AGENDA
1. Call Meeting to Order
2. Establish a Quorum
3. Adopt Agenda / Properly Noticed
4. Approve Minutes of January 19, 2021 Facilities & Parks Committee Meeting
5. Correspondence
6. Public Comment
7. Supervisors Response
8. Department
   A. Draft Annual Report
   B. Draft Annual Gift, Grant, Donation Report
   C. Door County Mental Health Focus Group- Suicide Awareness Sign Display Request
   D. Completion of Introductory Period- Darrel Augustson
9. Parks Division
   A. Friends of the Door County Parks System Report
   B. Resolution 2021 - ___ Approval of Gift, Grant and/or Donation for the Maintenance and Rehabilitation of the Ahnapee State Trail
   C. Request for Year End Carry Over Year Ending 2020
10. Facilities Division
    A. Housing of Sexually Violent Person (Section 980) – Site Engineering Phase I Analysis
    B. Hwy Dept. Salt Brine Facility Recommendation
11. Fair Board Liaison Report
12. Request for Agenda Items for Next Month’s Meeting
13. Review of Vouchers, Claims and Bills
14. Next Meeting Date
    • Regular Meeting – March 10, 2021 – 9:00 a.m.
15. Meeting Per Diem Code
16. Adjourn

In compliance with the Americans with Disabilities Act, any person needing assistance to participate in this meeting, should contact the Office of the County Clerk at (920) 746 2200. Notification 48 hours prior to a meeting will enable the County to make reasonable arrangements to ensure accessibility to that meeting.

Posted __________, 2021 ________
Call Meeting to Order
The Tuesday, January 19, 2021 Facilities and Parks Committee meeting was called to order by Chairman Dan Austad at 8:03 a.m. at the Door County Community Center.

Establish a Quorum
Members present: Dan Austad, Susan Kohout, Ken Fisher, Nancy Robillard, Alexis Heim Peter, Roy Englebert, and David Enigl.

Others present: Administrator Ken Pabich, Facilities & Parks Director Wayne Spritka, Parks Manager Burke Pinney, and County Clerk Jill Lau. Public attended virtually.

Adopt Agenda / Properly Noticed
Motion by Robillard, seconded by Enigl to approve the agenda. Motion carried by voice vote.

Approve Minutes of December 9, 2020 Facilities & Parks Committee Meeting
Motion by Fisher, seconded by Englebert to approve the minutes of the December 9, 2020 Facilities & Parks Committee meetings. Motion carried by voice vote.

Correspondence
- SB Utilities Letter re: rate increases
- Letter from Dan Woerfel re: road repairs leading to Cave Point County Park

Public Comment
No one from the public participated.

Supervisors Response
N/A.

Parks Division
Friends of the Door County Parks System Report
Burke reported there has not been an in-person meeting of the Friends Group. The Friends Group donated $1,495 towards a new sign at Forestville County Park.

Resolution 2021-___ County Snowmobile Trail Aid, 2021-22 Snow Season
Burke reported this is for the yearly maintenance for the trails.

Motion by Fisher, seconded by Heim Peter to approve the resolution. Motion carried by voice vote.

Resolution 2021-___ 2021 Bird City Application
The resolution is an annual application to renew/apply to be part of a Bird City/County.

Motion by Heim Peter, seconded by Kohout to approve the resolution. Motion carried by voice vote.

Resolution 2021-___ Authorization Boat Launch Reserve - Parking Lot Resurfacing - Chaudior’s Dock
Burke explained the resolution requests a transfer of up to $27,000 from the Boat Launch Reserve to the Boat Launch Expense to resurface, reseal, and repair the parking lots at Chaudior’s Dock.

Motion by Heim Peter, seconded by Englebert to approve the resolution. Motion carried by voice vote.

Resolution 2021 - ___ Acceptance of Gift/Grant for Carmody Kayak Launch
Burke explained this is a resolution to apply for a grant for the kayak launch. Burke’s goal is to use gifts, grants, and donations to pay for the launch with as little to no funds from the Boat Launch Reserve as possible.
Facilities Division
Request to Refill – Custodian Position
Spritka explained the request is due to a retirement.

Motion by Fisher, seconded by Robillard to approve the request to refill the Custodian position. Motion carried by voice vote.

Justice Center LED Lamp Replacement Project Closeout Report
Information included in the packet was reviewed.

Review Snow Plowing Data- 2012-2020 Report
Information included in the meeting packet was reviewed.

Washington Island Government Center-Phase I Architectural Review
Dan Roarty, The Samuels Group lead architect on the project, reviewed the minor changes made after the last presentation of the plan. First floor layout, 2nd floor layout, ambulance garage, and exterior renderings were reviewed.

Resolution 2021- ___ Authorization to proceed with Phase II - Door County’s (Emergency & Other) Services Facility on Washington Island Project
Motion by Fisher, seconded by Kohout to approve the resolution. Estimated cost is $825,400. Motion carried by voice vote.

Invitation to Bid - Manufactured Home(s) – Development of Residential Option(s) for Sexually Violent Persons on Supervised Release Per §980.08, Wis. Stats.
The draft bid documents were included in the meeting packet and were reviewed. Discussion regarding purchasing existing manufactured homes versus purchasing new. Administrator Pabich noted that the County received a second notification of release. Although the original thought was to move slowly on this with the second notification the process will be a bit fast tracked.

Motion by Robillard, seconded by Kohout to proceed with the Invitation to Bid. There were questions on what or how the public is notified when an individual is released. Motion carried by voice vote.

Housing of Sexually Violent Person (Section 980) – Site Engineering Activity Update
Spritka updated the committee that surveys have been conducted and the site engineering progressing.

Fair Board Liaison Report
Supervisor Englebert reported the Fair Board continues to work on having fireworks on the Friday of the Fair.

Request for Agenda Items for Next Month’s Meeting
Nothing as of this meeting.

Review of Vouchers, Claims and Bills
Reviewed.

Next Meeting Date

- Regular Meeting – February 10, 2021 – 9:00 a.m.

Meeting Per Diem Code
1921.

Adjourn
Motion by Enigl, seconded by Fisher to adjourn. Time: 9:17 a.m. Motion carried.

Respectfully submitted, Jill M. Lau, County Clerk
Door County Facilities & Parks, "Annual Report" 2020
A. Department Mission Statement:
The purpose of the Door County Facilities and Parks Department is to maintain the County’s Facilities and Parks for the use of all citizens and employees of Door County. Provide oversight and internal project development that is organizationally focused on long term facilities management.

The Department has (5) prevalent attitudes:
➢ We strive to be the best at what we do;
➢ We provide outstanding customer service;
➢ We are proactive in everything we do;
➢ We constantly strive for continuous improvement;
➢ We manage and operate the county facilities and parks as if they were our own.

Parks Division Mission Statement:
The Door County Parks seeks to acquire, restore and manage lands for the purpose of protecting and preserving public open space, natural areas and other landscapes, in an ecological healthy state for the education, pleasure and recreation of the public now and in the future.

B. Summary of Responsibilities:
Administer programs that covers over 442,500 sq/ft of building including the following:
• 19 County Parks totaling over 1,000 acres and including 12.5 miles of state trails, 7 boat launch facilities, 18 restrooms, 3 “Welcome to Door County” signs, a disc golf course, Horseshoe Bay Cave, and miscellaneous buildings
• State of Wisconsin Snowmobile Program for Door County, including writing funding grants for trail program, review and approving funding for 7 local clubs maintaining the 230.8 miles of Door County trails
• Justice Center (129,359 sq ft)
• Government Center (77,144 sq ft)
• Museum (13,600 sq ft)
• Community Center and Central EMS Station (40,654 sq ft)
• Highway Facilities (59,482 sq ft)
• Washington Island Government Facility (8,600 sq ft)
• 56N 4th Ave (22,316 sq ft)
• John Miles Park Facilities (86,963 sq,ft)
• North and South EMS Stations (7,555 sq ft)
• North and South Hwy Shops
• Miscellaneous, Towers, Parks Outbuildings (4,400 sq ft)

To provide the following services on a regular basis:
• Incorporate HVAC Preventive Maintenance programs for all major systems
• Shredding and destruction of sensitive/secure documents and hard drive data
• Window cleaning
• Floor scrubbing, polishing and sealing
• Carpet vacuuming and cleaning
• Dusting and surface cleaning
• Cleaning and sanitizing restroom facilities
• Maintenance of grounds, lawn mowing and snow removal
• Manage parks to serve as places for communities to come together, get healthier or enjoy a moment of peacefulness
• Parks resource management of woodlands, wetlands, prairies and water to enable thousands of plant and animal species to thrive in the wild
• Creating a culture of collaborative accomplishment, thus expanding our capacity for ecological preservation and implementation of education and outdoor recreation opportunities

To provide the following additional services:
• Repair and maintain doors, locks and openers
• Fleet vehicle maintenance and cleaning
• Painting
• Inspect heating and air conditioners
• Adjust and monitor air circulation/quality
• Clean up spills, messes, etc.
• Replace lighting fixtures and bulbs
• Move/rearrange equipment (desk, files, etc.)
• Expand youth outreach programming to raise a new generation of environmentally-savvy students through cave tours
• Renewed commitment to increasing resources for scientific research through parks

To provide the following services day to day or as needed:
• Pick up and deliver mail to the U.S. Postal Service, Highway Department & Justice Center
• Receive and deliver projects and equipment to various departments
• Manage single stream recycling program and arrange for pick up
• Trash collections from the offices and public areas
• Machinery maintenance
• Exterior and interior maintenance as warranted
• Monitoring of heating systems – boilers
• Repair mechanical, plumbing, HVAC, and electrical systems
• Repair, replace, adjust, & aim security cameras as needed

C. Goals / Objectives Achieved in 2020:

Paragraph (E.) below lists a number of notable projects that were completed throughout the year.

The Department continues its internal role in the County to provide oversite of building projects and property development. 2021 will bare new challenges with: 1.) the purchase of a facility on Washington Island to be remodeled for government services including an EMS garage 2.) the development of the phase IV Cana Island Documents to
restore the keeper’s quarters and lighthouse interior 3.) the development of housing options as required by the State of Wisconsin for released violent sexual predators, and 4.) Library historical museum facility development planning.

11 Major Objectives were achieved in 2020

➢ Trail Development Lower La Salle County Park
➢ Riprap placement along 150’ of La Salle County Park Shoreline
➢ Library Boiler system replacement
➢ Construction of Sheriff storage garage
➢ LED Lighting upgrade- Justice Center, Government Center, North and South Highway shops
➢ John Miles Park Race Track Safety Fence construction
➢ Cana Island Interpretive Center Construction completion
➢ LED Lighting upgrade Merchant building John Miles Park
➢ Raze building on 442 Michigan St.

D. Notable Projects Completed:

Justice Center:

Contracted Project
-Heat exchanger of Boiler #2-potable water
-Crack sealing and pavement sealing, striping front lot

Staff Projects
-Completed 100% annual Jail preventative maintenance program
-Squad car work with TS Dept. and Sheriff Dept.

Government Center:

Contracted Projects
-Replaced 2 windows front passageway 1st floor

Highway Department:

Staff Projects
-Completed 100% annual HVAC PMS
-Installed multiple L.E.D. lights throughout the south, central and north shops
-Multiple repairs heating systems Central Highway shop

Community Center:

Staff Projects
-Installed safety shield on main gas line and HVAC exterior units
-Installed heat shrouds on EMS garage heating system

John Miles Park:

Staff Projects
-Installed memorial bench and pavers- Secretary Office

Park Facilities:

-Harbor wall modifications for high water at Pinney Park
-Break-wall repairs at Pinney Park caused by record high water
-All asphalt shingle roofed kiosks and small shelters re-roofed in all parks
-150’ of Riprap placed on shoreline of La Salle County Park
-Began acquisition process of 4 acres directly adjacent to Meridian County Park
-Rebuilt Ellison Bluff County Park quarry wash trail
- Rebuilt road beds for Ellison Bluff and Door Bluff Headlands County Parks
- Installation of brand new 54’ snowmobile bridge and re-location of existing 46’ bridge
- Installation of new self-serve credit card boat launch pay stations at Carmody, Chaudoir’s and Pinney County Park boat launches
- Extensive repairs to launch ramps at Lily Bay, Sugar Creek and Murphy Parks cause by record high water levels
- Removal of all intersection signs on Ahnapee State Trail; installation of 80 - 4x4 posts (4 per intersection) and 180 new 0.40-gauge aluminum signs

E. Knowledge Sharing 2020:
- Television interviews (2)
- Radio interviews (2)
- Wisconsin Facilities Management Association (WIFMA) contributing member
- Wisconsin Parks and Recreation Association (WPRA) contributing member

F. Facilities & Parks Department Budget Status – Unaudited

<table>
<thead>
<tr>
<th></th>
<th>Approved 2020 Budget</th>
<th>Actual 2020 Budget</th>
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<tbody>
<tr>
<td>2020 Levy appropriation</td>
<td>$ 2,736,472.90</td>
<td>2019 Levy appropriation</td>
</tr>
<tr>
<td>2020 Budget Revenue</td>
<td>$ 397,267.00</td>
<td>2020 Actual Revenue</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2019 Actual Revenue</td>
</tr>
</tbody>
</table>

Grants received for 2020: $94,100.24
Donations received in 2020: $38,693.00

G. Issues, concerns and Restraints:
2021 will be a year of Capital project development, project management, and staff studies to increase custodial positions based on the addition of added building responsibilities placed on the Department. Record high water levels will continue to be a major challenge operationally across the parks for boat launch sites, access to Cana Island, Ahnapee trail maintenance, and beach front erosion. Most notable is the continued damage to boat launch areas at Lilly Bay and Frank Murphy Park because of high water.

H. Goals and Objectives for 2021:
- Cana Island Phase IV construction project
- Washington Island Facility remodel and occupancy
- Complete a facility wide energy study with CESA-10
- Reroof Salt shed #1-#2 at John Miles Park
- Design Development- construction LaSalle Pavilion
- Design Development-former Younker Building 4th Ave
- Continue implementation of the Management Plan for the Horseshoe Bay Cave
- Continue to improve the Door County Snowmobile Trail system
- Continue life cycle analysis of equipment, use value engineering and preventative maintenance programs to extend the life of mechanical systems
- Continue to work with other departments to achieve common goals and directives in line with Door County’s Strategic Priorities
- Design and development of volunteers in parks program
- Continued invasive species outreach and management with DCIST Partners
• Pressure Wash and Stain two large pavilions at Forestville and Murphy County Parks
• Install new ADA kayak Launch at Carmody County Park
• Rehabilitation of HWY 57 Welcome Sign
• Replacement of Forestville County Park Sign and install new boat launch
• Obtain grant money for a 26’ snowmobile bridge and two culverts for Snowmobile program
• Inventory ALL Park signs around the county and determine replacement plans and timeframe
• Parking lot Rehabilitation at Chaudoir’s Dock and Lily Bay County Parks
• Replace all marine dock attachment chains at Carmody and Pinney boat launches

Respectively submitted,
Wayne J. Spritka, Director
Facilities and Parks Department
### Grants

<table>
<thead>
<tr>
<th>Grant Number</th>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Focus on Energy</td>
<td>Government Center 1st Floor LED Project</td>
<td>$1,703.04</td>
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<tr>
<td>Ck#625148</td>
<td>Government Center 2nd Floor LED Project</td>
<td>$981.40</td>
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<tr>
<td>Ck#625147</td>
<td>Government Center 3rd Floor LED Project</td>
<td>$1,134.40</td>
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<tr>
<td>Focus on Energy</td>
<td>Justice Center building LED Project</td>
<td>$6,683.40</td>
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<tr>
<td>WDNR CCA-Grant 50% match</td>
<td>CC20-15FD Carmody ADA Kayak launch project</td>
<td>$6,308.00</td>
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<td>State of WI, Department of Natural Resources</td>
<td>Door County Snowmobile Trail Maintenance 2020-21</td>
<td>$67,290.00</td>
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<tr>
<td>Foundation Grant</td>
<td>Protection of Historic Robert LaSalle County Park Shoreline</td>
<td>$10,000.00</td>
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</table>

### Donations

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Robert LaSalle County Park Prairie Restoration Project</td>
<td>$1,850.00</td>
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<tr>
<td>Robert LaSalle Rip Rap Project</td>
<td>$26,250.00</td>
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<tr>
<td>Donation of 1/2 the cost of Trailer purchase for Horsehoe Bay Cave Tours</td>
<td>$2,400.00</td>
</tr>
<tr>
<td>Carmody ADA Kayak project</td>
<td>$2,000.00</td>
</tr>
<tr>
<td>Frank E. Murphy County Park Donation</td>
<td>$200.00</td>
</tr>
<tr>
<td>Frank E. Murphy County Park Memorial bench for Dick Bauhs</td>
<td>$1,500.00</td>
</tr>
<tr>
<td>John Miles County Park Memorial bench for James Ash</td>
<td>$1,285.00</td>
</tr>
<tr>
<td>Robert LaSalle County Park bench for The Muellers 2020</td>
<td>$1,700.00</td>
</tr>
<tr>
<td>Ellison Bluff County Park bench for Keith Bridenhagen</td>
<td>$1,508.00</td>
</tr>
</tbody>
</table>

**Total Grants and Donations: $265,586.48**
DATE: February 3, 2021

TO: Facilities and Parks Committee
Wayne Spritka

FROM: Cori McFarlane, Deputy Director
Department of Health & Human Services

RE: Suicide Prevention/Awareness Lighthouse Campaign

I am currently facilitating the Door County Mental Health Focus Group (MHFG), a collaborative group of community organizations and individuals committed to mental health education and prevention activities in the county. This group has become concerned about the number of recent suicides and serious suicide attempts in Door County. As a result, we are embarking on a public awareness campaign to spread messages of hope and publicize available resources.

The MHFG has designed lighthouses that will be distributed throughout the county to get these messages out. Youth from the high schools’ Project 180 clubs and our own Youth Connection Center are sharing their creative talents to paint the lighthouses. We currently have 12 lighthouses that are 5’ tall for outdoor display and about 40 smaller versions (about 12”) for storefront window displays.

I am requesting permission on behalf of the MHFG to display a couple of the large lighthouses on county property. Ideally, we’d like one on the grounds of the Government Center and one outside the ADRC/EMS Community Center. We have reached out to the City of Sturgeon Bay to inquire about sign ordinances and have been told we do not need a permit for these temporary displays. Our intent would be to have them in these locations for the months of February and March and then rotate them to other locations. In the warmer weather, we would like to display some of them in our area parks, including some of the county parks.

Thank you for considering this important request. Working together, we can make a difference and achieve our goal of zero suicides in our community.
MEMORANDUM

TO: Human Resources Director
Facilities & Parks Committee
Administrative Committee

FR: Wayne J. Spritka
Director, Facilities and Parks

SUBJECT: APPROVAL OF INTRODUCTORY PERIOD- DARREL AUGUSTON

DATE: February 5, 2021

On 3/9/2020 we hired Darrel Auguston to fill a full time Custodian position in the Door County Facilities & Parks Department. I recommend to the Facilities & Parks Committee and Administrative Committee that we continue to employee Darrel as a regular full-time employee.

Darrel has demonstrated a dedication to his craft and a willingness to learn new skills as demonstrated by his outward drive to meet standard expectations. Darrel has crossed trained within the Department and performed duties throughout the County’s many properties not limited to the Government Center, Justice Center, Community Center, EMS, and Highway Shop Central locations.

#
Resolution No. 2021-___
APPROVAL OF GIFT, GRANT AND/OR DONATION FOR THE MAINTENANCE AND REHABILITATION OF THE AHNAPEE STATE TRAIL

TO THE DOOR COUNTY BOARD OF SUPERVISORS:

WHEREAS, Section 59.52(19) Wis. Stats. empowers the County Board to accept donations, gifts, or grants of money for any public governmental purpose within the powers of the County; and

WHEREAS, Rule No. 38 of the Rules of Order provides, in pertinent part, as follows: “An oversight committee may accept donations, gifts or grants. County Board shall be provided notice of any donation, gift or grant in excess of $4,999.00 prior to acceptance. An itemized report of all donations, gifts or grants shall be submitted to the County Board on an annual basis.”; and

WHEREAS, Resolution 75-84 entitled “Gifts, Grants & Donations to the County of Door” requires approval of the Door County Board of Supervisors, for acceptance of all donations, gifts, and grants whether in the form of money, or personal or real property; and

WHEREAS, The Door County Facilities and Parks Department formally requests financial assistance through the Wisconsin Department of Natural Resources’ (DNR’s) Recreational Trails Program (RTP) for maintenance / rehabilitation of the Ahnapee State Trail in the sum of $35,000; and

WHEREAS, The Door County Facilities and Parks Department will have sufficient funds budgeted to meet the financial obligation of the grant (a 50% match) in 2022; and

WHEREAS, The Door County Facilities and Parks Committee has approved the application for and acceptance of financial assistance through the DNR’s RTP for maintenance / rehabilitation of the Ahnapee State Trail.

NOW THEREFORE, BE IT RESOLVED, That the Door County Board of Supervisors does hereby authorize the Door County Facilities and Parks Director, subject to the oversight of the Facilities and Parks Committee, to: act on behalf of Door County, prepare and submit a RTP trail grant application, accept any grant award, sign necessary documents, administer any RTP trail grant, and take necessary action to complete the proposed project.

BE IT FURTHER RESOLVED, That Door County will comply with the project grant award contract mandates.

SUBMITTED BY: FACILITIES & PARKS COMMITTEE

Dan Austad, Chairperson

Roy Englebert

Alexis Heim Peter

David Enigl

Nancy Robillard

Ken Fisher

FISCAL IMPACT: The grant is for 07/2021 thru 06/2023 time period in the amount of $35,000. The County Match of $35,000 will be included in the 2022 Budget Process. STW
Door County
Request for Year End Carry Overs
Year Ending: 2020

Department Name: Facilities & Parks
The following carry over accounts were approved by the Committee at their meeting on 02/10/2021

<table>
<thead>
<tr>
<th>Account Name</th>
<th>Account Number: Fund</th>
<th>Dept #</th>
<th>Sub-Dept Cost Center</th>
<th>Account #</th>
<th>Detail</th>
<th>Amount</th>
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<tbody>
<tr>
<td>John Miles Repair &amp; Maint-Grounds</td>
<td></td>
<td>100</td>
<td>37</td>
<td>1139</td>
<td>52305 Trail Maint.</td>
<td>$4,566.89</td>
</tr>
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</table>

Total Carry Over Amount

4,566.89

Reason for Carry Over:
Sickle Bar for trail maintenance of over 18 miles of trails was ordered on 11/13/2020. Production delays at John Deere manufacturing plant due to COVID-19 have caused the anticipated delivery (and final invoice) date to be pushed into early March.

Preparer's Signature: [Signature]

Dept Head's Signature: [Signature]

Date: 2-3-21

Funds Verified by Finance Director: [Signature]

Date Verified: 2-3-2021
From: Dobson, John
Sent: Wednesday, February 3, 2021 1:40 PM
To: Pinney, Burke; White, John
Subject: Fwd: Possible items to order

Get Outlook for iOS

From: Justin Rhode <jrhode@rans.com>
Sent: Wednesday, February 3, 2021 1:38:45 PM
To: Dobson, John <j Dobson@co.door.wi.us>
Subject: Re: Possible items to order

John,

I checked the status it's looking like early March. I apologize for the delay on this. Unfortunately during these crazy times John Deere production is delayed substantially.

Thanks

Justin Rhode
Sales Representative

M: 920-810-9466
jrhode@rans.com
www.RandS.com

View our Used Equipment Inventory

On Feb 2, 2021, at 9:40 AM, Dobson, John <j Dobson@co.door.wi.us> wrote:

CAUTION: This email originated from outside the R&S email system. Use caution when opening links or attachments.

Jason,
Have you heard any word on a delivery date for the sickle bar?

Thanks
John Dobson

From: Justin Rhode <jrhode@rans.com>
Sent: Tuesday, December 22, 2020 4:23 PM
To: Dobson, John <j Dobson@co.door.wi.us>
Subject: RE: Possible items to order
Do you need a receipt of payment before the first of the year? If so you can send the check to our office and we will email you that purchase receipt. I have attached the signed PO for the unit if that helps. Let me know if there is anything else I can do for you.

Thanks and Merry Christmas to you also!!

**Justin Rhode**
*Sales Rep*
<image001.jpg>
** Riesterer & Schnell Inc.**
N2225 Greenville Drive | Hortonville, WI 54944
P 920.810.9466
Facebook | LinkedIn | YouTube | MyRandS

**SHOP OUR USED EQUIPMENT!**

---

**From:** Dobson, John <jdobson@co.door.wl.us>
**Sent:** Tuesday, December 22, 2020 3:12 PM
**To:** Justin Rhode <jrhole@rand.com>
**Subject:** Re: Possible items to order

**CAUTION:** This email originated from outside the R&S email system. Use caution when opening links or attachments.

We need to make sure it’s invoiced 2020 for budget requirements and not 2021
Thanks
Merry Christmas

Get **Outlook for iOS**

---

**From:** Justin Rhode <jrhole@rand.com>
**Sent:** Tuesday, December 22, 2020 3:06:09 PM
**To:** Dobson, John <jdobson@co.door.wl.us>
**Subject:** RE: Possible items to order

John,

I have not heard when it will be coming from the factory. I am hoping it will be on the ground before the first of the year or just after. I will keep you updated when I hear anything.

Thanks for your patience!

**Justin Rhode**
*Sales Rep*
<image001.jpg>
** Riesterer & Schnell Inc.**
N2225 Greenville Drive | Hortonville, WI 54944
P 920.810.9466
Facebook | LinkedIn | YouTube | MyRandS

**SHOP OUR USED EQUIPMENT!**
PURCHASER'S NAME - First Signer (First, Middle Initial, Last)

DOOR COUNTY PARKS

DATE OF ORDER COMPANY UNIT DEALER ACCOUNT NO.

Nov 13, 2020 08 080570

(SECOND LINE OF OWNER NAME)

DEALER ORDER NO.

STREET OR RR

SOC SEC. IRS NO. EIN NO.

3538 PARK DR

TOWN STURGEON BAY STATE WI ZIP CODE 54235

TRANSACTION TYPE PURCHASER SALES TAX EXEMPT

SELLER’S NAME & ADDRESS

Cash Sale

Riester & Schnell, Inc.

N2236 Greenville Drive

Hortonville, WI 54944

920-757-5101

REWARDS # 880583667

E-MAIL ADDRESS

PURCHASER’S NAME - Second Signer

1 (We), the undersigned, hereby order from Dealer the Equipment described below to be delivered as shown below. This order is subject to Dealer’s ability to obtain such Equipment from the manufacturer and Dealer shall be under no liability if delivery of the Equipment is delayed or prevented due to labor disturbances, transportation difficulties, or for any reason beyond Dealer’s control. The price shown below is subject to Dealer’s receipt of the Equipment prior to any change in price by the manufacturer. It is also subject to any new or increased taxes imposed upon the sale of the Equipment after the date of this order.

Use County Use State/Province

DOOR WI

1. NOTICE: Equipment may be equipped with telematics hardware and software ("Telematics") that transmit data to John Deere. Purchaser may deactivate Telematics by contacting the JDLink Global Support group at 1-800-251-9928 or via email at jlksupport@johndeere.com.

<table>
<thead>
<tr>
<th>QTY</th>
<th>NEW</th>
<th>Equipment &amp; Value Added Service (Give Model, Size &amp; Description)</th>
<th>Hours of Use</th>
<th>PRODUCT IDENTIFICATION NUMBER</th>
<th>DELIVERED CASH PRICE (Or Total Lease Payments)</th>
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</thead>
<tbody>
<tr>
<td>1 X</td>
<td>NEW</td>
<td>Frontier SB3108 - 7 ft. 6 in. Sickle Bar Mower</td>
<td>$ 4,566 89</td>
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TOTAL CASH PRICE $ 4,566 89

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<tr>
<th>QTY</th>
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<td>City/Town/Village  87 Parks and Cemeteries</td>
<td>$ 0 00</td>
<td>$ 0 00</td>
<td>$ 4,566 89</td>
</tr>
</tbody>
</table>

TOTAL TRADE-IN ALLOWANCE $ 0 00

1. TOTAL CASH-FRICE $ 4,566 89

2. TOTAL TRADE-IN ALLOWANCE $ 0 00

3. TOTAL TRADE-IN PAY-OFF $ 0 00

4. BALANCE $ 4,566 89

COMMENTS:

8. EST. SERVICE AGREEMENT $ 0 00

9. SUB-TOTAL $ 4,566 89

10. CASH WITH ORDER $ 0 00

11. RENTAL APPLIED $ 0 00

12. CASH DISCOUNT $ 0 00

13. BALANCE DUE $ 4,566 89

IMPORTANT WARRANTY NOTICE: The John Deere warranty applicable to new John Deere Equipment is printed and included with this document. There is no warranty on used equipment. The new equipment warranty is part of this contract. Please read it carefully. YOUR RIGHTS AND REMEDIES PERTAINING TO THIS PURCHASE ARE LIMITED AS SET FORTH IN THE WARRANTY AND THIS CONTRACT. IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS ARE NOT MADE AND ARE EXCLUDED UNLESS SPECIFICALLY PROVIDED IN THE JOHN DEERE WARRANTY.

NOTICE: Use of John Deere Services, if applicable, and all rights and obligations of John Deere and the Customer (as identified in the applicable agreement), are governed by the terms and conditions outlined in the applicable Services and Software agreements available at www.JohnDeere.com/Agreements. These terms and conditions are not agreeable to do not use the Services.

DISCLOSURE OF REGULATION APPLICABILITY: When operated in California, any off-road diesel vehicle may be subject to the California Air Resources Board. In-Use Off-Road Diesel Vehicle Regulation. It therefore could be subject to retrofit or accelerated turnover requirements to reduce emissions of air pollutants.

ACKNOWLEDGEMENTS - (We) promise to pay the Balance Due (line13) shown above in cash, or to execute a Time Sale Agreement (Retail installment Contract), or a Loan Agreement, for the purchase price of the Equipment, plus additional charges shown thereon or execute a Lease Agreement, on or before delivery of the Equipment ordered herein. Despite physical delivery of the Equipment, title shall remain in the seller until one of the foregoing is accomplished.

USE OF INFORMATION/PRIVACY NOTICE: I understand that Deere & Company and its affiliates ("John Deere") and Dealer collect information, including my personal information and machine data to provide warranty, customer service, product and customer support, marketing and promotional information about Dealer, John Deere and their equipment, products and services and to support other business processes and purposes. See the John Deere Privacy Statement (https://www.deere.com/en/privacy-and-data/privacy-statements/) for additional information on the types of personal information and machine data John Deere collects, how it is collected, used and disclosed. See Dealer directly for information about its privacy policy.
WARRANTY FOR NEW JOHN DEERE AGRICULTURAL EQUIPMENT AND LIMITED WARRANTY FOR NEW TURF & UTILITY EQUIPMENT (US & CANADA ONLY)

A. GENERAL PROVISIONS — With respect to purchasers in the United States, "John Deere" means Deere & Company, 1 John Deere Place, Moline, IL 61265, and with respect to purchasers in Canada, "John Deere" means John Deere Canada ULC, 295 Hunter Road, P. O. Box 1000, Crimsby, Ontario L3M 4J5. The warranties described below are provided by John Deere to the original purchasers of new Agricultural, Turf and Utility Equipment ("Equipment") purchased from John Deere or authorized John Deere dealers (the "Selling Dealer"). These warranties apply only to Equipment intended for sale in Canada and the US. Under these warranties, John Deere will repair or replace, at its option, any part covered under these warranties which is found to be defective in material or workmanship during the applicable warranty term. Warranty service must be performed by a dealer or service center located in Canada or the US, and authorized by John Deere to sell and/or service the type of Equipment involved (the "Authorized Dealer"). The Authorized Dealer will use only new or remanufactured parts or components furnished or approved by John Deere. Warranty service will be performed without charge to the purchaser for parts and/or labor. However, the purchaser will be responsible for any service call and/or transportation of Equipment to and from the Authorized Dealer's place of business (except where prohibited by law), for any premium charged for overtime labor requested by the purchaser and for any service and/or maintenance not directly related to any defect covered under these warranties. These warranties are transferable, provided an authorized John Deere dealer is notified of the ownership change, and John Deere approves the warranty transfer.

B. WHAT IS WARRANTED — Subject to paragraph C, all parts of any new Equipment are warranted for the number of months or operating hours specified below. Each warranty term begins on the date of delivery of the Equipment to the original purchaser, (except for certain agricultural tillage, planting, cultivating, harvesting, and application Equipment which may have a delayed warranty start date, but only if established by John Deere and noted by Selling Dealer on the Purchase Order). Included in 3E Series Tractor and Compact Utility Tractor Powertrain Warranty - Engine, cylinder block, cylinder head, valve covers, oil pan, emissions control components, timing gear covers, flywheel housing, and all parts contained therein. Powertrain: transmission, transmission case, differential and axle housings, clutch housings, MFWD front axle assembly, and all parts contained therein (does not include external drivelines, dry clutch parts, or steering cylinders). SWEEPERS, SHOVELS, PLOWSHARES, AND DISK BLADES: A replacement part will be furnished without charge if breakage occurs and the amount of wear is less than the wear limits established by John Deere.

<table>
<thead>
<tr>
<th>AGRICULTURAL EQUIPMENT</th>
<th>WARRANTY TERM</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tractors</td>
<td>24 Months or 2000 Hours, Whichever Comes First</td>
</tr>
<tr>
<td>Tractors used in Heavy Duty Land Leveling applications exceeding 150 hours per year</td>
<td>90 Days</td>
</tr>
<tr>
<td>9R Series Tractors factory equipped with Option 0574 used in Heavy Duty Leveling applications less than half of the annual usage</td>
<td>24 Months or 2000 Hours, Whichever Comes First</td>
</tr>
<tr>
<td>9R Series Tractors factory equipped with Option 0574 used in Heavy Duty Leveling applications exceeding half of the annual usage</td>
<td>90 Days</td>
</tr>
<tr>
<td>Scraper Special Tractors</td>
<td>24 Months or 2000 Hours, Whichever Comes First</td>
</tr>
<tr>
<td>5E Series Tractors a) Powertrain on 5E Series Tractors (components as per B above)</td>
<td>24 Months or 2000 Hours, Whichever Comes First</td>
</tr>
<tr>
<td>5E Series Tractors b) Powertrain on 5E Series Tractors</td>
<td>6 Months for MY14 and earlier</td>
</tr>
<tr>
<td>Scrapers</td>
<td>12 Months for D Series and MY15 and later</td>
</tr>
<tr>
<td>Frontier™ Equipment</td>
<td>12 months</td>
</tr>
<tr>
<td>Sugar Cane Harvesters and Loaders</td>
<td>12 months or 1500 hours, Whichever Comes First</td>
</tr>
<tr>
<td>All other Equipment (includes Ag Management Solutions (AMS) products)</td>
<td>12 Months</td>
</tr>
<tr>
<td>Premium Balers</td>
<td>24 Months or 12,000 bales, Whichever Comes First; First 12 Months, No Bale Limitation</td>
</tr>
<tr>
<td>Large Square Balers</td>
<td>12 Months, No Bale Limitation</td>
</tr>
<tr>
<td>Hagie Manufacturing Company LLC Sprayers and Detasslers</td>
<td>24 Months or 20,000 bales, Whichever Comes First</td>
</tr>
<tr>
<td>Engines in Self-Propelled Equipment except Tractors*</td>
<td>24 Months or 2000 Hours, Whichever Comes First</td>
</tr>
</tbody>
</table>

*Engine Items Covered in months 13 through 24 – Engine block, cylinder head, rocker arm cover, timing gear cover, crankcase pan and all parts enclosed within these units. Also included are the fuel injection pump, turbocharger, water pump, torsion damper, manifolds, and engine oil cooler. All other engine related items are not covered in months 13 through 24.

<table>
<thead>
<tr>
<th>TURF &amp; UTILITY EQUIPMENT</th>
<th>WARRANTY TERM</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) Z200 Series and Z425 Eztrak™ Mowers, Z300 Series and Z525E 2Ztrak™ Mowers, and 100 Series Tractors**</td>
<td>24 Months or 120 Hours, Whichever Comes First</td>
</tr>
<tr>
<td>2) Z320 Series Tractors**</td>
<td>36 Months or 200 Hours, Whichever Comes First</td>
</tr>
<tr>
<td>3) X300 Series Tractors; Z400 Series Eztrak™ Mowers and Z500M Series 2Ztrak™ Mowers (Except Z425 and Z525E)**</td>
<td>48 Months or 300 Hours, Whichever Comes First</td>
</tr>
<tr>
<td>4) X500 Series Tractors; Z700E and Z500R Series 2Ztrak™ Mowers, and Z600 Series Eztrak™ Mowers**</td>
<td>48 Months or 500 Hours, Whichever Comes First</td>
</tr>
<tr>
<td>5) X700 Series Tractors**</td>
<td>48 Months or 700 Hours, Whichever Comes First</td>
</tr>
<tr>
<td>6) Z700M Series 2Ztrak™ Mowers**</td>
<td>48 Months or 750 Hours, Whichever Comes First</td>
</tr>
<tr>
<td>7) Z700R Series 2Ztrak™ Mowers**</td>
<td>48 Months or 1000 Hours, Whichever Comes First</td>
</tr>
<tr>
<td>8) JS Series Residential Walk-Behind Mowers</td>
<td>24 Months in Private Residential – Personal Use or 90 Days in Any Other Application</td>
</tr>
<tr>
<td>9) Wide Area Mowers, Front Mower Traction Units and Mower Decks, QuikTrak™ Mowers, Commercial Walk Behind Mowers</td>
<td>24 Months</td>
</tr>
<tr>
<td>10) Z900H, Z900E, and Z900M Series 2Ztrak™ Mowers</td>
<td>36 Months or 1200 Hours, Whichever Comes First; First 24 Months, No Bale Limitation</td>
</tr>
<tr>
<td>11) Z957, Z959A Series and Z394U Series 2Ztrak™ Mowers</td>
<td>36 Months or 1500 Hours, Whichever Comes First; First 24 Months, No Bale Limitation</td>
</tr>
<tr>
<td>12a) Compact Utility Tractors a) Powertrain on Compact Utility Tractors (components as per B above)</td>
<td>24 Months or 2000 Hours, Whichever Comes First</td>
</tr>
<tr>
<td>b) Compact Utility Tractor Loaders D120, D200, 220R, 300E, 300R, 320R, 400E, 440R</td>
<td>24 Months or 2000 Hours, Whichever Comes First</td>
</tr>
<tr>
<td>13) CA Toro™ Utility Vehicles</td>
<td>12 Months or 1000 Hours, Whichever Comes First</td>
</tr>
<tr>
<td>14) Except as provided above, all other Implements/Attachments sold separately or purchased on the same Purchase Order as Equipment listed in 0 through 13</td>
<td>12 Months</td>
</tr>
<tr>
<td>15) All other Turf &amp; Utility Equipment</td>
<td>24 Months in Private Residential - Personal Use or 12 Months in Any Other Application</td>
</tr>
</tbody>
</table>

**Implments/Attachments purchased on the same Purchase Order as the Equipment listed will be covered by the Equipment's warranty terms. Implements/Attachments purchased separately will be covered by the warranty term on line 14.

C. ITEMS COVERED SEPARATELY – (1) Tires, rubber tracks and batteries; (2) John Deere Hand Held-Portable products; (3) When applicable, a separate emissions warranty statement will be provided by Selling Dealer.

(Effective November 1, 2019)
(III) WHAT IS NOT WARRANTED — Pursuant to the terms of these warranties, JOHN DEERE IS NOT RESPONSIBLE FOR THE FOLLOWING: (1) Used Equipment; (2) Any Equipment that has been altered or modified in ways not approved by John Deere, including, but not limited to, setting injection pump fuel delivery above John Deere specifications, modifying combine grain tanks, and modifying self-propelled sprayers with unapproved wheels, tracks, tanks or booms; (3) Depreciation or damage caused by normal wear, lack of reasonable and proper maintenance, failure to follow operating instructions/recommendations; misuse, lack of proper protection during storage, vandalism, the elements or collision or accident; (4) Normal maintenance parts and/or service, including but not limited to, oil, filters, coolants and conditioners, cutting parts, belts, brake and clutch linings; (5) Any Utility Vehicle used for racing or other competitive purpose; (6) Chains on Premium Balers.

D. SECURING WARRANTY SERVICE — To secure warranty service the purchaser must, (1) Report the Equipment defect to an Authorized Dealer and request warranty service within the applicable warranty term; (2) Present evidence of the warranty start date with valid proof of purchase; and (3) Make the Equipment available to an Authorized Dealer within a reasonable time.

E. NO IMPLIED WARRANTY, REPRESENTATION OR CONDITION — To the extent permitted by law, neither John Deere nor any company affiliated with it makes any warranties, representations, conditions or promises express or implied as to the quality, performance or freedom from defect of the Equipment covered by these warranties other than those set forth above, AND NO STATUTORY OR IMPLIED WARRANTIES OR CONDITIONS OF MERCHANTABILITY OR FITNESS ARE MADE. TO THE EXTENT LEGALLY REQUIRED, ANY IMPLIED WARRANTIES OR CONDITIONS SHALL BE LIMITED IN DURATION TO THE APPLICABLE PERIOD OF WARRANTY SET FORTH ON THIS PAGE. THE PURCHASER’S ONLY REMEDIES IN CONNECTION WITH THE BREACH OR PERFORMANCE OF ANY WARRANTY ON JOHN DEERE EQUIPMENT ARE THOSE SET FORTH ON THIS PAGE. IN NO EVENT WILL THE DEALER, JOHN DEERE OR ANY COMPANY AFFILIATED WITH JOHN DEERE BE LIABLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES. (Note: Some jurisdictions do not allow limitations on how long an implied warranty lasts or the exclusion or limitation of incidental or consequential damages; the above limitations and exclusions may not apply to you.) In the event the above warranty fails to correct purchaser’s performance problems caused by defects in workmanship and/or materials, purchaser’s exclusive remedy shall be limited to payment by John Deere of actual damages in an amount not to exceed the amount paid for the Equipment. This warranty gives you specific legal rights, and you may also have other rights which vary from jurisdiction to jurisdiction.

F. NO DEALER WARRANTY THE DEALER HAS NO AUTHORITY TO MAKE ANY WARRANTY, REPRESENTATION, CONDITION OR PROMISE ON BEHALF OF JOHN DEERE, OR TO MODIFY THE TERMS OR LIMITATIONS OF THIS WARRANTY IN ANY WAY.

G. If further information is desired, contact Selling Dealer or John Deere at 1-866-993-3373 (Agricultural) or 1-800-537-8233 (Turf & Utility Equipment).
Date: February 4, 2021

To: Mr. Wayne Spritka  
Door County Facilities and Parks Department  
421 Nebraska Street  
Sturgeon Bay, WI 54235

Re: Phase I Alternatives Analysis  
Door County Sheriff’s Department Chapter 980 Housing Project  
Mach IV Project No. 1700-02-20

Door County is evaluating site options for the construction of two building pads for single wide homes. A total of three site options were evaluated, all three options are on the current Door County Justice Center located at 1201 South Duluth Ave. in Sturgeon Bay. The three site options were identified by Door County. Note, capacities and location of gas, electric, internet cable etc. should be verified based on the requirements of the housing units and local availability.

Alternatives  
Option 1 is located in the northwest corner of the site. Option 2 is located at the north-central portion of the site. Option 3 is located in the southeast corner of the site. All three site options are shown in Figure 1.

Basis of Analysis  
The housing unit itself was assumed to be approximately 15' wide x 56' long. Each unit has two bedrooms. The units were assumed to be ADA accessible with zero entry doors to enter the residence. Accessibility can be further evaluated in Phase II.

Each unit is provided with a small exterior sidewalk entry and parking for a single vehicle. The value of having shared parking can be evaluated in Phase II if that is something the County would like to consider.

Each building will be serviced by a sanitary lateral and domestic water service. All units are assumed to be placed on a slab on grade, ie, no basement or crawl space.

For the utility installation a worst case scenario has been assumed in that it is anticipated utility construction will encounter bedrock. Because of bedrock, the small size of the project, and complexity of the project, we would recommend using $100/LF for water and sewer installation. Road repair and asphalt paving is estimate at $15/sf.

Alternatives Analysis  
Option 1  
Earthwork – The building pads for Option 1 are set on the down slope side of a small hill. This will cause the amount of earthwork required to be slightly more than the other two options to grade/redirec
drainage.

Stormwater – Option 1 will add approximately 3,200 square feet (sf) of new impervious surface. All stormwater flow will be disconnected and it is anticipated a small dry basin would be the primary treatment practice.

Water – Water is available in a turf area and it is anticipated approximately 168 linear feet (lf) of water service will be required.

Sanitary Sewer – The nearest sanitary sewer is to the east. It is anticipated approximately 462 linear feet (lf) of sanitary sewer service will be required. It is anticipated the road will have to be crossed and repaired for the sanitary sewer installation.
Option 2
Earthwork – The building pads for Option 2 are set on the cross slope side of a small hill. This will minimize the amount of earthwork required to grade/redirect drainage.

Stormwater – Option 2 will add approximately 4,500 sf of new impervious surface. All stormwater flow will be disconnected. The flow will sheet flow to a large depression west of the development and it is anticipated the depression will be able to serve as the primary treatment practice.

Water – Water is available directly south of the site but it is located in the road. It is anticipated approximately 201 lf of water service will be required. We anticipate running the water service and sanitary sewer service in the same trench so as to minimize road repair costs.

Sanitary Sewer – The nearest sanitary sewer is to the south. It is anticipated approximately 334 lf of sanitary sewer service will be required. It is anticipated the road will have to be crossed and repaired for the sanitary sewer installation. The sanitary sewer service crossing will be in conjunction with the water crossing.

Option 3
Earthwork – The building pads for Option 3 are set on the cross slope side of a small hill. This will minimize the amount of earthwork required to grade/redirect drainage.

Stormwater – Option 3 will add approximately 4,100 sf of new impervious surface. All stormwater flow will be disconnected. The flow will sheet flow to an existing road ditch north of the development and it is anticipated the ditch will be able to serve as the primary treatment practice.

Water – Water is available southwest of the site but it is located on the same side of the road as the housing units. It is anticipated approximately 150 lf of water service will be required.

Sanitary Sewer – The nearest sanitary sewer is to the north. It is anticipated approximately 708 lf of sanitary sewer service will be required. The proposed route parallels the access road so as to minimize damage/repair of existing access roads and parking lots.

Option 3 has the potential to extend sanitary sewer service from an existing sanitary sewer just west of Duluth Ave. The elevations appear to be able to support gravity flow, although insulation may be required. The potential for gravity flow should result in cost saving on the sanitary installation. It is noted that Option 3 appears to be located on a site that had fill placed on it, assuming during the construction of the justice center. If Option 3 is selected, we would recommend geotech work be done to verify the fill material.

Cost Analysis

<table>
<thead>
<tr>
<th>Option 1</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Earthwork</td>
<td>$15,000.00</td>
</tr>
<tr>
<td>Water Service</td>
<td>$16,800.00</td>
</tr>
<tr>
<td>Sanitary Sewer Service</td>
<td>$48,200.00</td>
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<tr>
<td>Paving</td>
<td>$22,500.00</td>
</tr>
<tr>
<td>Road repair</td>
<td>$2,200.00</td>
</tr>
<tr>
<td>Culverts</td>
<td>$3,000.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$105,700.00</strong></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Option 2</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Earthwork</td>
<td>$10,000.00</td>
</tr>
<tr>
<td>Water Service</td>
<td>$20,100.00</td>
</tr>
<tr>
<td>Sanitary Sewer Service</td>
<td>$33,400.00</td>
</tr>
<tr>
<td>Paving</td>
<td>$41,800.00</td>
</tr>
<tr>
<td>Road repair</td>
<td>$4,500.00</td>
</tr>
</tbody>
</table>
Culverts $1,500.00

**Total** $111,300.00

Option 3
Earthwork $10,000.00
Water Service $15,000.00
Sanitary Sewer Service $70,800.00
Paving $35,700.00
Culverts $1,500.00

**Total** $133,000.00

Items that will be the same for each alternative were not included. These items include the cost of the unit, the slabs, sidewalks, etc. The above cost estimates are for site evaluation and not intended for overall project estimating.
MEMORANDUM

TO:    Chairman
       Door County Facilities & Parks

FR:    Wayne J. Spritka, Director Facilities and Parks

SUBJECT: WI-CHP 980 HOUSING SITE ANALYSIS STAFF RECOMMENDATION

Background: The Facilities & Parks Department has received the Phase I site evaluation for the construction of two building pads for single wide homes on the Door county Justice Center Parcel. There were three potential sites evaluated on the owned parcel to construct housing for supervised resident housing of violent sex offenders. During the course of the analysis the project scope has change to some degree to include up to four home sites and the possibility to partner with the City of Sturgeon Bay in the development and use of the site.

Conclusion: Based on the Report dated February 4, 2021 from Mach IV Engineering staff is recommending site option #2 of Figure 1. While the site my not be the least in the cost analysis, it is the most reasonable option for expansion of up to 4 units with the most effective use of space, current roadside lighting, security infrastructure.

Recommendation: The Administration recommends that the Facilities & Parks Committee approve moving forward into phase II option #2, site development with MACH IV Engineering. Phase II will consist of the creation of a Certified Survey Map with development of at least four (4) lots. Phase II will also firm up the cost analysis for the development of Utility infrastructure and detailed site planning that may be used for bidding and construction of the Utility services.

Copy: Sheriff Tammy Sternard, Sheriff Department
      Joe Krebsbach, Health & Human Services
      Mariah Goode, Land Use Services
      Ken Pabich, County Administrator
      Grant Thomas, Coporation Counsel
October 30, 2020

Mr. Wayne Spritka  
Door County Facilities and Parks Department  
421 Nebraska Street  
Sturgeon Bay, WI 54235

Re: REVISED Proposal for Civil Engineering Services  
Door Co. Sheriff's Chapter 980 Housing Project

Dear Mr. Spritka:

Below is our revised proposal for civil engineering services for the Door Co. Sheriff's Chapter 980 Housing Project. Our understanding is the county seeks to site and design two building pads for two single wide homes at 1201 S Duluth Ave/Door County Justice Center. We have revised the proposal to reflect the two phase approach defined in your October 28, 2020 email. Please note the following:

- We included the topographic survey of the 3 sites in Phase I as it will provide more accurate plans and cost estimates as well as be more cost effective to gather the information for all the potential sites at the same time.
- Phase 1 Stormwater Management Plans are conceptual only. Preliminary design will allow for enough information to size the practice and develop a cost estimate but not incur all the expense of designing 3 systems to only use one.

Based on our previous project on the site, our proposed scope of services is as follows:

**Phase 1 Scope of Services**
1. Topographic Site Survey of project areas
2. Proposed Site Plans
3. Utility Plans
4. Grading Plans
5. Concept Stormwater Management Plans
6. Standard Details
7. Cost Estimates
8. Attendance at two planning/site plan approval meetings.

**Phase 2 Scope of Services**
1. Topographic Site Survey of project area
2. Existing Site/Demolition Plan
3. Proposed Site Plan
4. Utility Plan
5. Grading Plan
6. Stormwater Management Plan
7. Erosion Control Plan
8. Standard Details
9. Attendance at two planning/site plan approval meetings.
10. Submittals to City of Sturgeon Bay.
11. Submittal of sanitary sewer and water utility extension permits.

**Exclusions**
1. Soil borings and geotechnical analysis
2. Environmental Site Investigation(s)
3. Wetland Delineation
4. Rezoning/ Conditional Use Permit (if required)
5. Lighting Plan
6. Design of gas utility, electric utility, telephone utilities, and cable utilities will be done by the respective utility. Desired locations and routes on-site to be shown on civil drawings as directed by others.

7. Specifications
8. WNDR NOI application
9. Landscape Plan for municipal approval.
10. Municipal meeting attendance required for site plan approval.
11. Construction Administration
12. Construction Staking,
14. Extra work resulting from changes to the scope of services after work has commenced will be billed on a time and materials basis.

Our fees to provide the above services on a time and expense basis are expected to be as follows:

<table>
<thead>
<tr>
<th>Phase</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Phase 1</td>
<td>$7,070.00</td>
</tr>
<tr>
<td>Phase 2</td>
<td>$5,550.00</td>
</tr>
</tbody>
</table>

Thank you for the opportunity to provide this proposal. Please do not hesitate to contact me if you have any questions or require any additional information.

Regards,

MACH IV ENGINEERING & SURVEYING LLC

[Signature]

Joel Ehrfurth, PE

Accepted By

Date
Resolution No. 2020-108

TRANSFER OF NON-BUDGETED FUNDS UNDER § 65.90, WIS. STATS.
A&E SERVICES - DEVELOPMENT OF RESIDENTIAL OPTION(S) FOR SEXUALLY VIOLENT PERSONS ON SUPERVISED RELEASE PER § 980.08, WIS. STATS.

TO THE DOOR COUNTY BOARD OF SUPERVISORS:

WHEREAS, In accordance with § 65.90(5)(a) Wis. Stats. and Rules of Order #19 the amounts of the various appropriations and the purposes for such appropriations stated in a budget may not be changed unless authorized by a vote of two-thirds of the entire membership of the County Board of Supervisors; and

WHEREAS, Pursuant to § 980.08, Wis. Stats. if a Sexually Violent Person ("SVP") is determined eligible for supervised release by a court, the SVP’s county of residence must prepare a report identifying an appropriate residential option in the county for the SVP while on supervised release and submit the same to the Wisconsin Department of Health Services (WDHS); and

WHEREAS, the SVP’s county of residence must submit its report, identifying an appropriate residential option within the county for the SVP, to WDHS within 120 days following the court order; and

WHEREAS, for many reasons, including the strictures imposed by § 980.08(4)(d)(m), Wis. Stats. on the location, it has been and will be very challenging to identify appropriate residential options in Door County; and

WHEREAS, § 980.08, Wis. Stats. imposes penalties on a county that fails to submit a report within the specified time period, including statutory penalties for each day the county fails to submit the report after the 120 days have expired and the SVP’s costs and reasonable actual attorney fees; and

WHEREAS, It is considered prudent and necessary for Door County to investigate and evaluate development of an appropriate residential option in Door County for SVP’s while on supervised release (the "Project"); and

WHEREAS, The Facilities and Parks Committee, at its November 4, 2020 meeting, recommended that MACH IV Engineering-Surveying-Environmental be retained for civil engineering service (with a cost not to exceed $15,000) related to the Project; and

WHEREAS, The Finance Committee is recommending that up to $15,000 be transferred from the Door County contingency expense account 100.06.1161.59103 to capital outlay expense 980 housing 401.51.7190.69901.0037A for this purpose.

NOW, THEREFORE, BE IT RESOLVED, That the Door County Board of Supervisors does hereby approve the transfer of up to $15,000 from the Door County contingency expense account 100.06.1161.59103 to capital outlay expense 980 housing 401.51.7190.69901.0037A for civil engineering services related to the Project.

SUBMITTED BY: FINANCE COMMITTEE

David Englebert
Chair

Daniel Austad

Laura Vlies Wotachek

Alexis Heim Peter

Dale Vogel

TO THE DOOR COUNTY BOARD OF SUPERVISORS:

WHEREAS, In accordance with § 65.90(5)(a) Wis. Stats. and Rules of Order #19 the amounts of the various appropriations and the purposes for such appropriations stated in a budget may not be changed unless authorized by a vote of two-thirds of the entire membership of the County Board of Supervisors; and

WHEREAS, Pursuant to § 980.08, Wis. Stats. if a Sexually Violent Person ("SVP") is determined eligible for supervised release by a court, the SVP’s county of residence must prepare a report identifying an appropriate residential option in the county for the SVP while on supervised release and submit the same to the Wisconsin Department of Health Services (WDHS); and

WHEREAS, the SVP’s county of residence must submit its report, identifying an appropriate residential option within the county for the SVP, to WDHS within 120 days following the court order; and

WHEREAS, for many reasons, including the strictures imposed by § 980.08(4)(d)(m), Wis. Stats. on the location, it has been and will be very challenging to identify appropriate residential options in Door County; and

WHEREAS, § 980.08, Wis. Stats. imposes penalties on a county that fails to submit a report within the specified time period, including statutory penalties for each day the county fails to submit the report after the 120 days have expired and the SVP’s costs and reasonable actual attorney fees; and

WHEREAS, It is considered prudent and necessary for Door County to investigate and evaluate development of an appropriate residential option in Door County for SVP’s while on supervised release (the “Project”); and

WHEREAS, The Facilities and Parks Committee, at its November 4, 2020 meeting, recommended that MACH IV Engineering-Surveying-Environmental be retained for civil engineering service (with a cost not to exceed $15,000) related to the Project; and

WHEREAS, The Finance Committee is recommending that up to $15,000 be transferred from the Door County contingency expense account 100.06.1161.59103 to capital outlay expense 980 housing 401.51.7190.69901.0037A for this purpose.

NOW, THEREFORE, BE IT RESOLVED, That the Door County Board of Supervisors does hereby approve the transfer of up to $15,000 from the Door County contingency expense account 100.06.1161.59103 to capital outlay expense 980 housing 401.51.7190.69901.0037A for civil engineering services related to the Project.

SUBMITTED BY: FINANCE COMMITTEE

David Englebert
Chair

Daniel Austad

Laura Vlies Wotachek

Alexis Heim Peter

Dale Vogel
Memo To: Highway Committee
From: John P. Kolodziej, PE, Commissioner
Re: Salt Brining Facilities

February 2, 2021

Background: The Highway Department has received funding from the Wisconsin Department of Transportation in the amount of $147,000 to purchase equipment to produce and store salt brine. Included in these funds was the purchase of a small premanufactured structure to house the salt brine making unit. Highway Department staff have been reviewing other Counties salt brining operations, and have met and discussed equipment options with the equipment vendor. Based upon these discussions as well as the cost effectiveness we are seeing in the Department salt brining operations, staff is recommending that instead of a small prefabricated building, that a small addition be constructed to house all of the salt brining equipment. This addition would be added onto the wash bay at the Duluth Avenue facility. This would add a preliminary estimated cost of a $170,000 to the overall budget of the program. Additional funding is not available from the State, and the cost would have to be funded by the County. Attached is a preliminary sketch of the building addition.

Conclusion: Staff is recommending that the necessary funding be provided by revising the 2021 Highway Department capital equipment budget. In this budget a total of $500,000 was allocated for the future purchase of new crushing equipment. The staff is recommending that the funding for the building addition come from this line item and reduced accordingly to fund the building addition in 2021. Attached is a copy of the proposed revisions. The goal is to have the addition completed, and the salt brining equipment installed so that it would be operational for the 2021-22 winter snow and ice control season.

Recommendation: The Administration recommends that Highway Committee approved the proposed changes to the 2021 Highway Department capital equipment budget and authorized the department to proceed with procuring a consultant to develop the building plans.
## Capital Equipment Outlay Request Form

### Highway

<table>
<thead>
<tr>
<th>Item and Description</th>
<th>Budgeted Cost</th>
<th>Oversight Committee</th>
<th>Trade in Value - Budgeted</th>
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<tr>
<td>Tri-axle Truck</td>
<td>$130,000</td>
<td>$260,000</td>
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<tr>
<td>Snow Equipment- Plow, Front mounted wing, sander</td>
<td>$132,500</td>
<td>$265,000</td>
<td></td>
</tr>
<tr>
<td>Tri-axle Truck, for underbody, dual wings</td>
<td>$135,000</td>
<td>$135,000</td>
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<tr>
<td>Snow Equipment- Plow, underbody, wings, sander</td>
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<tr>
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<tr>
<td>Planer for Skid steer</td>
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<tr>
<td>Hot Plant WEM upgrade</td>
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<tr>
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<tr>
<td>Running gear for sanders</td>
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### Total Request (Expended less Trade In)

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<td>2011</td>
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<td>2020</td>
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## Capital Equipment Outlay Request Form

**Department:** Highway

### Proposed Revisions to Include Building addition

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<tr>
<th>Quantity</th>
<th>Item and Description (Include full description, model no., etc.)</th>
<th>Budgeted Cost</th>
<th>Oversight Committee</th>
<th>Trade in Value - Budgeted</th>
</tr>
</thead>
</table>
|          |                                                            | Each | Extended | Approved | Under/Over | Trades |)
| 1        | Service Truck                                              | $155,000 | $155,000 | Replace 009 | $5,000
| 2        | Tri-axe Truck                                               | $130,000 | $263,000 | Replace 0310,077 | $36,000
| 2        | Snow Equipment- Plow, Front mounted wing, sander           | $132,500 | $265,000 | Replace 078 | $22,000
| 1        | Tri-axe Truck, for underbody, dual wings                   | $135,000 | $135,000 | Replace 9617 | $2,500
| 1        | Snow Equipment- Plow, underbody, wings, sander             | $155,250 | $155,250 | Replace 9617 | $2,500
| 1        | Tractor with Side & rear Flail mowers                      | $142,200 | $142,200 | Replace 9617 | $2,500
| 1        | Planer for Skid steer                                      | $18,000 | $18,000 | Replace 9617 | $2,500
| 1        | Crusher replacement Reserve                                | $330,000 | $330,000 | Replace 9617 | $2,500
| 1        | Salt Brine Building Addition                               | $170,000 | $170,000 | Replace 9617 | $2,500
| 1        | Hot Plant WEM upgrade                                      | $102,279 | $102,279 | Replace 9617 | $2,500
| 1        | Rear ripper tooth for 147 Grader                           | $15,000 | $15,000 | Replace 9617 | $2,500
| 1        | Running gear for sanders                                   | $4,000 | $4,000 | Replace 9617 | $2,500
|          | **Totals**                                                 | **$1,751,729** | | $0 | **$67,500** |

**Total Request (Expended less Trade In)**

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**Notes:**

- 2015: $943,833
- 2016: $990,570
- 2017: $1,017,000
- 2018: $1,026,000
- 2019: $1,038,500
- 2020: $1,249,050
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<th>G/L Date</th>
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# Door County

## Accounts Payable Invoice Report

G/L Date Range 01/09/21 - 02/02/21

Report By Department - Batch - Vendor - Invoice

Summary Listing

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<tr>
<th>Invoice Number</th>
<th>Invoice Description</th>
<th>Status</th>
<th>Held Reason</th>
<th>Invoice Date</th>
<th>Due Date</th>
<th>G/L Date</th>
<th>Received Date</th>
<th>Payment Date</th>
<th>Invoice Net Amount</th>
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<td></td>
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<td><strong>Vendor 22258 - ADVANCED AUTO PARTS</strong></td>
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<tr>
<th>Invoice Number</th>
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<th>Sub-Department</th>
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<th>Received Date</th>
<th>Payment Date</th>
<th>Invoice Net Amount</th>
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Vendor Totals:
- 8270 - DOOR COUNTY CO OPERATIVE: 1 invoice, $503.34
- 8520 - DOOR COUNTY HARDWARE COMPANY: 1 invoice, $426.16
- 10370 - EVENSON LAUNDRY & DRY CLEANERS: 1 invoice, $188.00
- 12842 - FIRST SUPPLY GREEN BAY: 1 invoice, $919.12
- 3487 - FLS BANNERS: 1 invoice, $119.90
- 22031 - FRONTIER COMMUNICATIONS OF WI: 1 invoice, $214.73
- 13028 - GLOBAL CHEMICALS INC: 1 invoice, $209.71

Vendor Sub-Department Totals:
- 37 Facilities & Parks: Invoices 1, 0

Run by Denise Denil on 02/02/2021 02:25:01 PM
<table>
<thead>
<tr>
<th>Invoice Number</th>
<th>Invoice Description</th>
<th>Status</th>
<th>Held Reason</th>
<th>Invoice Date</th>
<th>Due Date</th>
<th>G/L Date</th>
<th>Received Date</th>
<th>Payment Date</th>
<th>Invoice Net Amount</th>
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<tbody>
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<td>977791333</td>
<td>Refinishing Grates in ADRC/EMS Garage</td>
<td>Paid by Check #680222</td>
<td>37 Facilities &amp; Parks</td>
<td>01/19/2021</td>
<td>02/01/2021</td>
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<td>02/02/2021</td>
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<td>Washing Island facilities EMS propane</td>
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<td>02/01/2021</td>
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<td>janitorial supplies</td>
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Vendor 12320 - GRAINGER
Sub-Department 37 Facilities & Parks
Vendor 13242 - HANSEN PROPANE COMPANY OF WASHINGTON ISLAND LLC
Sub-Department 37 Facilities & Parks
Vendor 12996 - HUTCHINSON PROPERTY SERVICES
Sub-Department 37 Facilities & Parks
Vendor 810 - MCMASTERS CARR SUPPLY COMPANY
Sub-Department 37 Facilities & Parks
Vendor 19233 - O'REILLY AUTO PARTS #4365
Sub-Department 37 Facilities & Parks
Vendor 26520 - RENT A FLASH OF WISCONSIN INC
Sub-Department 37 Facilities & Parks
Vendor 15069 - STAPLES ADVANTAGE
Sub-Department 37 Facilities & Parks

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### Accounts Payable Invoice Report

**G/L Date Range**: 01/09/21 - 02/02/21

**Report By Department - Batch - Vendor - Invoice Summary Listing**

<table>
<thead>
<tr>
<th>Invoice Number</th>
<th>Invoice Description</th>
<th>Status</th>
<th>Held Reason</th>
<th>Invoice Date</th>
<th>Due Date</th>
<th>G/L Date</th>
<th>Received Date</th>
<th>Payment Date</th>
<th>Invoice Net Amount</th>
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<td>15069 - STAPLES ADVANTAGE</td>
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**Department**

37 Facilities & Parks

**Grand Totals**

| Invoices | $50,119.20 |

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