	5,700.00	3,605.00	36.8 %
Island Exchange Wages	1,693.94	25,358.60	23,664.66	6.7 %
Island Exchange Fringes	128.50	4,295.16	4,166.66	3.0 %
Island Exchange Maintenance	603.90	7,000.00	6,396.10	8.6 %
Island Exchange Recycling	0.00	20,000.00	20,000.00	
Island Exchange Insurance	0.00	450.00	450.00	
Solid Waste MSW, Metal, and Paper	0.00	41,000.00	41,000.00	
Solid Waste C&D	0.00	15,000.00	15,000.00	
TOTAL PUBLIC WORKS	36,804.09	601,476.99	564,672.90	6.1 %
HEALTH & HUMAN SERVICES				
Doctor Subsidy	0.00	135,000.00	135,000.00	
Van Expense	61.01	2,720.00	2,658.99	2.2 %
TOTAL HEALTH & HUMAN SERVICES	61.01	137,720.00	137,658.99	0.0 %
CULTURE, RECREATION, & EDUC				
Library Phone	0.00	400.00	400.00	
Jacobsen Museum Expense	39.50	2,372.00	2,332.50	1.7 %
Jacobsen Museum Fringes	3.48	1,097.85	1,094.37	0.3 %
Jacobsen Museum Wages	45.50	14,351.00	14,305.50	0.3 %
Jacobsen Museum Insurance	0.00	200.00	200.00	
Community Center Building Expense	7,117.80	40,000.00	32,882.20	17.8 %
Community Center Committee Expense	0.00	15,000.00	15,000.00	
Parks Including Electricity	1,024.69	11,680.00	10,655.31	8.8 %
Parks Insurance	0.00	1,000.00	1,000.00	
Ballfield Access Lease	1,100.00	1,260.00	160.00	87.3 %
Archivist Wages	1,152.00	13,104.00	11,952.00	8.8 %
Red Barn Expense	40.46	2,000.00	1,959.54	2.0 %
Archivist Fringes	88.14	1,002.46	914.32	8.8 %
Red Barn Director Wages	0.00	5,000.00	5,000.00	
Archives Expense	0.00	3,695.00	3,695.00	
Red Barn Director Fringes	0.00	382.50	382.50	
School House Beach Expense	45.26	0.00	(45.26)	
Art and Nature Center Expense	0.00	500.00	500.00	
Rec Center Manager Wages	4,001.34	53,067.25	49,065.91	7.5 %
Rec Center Manager Fringes	287.94	7,769.05	7,481.11	3.7 %

	<i>1 Months Ended January 31, 2023</i>	<i>Annual Budget</i>	<i>Unused</i>	<i>% Used</i>
Rec Center Staff Wages	3,584.86	46,887.40	43,302.54	7.6 %
Rec Center Staff Fringes	274.02	4,352.26	4,078.24	6.3 %
Rec Center Maintenance	0.00	17,700.00	17,700.00	
Rec Center Insurance	0.00	4,000.00	4,000.00	
Rec Center Administrative	135.21	16,800.00	16,664.79	0.8 %
Rec Center Utilities	10,892.66	71,640.00	60,747.34	15.2 %
Maritime Museum/Dock	39.50	3,500.00	3,460.50	1.1 %
Maritime Wages	0.00	4,420.00	4,420.00	
Maritime Fringes	0.00	338.13	338.13	
TOTAL CULTURE, RECREATION & EDUC	29,872.36	343,518.90	313,646.54	8.7 %
WELCOME CENTER				
Welcome Center/Chamber of Commerce	1,450.60	29,350.00	27,899.40	4.9 %
Capital Improvement Projects(Unassigned)	0.00	460,000.00	460,000.00	
Nicolet Loan Principal	2,572.70	25,350.00	22,777.30	10.1 %
Nicolet Loan Interest	452.24	10,950.00	10,497.76	4.1 %
Huntington Loan Principal	42,449.21	85,588.21	43,139.00	49.6 %
Huntington Loan Interest	2,827.18	4,964.57	2,137.39	56.9 %
BCPL Loan Principal	49,105.25	49,106.25	1.00	100.0 %
BCPL Loan Interest	15,218.38	15,218.38	0.00	100.0 %
TOTAL CAPITAL OUTLAY	114,075.56	680,527.41	566,451.85	16.8 %
TOTAL Expenditures	242,626.57	2,543,803.70	2,301,177.13	9.5 %
Excess of Revenues over Expenditures	(145,930.36)	0.00	145,930.36	575324.0 %
Excess of Revenues over Expenditures	(145,930.36)	0.00	145,930.36	575324.0 %
Excess of Revenues over Expenditures	(145,930.36)	0.00	145,930.36	575324.0 %



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

Protecting Washington Island Since 1948

WIFD JAN 2023 MONTHLY REPORT

Washington Island 911 calls

Wifd EMR calls - 5 WIFD EMR CALLS YTD - 5

FIRE AND RESCUE CALLS:

Jan. 3 – 1457 Deer Lane Rd. – Fire

EMR Training held Jan. 5 – 12 Members present.

FIRE Training was held Jan 12 - Training - 20 members present.

FIRE Board of Directors meeting – Jan. 19 – 9 members present.

FIRE Business meeting and training was held Jan. 19 - 29 members present.

Equipment Checks - 8 checks completed by 6 firefighters.

Regards:

Chief Peter Nehlsen

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

**MINUTES WIAAC MEETING
JANUARY 31, 2023**

Meeting called to order 6:07 PM CST via GoTo Meeting.

Roll Call:

Members in attendance: Mike Berger, Ed Graf, Rod Gordon, Mike Saxton.

Observers: Dick Donnelly

Others: Peter Sowie, Margeret Foss, John Jensen, Martha Nerenhausen

Agenda items:

Minutes of Sept. 15th 2022 meeting approved by motion of Mike Saxton,
Seconded by Ed Graf. Motion carried.

Discussion of airport ground lease fees and aircraft tied down fees.

Data from recent BOA survey of all Wisconsin airports discussion. Comparison difficult because of range of services offered within fee structure. 2P2 has seasonal closing in addition to services differences.

Survey by Berger of fees by airports within 100 miles of 2P2. Discussion of services offered by other airports not offered by 2P2. Reasonable fee for hangar ground lease discussion. Reasonable tie down fee discussion. \$15 rate deemed reasonable for overnight tie down. \$.20/sq.ft. ground lease with biannual rate review, possible PPI, over 20 year period. Motion to send fee recommendations to Town Board by Graf, Seconded by Saxton. Gordon voted no, motion carried.

Discussion to clarify camping permission at 2P2. Recommendation to be offered to Town Board for action.

Discussion of Co-op electric charges. Annual charges hundreds of times more than actual kilowatt usage, ie; \$4.00 in kilowatt use per year but \$600 in fees and extra charges.

Offer to those listening in for comments. No one came forward.

Motion to adjourn by Gordon, seconded by Graf. Motion carried.

Meeting adjourned at 6:44 PM.

Mike Berger
Chairman, WIAAC

APPROVED JANUARY 17, 2023

**Town of Washington Economic Development Committee
Meeting Minutes for Regular Meeting of November 17, 2022**

The Economic Development Committee convened at 5:05pm in the Rutledge Room.

Members present were Don Riewe, Jesse Hansen and Bill Jorgensen. Board liaison Loren Roznai was not present.

In response to the Town Board stating best practice for meetings was to follow Robert's Rules of Order the Committee consented to follow Robert's Rules.

Motion by Jesse Hansen, second by Bill Jorgensen to approve the agenda, motion carried. Motion by Jorgensen, second by Hansen to approve minutes from November 9, 2022 lunch meeting, motion carried. The Committee was unable to approve the regular meeting minutes from October 27, 2022.

The Committee discussed follow up from the lunch meeting.

The Committee received an update on the recommendation to contribute \$10k to Door County Workforce Lending Corporation.

The Committee discussed possible topics of consideration to be listed on the 2023 updated charter.

Motion by Hansen, second by Jorgensen to set the next regular meeting date to December 15, 2022 with a start time of 5:00pm. Motion carried.

Motion by Jorgensen, second by Hansen to adjourn. Motion carried. Meeting adjourned at 6:45pm.

Submitted by Don Riewe

3:10 pm

TOWN OF WASHINGTON**Accounts Payable Detail Report**

Sorted by Vendor name

January 2023 Transactions

Transaction	Date	Due Date	Reference	Transaction Amount	Original Balance	Current Balance
AIRGAS USA, 9133689699 CK027504	Airgas USA, LLC 01/20/23 01/20/23	Close	Welding Supplies Payment	261.31	261.31	CK027504
Vendor Total					261.31	0.00
ANTHEM BLUE 0202301404070 CK027520	Anthem Blue Cross Blue Shield 01/25/23 01/25/23	Close	Feb 2023 Ins Payment	14378.81	14378.81	CK027520
Vendor Total					14378.81	0.00
ASSC APPRAIS 166239 CK027505	Associated Appraisal Consultants, Inc. 01/20/23 01/20/23	Close	Assessor Payment	781.77	781.77	CK027505
Vendor Total					781.77	0.00
BARCO INVRCO25287 CK027522	Barco Products Co. 01/27/23 01/27/23	Close	Donated Bench Payment	959.27	959.27	CK027522
Vendor Total					959.27	0.00
BAY-LAKE REG 6934 CK027491	Bay-Lake Regional Planning Commission 01/11/23 01/11/23	Close	2023 Membership Payment	2267.00	2267.00	CK027491
Vendor Total					2267.00	0.00
BELLIN HEALT 13995092 CK027498	Bellin Health 01/13/23 01/13/23	Close	DOT Drug Screening Payment	35.00	35.00	CK027498
Vendor Total					35.00	0.00
BCPL 20371 CK027481	Board of Commissioners of Public Lands 01/06/23 01/06/23	Close	Annual Loan Payme Payment	64323.63	64323.63	CK027481
Vendor Total					64323.63	0.00
LUMEN 624311261 CK027510	Century Link 01/20/23 01/20/23	Close	Phone Payment	5.40	5.40	CK027510
Vendor Total					5.40	0.00

TOWN OF WASHINGTON

Accounts Payable Detail Report

Sorted by Vendor name
January 2023 Transactions

Transaction	Date	Due Date	Reference	Transaction Amount	Original Balance	Current Balance
DAVE'S GARAG Dave's Garage						
CK027466	01/03/23		Payment	Voided		
Vendor Total					0.00	0.00
DIRECTV DIRECTV						
081938174X221220	01/03/23	Close	TV		163.98	Voided
	01/03/23	Cr	S/B a 2022 Bill	-163.98		
CK027467	01/03/23		Payment	Voided		
Vendor Total					0.00	0.00
D.C. GLASS Door County Glass & Mir.						
53214	01/11/23	Close	Safety Glass/Dozer		1330.40	CK027493
CK027493	01/11/23		Payment	1330.40		
Vendor Total					1330.40	0.00
D.C.SOIL&WAT Door County Soil & Water Conservation						
2023	01/04/23	Close	Gravel Pit		603.90	CK027483
CK027483	01/06/23		Payment	603.90		
Vendor Total					603.90	0.00
D.C. TREAS Door County Treasurer						
JAN TAX SETTLEMENT	01/06/23	Close	Jan Tax Settlement		284994.47	CK027482
40-100,104,105,111	01/12/23	Close	Mt Tower Prop Tax		3227.86	Voided
	01/12/23	Cr	Wrong Year	-3227.86		
2023-13000008	01/20/23	Close	Net Motion License		168.00	CK027518
PILT 2022 (2023)	01/20/23	Close	PILT 2022 (2023)		11392.01	CK027508
CK027482	01/06/23		Payment	284994.47		
CK027508	01/20/23		Payment	11392.01		
CK027518	01/23/23		Payment	168.00		
Vendor Total					296554.48	0.00
HANSEN PROPA Hansen Propane Company of Washington Isl						
27657,27700-27702	01/12/23	Close	Propane		10727.52	CK027499
2700,27006,27007	01/27/23	Close	Propane		3829.84	CK027523
CK027499	01/13/23		Payment	10727.52		
CK027523	01/27/23		Payment	3829.84		
Vendor Total					14557.36	0.00
MANN, JONATH JONATHAN MANN						
ROGANS 2023	01/11/23	Close	steel toe boots		195.00	CK027494

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TOWN OF WASHINGTON**Accounts Payable Detail Report**Sorted by Vendor name
January 2023 Transactions

Transaction	Date	Due Date	Reference	Transaction Amount	Original Balance	Current Balance
CK027494	01/11/23		Payment	195.00		
Vendor Total					195.00	0.00
KERBER			Kerber, Rose & Associates, S.C.			
295702	01/06/23	Close	HR January 2023		1700.00	CK027485
CK027485	01/06/23		Payment	1700.00		
Vendor Total					1700.00	0.00
MANN HEATING			Mann Heating & Air, LLC			
INV-1779	01/27/23	Close	CC Pump Replaceme		4687.34	CK027524
CK027524	01/27/23		Payment	4687.34		
Vendor Total					4687.34	0.00
NERENHAUSENM			Marian Nerenhausen			
JAN 2023	01/13/23	Close	2023 ballpark Lease		1100.00	CK027500
CK027500	01/13/23		Payment	1100.00		
Vendor Total					1100.00	0.00
OLSON TRAIL			MEE Enterprises, Inc			
107989C	01/20/23	Close	gate jack/link		324.77	CK027512
CK027512	01/20/23		Payment	324.77		
Vendor Total					324.77	0.00
MES			Municipal Emergency Services Inc.			
IN1816111	01/27/23	Close	Gear Bags 8		615.10	CK027525
CK027525	01/27/23		Payment	615.10		
Vendor Total					615.10	0.00
NWTC TX LEVY			Northeast Wisconsin Techinal College			
JAN TAX SETTLEMENT	01/06/23	Close	Jan Tax Settlement		60852.96	CK027486
PILT 2022 (2023)	01/20/23	Close	PILT 2022 (2023)		2432.42	CK027511
CK027486	01/06/23		Payment	60852.96		
CK027511	01/20/23		Payment	2432.42		
Vendor Total					63285.38	0.00
CELLCOM			Nsighttel Wireless LLC			
345455	01/20/23	Close	Cell Phones		551.57	CK027507
CK027507	01/20/23		Payment	551.57		
Vendor Total					551.57	0.00

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TOWN OF WASHINGTON**Accounts Payable Detail Report**Sorted by Vendor name
January 2023 Transactions

Transaction	Date	Due Date	Reference	Transaction Amount	Original Balance	Current Balance
PEN PULSE	Peninsula Pulse					
28777	01/23/23	Close	Mus Dir Job Posting		28.35	CK027526
CK027526	01/27/23		Payment	28.35		
Vendor Total					28.35	0.00
QUANTUM	Quantum Technologies					
35911	01/11/23	Close	Server Care		30.00	CK027495
CK027495	01/11/23		Payment	30.00		
Vendor Total					30.00	0.00
QUILL	Quill Corporation					
CK027468	01/03/23		Payment	Voided		
Vendor Total					0.00	0.00
RHYME BUSINE	Rhyme Business Products LLC					
33215846-2	01/13/23	Close	January 2023		97.50	CK027503
33275535	01/23/23	Close	January 2023		332.26	CK027519
CK027503	01/13/23		Payment	97.50		
CK027519	01/23/23		Payment	332.26		
Vendor Total					429.76	0.00
CARR	Robert Carr					
INK 2023	01/20/23	Close	trng room ink		86.89	CK027506
CK027506	01/20/23		Payment	86.89		
Vendor Total					86.89	0.00
SECURIAN FIN	Securian Financial Group, Inc.					
LIFE INSURANCE FEB 2	01/11/23	Close	Life Ins Feb 23		131.52	CK027496
CK027496	01/11/23		Payment	131.52		
Vendor Total					131.52	0.00
HUNTINGTON	The Huntington National Bank					
562657	01/03/23	Close	January 2023		45276.39	CK027484
CK027484	01/06/23		Payment	45276.39		
Vendor Total					45276.39	0.00
VFIS BENFTS.	VFIS/Glatfelter Specialty Benefits					
SAP 2022	01/20/23	Close	SAP 2022		7802.89	CK027514
CK027514	01/20/23		Payment	7802.89		

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TOWN OF WASHINGTON**Accounts Payable Detail Report**Sorted by Vendor name
January 2023 Transactions

Transaction	Date	Due Date	Reference	Transaction Amount	Original Balance	Current Balance
Vendor Total					7802.89	0.00
CHAMBEROFCOM Washington Island Chamber of Commerce						
MEMBERSHIP 2023	01/11/23	Close	Membership 2023		1200.00	CK027492
CK027492	01/11/23		Payment	1200.00		
Vendor Total					1200.00	0.00
REA Washington Island Electric Coop						
JANUARY 2023-1	01/24/23	Close	Seasonal		1165.20	CK027521
JAN 2023	01/24/23	Close	Electric-internet		3429.83	CK027521
CK027521	01/25/23		Payment	7298.26		
Vendor Total					4595.03	0.00
SCHOOL Washington Island School						
JAN TAX SETTLEMENT	01/06/23	Close	Jan Tax Settlement		370306.50	CK027487
PILT 2022 (2023)	01/20/23	Close	PILT 2022 (2023)		14802.36	CK027513
CK027487	01/06/23		Payment	370306.50		
CK027513	01/20/23		Payment	14802.36		
Vendor Total					385108.86	0.00
DEPT JUSTICE WI.Dept of Justice						
455TIME-0000013934	01/20/23	Close	TIME Billing 2023		822.00	CK027509
CK027509	01/20/23		Payment	822.00		
Vendor Total					822.00	0.00
Report Total					914029.18	0.00

Town of Washington Economic Development Committee Charter 2023

Background

The Town of Washington faces many challenges as economic development is considered. Many citizens frown on economic development as unnecessary or a degradation of the Island “lifestyle” while others complain of the lack of ability to contract for professional services on the Island. Seasonally even some basic services such as restaurants and bars are in short supply. To exacerbate these issues the available labor pool has become smaller. In Door County the labor force has declined 9.7% over the last decade according to the Door County Economic Development Committee. Also the median age in Door County grew at four times the national average (again the DCEDC). These trends are evident on the Island as well. As the population ages and with fewer workers earning wages the demand for new construction dwindles. The demand for Town supplied services such as roads and trash removal increases yet the ability to pay for this increase is constrained by the state’s policy of net new construction to grow the tax base, resulting in a budgetary conundrum. It seems imperative that the tax base be increased from both commercial and residential construction. The promotion of the Island as a great locale to do business and to live should be paramount.

Mission Statement

To improve the economic vitality of the Township and its residents.

Purpose

To improve the economic vitality of the Township and its resident’s means more financial assets must be created and retained. Businesses create more goods and services to satisfy the needs of Island residents and visitors which in turn creates wages for workers and income for the business owners increasing demand for more goods and services spurring the creation of more commercial enterprises. The more this happens locally (retained financial assets), the likelihood is an increase in the tax base from new construction which should lower the property tax rate allowing property owners to retain more of their financial assets to be used as disposable income. The purpose of the Committee is to facilitate the creation of more commercial enterprises within the Township, satisfying the demand for professional services and increasing the tax base from new construction. As more services are offered the

attractiveness of living on the Island is enhanced in the hope that young professionals and families will consider living and growing here.

Scope of Operation

Economic development requires coordination between commercial enterprises (businesses), Town entities (committees, Board), and citizens. For this reason the Economic Development Committee's scope must be broad. For example Parks, Harbors and Waterways, Medical Advisory, Town infrastructure (roads, bike lanes, web sites), the School District including the Technical Education renovation and curriculum committee, the Chamber of Commerce and Destination Door County and individual business owners (rentals and service providers) all have a vested interest in economic development yet there is little coordination of their efforts. The Economic Development Committee should and would be the coordinating group.

Objectives

The Door County Economic Development Corporation published in its strategic plan for 2020 five Pillars of Progress for economic success. These pillars are:

Business Retention and Expansion

Career Exploration & Post-Secondary Options

World-Class Marketing

Community Development

Innovative Start-Up System

Each of these pillars includes many components that will need to be explored. They constitute a broad list of potential opportunities.

Potential Priorities and Projects for the Year

In 2022, the Economic Development Committee has achieved some success in meeting their listed priorities and projects. Of note is the cultivated relationship with Door County Economic Development Corporation and Destination Door County which may yield grant opportunities for Island entities in 2023. The creation of the Community Investment Fund Grant Program by Destination Door County, the Room Tax Commission and Door County Community Foundation, which will infuse room tax funds back into communities, may enable the Town of Washington to address infrastructure needs benefitting both residents and visitors alike. The role of the Committee will be to enumerate and recommend projects for grant applications.

The Committee will continue its dialogue with Michelle Lawrie of DCEDC and Julie Gilbert of DDC and initiate conversation with Bret Bicoy of Door County Community Foundation, Door County Workforce Housing and the Community Investment Fund Grant Program. The Committee should tap into the expertise of all these individuals and their organizations as we explore the following:

- Succession resources. It is essential that Island homes, businesses, civic organizations and government entities receive the information necessary to effectively “pass the torch” to a new generation.
- Community composting particularly of food waste which otherwise needs to be transported off Island as Mixed Solid Waste. Gathering Ground has started this initiative but municipal participation will be necessary for meaningful impact.
- Child care resources. An influx of new families with small children has highlighted this need on the Island.
- Previous Town administrations have commissioned plans regarding Outdoor Recreation and Detroit Harbor amenities. The Committee will look at these plans and assess opportunities for implementation of some of plan concepts.

The Committee may have a role to play in the information gathering phase of Bay Lakes Planning Commission as they begin work on a revised Comprehensive Plan.

The Committee may attempt to obtain data regarding the potential benefits and detriments of airport expansion.

The Committee will continue to monitor affordable housing information as it becomes available. The Committee wrote a report on available affordable housing models in 2022.

The Committee stands ready to assist the Town Board in establishing policy and licensing short term rental properties.

COPY

Notice: Collection of this information is authorized pursuant to s. 26.145, Wis. Stats.; ch. NR 47, subch. I and VIII, Wis. Adm. Code; Cooperative Forestry Assistance Act of 1978, Section 10(b)2 as amended; and 16 U.S.C. 2101-2114. Personal information collected will be used for administrative purposes and may be provided to requesters to the extent required by Wisconsin's Open Records laws (ss. 19.32-19.39, Wis. Stats.).

Fire Department Information			
Fire Department Name WASHINGTON ISLAND VOLUNTEER FIRE DEPT.		Check one <input type="checkbox"/> In DNR Fire Protection Area <input checked="" type="checkbox"/> In Cooperative Area	
Address 1291 AIRPORT RD		Phone Number (include area code) (920) 535-0108 (CHIEF'S CELL)	
City WASHINGTON ISLAND	State WI	ZIP Code 54246	Tax ID # 39 6006160
Agreement			

THIS AGREEMENT is entered into by and between the above-listed fire department (the Fire Department), and the State of Wisconsin Department of Natural Resources (DNR), for the suppression of forest fires within each party's respective jurisdiction in DNR Protection Area and/or on land owned by the DNR (DNR Land) in Cooperative Area.

WHEREAS, s. 26.11, Wis. Stats., vests the DNR with the power, authority, and jurisdiction in all matters relating to prevention, detection, and suppression of forest fires outside the limits of incorporated villages and cities and s. 23.09(4), Wis. Stats., and s. NR 1.23, Wis. Adm. Code, authorize the DNR to render assistance in case of emergencies.

WHEREAS, the DNR and the Fire Department pursuant to ss. 23.09(1)(2), 23.11 and 26.11(4), Wis. Stats., desire to cooperate in the suppression of fires; it is agreed by and between the DNR and the Fire Department as follows:

1. DEFINITIONS

- a. "Cooperative Area" means the areas of the State outside the DNR Protection Areas where Fire Departments have primary forest fire initial attack responsibilities.
- b. "DNR Protection Area" are the areas of the state defined by ss. NR 30.01 and NR 30.02, Wis. Adm. Code, as intensive or extensive.
- c. "Extended Attack" occurs when resources beyond those designated for initial attack must be dispatched to an incident or when extensive mop-up is required. This is generally when suppression efforts exceed one hour.
- d. "Forest Fire" means an uncontrolled, wild or running fire occurring on a forest, marsh, field, cutover or other lands or involving farm, city, or village property and improvements incidental to the uncontrolled, wild or running fire occurring on forest, marsh, field, cutover or other lands (as defined in s. 26.01(2), Wis. Stats.).
- e. "Incident Command System" means a set of personnel, policies, procedures, facilities, and equipment, integrated into a common organizational structure designed to improve emergency response operations of all types and complexities. ICS is a subcomponent of the National Incident Management System (NIMS), as released by the U.S. Department of Homeland Security in 2004.
- f. "Initial Attack" is defined as the first hour when suppression efforts are needed.
- g. "Non-reportable Fires" include incidents involving:
 - i. Burning activity that does not spread from predetermined limits
 - ii. Fires that cannot be located
 - iii. False alarms
 - iv. Structural fires
 - v. Vehicular or equipment fires
- h. "Project fire" means an extended attack forest fire requiring state-wide resource deployment by the DNR
- i. "Reportable Fires" are all fires not listed in Section. 1.g.
- j. "Suppression" means the action of the responding agency(ies) beginning with initial attack and continuing through control of the forest fire, mop-up, and until the forest fire is out.
- k. "Unified Command" means a system of command that enables institutions and agencies with different legal, geographic, and functional responsibilities to coordinate, plan, and interact effectively
- l. "ATV" (all-terrain vehicle) and "UTV" (utility terrain vehicle) include equipment that is a manufactured motor driven device capable of off-road use. These vehicles cannot meet the federal motor vehicle safety standards.

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2. RESPECTIVE RESPONSIBILITIES

- a. The DNR is responsible for the suppression of all forest fires and protection and suppression of any improvements threatened by forest fires as defined previously in s. 26.11, Wis. Stats.
- b. DNR may assist the Fire Department when resources are available, as authorized by s. NR 1.23, Wis. Adm. Code and s. 26.11(1), Wis. Stats.
- c. Within DNR Protection Areas, the DNR may request the assistance of the Fire Departments to provide forest fire suppression, as well as structural protection.
- d. Outside of DNR Protection Areas, in the Cooperative Areas, the Fire Departments may request the assistance of the DNR to provide additional resources and support in forest fire suppression and Fire Departments have been delegated the authority on DNR-owned lands for fire suppression actions by virtue of this Agreement.
- e. Structural and vehicular fires are the responsibility of the Fire Department, but the Fire Department may request DNR equipment and personnel to assist with the structural and vehicular fire or when there is danger of a forest fire being caused by the structural or vehicular fire.

3. REPORTING FIRES

- a. The Fire Department agrees to make every effort to immediately notify the DNR of forest fires, or fires which may become forest fires that are burning or threatening DNR protection areas or DNR Lands. If immediate notification cannot be made, the Fire Department shall report the location of the fires, and the action taken, to the DNR as soon as possible, but no later than 24 hours from its knowledge of the forest fires.
- b. If the Fire Department is unable to contact the DNR, it shall take immediate, independent action to effectively suppress the forest fire.
- c. If it is uncertain whether a reported forest fire is within a DNR protection area or on DNR land due to the fire's proximity to the boundary line, the Fire Department or DNR shall notify the other party. If the Fire Department or DNR is unable to contact the other party, it shall take immediate, independent action to effectively suppress the forest fire, as soon as practicable. Thereafter, it shall notify the other party and report the location of the fire and the action that was taken.
- d. The DNR agrees to notify the Fire Department through County Dispatch if they become aware of a structure or vehicular fire within the Fire Department's jurisdiction.

4. COMMAND AT FIRES

The Incident Command System will be used at all forest fires. When the Fire Department is the first to arrive at the scene of a forest fire within a DNR protection area or on DNR land, the Fire Department shall establish incident command and begin initial attack. Command of the incident may be transferred to a qualified DNR incident commander upon arrival. A Unified Command structure is encouraged when deemed appropriate. If DNR does not arrive on scene, or is called to another incident, the Fire Department shall maintain command of the forest fire until out.

5. OUTSIDE ASSISTANCE

A DNR designated employee shall be consulted when in attendance by the chief officer of the Fire Department before calling in additional crews and equipment or outside fire departments for forest fires originating and occurring in DNR protection areas or on DNR lands. The incident commander is responsible for releasing the additional crews or equipment as soon as possible.

6. EQUIPMENT AND PERSONNEL REQUIREMENTS

- a. The DNR and the Fire Department agree to have available and utilize firefighting units suitable for suppressing forest fires. Responding units should be equipped with forest fire fighting hand tools and equipment. All responding units shall be equipped with a radio that contains a common frequency with the local DNR fire units, such as "Fire-ground Blue."
- b. It is recommended that Fire Departments respond to forest fires with firefighters that have successfully completed **INTRODUCTION TO WILDLAND FIRE SUPPRESSION FOR WI FIRE DEPARTMENTS** in accordance with NFPA 1051 standards, which is an 8-hour course taught by DNR personnel and available to all Fire Departments.
- c. Firefighters shall wear protective clothing on all forest fires. It is recommended that protective clothing meets the 1977 NFPA standard on protective clothing and equipment for forest fire fighting including, as a minimum, Nomex shirts, pants or coveralls, boots, hardhat or helmet, and leather gloves. Use of web belts and fire shelters are also recommended for additional protection. Structural turnout gear should be available on each unit for every firefighter in the event there is a structural fire.

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7. FIRE SUPPRESSION SERVICES AND COMPENSATION

- a. The Fire Department agrees to provide suppression services on forest fires, if its resources are available, whenever it is requested to respond by DNR or through established dispatch procedures. The DNR agrees to provide suppression services on forest fires, when resources are available, if requested by the Fire Department or through established dispatch procedures.
- b. In DNR Protection Areas, Fire Department suppression services compensation applies to all forest fires occurring outside the limits of incorporated villages and cities.
- c. In Cooperative Areas, Fire Department suppression services compensation applies **only** to forest fires originating on DNR owned lands.
- d. On all State lands and lands under DNR management, Fire Department compensation applies only when invited to assist with prescribed burning on DNR managed lands.

8. COMPENSATION

The Fire Department must choose one compensation option from each of the following response categories below. **Choose an option (for both a. initial attack and b. extended attack) and check the selected option box.**

NOTE: The person(s) responsible for causing the forest fire may be billed by DNR for all suppression costs, including those incurred by the Fire Department, that are billed to DNR:

a. INITIAL ATTACK:

Compensation for providing **initial attack** forest fire suppression, (including building protection) on forest fires within the Fire Department's area of jurisdiction. Initial attack is defined as the first hour of forest fire suppression services (**choose option 1 or 2**).

Option 1. No payment for providing forest fire suppression on all initial attack forest fires.

Option 2. Receive payment for providing forest fire suppression on all initial attack forest fires.

b. EXTENDED ATTACK:

Compensation for providing **extended attack** forest fire suppression, (including building protection) on forest fires either in or outside the Fire Department's own area of jurisdiction. Extended attack is defined as forest fire suppression on an incident where services exceed one hour (**choose option 1 or 2**).

Option 1. No payment for providing forest fire suppression on all extended attack forest fires.

Option 2. Receive payment for providing forest fire suppression on all extended attack forest fires.

9. PRESCRIBED BURNING

Would your fire department wish to be invited to participate in prescribed burning on DNR managed lands? (**choose option 1 or 2**).

Option 1. No, our fire department does not wish to be invited to participate in prescribed burning activities on DNR managed lands.

Option 2. Yes, our fire department would like to receive invitations to participate in prescribed burning activities on State managed lands. (**Choose one payment option below**):

No payment for participating in prescribed burns on DNR managed lands.

Receive payment for participation in prescribed burning activities on DNR managed lands. Payment includes all firefighter hours and one payment hour per day for each piece of equipment requested and used.

10. BILLING PROCEDURE

- a. The Fire Department, township, or governing body agrees not to directly bill any landowner, responsible party, or governmental body for forest fire suppression service costs paid by the DNR for services consistent with this Agreement.
- b. If the Fire Department bills the DNR for fire suppression costs: (a) the bill shall be prepared on the appropriate form, and (b) the bill shall be presented no later than 14 days following the date on which the fire suppression was completed. Failure to meet this deadline may jeopardize the payment of the bill.
- c. If the Fire Department submits a bill for services rendered in suppressing a forest fire, it shall be paid by the DNR subject to the following limitations.

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- i. No payment will be made by DNR for runs on or associated with non-reportable fires. Examples include, but are not limited to:
 - Burning activity covered by a legal burning permit.
 - Burning activity not covered by a legal burning permit, but has not escaped control.
 - Cannot be located.
 - False alarms.
 - Structural fires.
 - Vehicle fires.
 - Cooking or warming fires.
- ii. No payment will be made by DNR for forest fire suppression actions where the Fire Department provides no suppression services.

11. RECOMMENDED STAFFING

- a. The recommended staffing and equipment for initial attack forest fire suppression operations is as follows:
 - (i) 1 4x4 brush rig (ICS Type 5-7 Engine).
 - (ii) 1 engine (or a tender (tanker) with pumping capabilities, ICS Type 1-4 Engines).
 - (iii) 6 forest fire trained firefighters.
- b. During periods of very high or extreme fire danger, more personnel and equipment than listed above may be required for the initial response.
- c. Should the Fire Department respond with more than the recommended or requested dispatch, only that equipment and personnel needed and actually used for suppression will be compensated at the predetermined rate. Compensation for additional equipment and personnel may not be made to the Fire Department unless the DNR agrees it was reasonably necessary for suppression.

12. STAFFING FOR STRUCTURAL PROTECTION

Staffing and equipment dispatched for structural protection on project fires is Fire Department specific.

13. PAYMENT

- a. SCHEDULE - Payment for engines and personnel used in forest fire suppression or prescribed burning shall be made according to the following schedule:
 - (i) Engines that pumped for active forest fire suppression or prescribed burning **\$100/hour for suppression and per day for prescribed burning.**
 - (ii) ATVs, UTVs and similar equipment that pumped for active forest fire suppression or prescribed burning **\$50/hour for suppression and per day for prescribed burning.**
 - (iii) Fire Department personnel that provide suppression assistance on the forest fire or prescribed burning **\$15.00/hour.**
- b. CALCULATION OF PAYMENT - Following the first hour of suppression service, bills submitted shall be calculated to the nearest ½ hour. Service begins when the engine leaves its station and continues until it returns to its station when suppression action was taken by the Fire Department.
- c. INCREASE IN PAYMENT - After consultation with the Fire Department Advisory Council, the Department, in its discretion, may increase the hourly pay rate for Fire Department equipment and personnel for fire suppression and prescribed burning activities identified under section 13.a. at any time while this agreement is in effect. A decision by the Department to increase the pay rate, including the date by which the new pay rate will become effective, will be communicated to the Fire Department via email correspondence or letter. The latest pay rates may also be accessed on the Department website at the webpage address "dnr.wisconsin.gov" and enter key word search "FFP".

14. LIABILITY

The Fire Department, its employees, agents, and members, shall not be deemed employees or agents of the DNR for any purpose, including worker's compensation. Worker's compensation coverage for the employees, agents, and members of the Fire Department shall be provided by the Fire Department in accordance with s. 102.07(7), Wis. Stats. In addition, the DNR shall not be liable for any damage to, or destruction of, vehicles or suppression equipment beyond that liability established in ss. 893.82 or 895.46, Wis. Stats., or as otherwise established by the State Claims Board and approved in accordance with statutes.

15. COORDINATION

- a. A written outline of routine communication procedures, notification procedures, together with maps and rosters of on-call personnel, should be jointly prepared by and between the Fire Department and the DNR.
- b. A current contact list of the names, addresses, and telephone numbers of the DNR's Forestry personnel for the

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area described in the Agreement shall be developed.

16. TERMINATION

This Agreement shall be binding upon the parties hereto until six months following written notice of termination by either party. Either party reserves the right to cancel this Agreement, in whole or in part, without penalty. The DNR reserves the right to cancel this Agreement, in whole or in part, without penalty, due to non-appropriation of funds or failure of the Fire Department to comply with the terms, conditions, or specifications described herein.

17. NONDISCRIMINATION

The Fire Department agrees not to discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, developmental disability, as described in s. 51.01(5), Wis. Stats., sexual orientation or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Fire Department agrees to post in conspicuous places, availability for employees and applications for employment, notices to be provided by the contracting officer setting forth the provisions of the nondiscrimination clause.

18. ASSIGNMENT

This Agreement may not be assigned or subcontracted, in part or in whole, without written approval from the DNR and may only be changed or amended in writing.

19. PARTIES

- a. In this Agreement, the DNR and the Fire Department includes its successors, their respective officers, employees, agents, directors, subcontractors, assignees, partners, and representatives.
- b. This Agreement and its referenced parts and attachments, shall constitute the entire Agreement and previous Agreements, whether written or oral, are hereby superseded.

20. AMENDMENT

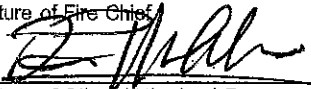
Any revisions must be made by an amendment to this Agreement or other written documentation, and signed by both parties. This Agreement shall commence upon its signing by both parties and continue until termination under paragraph 16.

21. AUTHORIZATION

Each person signing this agreement, personally warrants and represents that he or she is authorized by his or her principal to bind the party for whom he or she is signing.

COPY

DEPARTMENT OF NATURAL
RESOURCES for the Secretary

Signature of DNR Area Forestry Leader		Date Signed
Signature of Fire Chief	Fire Department	Date Signed
 PETER J. NEUSE	WASHINGTON ISLAND	31 Jan, 23
Signature of Other Authorized Representative		Date Signed

Washington Island Fire and Rescue INC.

Supporting Washington Island Fire Dept since 1999

Town of Washington

Feb 6, 2023

P.O. Box 220

Washington Island WI 54246

Per the Town Board action of Jan 31, 2023 and the elimination of the Washington Island Fire Treasurer position, Washington Island Fire Rescue Inc. would like to purchase from the Town the computer that our Treasurer has been using since its purchase by the town in April of 2021.

We would like to formalize and complete this purchase with a check to the Town of Washington for the full amount of the original purchase price of \$525.98. The invoice for the computer and carrying case is attached.

Jacob Dahlke President

Washington Island Fire and Rescue Inc.

A handwritten signature in black ink, appearing to read 'Jacob Dahlke', is written over the printed name and title.



Final Details for Order #111-3000113-3797812

Print this page for your records.

Order Placed: April 20, 2022
Amazon.com order number: 111-3000113-3797812
Order Total: \$525.98

Shipped on April 20, 2022

Items Ordered

Price

1 of: *VANKEAN Laptop Briefcase Premium Laptop Case Fits Up to 17.3 Inch Business Shoulder Bag Laptop Expandable Water-Repellent Messenger Bag for Men/ Women Computer Bag for Travel/ Business/ School-Black* \$35.99
Sold by: VANKEAN ([seller profile](#))

Condition: New

Shipping Address:

Robert Carr
1436 MAIN RD
WASHINGTON ISLAND, WI 54246-9016
United States

Shipping Speed:

FREE Prime Delivery

Shipped on April 20, 2022

Items Ordered

Price

1 of: *Newest HP 17.3" HD+ Business Laptop, 11th Gen Intel i3-1115G4, 8GB DDR4 RAM, 256GB PCIE SSD, Lightweight, Fast Charge, Bundle with HDMI, Windows 11 Home in S Mode, Silver* \$489.99
Sold by: RockyStone Electronics ([seller profile](#))

Condition: New

Shipping Address:

Robert Carr
1436 MAIN RD
WASHINGTON ISLAND, WI 54246-9016
United States

Shipping Speed:

FREE Prime Delivery

Payment information

Payment Method:

MasterCard | Last digits: 4984

Item(s) Subtotal: \$525.98
Shipping & Handling: \$0.00

Billing address

Robert Carr

Total before tax: \$525.98
Estimated tax to be collected: \$0.00

chairman@washingtonisland-wi.gov

From: robert wiecoop.com <robert@wiecoop.com>
Sent: Tuesday, January 24, 2023 1:24 PM
To: chairman@washingtonisland-wi.gov
Subject: Support letter
Attachments: General Support letter from Town.docx

Hans,

Attached is the support letter for you to sign and return to me. We can formalize the amount of support at a future board meeting, but this would be an "in-kind" contribution consisting of manpower and equipment and possibly some raw material from the pit (sand, etc). I left the letter very general and focused on our existing reciprocal agreement.

As I noted, I have to get the application in by January 30th. I will forward you a copy, once I have it complete.

Robert

Town of Washington

Door County

(920) 847-2522
Fax (920) 847-2303

P.O. Box 220
Washington Island, WI 54246

January 24, 2023

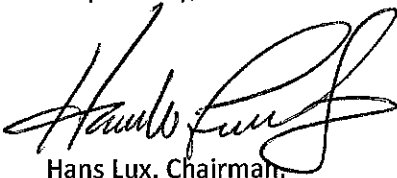
To Whom it May Concern:

Action by the Town Board of the Town of Washington, on Washington Island, WI has created a working partnership with the Washington Island Electric Cooperative, Inc. This action, many years ago, created a long-term reciprocal agreement and we have worked together for many years for the benefit of the members of the Electric Cooperative who are also the taxpayers of the Town of Washington.

This project to install EV chargers at two Town owned locations (in addition to the one on the Electric Cooperative property) will benefit the town not only in the ways described in the project but the necessary infrastructure changes needed to accommodate the chargers will better serve the areas they are installed in.

We look forward to participating in this project and are hopeful that it will be approved.

Respectfully,

A handwritten signature in black ink, appearing to read "Hans Lux". The signature is fluid and cursive, with a large loop at the end.

Hans Lux, Chairman,

Town of Washington

WASHINGTON ISLAND AIRPORT ADVISORY COMMITTEE
REPORT TO TOWN BOARD
COMMITTEE MEETING JANUARY 31, 2023

The issue of fees charged for hangar ground leases and parking fees was discussed at our recent meeting. On the issue of ground lease fees the committee relied on a survey 10 of airports within one hundred miles of 2P2 of a similar size and configuration. Most of those airports were of an average of \$.16 per square foot. The lowest being \$.085 at Oconto (including the addition of a green belt of approximately 10' surrounding the structure). The highest price, which was not factored into the average because of it's outlier rate, is Ephriam at \$.58. In consideration of a reasonable fee we felt that factors such as airport availability during winter months, taxiway, runway and hangar plowing during winter months, cost of utilities and other airport services offered, such as fuel and maintenance services should be considered as value added. In the case of utilities, Washington Island is abnormally high. A personal example, hangar 10, has an annual electric bill of over \$600 but the actual electricity used is only \$4. Minimum fees and additional charges are 150 times the cost of electricity used. This is true for most of our hangar units. In addition there is the personal property tax charged by the county. On average this tax approximates \$400. Each hangar is also required to be insured with the Town named as additional insured at an average cost of several hundred dollars. Therefore, in addition to the ground lease fee, the cost of ownership of an island hangar is not a trivial matter. A full survey by The Wisconsin Bureau of Aeronautics of airport rates and fees for 2021 was published in 2022 and is attached in a PDF format.

In consideration of the above facts and the need for the Town to keep public spaces and services from being a burden to Island taxpayers, the Committee recommends a ground lease fee for future hangar ground leases and current lease renewal of \$.20 per square foot. We further recommend continuing the twenty year lease term but to include a progressive five year rate adjustment based on the percentage change of the PPI (producers price index).

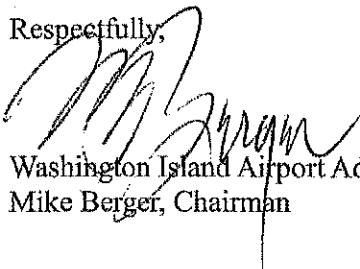
In the matter of tie down fees the Committee again relied on the average of similar airports within 100 miles. Most all of those airports did not have an overnight tie down fee. Some had weekly or monthly rates. In most cases the airport managers viewed the visiting aircraft as supporting local businesses and adding to local revenue. Not having tie down fees encouraged pilots to visit their communities. In most cases where local airports had fuel available any tie down fees would be waived with the purchase of a minimum amount of fuel. Some of these airports had transient indoor space for pilots forced to interrupt their flights or delay departures due to inclement weather. Therefore, in addition to the reasons stated for ground lease fees, the Committee recommends no daytime tie down fee but an overnight parking fee of \$15.00, a weekly rate of \$50, a monthly rate of \$100 and an annual rate of \$400. In the case of weekly, monthly and annual tie down we should provide a reserved space for that aircraft. We further recommend that overnight tie down fees be waived for special events; the Lions Club Fly In Fish Boil, the Deaths Door BBQ, and others as determined by the Town Board.

In other related issues, the Committee recommends limited camping be permitted in designated spaces for transient pilots and their passengers only. Those spaces should be out of public view as much as possible with no open fires permitted. Tie down fee for aircraft with camping recommended at \$20 per night with a one week limit. For no fee special events those spaces could be expanded by the airport manager as needed. In all cases no persons should be allowed to walk airport runway operational areas or near the field spreading areas. Appropriate signage should be posted.

Car Parking. Island property owners that come and go by plane are allowed to park a vehicle in spaces provided. We recommend that we have numbered spaces for those car parking spaces. Monthly and annual car parking individuals should have assigned reserved spaces. The Fee Schedule for those spaces have been established at \$15 weekly, \$100 monthly and \$400 annually.

Storage of trailers and miscellaneous equipment. We recommend that a fee schedule be established by the Town Board for storage of trailers and other equipment on or in airport property.

Respectfully,

A handwritten signature in black ink, appearing to read "Mike Berger", written over the typed name below.

Washington Island Airport Advisory Committee,
Mike Berger, Chairman



County of Door
421 Nebraska Street
Sturgeon Bay, WI 54235

Nicolet National Bank
Green Bay, Wisconsin

Date
01/17/2023

Check No.
697437

Void after 180 Days

Amount
\$88.00

DOOR COUNTY

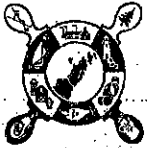
PAY Eighty Eight and 00/100 Dollars

TO THE ORDER OF TOWN OF WASHINGTON
PO BOX 220
WASHINGTON ISLAND, WI 54246

Ryan J. Schlegel
Julie M. Law

BORDER CONTAINS MICROPRINTING

⑈697437⑈ ⑆075917937⑆ 0357122⑈



County of Door
421 Nebraska Street
Sturgeon Bay, WI 54235

Check No. 697437
Check Date 01/17/2023

If you have any questions regarding this check please contact the Finance Dept. at (920) 746-2203

Account Number	Description	Invoice No.	Invoice Amount
204.23.3612.52428	DEC 2022 MEALSITE 11 DAYS @ \$8/DAY 1 n/a-dec 2022 mealsite 11 days @ \$8/day	DEC 2022 1 Each	88.00 88.00

DOOR COUNTY CONSOLIDATED LIBRARY SYSTEM

AGREEMENT - Town of Washington ~~Island~~

AGREEMENT made this 30th day of December, 1990 between County of Door and the Town of Washington ~~Island~~

WHEREAS, the Door County library system will be called the Door County Consolidated Library System in compliance with Wisconsin Statutes Chapter 43.

WHEREAS, ever since the ^{Town of Washington} ~~Sister Bay~~ branch was established it has provided a multi purpose building to house the branch library and has maintained the facility. County of Door has provided the staff and books for the library.

WHEREAS, it is the intent of the parties to execute a written agreement to conform to the requirements of a consolidated library system and Wisconsin Statutes Chapter 43.

IT IS HEREBY mutually agreed as follows:

1. That in consideration for County of Door providing a branch library in the Town of Washington ~~Island~~, the Town of Washington ~~Island~~ will provide a facility to house the library. It will pay the cost of utilities, janitorial services, ^{building} insurance, maintenance and repair and related supplies of the building and its contents, and will provide grounds maintenance.

2. That County of Door will pay the costs of operating the library including the salaries of the librarians, purchase of ^{insurance on books,} books, magazines, video cassettes, microfiche reader, computers, film projectors, P.A. system, camera, rewinders, and typewriters. It may add to or delete from the library furnishings, equipment, books and publications at any time.

3. That the consolidated library system will operate in compliance with any lawful statutory or administrative requirements of the State of Wisconsin or its agencies.

4. That the parties agree to work cooperatively to further improve public library service for the residents, guests and visitors of Door County.

5. That this Agreement shall continue in force until it is terminated by either party upon provision of six (6) months written notice of termination and in accordance with Chapter 43 of the Wisconsin Statutes.

Dated as of the date first written above.

COUNTY OF DOOR

TOWN OF WASHINGTON ~~XXXXXXXXXXXXXXXXXXXX~~

By,

By,

Lyle R. Hill
Lyle R. Hill, Chairman
County Board Supervisors

Arthur Greenstedt
~~XXXXXXXXXXXXXXXXXXXX~~
Village President
Town Chairman

Nancy Bemmann
Nancy Bemmann
County Clerk/Admin. Coordinator

I certify that on 12-30-90
I signed the within document, by mail, postage
prepaid, pursuant to rule 601.14(2) Wisconsin
of ~~the State~~. Original on file here.

DOOR CO. CORPORATE COUNSEL
By: Mari A. Larson
Town of Washington
Door County Library
Door County Clerk

DOOR COUNTY CONSOLIDATED PUBLIC LIBRARY SYSTEM **COPY**
Agreement – Village of Egg Harbor Branch Library

This Agreement is made this 1st day of January, 2018 by and between the County of Door ("County") and the Village of Egg Harbor ("Village"), each a public body corporate within the State of Wisconsin.

Whereas, this is an intergovernmental agreement consistent with § 66.0301, Wis. Stats.;

Whereas, County maintains and operates a consolidated public library system within Door County consistent with Ch. 43, Wis. Stats. and Ch. PI 6, Wis. Adm. Code;

Whereas, County and Village previously (on December 20, 1990) entered into a written agreement (*See: Addendum A*, attached) to operate a public library within the Village of Egg Harbor ("Village of Egg Harbor Branch Library" or "Branch Library") as part of the consolidated public library system;

Whereas, Village has constructed a new facility, situated at 7845 Church Street, Village of Egg Harbor, Door County, Wisconsin ("Premises") to house the Branch Library;

Whereas, County and Village each believe a rework of the existing written agreement is necessary;

Whereas, the intergovernmental cooperation contemplated herein serves legitimate public purposes, including the organization, development and improvement of the public library system within Door County; and

Whereas, this Agreement is deemed to be of benefit to each of the parties and is consistent with their powers or duties under law.

It is therefore agreed as follows:

- A. The Village and County (each a "Party" and collectively "Parties") enter into, and agree to be bound to faithfully perform, this Agreement to maintain and operate the Village of Egg Harbor Branch Library as described herein.
- B. The Parties agree to exercise good faith, make reasonable efforts, and take whatever cooperative action is necessary to fulfill the intent and purposes of this Agreement.
- C. The initial term of this Agreement shall be a period of five (5) years, commencing on January 29, 2018 (the "Commencement Date") and continuing through and including January 29, 2023. This Agreement may be extended, for successive five (5) year terms, upon the prior written agreement of the parties.
- D. Village
 1. The Village owns the Premises (further described in *Addendum B*, attached hereto and incorporated herein by reference) and consents to its use, gratis, by County for purposes of,

and related to, the operation of the Village of Egg Harbor Branch Library as described herein.

2. The Village reserves the right:

- a. To enter into and upon the Premises, at all reasonable times following reasonable notice to County (except in an emergency), for the purpose of examining and inspecting the Premises.
- b. To rent, during the Branch Library's hours of operation except as mutually agreed, the Great Hall and Porches, Business Center, Makers Space, and History Center for special events.
- c. To rent, outside the Branch Library's hours of operation, the entire Premises for special events *except* the Children's Center and Library Work Room.
- d. To temporarily, with reasonable prior notice to the County, relocate its equipment and furniture (described in *Addendum C*, attached hereto and incorporated herein by reference) for special event rentals outside of library hours.

3. The Village is responsible for:

- a. Providing the Premises for the purposes described herein.
- b. Maintenance and repair of the Premises, which includes:
 - (1) Routine cleaning, upkeep and maintenance of the Premises to keep the same in a clean and neat condition.
 - (2) All structural and mechanical maintenance, upkeep, repairs and replacements necessary to maintain and operate the Premises.
 - (3) Carrying out regular and routine inspections of all fixtures and appliances and mechanical, electrical and other systems, and all appurtenances thereto located on or within the Premises; and, shall keep and maintain the same in good working order and repair at all times during the term hereof.
- c. Lawn care and grounds maintenance.
- d. Control and removal of snow and ice on all parking lots, roads, steps, and walkways (sidewalks) serving the Premises.
- e. Trash and recyclables disposal from the Premises, provided that such trash and recyclables are placed by County in designated dumpsters or other appropriate receptacles.
- f. Providing and timely paying for all utilities (e.g., water, electricity, and gas), *except* internet and other information technology services required for operation of the Branch Library.
- g. Payment of ten (10) hours of the Branch Library's staff time per week. County will invoice the Village at agreed intervals.
- h. Telephone services.

4. The Village grants the County use of the kitchen appliances outside of special event rentals. However, the kitchen must be returned the way it was found after each use. This includes removal of all items from fridge, with all countertops and appliances clean and free of debris.

5. The Village acknowledges, and agrees not to interfere with, the County's beneficial and quiet enjoyment (i.e., possession and use) of the Premises for the purposes set forth in this Agreement.

E. County

1. The County will make use of the Premises to maintain and operate the Village of Egg Harbor Branch Library as described herein.
 2. County may not make use of the Premises for any other purpose, without prior written notice to and the prior written consent of the Village, which will not be unreasonably withheld.
 3. The Branch Library's days and hours of operation will initially be as set forth in *Addendum D*, attached hereto and incorporated herein by reference. County will provide the Village prior written notice of any permanent change in days or hours of operation.
 4. The County is responsible for:
 - a. Determining the minimum standards of operation for the Branch Library;
 - b. Determining and providing the resources necessary to adequately meet the needs of and operate the Branch Library;
 - c. Staffing of the Branch Library, as it deems appropriate, including:
 - (1) The number of, and minimum qualifications for, positions;
 - (2) Identification, recruitment, hiring and training of personnel; *and*
 - (3) Cost of staffing.
 - d. Internet and other information technology services it deems appropriate for operation of the Branch Library;
 - e. Management, and providing the Village fourteen (14) days prior notice, of any significant and substantial Branch Library-sponsored events or programming;
 - f. Keeping the Premises in a reasonably clean, neat and orderly manner at all times; *and*
 - g. Timely informing the Village of any concerns noted with respect to the Premises, including needed maintenance and repairs.
- F. The County shall have the right, at its expense, to, from time to time, with and upon the prior written consent of the Village, make such non-structural alterations, changes, additions, or improvements (collectively the "changes"), in, on, to, or about such parts of the Premises as the County shall deem expedient or necessary to carry out its stated uses and purposes thereof. This includes the displays, decorations, and public information areas outside of the Children's area and Library Work Room. It is prohibited to adhere items to the wall without prior approval in all spaces *except* the Children's area and Library Work Room, where small nails or tacks may be used to hang art, pictures, posters and like items.
- G. In the event of damage by fire or other casualty to the Premises that cannot reasonably be expected to be repaired within ninety (90) days following same, then either the Village or County may, at any time following such fire or other casualty, terminate this Agreement upon fifteen (15) days prior written notice to the other party. Any such notice of termination shall cause this Agreement to

expire with the same force and effect as though the date set forth in such notice were the date originally set as the expiration date of this Agreement.

H. Insurance.

1. Village and County each agree that, at its own cost and expense, each will maintain: Commercial general liability insurance with limits not less than \$1,000,000 for injury to or death of one or more persons in any one occurrence and \$500,000 for damage or destruction to property (to protect, among other things, the public's library assets) in any one occurrence. The Parties each agree that it will include the other Party as an additional insured or loss payee.
2. Each Party shall provide the other certificates evidencing such insurance coverage and additional insured endorsement(s) or loss payee status.

I. Indemnification.

1. Each Party shall indemnify and hold the other harmless against any claim of liability or loss from personal injury or property damage resulting from or arising out of the negligence or willful misconduct of the indemnifying Party, its employees, contractors or agents, except to the extent such claims or damages may be due to or caused by the negligence or willful misconduct of the other Party, or its employees, contractors or agents.

J. Nothing herein is intended or may be interpreted to constitute a waiver of any immunity, limitations on damages, notice requirements, or statutes of limitation afforded the Village or County.

K. The provisions of this Agreement are intended to be (interpreted and administered in a manner that is) consistent with the requirements of Ch. 43, Wis. Stats. and Ch. PI 6, Wis. Adm. Code.

L. This Agreement supersedes and replaces the existing agreement.

M. Each party is responsible to designate an employee or official ("contact person") who is responsible for administration of, and receiving any notices required or permitted by, this Agreement. The contact persons are as follows:

County:

Attn: Library Director
107 South 4th Avenue,
Sturgeon Bay, WI 54235
tkakuske@co.door.wi.us
920.746.7115

Village

Attn: Administrator
P.O. Box 175
Egg Harbor, WI 54209
rheise@villageofegg Harbor.org
920.868.3334

Contact person may be changed upon prior written notice to the other party.

- N. Any party may terminate this Agreement for cause, if another party materially breaches any covenant or obligation set forth in this Agreement, and the terminating party: a) provides written notice of such to the breaching party; b) affords the breaching party a reasonable opportunity to cure such breach; and c) there is an ongoing material breach for a period of forty five (45) days after written notice is delivered.
- O. The waiver by a party of any breach or failure of the other party to perform any covenant or obligation contained in this Agreement shall not constitute a waiver of any subsequent breach.
- P. This Agreement may not be sold, assigned or transferred without the prior written approval or consent of the County and Village.
- Q. This Agreement shall extend to and bind the authorized successors and permitted assigns of the Parties hereto.
- R. This Agreement was jointly drafted, so the maxim dictating that ambiguity is to be construed against the drafter is inapplicable.
- S. If a dispute between any part hereto arises out of or relating to this Agreement, and cannot be settled through direct discussions, each party agrees to first endeavor to settle the dispute by alternative dispute resolution (e.g. arbitration or mediation) before recourse to a court.
- T. If any covenant, condition, provision, or term of this Agreement is held to be invalid or unenforceable by a court of competent jurisdiction, the remaining covenants, conditions, provision, or terms of this Agreement shall not be affected thereby, but each covenant, condition, provision, or term of this Agreement shall be valid and in force to the fullest extent permitted by law.
- U. Parties irrevocably submit themselves to the original jurisdiction of the Circuit Court, County of Door, State of Wisconsin, with regard to any controversy arising out of, relating to, or in any way concerning this agreement.
- V. This Agreement shall be subject and subordinate to applicable federal or state, laws, codes, regulations, ordinances, rules and orders.
- W. This Agreement constitutes the entire agreement between the parties with respect to the subject matter of this Agreement. Any amendments, changes or modification of this agreement shall be effective only when made in writing and executed by the parties.

REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK; SIGNATURE PAGE FOLLOWS.


Accepted and agreed this ___ day of January, 2018.

Ryan Heise, Village Administrator
Village of Egg Harbor

Sworn and subscribed to before me this _____

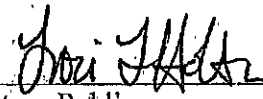
Notary Public
My commission expires _____.

Accepted and agreed this 28th day of ~~January~~ ^{February}, 2018.



Ken Pabich, County Administrator
County of Door

Sworn and subscribed to before me this 28th day of February, 2018



Notary Public
My commission expires December 20, 2019.

From: Town of Washington Office <townoffice@washingtonisland-wi.gov>
Sent: Monday, January 16, 2023 11:08 AM
To: Julian Hagen; Hans Lux; Danette Garcia; Lawrence Kahlscheuer; Washington Island PD
Subject: Re: Events!

Julian,

Thanks for your email. Unfortunately, it's too late to add this to the agenda for our January meeting on Wednesday, but we could add this to February's agenda. I'm including Danette and Larry who are representatives for the Parks Committee, perhaps they could discuss this at their next meeting and then offer a recommendation to the board. I'm also including the Police Department to have their input as well.

Sincerely,
Alexandria McDonald
Town Clerk/Treasurer

Town of Washington
(920) 847-2522
910 Main Road
P.O. Box 220
Washington Island, WI 54246
Population Estimate 783

On Mon, Jan 16, 2023 at 10:51 AM Julian Hagen <julianvhagen@gmail.com> wrote:
January 16th, 2023

TO: The Town Of Washington

Greetings -

The TPAC and I are interested in organizing two Island events this summer that would be family-friendly and free.

The first event would be another raft concert at School House Beach on May 27th, the Saturday of Memorial Day weekend in the afternoon. The raft concert we did a couple of years ago was a great success and I have been asked many times when the next one would take place. Hopefully this time, the waters will be calm allowing the raft to be further offshore to make it a little more exciting! The TPAC would, once again, be responsible for providing sound/ soundman and as well as for organizing performers. As I recall, the last concert took in the neighborhood of \$1200+ dollars for the Island Parks Committee after paying for the Soundman. Like the last concert, there would be no charge for usage of the sound equipment and organization time. The concert would run from approximately 1 o'clock until 3 o'clock and would be free will donation. If you are agreeable to the concert taking place, the expense for the sound man, which last time was approximately \$200, would come off the top plus any additional expense for cordless mics rental, if needed. And it would be respectful to perhaps offer participants a small amount although they usually do not take anything. It would be nice if the balance remaining could then be split between the TPAC and the parks committee.

The second event that I would like the town board to consider would be a street dance on Saturday evening, July 2. We organized one of these perhaps 30 years ago and it was a great success. As we did then, we would set up in front of the Legion hall, if acceptable to them, and play polkas, waltz and rock 'n' roll and people would dance in the street under the street lights. Car traffic would once again be prohibited; In other words, no through traffic in this area. The music could run from approximately 8:30 - 11:30. I know this event is a bit complicated because of asking Police to be involved but perhaps I could find sponsors to help with their overtime pay, if needed. This event would be free also with a couple of donation buckets available for free will donations. Any money donated would go towards soundman and musicians since I will need to hire an accordion player from off-Island! If there is money left after paying expenses, the balance would be divided between the town and the TPAC.

Granted, this is basic information pertaining to the events. As mentioned earlier, both events would be free and family-friendly which I think would be great for the community. I would appreciate having these events put on your agenda as soon as possible since we are working on the TPAC 2023 schedule. I am available to answer any questions you may have and I look forward to hearing from you at your earliest convenience. Thank You for considering these events.

Best regards,

Julian Hagen
(920) 559-2356

Town Of Washington

Police Officer On-Call Policy

- I. Policy Statement
- II. Purpose
- III. Provisions
- IV. Compensation
- V. Effective Date and Scope
- VI. Authorization

I. POLICY STATEMENT

The Town of Washington (“Town”) recognizes that serving as a police officer (“Officer”) on Washington Island involves unique circumstances that impact Officer’s personal and professional lives. It is the intent of the Town to schedule and compensate Officers in ways that recognize these circumstances and the sacrifices Officers make, that comply with wage-and-hour laws and regulations, and that respect the realities of the Town budget.

II. PURPOSE

In connection with the Town’s commitment to provide coverage during all times of need – including overnight – the Town desires to clearly define when an officer is “on duty” (normal working scheduled hours) and when an officer is considered “on call” (subject to respond outside of normal working scheduled hours). Doing so will establish parameters of how Officers are compensated. Wisconsin Administrative Code #DWD 272.12 (Interpretation of hours worked) and #DWD 274.03 (Overtime Pay) provide the interpretational basis for compensation.

compensation is not available if officers are called out during this time period as regular or overtime compensation will override the additional stipend.

D. Overtime

Overtime compensation is determined through federal and state laws. The provisions of the Fair Labor Standards Act (FLSA) along with the Wisconsin Administrative Code #DWD 272.12 (Interpretation of hours worked) and #DWD 274.03 (Overtime Pay) state employees must receive overtime pay for hours worked over 40 in a workweek at a rate not less than time and one-half their regular rate of pay. Hours paid for not being worked, such as sick leave, vacation pay, holiday or personal time, do not count as hours worked for purposes of computing overtime pay.

V. EFFECTIVE DATE AND SCOPE

This policy is effective as of January 1, 2023, and replaces and supersedes any previous policies, or unwritten policies or practices, covering the same subject matter.

VI. AUTHORIZATION

Hans Lux, Chairman
Town of Washington

VII. EMPLOYEE SIGNATURE

Employee Name – (Print)

**WASHINGTON ISLAND
MOSLING REC CENTER
JOB DESCRIPTION**

POSITION TITLE:

Custodian

REPORTS TO:

Rec Manager

QUALIFICATIONS:

- Knowledge of standard cleaning methods and procedures.
- Experience with a variety of cleaning supplies and cleaning equipment.
- Knowledge of occupational hazards safety rules (Material Safety Data Sheets).
- Excellent stamina, good physical condition and strength.
- Demonstrates aptitude for successful completion of task, and work with minimal supervision.
- Must be a hard-worker with high attention to detail and have a strong work ethic.

PRIMARY DUTIES AND RESPONSIBILITIES:

- Keeps building and equipment in clean and orderly condition per Routine Maintenance Check List.
- Sweeps, mops, scrubs, or vacuums floors.
- Scrubs, sanitizes, and supplies locker rooms and restrooms.
- Cleans windows, mirrors, and partitions.
- Manages inventory of cleaning supplies.
- Comply with safety regulations and maintain clean and orderly work areas.
- Able to work flexible hours.
- Punctual and regular attendance.

OCCASIONAL DUTIES AND RESPONSIBILITIES:

- Shampoos or steam-cleans carpets and rugs.
- Performs other work related duties as assigned.

Signature

Date

**WASHINGTON ISLAND
MOSLING REC CENTER
JOB DESCRIPTION**

POSITION TITLE:

Maintenance Technician

REPORTS TO:

Rec Manager

QUALIFICATIONS:

- Ability to read and understand basic operating instructions and procedures.
- Knowledge of or experience working with mechanical systems, tools, or machines.
- Knowledge of occupational hazards safety rules (Material Safety Data Sheets).
- Demonstrates aptitude for successful completion of task.
- Ability to manage time efficiently, and work with minimal supervision
- Excellent stamina, good physical condition and strength.
- Able to lift and/or move up to 75 pounds.
- Must be a hard-worker with high attention to detail and have a strong work ethic.
- Occasionally upgrade skill set to meeting changing job condition.

PRIMARY DUTIES AND RESPONSIBILITIES:

- Performs scheduled maintenance task for building and equipment per Routine Maintenance Check-List.
- Backwash filters for swimming pool and hot tub per Standard Operating Procedures.
- Maintain automatic chemical feeders for pool and hot tub per Standard Operating Procedures.
- Maintain boilers, water softener, and compressors per Standard Operating Procedures.
- Change filters, grease fitting, etc. on ancillary equipment in basement and second level.
- Manages inventory of maintenance materials and supplies.
- Record parts or materials used and requisition new parts or materials as necessary.
- Understand and follow all workplace safety rules and maintain clean and orderly work areas.
- Able to work flexible hours.
- Punctual and regular attendance.

OCCASIONAL DUTIES AND RESPONSIBILITIES:

- Extra duties and responsibilities may include unscheduled minor repairs of building and equipment.
- Performs minor electrical maintenance including, but not limited to replacement or repair of fixtures (e.g. wall switches and outlets, incandescent and fluorescent bulbs and tubes, ballast, etc.)
- Performs minor plumbing maintenance (e.g. replacement or repair of leaks in drains, faucets and showers, unclogging of drains, etc.)
- Provide support and assist outside vendors when unplanned maintenance issues require professional help.
- Notify manager of major repairs.
- Responds to emergency situations during and after hours for the purpose of resolving immediate concerns.
- Performs other work related duties as assigned.

Signature

Date

Dear Hans,

Hope all is well your way. We are doing well, enjoying winter. We don't have a lot of snow, enough that everything is white, which is nice.

The main reason for writing is to let you know that I have found a young man to help me to change the tower floor. He is currently teaching at one of our schools. Summers he does construction work. So he said he would help me on this job first, after school lets out. I want to be done by the last of May, but we don't know for sure when school lets out, and lets us get started. So I am going to write up what I am thinking. Then if you are thinking different, lets talk about it.

I agree to remove the old floor on tower and replace it with a new floor. This has to be done by June 30th. The price to do this is \$24,500.00. The town of Washinton will pay to rent a 65ft man lift and a telehandler that reaches at least 50ft and has stabilizer arms. I will arrange the rental of equipment. The town furnishes all new materials.

Signed Jannis J. Yoder

Date Jan 26, 2023

Muni Ordinance Standards

Application

- Application includes: LG, Nasewaupee, Gibraltar, Ephraim
 - Address of dwelling
 - Tax key of dwelling
 - Property identification numbers for all marketplace platforms
 - Name, address, phone number, and email address of owner and agent of property
 - Copy of DATCP license
 - Copy of DCTZC license
 - Proposed maximum occupancy
 - Proof of capacity per POWTS
 - Proof of casualty and liability insurance issued by company authorized to operate in Wisconsin which includes identification of property as a rental
- Needs to be licensed with DATCP, muni, and DCTZC -City of SB, Sister Bay, Nasewaupee, Gibraltar, Ephraim, Liberty Grove, Sister Bay
- Needs to be licensed if rents more than 15 nights a year-Gibraltar
- Number of licenses equal to number of DCTZC permits-LG
- All documentation and payment needed before permit supplied-LG, SB, Sister Bay
- Ownership changes need new DATCP license-LG, Sister Bay,
- Each rental must register with the State of Wisconsin and get a Business Tax Registration number (BTR)-Sister Bay
- STR needs license if rents more than 10 nights per year-LG, Nasewaupee, Sevastopol
- Application provided by agent, designee, or owner required-City of SB, LG, Sister Bay
 - Must be sent to town clerk-LG, Sister Bay
- Village must be notified of the change within 30 days of termination of agent contract-Sister Bay

Permitting Calendar

- Permits June 30 to June 30-City of SB, Sister Bay, Sevastopol,
- Permits January 1 to December 31-LG, Nasewaupee, Gibraltar, Ephraim
- Application by November 1-Gibraltar
- Application by November 30-Ephraim
- Need to reapply 45 days in advance-LG, Sister Bay, Sevastopol
- Renewals run two years-City of SB
- Application opens March 1-Sister Bay
- Can only reapply up to 6 months in advance-City of SB

Fees

- \$250 permitting fees-Sevastopol
- Penalties between \$100 and \$1,000 for not permitting-Sevastopol
- Fees- \$45 yearly, \$25 late fee, \$100 inspection-Gibraltar
- Application fees established by board-LG, Nasewaupee

- STR application is \$500 with a late fee of \$100-Sister Bay

Owner Proximity

- Property owner must reside within 75 miles or use an agent-Nasewaupee, Sevastopol
- Owner/Operator must reside in Door, Kewaunee, or Brown Counties during periods of rental
 - Can be waived if there is a management company used-City of SB
- Property owner must reside within 30 miles of the short-term rental during periods of rental or resident agent can be in the area-Sister Bay
- Agent must be a corporate entity with offices in Door County-Sister Bay

Revocation and Administration

- Possible revocation for three strikes policy if illegal activity, outstanding taxes, fees, or forfeitures, or failing to adhere to ordinances-LG, Sister Bay
 - Sister bay is two strikes, outstanding taxes, fees or forfeitures owed to the village
 - Sevastopol has two strikes within the last 12 months
- Complaints recorded and reviewed by board-Nasewaupee, Gibraltar
- Gibraltar has a licensing committee
- Community Development Department oversees issuing and renewal of tourist rooming house permits-City of SB
- Board approval for license-LG, Sister Bay
- The town may contract with an outside provider to assist with enforcement structure-LG,
- Revoked licenses last for at least 12 months-LG, Sister Bay, Nasewaupee
- True names of guests must be provided, and inspection of records is possible-Sevastopol
- Can inspect if suspected of being out of compliance-Ephraim, Nasewaupee
-

Rules

- Rules must be made available to renters including-LG, Sister Bay, Sevastopol, Ephraim
 - Max occupancy
 - Contact info for the designated operator
 - Where to park
 - Pet policy
 - Outdoor burning regulations
 - Non-emergency contact information for law enforcement and fire
 - How to deal with POWTS or holding tank
 - Waste and recycling management
- Property owner must list rules-Sister Bay, Nasewaupee, Gibraltar
 - Maximum number of off-street parking spaces
 - Quiet hours
 - Fireworks prohibited
 - Pets must be leashed
 - Property lines and parking location

- Owner or agent contact info
- Trash pickup info
- Outdoor burning regulations
- Notice that the occupant may be fined or evicted for violating provisions
- 10 pm to 7 am quiet hours-LG, Gibraltar, Sevastopol
- 10 pm to 10 am quiet hours-Sister Bay
- 10 pm to 7 am Sunday through Thursday and 11 pm to 7 am Friday and Saturday are quiet hours-Nasewaupee
- Property owners must be accessible
- No additional vehicle, camper, tent, or temporary lodging can be added-LG, Sister Bay, Nasewaupee, Sevastopol
- POWTS design used to determine occupancy-LG, Sister Bay, Nasewaupee
- Off-street parking must be available to accommodate all vehicles-LG, Nasewaupee, Sister Bay
- Outdoor events must be limited to six per year per Door County Zoning 2.017(1)(a)
- Must accommodate reliable telephone communications in case of emergency-LG
- Licenses must be posted at the property-LG
- Property owners shall be permitted no more than seven calendar days to correct discrepancies in the application before it is considered invalid-Sister Bay
- Tourist rooming houses may have an unlit sign no larger than 2 square feet in size-City of SB, LG, Nasewaupee
- Owner must provide contact information to neighbors within 7 days of permitting-Sister Bay, Sevastopol
- One rental entrance per seven days-Sevastopol

Tourism Zone Office Suggested Addition-Must list permit number on online listings

Board of Review Training



Save the Date!

4/21/23 Wabeno

4/22/23 Stevens Point

4/28/23 Eau Claire

4/29/23 Barneveld

5/1/23 Virtual (6:30pm)

Morning
In-Person
Training
Sessions

***The virtual program
will NOT be recorded or
available to view at a
later date.**

In-Person
& Virtual
Option

WTA will be offering
BOR trainings this spring.
At least one BOR member
must be certified every
year, and these trainings
will provide an opportunity
for BOR certification.

715-526-3157 - www.wisctowns.com - wtowns@wisctowns.com

**Save
the Date!**

2023

Town Officials Workshops

Training Schedule

May 8 - Cable, Lakewoods Resort

May 9 - Minocqua, Reuland's Conf. Cent.

May 10 - Stevens Point, Holiday Inn

May 11 - Barneveld, Deer Valley Lodge

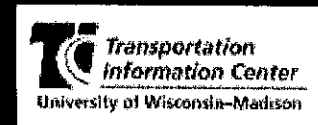
May 15 - Eau Claire, Florian Gardens

May 16 - Green Bay, Rock Garden

May 17 - Fond du Lac, Radisson Hotel

May 22-25 - Webinars

Newly elected and continuing town officials are invited to learn about road management, comprehensive planning, town finance basics, open meetings, public records, ethics, and much more!



Watch for complete details and registration information in the March magazine and on the WTA website!

www.wisctowns.com

Town of Washington

Door County

(920) 847-2522
Fax (920) 847-2303

P.O. Box 220
Washington Island, WI 54246

January 18, 2023

Karen Kerber
C/O KerberRose S.C.
115 E. Fifth St.
Shawano, WI 54166

Dear Ms. Kerber,

Thank you again for all the years of service your company has given and continues to assist our township with services. Knowing we have a strong ally that can help us shape up a better and sound financial structure for town government is greatly appreciated.

As part of our work with us, your firm has conducted annual financial reports to our electorate. The basis of these reports is to provide an assurance to the community the town government is following sound accounting practices. You make a yearly report to us to better help ourselves come into greater compliance with proper procedures. You note observations that are concerns, and it is our responsibility to correct those concerns. As you prepare for this year's review, I would like to take the time to address the concerns you established in your report from the 2021 completed audit. It is my hope to show you we have made the corrections you suggested. Let me address each of those concerns in the order presented.

#1 – The Recreation Center maintains a log of income which is used to maintain an excel spreadsheet which is reconciled to the monthly deposit. Cash and checks are stored in a lock box until they are deposited. Your recommendation was that these funds be brought to the town on a weekly basis for deposit along with a copy of the daily logs as documentation.

As of November 1st, 2022, we have changed the accounting procedure requiring these funds be brought to the town clerk on a weekly basis, normally the Monday of each week. As of today's date, this procedure change continues to occur.

#2 – While reviewing payroll procedures, it was noted there is no reconciliation performed with the amount of money recorded in ADP payroll register and the amount withdrawn from the bank account. In addition, the payroll clearing account was not zero at the end of the year. Your recommendation was the town review the payroll clearing account and verify it is zero each month.

Our clerk, Alex McDonald, is reviewing these accounts on a monthly basis and then working immediately should any discrepancies occur. This has saved valuable time and should ensure a smoother review by your firm.

#3 – Time cards are to be approved by department heads of supervisors. Department heads were doing their part to approve, but board supervisors were not. This was a board policy change initiated by then Chairmen Tobey, which over the years has failed to produce the proper outcome. Verification was still completed by the town clerk, so a second review was completed.

Since board supervisors do not actually work directly with each of the departments and with this policy not being effective, the board at it's December 21,2022 regular meeting, voted to remove this policy and have the department heads and the clerk be the two verifying persons responsible for this approval.

#4 – Sam's Club et al. The town was incurring interest and accumulating late fees, primarily from outstanding bills from the Rec Center.

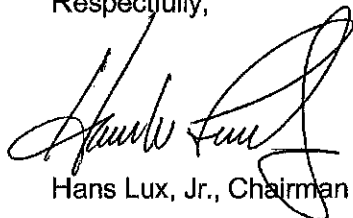
A review was made with each department of the purchase procedure and invoices. Invoices are required to be turned over to the town clerk immediately upon their being received and verified. Department heads were also advised late fees would no longer be tolerated and discipline would be the next step for failure to comply.

#5 – Rebates were not being send in from purchases made by the town.

A review of expenditures was made where any possible rebate could be obtained and no other rebates were located. To further this form of rebate return, we were informed of a cash back in the form of a statement credit was available from our bank based on expenditures made. The board was made aware of the statement credit and voted to apply the credit to the next incoming statement.

These were the concerns you expressed upon the completion of the last review. I look forward to your help and suggestions as to how we can better serve the community. Thank you for your assistance.

Respectfully,

A handwritten signature in black ink, appearing to read "Hans Lux, Jr.", written in a cursive style.

Hans Lux, Jr., Chairman

Town of Washington

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

From: Danette Garcia <danettegarcia.wiwi@gmail.com>

To: Don Riewe <donriewe.wiwi@gmail.com>, Lawrence Kahlscheuer <ldkahlscheuer@frontier.com>, jesse hansen <jessehansenwiwi@gmail.com>, townoffice@washington-wi.gov

Cc:

Bcc:

Date: Mon, 16 Jan 2023 12:17:28 -0600

Subject: Committee Resignation

Please accept my Parks & Economic Development Committee's resignation as of today, January 16,2023. I have learned & enjoyed being a part of Parks & Economic Development so much however at this time I don't feel I have the time to give that these both deserve. I hope to be a part of Parks & Economic Development as a member of this community & perhaps more in the future.Thank you for the opportunity to participate in this amazing community. Please let me know what is required for this transition.

Kind Regards,
Danette Garcia