

TOWN OF WASHINGTON
REGULAR TOWN BOARD MEETING
Minutes

Tuesday, March 22, 2016
4:00 p.m. – Rutledge Room

DRAFT
SUBJECT TO BOARD APPROVAL

1. Call to Order: Chairman James Hanson called the meeting to order at 4:00 p.m. in the Rutledge Room.
 2. Pledge of Allegiance to the Flag: Chairman Hanson led the meeting with the Pledge of Allegiance.
 3. Roll Call by Town Clerk: In addition to Chairman Hanson, present by roll call were Supervisors Elizabeth Holmes, Randy Sorensen. John Rader and Kirby Foss excused.
 4. Town Chairman's Remarks: Chairman Hansen addressed the Board with the following statement: All town employees are also citizens, taxpayers, and electors. As such everyone has the right to express their opinions about town business, procedures and practices. All communications between coworkers, employed by the town, are expected to be done with the utmost courtesy and respect. Communications of a personal nature should be done in private and held in confidence. Communications in regard to a perceived problem should move up the chain of command, not sideways or down. The Town Board has sole responsibility for personnel issues. Questions or comments on personnel issues should be directed to a board member in a timely fashion. The art of politics is to get other people to do what you want them to. You can catch more bees with honey than with vinegar.
- 13B. Chairman Hansen moved this item up to accommodate scheduling for Public Works Director (PWD). Jonathan Mann, Public Works Director, stated he has been talking with Great American Disposal who have offered a \$300.00 a trip reduction in comparison to the current contract. They do not charge an "up charge" as does Advanced Disposal. This company has seven locations, can be on the Island a day after a call. Mann spoke with both Supervisor Rader and Foss before they left, and both agree it looks like a good option. To purchase the existing compactor would be \$14,000.00; it is five years old. Great American Disposal can sell the town a reconditioned compactor for \$13,000.00. Mann suggested talking with Advanced Disposal to see if they would come down on their price. If the Town did not buy the compactor, Advanced Disposal would have to come pick up the current one. Mann stated the compactor has "cut down drastically on hauling" so he felt it made more sense to buy vs rent a compactor. To rent the compactor costs \$5,000.00 per year. ~~Supervisor Sorensen made a Motion to change the contract provider to Great American Disposal Company. Second by Holmes; Motion carried.~~ *At the Regular Town Board Meeting April 21, 2016 Motion was made by Holmes, seconded by Sorenson to continue with Advanced Disposal. Motion Carried.* Clerk Carpenter asked when the lease would be up with Advanced Disposal. Public Works Director Mann stated "Today." It was then suggested the call be made to cancel the contract now rather than tomorrow as Mann planned. The Public Works Director left the meeting to advise Advanced Disposal that the Town is not continuing their contract.

- 11E. Island Players: Chairman Hanson introduced Amanda DeWitt, the new managing director with Island Players. A request was put forward from the Players to the Town to request the use of Town land in Jackson Harbor for a play. A tent will be erected on August 18th through the 22nd, with a maximum audience each evening of 80 people. The tent will be removed on the 22nd. Public accessibility and parking are advantages of this location; the Players will compensate for their use of the electricity at the site. Supervisor Holmes made a Motion to approve the rental of Town property in Jackson Harbor to Island Player for the 19th through the 22nd; second by Supervisor Holmes. Motion carried. Public Works Director cautioned there are water lines that run under that area. Power lines also would need to be located before tent stakes are set.
5. Approval of Minutes: Motion made by Supervisor Holmes, second by Randall Sorensen, to bring the Minutes of the Regular Town Board Meeting of February 10th, and Special Town Board Meetings of February 10, 2016 and February 11, 2016 forward. Motion carried. Supervisor Holmes addressed the regular Town Board Meeting and Department Communications. She asked about the Mountain Tower payment; Clerk Valerie Carpenter stated she was instructed to talk to the lawyer before proceeding and follow his instructions; she stated she has contacted the lawyer and has not heard back from him. Supervisor Holmes stated a check for the property taxes should be sent. Carpenter stated the lawyer had several concerns and questions regarding the legality of this process; she had sent his e mail contact to all Board members for their clarification of the concerns and for their response. Supervisor Holmes requested the number of the attorney and clarification of his name. Clerk Carpenter will email it to her tomorrow. Supervisor Sorensen made a Motion to approve the minutes; second by Holmes. Motion carried.
6. Review of Committee Minutes Including WIZAP, the Recreation Center, and the Island Memorial Medical Fund. Motion by Holmes, second by Sorensen to bring the committee minutes to the floor. Motion carried. No discussion.
7. Public Comments: Anyone wishing to address the Board on an item listed on the agenda must fill out a card and give to the Chairman to be called upon at the appropriate time on the agenda. There were no public comments.
8. Supervisors Response: Any questions or comments among Board members. Discussion only. Items to be placed on next months' agenda. Supervisor Sorensen stated the airport manager has been in contact with Gail Stearn of the Bureau of Aeronautics. He understands that if the trees identified by Dave's Tree Service would be trimmed 15 to 20 feet and we request no further monies we would be compliant.
9. Approval of Bills, Journal entries and Bank Reconciliations – including all Town Committee. Motion by Supervisor Sorensen Discussion to accept all Bills, Journal entries and bank reconciliations; second by Supervisor Holmes. Motion carried.
10. Department Activity Reports: Motion by Supervisor Holmes to bring the Department Activity Reports to the floor; second by Chairman Hansen.
 - A. Public Works
 - B. Police
 - C. EMS
 - D. Fire Department
 - E. Airport
 - F. Landfill
 - G. Financial Reports – including all committees
 - H. Utility District

- I. Oral Reports from Supervisors from their various appointed departments.
Monthly updates – FYI’s
11. Communications: Any letters or Correspondence received from the public or a committee. Items may be acted upon during communications.
- A. WI DNR Payment in Lieu of Tax
 - B. “Buy Local” initiative
 - C. Triathlon
 - D. Recreation Center resignation
 - E. Island Players
 - F. WIZAP recommendation
 - G. Phone calls with Hans Hansen Re. spreading field lease
 - H. Open Book and Board of review dates
 - I. First Merit Bank merger
 - J. Baylake Bank merger
 - K. Phone call Re. Mt. tower
- 11 C: Craig Braun of Lighthouse Events requested to hold an event on the Island, specifically a 24 hour triathlon. The people this type event attracts are usually not necessarily from the United States; usually numbers are around fifty. He stated the event would be the same weekend as the Recreation Center 5K run, July 29th and 30th. Schoolhouse Beach would be the swim component; he provided site identifications for the bike and the run routes. Braun has been in touch with the Police Department regarding safety issues. He got information from the Board on the medical resources of the Island so that he can make them aware of the event. Motion by Supervisor Holmes to accept the Lighthouse proposal for the 24 hour Triathlon; second by Sorensen. Motion carried.
- 11 D. Recreation Center Resignation: Zuzka Krueger has submitted her resignation from the Recreation Center.
- 11F. Supervisor Holmes made a Motion to accept WIZAP'S recommendation; second by Sorensen; Motion carried.
- 11G. Chairman Hanson clarified the status of the lease with the Hansen family for spreading fields; the Hansen family is not interested in renewing their lease when the current contract expires.
- 11H. Open Book and Board of Review: The Board discussed setting the date for Board of Review.
- 11K. Chairman Hanson stated he has received a telephone call from a citizen regarding the status of the land around the Tower.
12. Old Business: Action items
- A. Property use agreement
 - B. Standardized Time Sheets
 - C. Defibrillator for Com. Center

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Supervisor Randy Sorensen made a Motion to bring the property use of the airport by Death's Door Barbecue to the table. Second by Holmes. Motion carried. The Board agreed the arrangement is the same as previous years; Holmes made a Motion to enter into the agreement made by Holmes; second by Sorensen. Motion carried.

- 12B. Standardized Time Sheets: Chairman Hanson showed the standard time sheet and proposed all Departments use the same time sheet, including the Fire Department. Supervisor Holmes made a Motion that all departments, including the Fire Department, use the Standardized pay sheet and commence that with the next payroll. The Clerk stated the Fire Department gets paid twice a year; she suggested the time sheet use begin as of January 1st of this year. Second by Sorensen; Motion carried.
- 12C. Defibrillator for the Community Center: Chairman Hanson stated he was going to call North Shore regarding costs and models and had not yet done so; it was decided to postpone action until all information has been gathered.

13. New Business: Action items.

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- A. Sale of surplus vehicles, open bids
- B. Trash Hauling Contract
- C. Ballpark Garage Ball teams storage

- 13A. Sale of surplus vehicles: The Board opened the Bids. There was one bid for each vehicle; the successful bids were Scott Lindgren, \$110.00 for the trailer, and \$5.00 for the Ford Windstar van from Jeffrey Anderson.
- 13C. Ballpark Garage Ball team storage: Both teams have expressed an interest in storing sports equipment in the garage. Public Works Director found the cost of shelving and a door to access the garage would amount to approximately \$500.00. Clerk Carpenter ascertained there would still be room for storage of Town files as previously discussed. Public Works Director stated there would be plenty of room. The Teams would pay for the costs incurred with their own funds or a possible contribution by the Lions Club. Public Works Director had asked re insurance liability of the Town. It was decided to give permission to begin planning and table action until the next Board meeting.
14. Public Comments, items not on the agenda: Comments will be limited with no rebuttals. Board discussion is limited to questions for clarification only. Donald Johnson brought up that when arriving very early one morning to work on lights, he found the Community Center unlocked. He was able to walk right in. He stated there was basketball the night before; in the past, the persons playing ball were responsible for getting keys and locking up. Clerk Carpenter had asked Karin to call Public Works Director to let him know someone needed to be responsible for locking and cleaning the building during her absence. Chairman Hansen stated the Public Works Director needs to proceed with investigating a better locking system and to develop a policy to make certain the building is locked at night.

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15. Upcoming meetings:

A. Regular Town Board Meeting For April, 2016: The Board will move the meetings to Wednesday, so the RTBM will be the 20th of April; the Annual Meeting will be on Wednesday, April 26th.

16. Closed Session, as authorized under section 19.85(1)(c) for the purposes of considering employment, compensation and performance of public employees: Supervisor Holmes made a Motion to go into closed session as provided by State Statute; second by Supervisor Sorensen; Motion carried. Role call: Chairman Hansen, aye; Supervisor Holmes, aye; Supervisor Sorensen, aye. Closed session commenced at 5:25 p.m.
17. Return to open session: Motion by Supervisor Sorensen to come out of closed session and to return to open session at 5:55 p.m.; second by Supervisor Holmes. Roll call vote: Chairman Hansen, aye; Supervisor Holmes, aye; Supervisor Sorensen, aye. Motion carried.
18. Action taken in closed session: Supervisor Sorensen state Christopher Cornell was hired for the position of summer attendant at the landfill at \$13.00 per hour; the proposal for pay increases of \$1.00 an hour as proposed by Public Works Director for Kevin Krueger, Keenan Krueger, and Jeffrey Andersen was accepted. Supervisor Sorensen made a Motion to approve those items; second by Elizabeth Holmes. Motion carried.
19. Supervisor Holmes made a Motion to Adjourn; second by Supervisor Sorensen. Motion carried. Meeting adjourned at 6:00 p.m.

Respectfully Submitted,

Valerie Carpenter, Clerk

James Hansen, Chairman

Elizabeth Holmes, Supervisor

Randall Sorensen, Supervisor

Kirby Foss, Supervisor

John Rader, Supervisor