TOWN OF WASHINGTON
TOWN BOARD MEETING
Minutes
Tuesday, August 16th, 2011
7:00 p.m.
Rutledge Room in the Community Center

DRAFT
SUBJECT TO BOARD APPROVAL

1. **Call Meeting to Order:** Chairman Joel Gunnlaugsson called the meeting to order at 7:00 p.m.

2. **Pledge of Allegiance to the Flag: Chairman Gunnlaugsson led the meeting with the Pledge of Allegiance.**

3. **Roll Call by Town Clerk: In addition to Chairman Joel Gunnlaugsson, Supervisors Ron Overdahl, Liz Holmes and Tom Jordan were present. Supervisor Randy Sorensen was excused.**

4. **Town Chairman Remarks: None were submitted at this time.**

5. **Approval of Minutes:** Motion by Holmes, second by Overdahl to approve the submitted Minutes. Motion carried unanimously.

   Town Board Meetings – July 19th, 2011
   Board or Review – July 19th, 2011

6. **PUBLIC COMMENTS** – In consideration of the Closed Session it was requested #13 be moved. Gunnlaugsson stated it would occur after #12, New Business, Item F.

7. **SUPERVISORS RESPONSE-** None were submitted at this time.

8. **APPROVAL OF BILLS** (Including all Town Committee bills): Motion by Holmes, second by Jordan to approve all submitted bills. Motion carried unanimously.

9. **DEPARTMENT ACTIVITY REPORTS:** Motion by Holmes, second by Jordan to approve all submitted Department Activity Reports. Motion carried unanimously.

   A. Public Works
   B. Police
   C. Rescue Squad
   D. Fire Department
   E. Airport
   F. Land Fill
   G. Financial Report – all committees and Special Accounts
   H. Utility District Financial Statements
   I. Oral reports from Supervisors: from conversation with their appointed Departments. Monthly update: FYI's

10. **COMMUNICATIONS:** Motion by Holmes, second by Jordan to accept the submitted communications. Motion carried unanimously.

    1. **Parks Committee**.
       - Chairman Gunnlaugsson stated he received a 'recipe' from Door County Invasive Species Committee that will kill poison ivy which was given to Greg Jessen, Town Crew supervisor. Greg was also doing research to determine if it would kill poison ivy only and not all other vegetation.

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11. OLD BUSINESS

A. Community Center Facility update. ADA ideas? Discussion Only.

- Supervisor Jordan stated the Town would be receiving recommendations from LaFarge Doors and Windows to make the bathrooms in the Community Center handicap accessible.

B. Mining permit update.

- Gunnlaugsson stated he met with Greg Coulthurst, County consultant. The Counties soil charts show there shouldn't be sand in the areas where the Town wants to mine. Test holes will be dug to confirm sand in that area and possibly restart the process. Jordan will follow up. Also to be determined will be the cost of mining vs. the cost of purchasing sand.

C. Gas & Diesel purchase updates.

- Gunnlaugsson stated he is in the process of filling out the application for gas cards. Gas cards will go to the Police and Town Crew. The Fire Department and Rescue Squad will be determined.

D. E-cycling update.

- There were three dump truck loads of collected electronics. The collector actually came to the Island to pick up the collection. The collector, who works with the DNR stated he would be willing to come to the Island for future collections.

12. New Business

A. Mulch Policy - Motion by Holmes, second by Overdahl to approve the policy on mulch. Motion carried unanimously.

Town Policy for Mulch

August 16th, 2011
Town Board Approved

Effective August 16th, 2011 the Town Board Approved to adopt a Policy on Public taking of Mulch from the Town Shop area.

It was the consensus of the Board that no single person may take more then 1 Truck load of mulch prior to July 1st. This will give every person the right to have the opportunity to take mulch for their landscaping needs.

After July 1st, the pile will be open to whom ever for taking, a first come - first serve basis.

The intent of the mulch is for personal projects around houses and yards, not for mass quantities.

At no time, shall the Mulch be resold by anybody for the purpose of a business gain. It is intended for personal use only.

Approved by the Town Board:

Joel Gunnlaugsson _____
Ron Overdahl _____
Randy Sorenson _____
Liz Holmes _____
Tom Jordan _____

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B. Fund Balance Designation: Valerie Carpenter Clerk/Treasurer gave an overview of Fund Balance Reporting and Governmental Fund Types per GASB Statement No. 54 and how these new designations relate to the town's current funds.

C. Approval of Journal Entries: Motion by Holmes, second by Overdahl to approve journal entries as presented to the Board. Motion carried unanimously.

D. Resolution 2011-7: Budget Amendments: Motion by Holmes, second by Gunnlaugsson to amend the budget to reflect actual expenditures and revenues.

BUDGET RESOLUTION 2011-07
Town of Washington, Door County, Wisconsin

A resolution changing the 2011 budget of the Town of Washington, Door County, Wisconsin adopted by a two-thirds majority vote of the entire membership of the TOWN BOARD.
BE IT RESOLVED by the TOWN BOARD of the TOWN OF WASHINGTON as follows:

	2011 Budgeted		2011 Amended	
Grants	0.00	$	7,659	OJA Grant 2011 for Car Cameras $7,409 and 2010 OJA Grant for $250 computers
Insurance Reimb.	0.00	$	1,000	To increase line item $1,000
Misc Income	2,500.00	$	4,347	To increase line item by $1,847
Donations	0.00	$	9,395.00	$5,000 private donation toward in car camera $4,395 private donations solicited by PD
	0.00	$		
Interbank Transfers	0.00	$	19,800	to increase Transfer out by $19,800
	0.00			
TOTAL EXCESS REVENUE	**2,500**	**$**	**34,542.00**	**$39,701**

	2011 Budgeted		2011 Amended	
		$		
Law /Phone	1,500.00	$	1,981.00	increase by $250; increase by $231
Law/Supplies	2,000.00	$	2,641.00	increase by $450; increase by$191 (boxes)
		$		
Misc Exp	0.00	$	1,000	Increase by 1,000 Refund of PP Tax
Capital Outlay Res 2011-02 - $17,759.99	32,000.00 17,759.99 49,759.99	$	65,691.99	OJA camera grant 7,409; $4,769 private donation for in car camera; $1,731 Radar; $2,023 Light bar
Auditor	9,700	$	10,154	Increase by $454
Interbank Transfers	0.00	$	19,800.00	Increase by $19,800
Jacobsen Museum	0.00	$	83.00	Increase by $83
Van Expense	0.00	$	1,310	Increase by $1,310
TOTAL EXCESS EXPENDITURES	**13,200**	**$**	**52,710**	**$39,701**

Budget Resolution 2011-07 cont.

Adopted: 08/16/2011 _____
Joel Gunnlaugsson, Town Chairman

Approved: 08/16/2011 _____
Attest – Valerie Carpenter, Town Clerk

Motion carried unanimously by roll call vote being:
Gunnlaugsson – aye
Holmes – aye
Overdahl – aye
Jordan – aye
Sorensen - excused

E. Drive way permit application approval: Motion by Holmes, second by Overdahl to approve Driveway Permit 11-271 for Paul Heaton. Motion carried unanimously.

F. Business Incubator concept:

- Gunnlaugsson stated Scott Sonoc is evolving a plan for an Incubator concept for the northwest corner of usable property by the Chalet development.
- Gunnlaugsson stated he met with Glacierland RC&D (Resource, Conservation & Development), and some interested citizens to review the Island and conceive a plan for the Island forestry and forestry industries.
- Glacierland wrote and received a $42,000 grant to do an economic study to address theories and ideas that could be utilized.
- Some concepts discussed were floor lumber and pellets for pellet stoves; furniture; Centralized heating facility for Community Center.
- An informational/question and answer meeting is tentatively scheduled for September 12th with Glacierland, RC&D.

G. Closed Session: As Authorized under section 19.85 (1)(c) of Wisconsin State Statue for the purpose of considering employment, compensation and performance of public employees. Motion by Holmes, second by Jordan to enter into Closed Session. Motion carried by Roll Call vote at 7:47 p.m. as follows:

Gunnlaugsson – aye
Holmes – aye
Overdahl – No
Jordan – aye
Sorensen - excused

H. Return into open session. Motion by Holmes, second by Overdahl to return to open session at 8:55 p.m. Motion carried by Roll Call vote as follows:

Gunnlaugsson – aye
Holmes – aye
Overdahl – No
Jordan – aye
Sorensen – excused

No action taken.

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13. Public Comments, Items not on Agenda:
No comments submitted at this time.

14. Upcoming Meetings:
1. Regular Town Board meeting: September 20th, 2011- 7 pm Rutledge Room

15. Adjournment: Motion by Holmes, second by Jordan to adjourn the meeting. Motion carried unanimously at 8:56 p.m.

_____	_____
Valerie Carpenter, Clerk/Treasurer	Joel Gunnlaugsson, Chairman
_____	_____excused_____
Elizabeth Holmes, Supervisor	Randal Sorensen, Supervisor
_____	_____
Ron Overdahl, Supervisor	Tom Jordan, Supervisor