

DRAFT  
SUBJECT TO BOARD APPROVAL

**TOWN OF WASHINGTON  
TOWN BOARD MEETING**

**Minutes**

**Tuesday, July 19<sup>th</sup>, 2011**

**7:30 p.m.**

**Rutledge Room in the Community Center**

- 1) **CALL MEETING TO ORDER:** Chairman Joel Gunnlaugsson called the meeting to order at 7:30 p.m.
- 2) **PLEDGE OF ALLEGIANCE TO THE FLAG:** Chairman Gunnlaugsson led the assembly in the Pledge of Allegiance.
- 3) **ROLL CALL BY TOWN CLERK:** In addition to Chairman Joel Gunnlaugsson, Supervisors Liz Holmes, Ron Overdahl, Randy Sorensen and Tom Jordan were present. All present by roll call vote.
- 4) **TOWN CHARIMAN REMARKS:**
  - A) Chairman Gunnlaugsson gave recognition to the Police Department for doing a good job at an incident on the Island.
- 5) **APPROVAL OF MINUTES:** Motion by Holmes, second by Sorensen to approve the minutes of the Town Board Meeting, June 1<sup>st</sup>, 15<sup>th</sup> & 29<sup>th</sup>, 2011. Motion carried unanimously.
- 6) **PUBLIC COMMENTS:** No public comments submitted at this time.
- 7) **SUPERVISORS RESPONSE:** The following comments were made:
  - Supervisor Sorensen stated poison ivy is widespread. Gunnlaugsson stated he would contact the Invasive Species representatives for options.
- 8) **APPROVAL OF BILLS:** (including all Town Committee bills): Motion by Holmes, second by Sorensen to approve all Town and Town Committee bills. Motion carried unanimously.
- 9) **DEPARTMENT ACTIVITY REPORTS:** Note by Gunnlaugsson to the addition of Sub-item I to this Section. Motion by Holmes, second by Sorensen to approve all submitted reports. Motion carried unanimously.
  - A) Public Works
  - B) Police
  - C) Rescue Squad
  - D) Fire Department
  - E) Airport
  - F) Landfill
  - 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

    - 1) Overdahl stated the Fire Department training fell within the budgeted allowance.
    - 2) Clerk/Treasurer Carpenter stated Budget Amendments needed to be addressed.

Continued

- 10) **COMMUNICATIONS:** Any letters or Correspondence received from the Public
  - A) **DC Planning Dept. – Monthly permit memo of notification**

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11) OLD BUSINESS:

A) **Policy on taking Mulch from Town Shop Supervisor Holmes. Possible language wording.** Motion made by Sorensen, second by Overdahl to discuss the Mulch distribution. Motion carried. Motion then tabled pending a policy. Chairman Gunnlaugsson stated he would draft a policy for mulch distribution.

B) **Update on Landfill electronics acceptance and disposal. Discussion only. Also update on Liberty Grove/Washington Island E-cycle pick up Aug. 6<sup>th</sup>.**  
**Discussion:**

1) Gunnlaugsson stated he met with the President (Mr. Estes) of Little Hoppers. Mr. Estes was interested in sending a truck to the dump once a month for electronic collection..

C) **Community Center Facility update. Supervisor Sorensen. Discussion Only.**  
**Discussion:**

1) Supervisor Sorensen stated the estimated costs have been presented from Lampert's for the steel doors at the Community Center, however he is still trying to find estimates for glass doors.

12) NEW BUSINESS:

A) **CD Maturity- #740368 Baylake Bank. Authorize Town Clerk/Treasurer to transfer funds into an appropriate holding account until further decisions are made.** Motion by Holmes, second by Gunnlaugsson to transfer #740368 CD to a holding account. Motion carried unanimously.

B) **Gas & Diesel purchase updates. Ideas. Discussion Only.**  
**Discussion:**

- 1) Gunnlaugsson stated due to costs of maintaining Diesel/Gas tanks/pumps behind Town Shop the Town could use gas cards for employees and/or vehicles.
- 2) BP Fleet Card Based Program for municipalities.
- 3) Gas cards could be used at either Hansen's (BP) or Mann's (Citgo) gas pumps
- 4) Gas card statements could keep track and monitor fuel usage per vehicle on a monthly basis.
- 5) There is a rebate at the end of the year through BP.

C) **Contract with Kerber Rose for 2011/2012 Audit reporting.** Motion made by Holmes, second by Sorensen to renew the contract with Kerber Rose for 2011/2012. Motion carried unanimously.

D) **Authorization of Larry Goodlet to remove hazardous dead tree from woods in South end of Airport Town property free of charge.** Motion made by Gunnlaugsson, second by Sorensen to cut trees. Motion carried unanimously.  
**Discussion:**

- 1) Goodlet has liability insurance
- 2) Goodlet will cut dead trees along Airport Road at no charge
- 3) Goodlet will keep the wood
- 4) Town will follow up with Horton (Town Insurance) to advise of liability.

E) **Closed Session: As authorized under section 19.85 (1)© of Wisconsin State Statute for the purpose of considering employment, compensation and performance of public employees. Re: permanent part-time landfill attendant employment applications.**

Motion made by Overdahl, second by Holmes to convene to Closed Session. Motion carried unanimously.

Roll call: Chairman Joel Gunnlaugsson, Supervisors Liz Holmes, Randy Sorensen, Ron Overdahl and Tom Jordan.

**F) Reconvene in open session. Action resulting from closed session.**

Roll call: Chairman Joel Gunnlaugsson, Supervisors Liz Holmes, Randy Sorensen, Ron Overdahl and Tom Jordan. All present.

**1) Action based on closed session:**

- (a) Motion made by Gunnlaugsson, second by Sorensen to approve hiring Leo Derrico and Tom House and permanent part-time landfill employees at a pay of thirteen dollars (\$13.00) per hour and authorize Jeffrey Andersen a pay increase to fifteen (\$15.00) per hour effective this current pay cycle. Motion carried unanimously.**

**13) Public Comments, Items not on Agenda:** This item was addressed prior to the Board going into Closed Session in consideration of those who did not want to stay.

**A)** Mary Lee Benson stated the Agenda was not on the Website

**B)** Mary Marik stated there will be a first draft of the first part of the Parks Committee Comprehensive Plan. This does not include recommendations; however it will be representative of the format to be used. Hopefully, the first draft will be available by the Island Fair on August 20<sup>th</sup>.

**14) Upcoming Meetings:**

**A)** Special Town Board Meeting, August 1<sup>st</sup>, 2011 at 6:00pm

**B)** Regular Town Board Meeting. August 16<sup>th</sup>, 2011 at 7:00pm

**15) Adjournment:** Motion by Holmes, second by Overdahl to adjourn the meeting. Motion carried unanimously at 9:15 p.m.

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Valerie Carpenter, Clerk/Treasurer

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Joel Gunnlaugsson, Chairman

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Elizabeth Holmes, Supervisor

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Randal Sorensen, Supervisor

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Ron Overdahl, Supervisor

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Tom Jordan, Supervisor