

**Town of Washington
Board of Review**
Wednesday, May 18, 2016
7:00 pm, Rutledge Room

DRAFT
SUBJECT TO BOARD APPROVAL

1. Call to order: Chairman James Hanson called the meeting to order at 7:00 p.m. in the Rutledge Room
2. Motion by Supervisor Elizabeth Holmes, second by Supervisor Randall Sorensen, to bring the Board of Review to the table. Motion carried.
3. Motion by Supervisor Holmes, second by Supervisor Sorensen, to reconvene on August 16, 2016 at 4 pm in the Rutledge Room because the tax rolls are not ready. Open Book will be July 28 2016 from 12:00 – 2:00 pm in the Rutledge Room. Appointments are appreciated. Motion carried. Adjourn
4. Motion to adjourn the Board of Review by Supervisor Holmes; second by Supervisor Sorensen. Motion carried. Meeting adjourned at 7:05 p.m.

TOWN OF WASHINGTON
REGULAR TOWN BOARD MEETING
Minutes
Wednesday, May 18, 2016
7:05 p.m.
Rutledge Room

1. Call to Order: Chairman Hanson called the meeting to order at 7:05 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 Homes, Randy Sorensen, Kirby Foss and John Rader.
4. Town Chairman's Remarks: The Chairman stated the state levy limits restrict the amount the Town can tax; he stated the Town needs to look at other ways to raise monies, including user fees, tourist tax, other ideas that may be considered to get closer to a balanced budget. While the bank account is still strong, the Town needs to research ways to increase monies.
5. Approval of Minutes: Motion to accept the correction of the RTBM of March 22, 2016 to reflect that the contract is to continue with Advanced Disposal as notice was given

too late to change to Great American Disposal as had been moved and seconded at the meeting.

At the RTBM of April 21, 2016, the Board had passed a motion to send Julie Nelson a payment of \$1700.00. The attorney later stated he is drawing up a lease and suggested the payment not be sent until the lease is in effect. Motion by Supervisor Holmes to accept the correction on the March 22 RTBM as well as the minutes of STBM of April 21, 2016 and the STBM of April 26, 2016. Second by Supervisor Sorensen; Motion carried.

6. Review of Committee minutes: Supervisor Holmes made a Motion to accept the committee minutes of the W. I. Parks Committee of April 18, 2016, the Jackson Harbor Committee of May 9, 2016, the R.E.C. Committee of January 21, 2016, Feb. 22, 2016, March 14, 2016, and March 30, 2016, and the Fire Department of March 17, 2016. Second by Supervisor Sorensen; Motion carried.
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.
8. Supervisors Response: Any questions or comments among Board members. Discussion only. Items to be placed on next months' agenda. John Rader stated there has been a discussion with Frontier Communications to come to the Island and discuss internet service issues. Nothing has been established as of yet.
9. Approval of Bills, Journal entries and Bank Reconciliations including all Town Committees. Motion By Supervisor Kirby Foss to approve all bills, Journal entries, and Bank Reconciliations including the Town Committees. Second by Supervisor Holmes. Motion carried.
10. Department Activity Reports: Motion by Supervisor Holmes to accept the following Department Activity Reports; second by Supervisor Sorensen. Motion carried.
 - 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. Supervisor Sorensen made a Motion to bring the Communications to the floor; second by Supervisor Holmes.

DRAFT
SUBJECT TO BOARD APPROVAL

Motion carried. Discussion on Associated Bank letter and how to response. Chairman Hanson suggested waiting to see how things proceed with the recent merger. Chairman Hanson stated the State has given tentative approval of the Rustic Roads Proposal. The Fire Department has pledged \$30,000.00 of Association Funds for help to pay for the new building, if building proceeds.

- A. Associated Bank
- B. Nicolet National Bank
- C. Rustic Roads
- D. R.E.C. employment
- E. Fire Dept. commitment to new building
- F. Zoning Permits

DRAFT
SUBJECT TO BOARD APPROVAL

12. Old Business: All items open for discussion and action may be taken: Supervisor Holmes made a Motion to approve budget Resolution 2016-17; second by Supervisor Foss. Roll call vote: Chairman Hansen, aye; Holmes, aye; Sorensen, aye; Foss aye; Rader aye. Motion carried. Supervisor Holmes gave a report on the Medical Clinic Agreement and Lease. She stated the Agreement is much like previous; the final Agreement will be put on the agenda for the next Board meeting to approve. The Fire Department chief stated the proposed time forms are "not workable". He will provide sheets for the personnel/hours at the submission of the six month pay period. The Log Cabin Property was discussed; Chairman Hanson stated the surveyor looked it over; there is an undeeded piece of property in the outfield "not owned by anyone". The surveyor has suggested the Town purchase that piece. The surveyor suggested to not sell any of the property to retain parking rights. The final report is not completed. Supervisor Foss stated a potential use of the building would be for the Police Department to be relocated there. The Fire Department could then move into the area now used by the Police Department. The Public Works Director and Police Chief will work together to develop a proposal for consideration.

Supervisor Rader commented on the Infrastructure Committee process. He stated the committee is suggesting looking at the current plans with the Town Board and having the Board make some recommendations depending on what other concepts come forward. He commented the current plans are "very nice" but noted the expense. Ron Overdahl had a public comment: He noted the county has three million dollars of unassigned funds, as well as EMT funds set aside. He stated the Rescue Squad's calls on the Island amount to approximately three per cent of all county calls and postulated that the County should then be responsible for that percentage of funding to the Town. He suggested the Town could be asking for almost \$350,00.00 toward the project proposed or some accommodation of the Rescue Squad. He suggested the Town be proactive in pursuing some county funding and to pass a Resolution to request some funding from the County. Supervisor Rader again urged everyone to look at the proposal as now in place and discuss options. He stated there are "significant problems" in the current set up for the Police, Fire Department, and Rescue Squad. Chairman Hanson suggested setting up a meeting with the Infrastructure Committee and the Town Board; June 7th at 7 p.m. was set for that STBM.

Airport Manager Walt Nehlsen reported on the tree cutting at the airport; he proposed using Dave's Tree Service as the Town has in the past. Supervisor Sorensen made a Motion to get a bid from Timberline and Dave's Tree Service for the cutting of the

trees; second by Supervisor Holmes. Motion carried. Nehlsen will contact the two companies and get quotes.

- A. Budget Resolution 2016-07
- B. Medical Clinic Agreement and Lease
- C. Time reporting forms for Fire Dept.
- D. Town wood chips,
- E. Log Cabin Property
- F. Infrastructure Committee Report
- G. Airport – Tree cutting/user fees

DRAFT
SUBJECT TO BOARD APPROVAL

13. New Business: All items open for discussion and action may be taken.

- A. Susan Vandewalle Re: ANC lease and Hemlock Drive
- B. Approval of Tobacco License – Mann’s Store, Brothers Too, Hansen Oil Co.
- C. Approval of renewal of alcohol beverage licenses Brothers Too, Kap’s Marina and Ships Wheel, W. I. Baseball Club, Deer Run
- D. Approval of renewal of Operator’s license – Brenda Russell
- E. Approval of Temporary Licenses American Legion
- F. The Washington Island Foundation Presentation
- G. Driveway permit ordinance
- H. Driveway permit applications: Ortman, Goldstein
- I. No Parking Zone
- J. Equipment Purchase

A. Susan Vandewalle spoke for the ANC. She began by thanking the Town for all that has been done through the Town. She commented the donors have provided more than \$20,000.00 for maintenance. She stated the exterior is to be painted; she has been working with Robert Cornell from the R.E.A. is evaluating the lighting. She stated the ANC pays \$2,000.00 per year for a lease; she asked that amount be forgiven for the next ten years as the ANC pays everything--they are totally self-sufficient. Painting, lighting, the storage shed, windows, have all been done; the \$2,000.00 would be applied to maintenance going forward.

Supervisor Sorensen made a Motion to give the ANC a ten year lease forgiveness with the understanding that money will be applied to maintenance of the building. Supervisor Foss seconded the Motion, Motion carried. A budget amendment needs to be done next month to reflect that Motion.

As a resident, Susan Vandewalle brought up the speed limit on north Hemlock Road which has no speed limit posting and is therefore a 45 mph limit. Adjoining roads are posted at 25 mph. She requested the limit be posted on that portion of Hemlock Road also be posted for 25 mph. Supervisor Foss made a Motion to change the speed limit on north Hemlock Road to 25 mph; Second by Supervisor Sorensen. Susan Vandewalle also asked re paving that road, which is now gravel. She stated it was to be paved last year but she understood there was no money. Supervisor Sorensen stated there is no gravel crushed right now; Supervisor Foss noted several gravel roads need paving.

B. Approval of renewal of tobacco licenses: Supervisor Foss made a Motion to approve tobacco licenses for Mann's Store, Brothers Too, Hansen Oil Company; second by Supervisor Sorensen. Motion carried.

- C. Approval of renewal of alcohol beverage licenses for Brother's Two, Kap's Marina, Ship's Wheel, W.I. Baseball Club and Deer Run. Motion by Supervisor Sorensen, second by Supervisor Holmes, to renew alcohol beverage licenses for Brother's Two, Kap's Marina, Ship's Wheel, W.I. Baseball Club and Deer Run. Motion carried.
- D. Approval of renewal of Operator's license for Brenda Russell. Motion by Sorensen, second by Holmes, to renew the Operator's License for Brenda Russell. Motion carried.
- E. Approval of temporary licenses for the American Legion: Supervisor Foss made a Motion to approve the temporary licenses for the American Legion, second by Supervisor Sorensen. Motion carried.
- F. Washington Island Foundation presentation: Carolyn Foss the stated the endowment value for the Recreation Center now stands at \$404,000.00. Over the past two and a half years, the foundation has contributed \$380,000.00 toward the expenses of the Recreation Center. Last year the matching challenge raised just over \$200,00.00 to be used starting in 2021. Daniel Nerenhausen stated a projection of what would be left would be that sometime in 2019 the Foundation will run out of money to repay the Town. There will be some funds from the five year Investment Fund. He proposed the Town, the Foundation and the Recreation Center discuss how to proceed as quickly as possible. Supervisor Sorensen asked if the discussions with the YMCA have taken place as once proposed. Again, Nerenhausen suggested the Town/Foundation/Recreation Center sit down to discuss options. He stated the Foundation does have some ideas, that discussion needs to provide a structure. A STBM meeting was scheduled for June 1st at 7 p.m.
- G. Driveway permit Ordinance; Chairman Hanson stated he has studied the Ordinance and feels there are some issues to look at; he suggested increasing the \$20.00 user fee which he stated probably does not cover the costs involved.
- H. Driveway Permit Applications: There were two permits applied for, Ortman and Goldstein. Supervisor Foss stated the contractor needs to fix the culvert on the Goldstein property, which has already been started. Public Works Supervisor stated there are many problems with culverts not being maintained by the homeowner. Discussion of what to approve followed. A Motion was made by Supervisor Foss to approve the permits for Goldstein and Ortman with the provision that the culvert on the Goldstein property be repaired within ninety days. Second by Supervisor Holmes; Motion carried. The Fire Chief brought up looking at the Ordinance in terms of capability of getting fire trucks down a driveway, noting there are several driveways that cannot allow access for the fire trucks. Also, he noted the ambulance is "beat up" from going down driveways that are too narrow.
- I. Police Chief on Police Tyler McGrane spoke on parking issues that compromise safety, such as by the Town Shop. Supervisor Holmes made a Motion that there will be a no parking zone on Airport Road on the east side from the south side of the Town shop to the corner. Second by Supervisor Foss; Motion carried.
- J. Equipment Purchase: Public Works Director spoke about the roads crumbling on the sides; he proposed the purchase of a rear cross conveyor which would more adequately allow spreading to smooth out the sides of the road, making the shoulders safer for bicyclists and perhaps save money in the future on road repair. Supervisor Foss proposed the Town purchase the shoulder spreader; second by Supervisor Sorensen. Motion carried.

DRAFT
SUBJECT TO BOARD APPROVAL

- 14. Public Comments, items not on the agenda: Comments will be limited with no rebuttals. Board discussion is limited to questions for clarification only. Police Chief Tyler McGrane stated the police department received a \$4000.00 grant; use is probably to replace the body cameras now in use, and to purchase a pole mounted speed sign, solar powered, to place in the 25 mph zone in the Town.

- 15. Upcoming meetings:
 - A. RTBM: June 15, 2016, 7 p.m.; STBM June 1, 2016; STBM June 7, 2016, 7 p.m.,

- 16. Adjournment: Supervisor Sorensen made a Motion to adjourn, second by Supervisor Rader. Motion carried. Meeting adjourned at 8:30 p.m.

Respectfully Submitted,

Valerie Carpenter, Clerk

James Hanson, Chairman

Elizabeth Holmes, Supervisor

Randall Sorensen, Supervisor

Kirby Foss, Supervisor

John Rader, Supervisor