

**TOWN OF WASHINGTON**  
**REGULAR TOWN BOARD MEETING**

Agenda

Wednesday, May 1, 2019 (April Meeting)

4:00 P.M.

Rutledge Room

1. Call to Order
2. Pledge of Allegiance to the Flag
3. Roll Call by Town Clerk
4. Public Comments – Anyone wishing to address the Board on an item listed on the agenda is requested to fill out a card and give to the Chairman to be called upon at the appropriate time on the agenda.
5. Approval of Treasurer Reconciliation Reports (Motion/Discussion)
  - a. Cash Accounts #
    - i. 1, 7, 11
  - b. Year to date performance
    - i. April 2019
  - c. Statement of Assets, Liability and Equity
6. Approval of Bills (Motion/Discussion)
7. Approval of Special Town Board Meeting(s) (Motion/Discussion)
  - a. 19.01.25
  - b. 19.03.12
8. Approval of Regular Town Board Meeting(s) (Motion/Discussion)
  - a. 19.3.21
9. Accept Committee Meeting Minute(s) (Motion/Discussion)
  - a. Parks & Recreation: 19.3.18
  - b. Community Center: 19.03.16
  - c. Washington Island Fire Department: 19.02.14, 19.03.21
  - d. Washington Island Fire Department Board of Directors: 19.02.14, 19.03.21
  - e. Washington Island Fire Department Monthly Report: 19.03
10. Department Activity Reports (Motion/Discussion)
  - a. Public Works
  - b. Police
  - c. Oral Reports from Supervisors from their various appointed departments.

11. Communications: (Motion/Discussion)
  - a. Conditional Use permits
    - i. Eric and Courtney DeJardin
    - ii. Gordon Berggren and Jacquelyn Siewert
  - b. Door County Zoning Permits
    - i. Key Wester Enterprises
    - ii. James E and Lynda P Szczepanik (1)
    - iii. James E and Lynda P Szczepanik (2)
    - iv. Gordon Berggren and Jacquelyn Siewert
  - c. Parks Committee recommendation for School House Beach kiosk
  - d. Kayaks in swimming area at School House Beach (Pam Hansen)
  - e. Publication of Legal Notices (Observer)
  - f. Amendment to Door County Land Ordinance
    - i. Review appendices
  - g. Rutledge Room as Prayer Place
  - h. Assurance of Nondiscrimination by Partner Organization
12. Renewal of Alcohol Beverage Licenses (Motion/Discussion)
  - a. Le Petit Bistro
  - b. The Albatross
  - c. KK Fiske, Store, Koyen Collection, Granary
  - d. Sailor's Pub
  - e. Washington Island Baseball Club
  - f. Kap's Marina
  - g. The Middle Bar II
13. Application for Temporary Class B Retailers License (Motion/Discussion)
  - a. Art and Nature Center
  - b. Washington Island Community Center
14. Ducks Unlimited Chapter (Motion/Discussion)
  - a. Special Event/Use of Airport
15. Death's Door Bar-B-Q (Motion/Discussion)
  - a. Special Event/Use of Airport
16. Appointment of Committee Members (Motion/Discussion)
  - a. Parks and Recreation Committee
    - i. Bill Jorgenson
  - b. Harmonization of Committee charter discussion
    - i. Review of Committee charter(s)
    - ii. Review/Update membership and meeting frequency
    - iii. Assignment of Board Member participation/sponsorship
    - iv. Establish delegation of authority (if any)
    - v. Development of flowchart for intersection points with Board
    - vi. Establish Term limits (if any)?
    - vii. Application process for appointment?

17. Summer Employment: (Motion/Discussion)

- a. Jackson Harbor
  - i. Manager
  - ii. Docent
- b. Jacobsen Museum
- c. Landfill
- d. Town Crew



What percent overtime do we want from current staff?

18. New Business: (Motion/Discussion)

- a. Fire Department By-Laws
- b. Annual Meeting Chairman's Comments
  - i. 2019 Budget
    - A. Do we agree we have a problem?
      - a. How big?
        - i. Do we include roads as an accrual?
        - ii. Do we include Township Equipment as an accrual?
    - B. Interest/availability to perform line-by-line budget analysis from 2015 to present?
      - a. Identify Variable Cost changes and suggest adjustment(s)
      - b. Identify Fixed Cost changes and suggest adjustment(s)
      - c. Identify "Other Income" losses and suggest adjustment(s)
    - C. ABC... thoughts?
      - a. Landfill
      - b. "Headcount Tax"
      - c. Other ideas?

19. Supervisors Response – Any questions or comments among Board members.  
Discussion only. Items to be placed on next months' agenda.

20. Public Comments, items not on the agenda: Comments will be limited with no rebuttals. Board discussion is limited to questions for clarification only.

21. Upcoming meetings: May 15<sup>th</sup> 2019 4:00 P.M. Rutledge Room

22. Future Business:

- a. Update Employee Handbook
  - i. Human Resources Consultant
  - ii. FLSA Compliance
  - iii. Time recording (relative to ABC)
  - iv. "Comp Time"
  - v. Unification of Handbook/Policies across Township employees
- b. Development of Board Mission, Vision and Core Values
- c. Appointment of 5<sup>th</sup> Board Member

23. Adjourn – Meeting will adjourn to Utility District Board Meeting