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

GENERAL REFERENCES

Town Board — See Ch. 130.

Historic Preservation Committee — See Ch. 221.

ARTICLE I

Town of Washington Airport Committee

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

§ 12-1. Authorization.

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

§ 12-2. Purpose.

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

§ 12-3. Membership.

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

§ 12-4. Officers.

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

§ 12-5. Meetings.

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

ARTICLE II

Town of Washington Archives Committee

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

§ 12-6. Authorization.

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

§ 12-7. Purpose.

The purpose of such Committee shall be to:

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

§ 12-8. Membership.

- A. The Committee shall be composed of up to (7) seven members. The members will be either property owners and/or permanent residents of Washington Island. One member of the Town Board will be a liaison appointed by the Town Chairman.
- B. Members shall serve until they either resign or are removed by the Town Board. Any such members may be removed by the Town Board at any time by notice to them in

writing.

- C. When a vacancy occurs, the committee Secretary will work with the Town Clerk to properly advertise for new members. Parties will submit a simple letter of interest to the Town Office and forwarded to the committee Secretary. The committee will meet with, then discuss the candidate and if agreeable submit the name to the Town Board for approval.

§ 12-9. Officers.

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

§ 12-10. Meetings.

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

§ 12-11. Collection of Artifacts.

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

ARTICLE III

Town of Washington Community Center Committee

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

§ 12-12. Authorization.

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

§ 12-13. Purpose.

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

§ 12-14. Membership

- A. The Committee shall be composed of up to seven (7) members. The members will be either property owners and/or permanent residents of Washington Island. One member of the Town Board will be a liaison appointed by the Town Chairman.
- B. Members shall serve until they either resign or are removed by the Town Board. Any such members may be removed by the Town Board at any time by notice to them in writing.

- C. When a vacancy occurs, the committee Secretary will work with the Town Clerk to properly advertise for new members. Parties will submit a simple letter of interest to the Town Office and forwarded to the committee Secretary. The committee will meet with, then discuss the candidate and if agreeable submit the name to the Town Board for approval.

§ 12-15. Officers.

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

§ 12-16. Meetings.

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

ARTICLE IV

Town of Washington Economic Development Committee

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

§ 12-17. Authorization.

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

§ 12-18. Purpose.

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

§ 12-19. Membership.

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

§ 12-20. Officers.

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

§ 12-21. Meetings.

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

ARTICLE V

Town of Washington Healthcare Committee

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

§ 12-22. Authorization.

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

§ 12-23. Purpose.

The purpose of such Committee shall be to:

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

§ 12-24. Membership.

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

then discuss the candidate and if agreeable submit the name to the Town Board for approval.

§ 12-25. Officers.

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

§ 12-26. Meetings.

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

ARTICLE VI

Town of Washington Infrastructure Committee

[Adopted 04-17-2024 as Ch. 12, Article VI, of the Code]

§ 12-27. Authorization.

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

§ 12-28. Purpose.

The purpose of such Committee shall be to:

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

§ 12-29. Membership.

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

§ 12-30. Officers.

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

§ 12-31. Meetings.

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

ARTICLE VII

Town of Washington Parks Committee

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

§ 12-32. Authorization.

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

§ 12-33. Purpose.

The purpose of such Committee shall be to:

- A. Be under the direction of the Town Board and is advisory to the Town Board on all matters.
- B. Make recommendations to the Town for maintenance and improvements of the Town parks.
- C. Work with other Town of Washington Committees and other groups and organizations from time to time for enhancement of the parks of the Town of Washington.
- D. Recommend a marketing strategy regarding programs and projects sponsored and provided by the Parks committee.
- E. The future vision for development of the parks and measures for procuring improvements and funding.

§ 12-34. Membership.

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

§ 12-35. Officers.

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

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

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

§ 12-36. Meetings.

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

ARTICLE VIII

Town of Washington Rec Center Committee

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

§ 12-37. Authorization.

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

§ 12-38. Purpose.

The purpose of such Committee shall be to:

- A. Be under the direction of the Town Board and is advisory to the Town Board on all matters through the office of the Recreation Center Manager.
- B. Recommend improvements to the Washington Island Recreation Center.
- C. Suggest policies and procedures regarding the operation and maintenance of the Recreation Center.
- D. Recommend policies, standing rules and procedures of behavior.
- E. Work with other Committees when applicable to achieve common goals.
- F. Recommend a marketing strategy regarding programs and projects sponsored and provided by the Rec Center.
- G. The future vision for development of the Rec Center and measures for procuring improvements and funding.

§ 12-39. Powers.

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

§ 12-40. Membership.

- A. Members. The Committee shall be composed of up to (7) seven members, (2) two of whom are the staff members employed by the Rec Center. The members will be either property owners and/or permanent residents of Washington Island. Additionally, the Rec Center Manager will be part of the committee and a liaison from Town Board will be assigned by the Town Chairman.
- B. Members shall serve until they either resign or are removed by the Town Board. Any such members may be removed by the Town Board at any time by notice to them in writing.

- C. When a vacancy occurs, the Committee Secretary will work with the Town Clerk to properly advertise for new members. Parties will submit a simple letter of interest to the Town Office and forward it to the Committee Secretary. The committee will interview, then discuss the candidate and if agreeable submit the name to the Town Board for approval.

§ 12-41. Officers.

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

§ 12-42. Meetings.

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

ARTICLE IX

Town of Washington Red Barn Committee

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

§ 12-42. Authorization.

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

§ 12-44. Purpose.

The purpose of such Red Barn Committee shall be to:

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

§ 12-45. Membership.

- A. The Committee shall be composed of up to seven (7) members and the Red Barn Coordinator. The members will be either property owners and/or permanent residents of Washington Island. One member of the Town Board will be a liaison appointed by the Town Chairman.
- B. Members shall serve until they either resign or are removed by the Town Board. Any such members may be removed by the Town Board at any time, without cause, by notice to them in writing.

- C. When a vacancy occurs, the Committee Secretary will work with the Town Clerk to properly advertise for new members. Parties will submit a simple letter of interest to the Town Office and forward it to the Committee Secretary. The committee will meet with, then discuss the candidate and if agreeable submit the name to the Town Board for approval.

§ 12-46. Officers.

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

§ 12-47. Meetings.

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

ARTICLE X

Town of Washington Wastewater Committee

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

§ 12-48. Authorization.

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

§ 12-49. Purpose.

The purpose of such Committee shall be to:

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

§ 12-50. Membership.

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

Chairman.

- B. Members shall serve until they either resign or are removed by the Town Board (Utility District Board). Any such members may be removed by the Town Board (Utility District Board) at any time, without cause, by notice to them in writing.
- C. When a vacancy occurs, the committee Secretary will work with the Town Clerk to properly advertise for new members. Parties will submit a simple letter of interest to the Town Office and forwarded to the committee Secretary. The committee will interview, then discuss the candidate and if agreeable submit the name to the Town Board (Utility District Board) for approval.

§ 12-51. Officers.

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

§ 12-52. Meetings.

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

ARTICLE XI

Town of Washington Zoning and Planning Committee

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

§ 12-53. Authorization.

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

§ 12-54. Purpose.

The purpose of such Planning Committee shall be to:

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

§ 12-55. Membership.

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

§ 12-56. Officers.

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

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

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

§ 12-57. Meetings.

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