

TOWN OF WASHINGTON
REGULAR TOWN BOARD MEETING

Minutes

Tuesday, February 17th, 2015
6:00 p.m. – Rutledge Room

DRAFT
SUBJECT TO BOARD APPROVAL

1. Call to Order: Chairman Joel Gunnlaugsson called the meeting to order at 6 p.m. in the Rutledge Room.
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 Gunnlaugsson, present by roll call were Supervisors Randy Sorensen, Kirby Foss, and John Rader. Supervisor Liz Holmes was excused.
4. Town Chairman's Remarks: Gunnlaugsson commented on the Board being involved in looking at the Wastewater plan recently submitted by Badhuin Engineering. Gunnlaugsson stated looking at the plan was a priority for the Board, and that it needs to be looked into before the April election.
5. Approval of Minutes: Supervisor Sorensen made the Motion, second by Supervisor Foss to approve the minutes from the Regular Town Board meeting of 12/16/14, STBM of 12/16, STBM of 12/23, the Rec committee, WIFD, WI Airport Committee, and the Infrastructure Committee. Motion carried.
6. Public Comments: There were no public comments at this time.
7. Supervisors Response: Supervisor Rader stated the Infrastructure Committee met last night and will be sending a report to the Board. Chairman Gunnlaugsson stated the report needs to be made available to the public, that questions have been coming to him.
8. Approval of Bills, Journal entries and Bank Reconciliations including all Town Committees: Motion by Foss, second by Sorensen, to approve all journal entries and bank reconciliations, including all Town Committees. Motion carried.
9. Department Activity Reports: Motion by Sorensen, second by Rader to bring the activity reports to the floor. Motion carried to approve the following reports:
 - 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

10. Communications: Any letters or Correspondence received from the public or a committee. Supervisor Foss made a motion to accept communications with the request to combine 10B with 12K. Gunnlaugsson agreed that would be appropriate and seconded the motion to combine those items.
- A. Thank you note: Ted Gunnlaugsson
 - B. WI Women's Club: Misc. Questions / items
 - C. Wis DNR: PILT
 - D. Wis DNR: Pending Application
 - E. NSight: Cell Tower
 - F. DC Humane Society – year end results
 - G. DC Planning Dept. – DC Comp Plan update –
 - H. DC Planning Dept. – Building Permits issued
 - I. Department updates / requests. Gunnlaugsson commented that some of the Department heads have indicated they would like to be able to bring items forward at meetings. Jonathan Mann then spoke regarding how the Board wants to proceed regarding options for equipment for roadside brush maintenance. Purchase of picnic tables was discussed. There was some preliminary discussion of redoing the kitchen in the Community Center and improving lighting in the hallways and replacing flooring. Other general maintenance of the building, including the bathrooms, was discussed.
 - J. Ann Maletzke: Lease modification.
11. Old Business: Action items.
- A. Mt. Tower Indemnification Agreement: Motion by Rader to approve the indemnification agreement as presented; Sorensen seconded the motion; motion carried.
12. New Business: Action items. The Board began with item 12H and then followed through with the following items:
- A. Resolution 2015-01: Election Tabulators Appointment. Motion made by Sorensen second by Foss to bring Resolution 2015-01 forward. This Resolution allows the Clerk to hire people to come in to assist in tabulating votes; this relieves poll workers after twelve hour shifts and allows for the expected write ins on the school board as no candidates are running. Motion carried.
 - B. Resolution 2015-02: Room Tax Funds. Motion made by Gunnlaugsson second by Sorensen to bring Resolution 2015-02 forward. This Resolution addresses the lack of an Island representative on the Door County Tourism Commission; this representative will be provided by the Island Chamber. Motion carried.

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- C. Resolution 2015-03: Land Access agreement for local farmers to access farm fields adjacent to the airport. Motion made by Rader, second by Sorensen to bring Resolution 2015-03 forward for discussion. Motion carried to grant access.
- D. Notice to end / transfer employment. Motion made by Sorensen to accept the request for employee to transfer from the landfill to museum work. Second by Foss, motion carried.
- E. Request of Donation, Door / Kewaunee Legislative Days. Motion made by Foss, second by Rader to bring request forward. Gunnlaugsson stated Legislative Days occur every other year and is very worthwhile; the Board agreed to donate \$500.00 to the Legislative Days Steering Committee. Motion carried.
- F. Annual Observer Marketing. Motion made by Foss, seconded by Rader to bring the request forward. Discussion followed; the Board agreed this was a business endeavor more than governmental. No action taken.
- G. Operator license approval: Andrew Stauber submitted a request for a seven month license; motion made by Sorensen, seconded by Rader to approve the license. Motion carried.
- H. ANC shed project. Update – Motion made by Foss, seconded by Sorensen to accept the proposal for the shed as presented by Susan Hoeft. Motion carried.
- I. Donation of Land to Town. Motion made by Sorensen, seconded by Foss to proceed with donation of land next to Sand Dunes Park. Motion carried; Gunnlaugsson will respond with family's attorney to proceed.
- J. Guilette Building Inspection services – modification of services. Motion by Sorensen, seconded by Foss to discuss building inspection services. This modification refers to accepting the December proposal from Guilette (based on Town of Egg Harbor). Motion carried with further discussion of fee schedule and adoption for March meeting.
- K. Job Description creation / public works director – examples, ideas. Motion made by Sorensen, second by Gunnlaugsson to discuss the public works director position. After some discussion, it was determined to postpone item for future discussion.
- L. Pavilion Fee ideas / creation. Discussion of the Rental Agreement followed. The Board stated reservations needed to be made; a daily rental fee of \$50, no security deposit required; a key and rental sign will be provided. A discussion followed of the reasons behind locking the Pavilion. No formal action taken; to be discussed at a future meeting.
- M. Closed Session, as authorized under section 19.85(1)(c) for the purpose of considering employment, compensation and performance of public employees. Motion by Rader seconded by Sorensen to enter into closed session at 8:00 pm. Roll Call vote: Rader – aye; Sorensen – aye; Gunnlaugsson – aye; and Foss – aye. Motion carried unanimously.
- O. Adjourn from closed session

13. Public Comments, items not on the agenda: Question was brought forward by Noel Ryder regarding status of cutting of trees for airport. Gunnlaugsson stated he is seeking clarification from the state on requirements.

14. Upcoming meetings:

STBM: Wednesday, February 25th, 4 p.m. to finalize public works director job description.

RTBM March 17th, 2015 – 3:00 pm, Rutledge Room; Badhuin Engineering will be at that meeting to discuss the Wastewater proposal, pending confirmation.

Respectfully submitted:

Valerie Carpenter, Clerk/Treasurer

Joel Gunnlaugsson, Chairman

Elizabeth Holmes, Supervisor

Randall Sorensen, Supervisor

Kirby Foss, Supervisor

John Rader, Supervisor