AGENDA:

1. Call Meeting to Order
2. Pledge of Allegiance to the Flag
3. Roll Call by County Clerk
4. Review, and Revise and/or Reaffirm the Rules of Order and Duties of Committees
   - Proposed Changes to Rules of Order
   - Rule of Order 5. Agenda
   - Rule of Order 8. A. Regular Meeting Agenda 5. Correspondence
   - Rule of Order 13. Consent to Speak
   - Rule of Order 15. Motions
   - Rule of Order 27. Public Addressing Board, B. Public Comment
   - Legislative Committee Duties
   - Agenda Order
5. Presentation of Agenda
6. Correspondence
   - Unassigned Fund Balance
   - Door County Coastal Byway Council Letter
   - P. Kwiatkowski Email 3-29-21
   - Governor Ever’s Office Email 3-31-21
   - D. Freix Email 4-13-21
   - R. Stollenwerk Email 4-15-21
7. Public Comment
8. Supervisors Response
9. Minutes of March 23, 2021 Regular Meeting
10. County Administrator
    - Monthly Report on Operational and Capital Projects
11. Pending Business/Updates
    - Reconsideration of Resolution 2021-31 – Diversity, Equity, and Inclusion – Racism is a Public Health Crisis
    - Ordinance 2021-09 - Rescission of Amendatory Ordinance 2021-05 - Chapter 11.05 Door County Code - All Terrain Vehicles & Utility Terrain Vehicles Routes
12. Resolutions
    - 2021-32 Approval of Gift, Grant and/or Donation to the Sheriff’s Office
    - 2021-33 Acceptance of WIS DOA CDBG-HSG Award
    - 2021-34 Vacate / Convey Part of Former CTH N Right-of-Way
    - 2021-35 2020 Carry Forwards from General Fund Accounts
    - 2021-36 Door County Government Facility Project on Washington Island
    - 2021-37 Transfer of Non-Budgeted Funds Under § 65.90, Wis. Stats.- Development of Residential Option(s) for Sexually Violent Persons on Supervised Release per § 980.08, Wis. Stats.
    - 2021-38 Ellison Bluff County Park – Road Paving Project, Transfer of Non-Budgeted Funds
    - 2021-39 Appointments to Committees, Commissions and Board
13. Ordinances
14. Special Reports
    - Door County Housing Authority Annual Report 2020
    - 2020 Department Annual Reports (in Reports & Misc. Folder on County website)
15. New Business
16. Oral Committee Reports
17. Review Committee Minutes
18. Review Vouchers, Claims and Bills
19. Announcements
    - Next Regular County Board Meeting – May 25, 2021 – 9:00 a.m.
    - WCA Annual Conference – September 26 - 28, 2021 – La Crosse, WI
20. Adjourn
Proposed Changes to Rules of Order – Governing the Door County Board of Supervisors

❖ Rule of Order 5. Agenda.
   A. All items to be part of the agenda shall be in possession of the Administrator before noon on the sixth (6th) day prior to the scheduled board session.
   B. Agenda items must be germane to and fall within the County’s statutory authority, responsibilities and roles.

❖ Rule of Order 8. A. Regular Meeting Agenda 5. Correspondence
   5. Correspondence *
      Place the following at the bottom of Par. 8:
      *Correspondence included with the agenda packet is limited to matters that are germane to an agenda item and fall within the County’s statutory authority, responsibilities and roles. If pertains to an item on the agenda, must be in possession of the Administrator before noon on the sixth (6th) day prior to the scheduled board session to be included with the agenda packet. Additional correspondence will be accepted up until noon the day prior to the meeting, it will be provided to all supervisors, however, it will not be included in the agenda packet.

❖ Rule of Order 13. Consent to Speak / Participating in Debate
   A. A member must be recognized by the Chairperson before speaking (e.g., introducing a resolution or ordinance, making a motion, or debating a question).
   B. No member may speak more than twice, or longer than three (3) minutes the first time and two (2) minutes the second time, on the same motion.
   C. No member is entitled to be called on to speak a second time in debate on the same motion until everyone who is seeking recognition has had their first opportunity to speak.
   D. Discussion must be limited to the merits of the specific motion that is being debated, not the general subject.
      A member desiring to introduce a resolution, a motion, or to speak on or debate a question, when recognized by the Chairperson, shall confine his/her remarks to the subject. A member desiring to speak a second time on the same subject or questions, shall be limited to two (2) minutes. All debates shall be subject to the discretion of the Chairperson.

❖ Rule of Order 15. Motions.
   A. Motions should be reduced to writing and read by the County Clerk and seconded before debate or vote.
   B. Motions and seconds may be withdrawn prior to amendments by the authors. A motion containing more than one (1) question may be divided.
   C. Motions to Amend:
      1. Must be germane (i.e., closely related to or having bearing on the subject of the thing to be amended). This means that no new subject can be introduced under pretext of being an amendment.
      2. That create a fiscal impact, which is defined as an unbudgeted expense per Sec. 65.90, Wis. Stats.
         a. The item shall be postponed to the next succeeding meeting or,
         b. If the item is timely, requires a 2/3 vote to pass at the same meeting if the fiscal impact can be properly determined, and
         c. The Finance Director or Administrator is to determine whether a proposed amendment has a fiscal impact and, and if so, the estimated amount.
      3. If results in substantive change, consideration of the matter may be postponed (until later in the same meeting or the next succeeding meeting).
      4. If adopted, the Administrator or Finance Director will report back at the next succeeding meeting as to any unplanned allocation or consumption of internal (human and other) resources that results from the amendment.

❖ Rule of Order 27. B. Public Addressing the Board
   B. Public comment is limited to matters that are germane to an agenda item and fall within the County’s statutory authority, responsibilities and roles within the jurisdiction of the County Board or its sub-units.
The goal of the Legislative Committee is to represent Door County’s interests to the state and national governments. To that end they will:

1. Review matters of legislative nature submitted by County Board members, departments, community sources, Wisconsin Counties Association, or from other counties or municipalities to determine whether the matter is:
   a. Important to Door County’s mission.
   b. Appropriate for county government action.
   c. Relevant.
   d. Timely.
   e. Necessary.
   f. Able to be influenced.

2. Refer matters to the appropriate oversight committee.

3. Consider and plan to implement advocacy strategies for submittal to the approval of the County Board that will:
   a. Benefit the county.
   b. Be in the county’s best interests.
   c. Be likely to be effective.
   d. Be practical.
   e. Be likely to win the County Board’s support.

4. Serve as a liaison to state and federal legislators on positions which the Door County Board may choose to take.

5. Keep the County Board apprised of key issues on which they might choose to advocate as individuals.

6. Review and/or submit legislative material for the Door/Kewaunee Legislative Days.

7. Annually forward resolutions to be considered by the WI Counties Association.

8. Meet as often as necessary to review matters received and present items for County Board action.

Agenda items must be germane to and fall within the County’s statutory authority, responsibilities and rules.
1. **Regular and Statutory Meetings**

   All regular and statutory meetings shall be held at 9:00 A.M. or at the call of the County Board Chairman at the Door County Government Center. Regular meetings shall be held on the 4th Tuesday of each month. The Sec. 59.11(1)(c), Wis. Stats. organizational meeting shall be the 3rd Tuesday of April. The Sec. 59.11(1)(a), Wis. Stats. annual meeting shall be the Tuesday after the 2nd Monday of November.

2. **Special Meetings**

   Special meetings may be called by the Chairperson, or in the manner prescribed by Sec. 59.11(2), Wis. Stats. In all cases the notice shall give the time, place and purpose of the meeting at least forty-eight (48) hours in advance.

3. **Quorum**

   A majority of the entire membership elected to the Board shall constitute a quorum. A quorum must initially be established, and continue to exist, in order for a board, commission, or committee to transact business.

4. **Presiding Office**

   The Chairperson shall preside at all meetings of the Board. The Vice-Chairperson shall preside at all meetings of the Board in the absence of the Chairperson or at the Chairperson’s request. When both are absent, the Clerk shall convene the meeting and the Board shall elect one of its members as temporary Chairperson.

   The County Clerk shall preside (as benevolent dictator) at the organizational meeting, until the County Board Chairperson and Vice Chairperson are elected. The Chairperson shall then take the chair.

5. **Agenda**

   All items to be a part of the agenda shall be in possession of the Administrator before noon on the sixth (6th) day prior to the scheduled Board session.

6. **Presentation of Agenda**

   At each session the agenda shall be submitted by the Chairperson and approved by the Board before proceeding with the meeting.

   Any resolution, ordinance or business to be added to the agenda must be of an emergency nature and be approved by a majority of the members present before becoming part of the agenda, a two (2) hour notice is required per Sec.19.84(3) Wis. Stats.

7. **Organizational Meeting Agenda**

   A. **Organizational Meeting**

      1. Call to order [County Clerk in Chair]
      2. Pledge of Allegiance to the Flag
      3. Roll Call
      4. Oath of Office
      5. Election of the Chairperson of the Board
      6. Election of the Vice-Chairperson of the Board
      7. Review, Revise and Adopt the Rules of Order and Duties of the Standing Committees
      8. Election of the Highway Committee: The Five Member committee shall consist of one (1) member North, one (1) member South, one (1) member City of Sturgeon Bay and two (2) members at large, (not more than two members are to represent each area. The County Board shall then elect one (1) of the five members as Chairperson.)
         a) Ballots cast for the Highway Committee and Highway Committee Chairperson by each County Board Supervisor will not be by secret ballot, but shall be signed on the back with his/her name. [Vote totals shall be announced after each round of voting under A. 5., 6., and 8. supra.]
      9. Appointment of the Standing Committees shall be made by the Chairperson in consultations with a Committee on Committees appointed by him/her. Committee selections shall be announced on the same day of the Organizational Meeting.
      10. Continue with No. 4 of Regular Meeting Agenda.
8. Regular Meeting Agenda
   A. Regular Meeting
   1. Call to order
   2. Pledge of Allegiance to the Flag
   3. Roll Call
   4. Presentation of Agenda
   5. Correspondence
   6. Public Comment
   7. Supervisor’s Response
   8. Administrator’s Monthly Report
   9. Approval of minutes of previous meeting
   10. Pending Business
   11. Resolutions
   12. Ordinances
   13. Special Reports
   14. New Business
   15. Oral Committee Reports
   16. Review Committee Minutes
   17. Review Vouchers, Claims and Bills
   18. Announcements
   19. Per Diem Code
   20. Adjourn

9. Term of Office
   The term of Chairperson and Vice-Chairperson shall be for two (2) years (Sec. 59.12 Wis. Stats.). All standing committees, elective or appointive, shall serve a one (1) year term unless the Wisconsin Statutes provide otherwise. Changes in committee names and structure shall be subject to the approval of a majority vote of the entire membership.

10. Committees
    There are four types of committees: Standing, Statutory, AdHoc and Other. Committee appointments. Committees shall be established upon adoption of a resolution designating the name, number, purpose and term. Members shall be appointed by the County Administrator and/or Chairperson and confirmed by the Board. An AdHoc committee shall be dissolved upon completion of the purpose for which the committee was appointed.

11. Vouchers, Claims and Bills
    Department Heads shall screen all bills and invoices and prepare vouchers.
    Vouchers (along with the bill or invoice) shall be submitted to the Finance Department by 4:30 p.m. on the first and third Wednesday of each month for payment. Payment may then be made by the Finance Director semi-monthly.
    The Finance Department will, on a semi-monthly basis, prepare a listing of all payments to be made. This listing is intended as, and will be deemed, an order for payment per Sec.’s 59.23(2)(c) & 59.25(3)(b) Wis. Stats. and will be signed by the County Clerk and counter-signed by the County Board Chairperson, and then filed with the County Clerk. A copy of the listing(s) will be provided to the oversight committee on a monthly basis.

12. Voting
    All members of the Board shall vote on all questions except when excused or because of conflict of interest. All questions will be resolved by majority vote of those members voting (provided a quorum is present) except when the Rules of Order or Wisconsin Statutes provide otherwise.
    In the absence of a unanimous vote or unanimous consent on a question, a recorded vote is required.

13. Consent to Speak
    A member desiring to introduce a resolution, a motion, or to speak on or debate a question, when recognized by the Chairperson, shall confine his/her remarks to the subject. A member desiring to speak a second time on the same subject or questions, shall be limited to two (2) minutes. All debates shall be subject to the discretion of the Chairperson.

14. Referral of Correspondence or Reports
    The Chairperson may refer correspondence and reports to committee as he/she determines unless a specific motion is made from the floor.
15. Motions
Motions should be reduced to writing and read by the County Clerk and seconded before debate or vote. Motions and seconds may be withdrawn prior to amendments by the authors. A motion containing more than one (1) question may be divided.

16. Resolutions
All resolutions appearing on the agenda and submitted for approval shall contain thereon a number, title and the names of sponsoring committee(s) and supervisor(s) or individual supervisor(s) with concurrence of the County Board Chairperson.

17. Committee Reports
Committee reports, unless otherwise excused, shall be given by the committee chairperson or in his/her absence by another member of the committee.

18. Ordinances
Any ordinance to be submitted for consideration for adoption by the Board shall be placed on the agenda as herein prescribed and shall bear the signature(s) of its sponsor, either a member, a committee, or a joint committee of the Board. All ordinances, except zoning ordinances, including amendments thereto, authorized by Sec..59.69, Wis. Stats., shall be considered for adoption in the following manner:
A. The ordinance shall be presented to the Board for a reading. Reading the title of the ordinance at the Board meeting shall constitute the reading, if the ordinance is provided in written form to each of the Board members before the meeting at which the ordinance is to be taken up.
B. Following the reading and if no substantive changes are made to the ordinance, the ordinance may be enacted by a majority roll call vote of the members voting. (Punctuation and spelling corrections do not constitute substantive changes.)
C. If substantive changes are made to the ordinance, the ordinance shall be laid over to the subsequent meeting of the Board for a second reading. Reading the title of the ordinance at the Board meeting shall constitute the second reading, if the ordinance in revised form is provided in written form to each of the Board members before the meeting at which the ordinance is again to be taken up.
D. Following the second reading, the ordinance may be further amended. When all amendments, if any, have been acted upon, the ordinance may be enacted by the majority roll call vote of the members voting. Such ordinances shall be in effect the day following publication, unless otherwise specified.
E. Newly created zoning ordinances shall be considered for adoption as prescribed in ss.59.69(5)(a) and (b), Wisconsin Statutes, shall be considered for adoption in the following manner:
1. A petition for amendment may be made as specified in ss.59.69(5)(e) 1. and 2. Wisconsin Statutes.
2. Upon completion of procedures as specified in ss.59.69(5)(e) 1. and 2. Wisconsin Statutes, the committee of the Board designated to act in such matters shall, by way of a written report, recommend to the Board, subject to ss.59.69(5)(e) 3., Wisconsin Statutes, an action to take in the matter. The recommendation may be to approve of the petition, approve of a modified version of the petition, or to disapprove of the petition.
3. If the recommendation is to approve of the petition or a modified version of it, the committee shall draft an ordinance which would effectuate the committee’s determination and submit to the Board the ordinance at the same time as the committee’s recommendation.
4. After review of the committee’s recommendation, the Board shall then act upon the ordinance as submitted by the committee. The ordinance, as submitted or as amended by the Board, may be adopted by majority roll call vote of the members voting, except as provided by ss.59.69(5)(e)5., Wisconsin Statutes.
5. If the recommendation is to disapprove of the petition, the Board shall act upon the recommendation, either accepting or rejecting the disapproval recommendation. A majority roll call vote of the members voting shall determine the result.
(a) If the Board accepts the disapproval recommendation, the petition is hereby dismissed.
(b) If the Board refuses to deny the petition for amendment as recommended it shall refer the petition to the committee with directions to draft an ordinance to effectuate the petition and report the ordinance back to the Board which may then enact or reject the ordinance as provided in ss.59.69(5)(e) Wisconsin Statutes.
F. Ordinances shall be in effect the day following publication unless otherwise specified. *Note: Having the ordinance in printed form two (2) days before a meeting date shall qualify for the informal reading by the reading of the title.
19. **Non-Budget Items [Sec. 65.90 Wis. Stats.]**
Any action involving any sum other than the amount provided for in the budget, or approved by the Finance Committee under Budget Intra-Transfers, shall be required to have a two-thirds (2/3) vote of the entire membership of the Board.

All resolutions under this rule shall be submitted by the Finance Committee. Said resolutions (or addendum) shall provide members sufficient detailed information on fiscal impact, project revenue, expense effect on tax rate and other relevant information, when available.

20. **Previous Question**
When a reasonable time for debate on a motion has elapsed, it may be in order to move for the previous question. If seconded and carried by a vote, the vote on the question shall immediately follow.

21. **Reconsideration**
It may be in order for any member voting with the prevailing side to move for reconsideration of the question at the same or succeeding session.

22. **Roll Call Vote**
When a roll call vote is statutory or required by the Rules or Order, it shall be announced as a “Roll Call Vote” before voting takes place via electronic balloting, i.e.: using the Voter Board. If the Voter Board malfunctions, the County Clerk will call for a roll call vote. If a member requests a roll call vote on any question, it shall be granted before the decision of the Chairperson is announced. There shall be no interruption during roll call.

23. **Method of Roll Call**
Roll call voting shall be in succession with all members voting as called. Each roll call vote shall begin with the member alphabetically following the first member called in the preceding vote.

A member not in the room and not excused for the session shall vote before the Chairperson announces the result.

24. **Budget Inter-Transfers**
A two-thirds (2/3) vote of the entire membership of the Board is necessary when transferring funds from one department or account to another. A roll call vote is required. (Statute 65.90).

25. **Budget Intra-Transfers [Sec. 65.90 Wis. Stats.]**
   A. The Finance Committee is authorized to transfer funds between budgeted items of an individual county office or department pursuant to and in accordance with Sec. 65.90(5) Wis. Stats., or as subsequently amended or revised and subject to Paragraph 2 below.
   B. Any transfer of funds between budgeted items of an individual county office or department that exceeds $10,000 is subject to prior approval by the County Board of Supervisors.

26. **Out of Order**
A member, when declared out of order by the Chairperson, shall immediately submit to the ruling of the Chair unless an appeal is made and permission granted by a majority vote of the members present.

27. **Public Addressing the Board**
The public notice of a meeting of the County Board or its sub-units may provide for a period of public comment during a meeting. During such a period the Board or a sub-unit may receive information from members of the public and may, to a limited extent, discuss any matter raised by the public. It is advisable to limit discussion (if any) of the subject and to defer any extensive deliberation to a later meeting for which more specific notice can be given. No formal action may be taken on a subject raised in the public comment period, unless that subject is also identified in the meeting notice.

Reasonable rules governing the conduct of a period of public comment, for County Board or its subunits, includes the following:
   A. A public comment period is limited to no more than thirty (30) minutes. The maximum time allotted to each speaker is three (3) minutes. A speaker may not yield or reserve their time to another speaker.
   
   B. Public comment is limited to matters that are germane to or within the jurisdiction of the County Board or its sub-units
   
   C. Public comment is not allowed as to matters that have been the subject of a public hearing (e.g., amendatory zoning ordinances) or quasi-judicial hearings.
D. Public comment is on a first-come-first-serve basis. A speaker must be present in person. Speakers must sign in before speaking. If time remains after the public comment period, the chairperson may ask if anyone wishes to make a public comment that did not have a chance to sign-in.

E. A speaker must get recognition from the chairperson before speaking, state their name, and address remarks to the chair.

F. To prevent cumulative and repetitive comments, the chairperson may, in her or his discretion, provide for the designation of spokespersons for groups of persons supporting or opposing the same positions.

G. Chairperson may provide for the maintenance of order and decorum in the conduct of the public comment period.
   1. Maintaining order includes keeping speakers to their allotted time, controlling others from interrupting the speaker who has the floor, and preventing speakers from otherwise disrupting the meeting (e.g., clapping or shouting).
   2. Maintaining decorum includes encouraging speakers to be courteous and respectful. The use of obscene, profane language or gestures will not be tolerated.

If order and decorum is not maintained, the chairperson may terminate a period of public comment.

H. The purpose of the public comment period is to give persons an opportunity to inform the governing body about their views. The meeting itself belongs to the governing body. The public does not participate in decision-making. Instead, it provides input to the governing body, which takes the input into consideration in making its decisions.

28. Adjourn or Recess
   A motion to adjourn or recess shall be in order at any time except when a member has the floor or when the Board is voting.

29. Suspension of Rules
   These rules may be suspended by a majority roll call vote of the entire membership unless unanimous consent is given.

30. Amending Rules
   These rules may be amended at any regular session of the Board by a majority vote of the entire membership.

31. Elections
   A. The County Board Chairperson and Vice-Chairperson shall be elected consistent with Sec.’s 19.88 and 59.12 Wis. Stats. as follows:
      • By unsigned ballot;
      • Nominations - Each County Board Supervisor shall cast a nomination ballot;
      • Election - Each County Board Supervisor shall cast an election ballot;
      • Voting continues until one nominee achieves a majority of the County Board Supervisors present (if a quorum exists).
   B. Members of the Highway Committee and the Highway Committee Chairperson shall be elected consistent with Sec. 83.015 Wis. Stats. as follows:
      • By signed ballot;
      • Nominations - Each County Board Supervisor shall cast a nomination ballot;
      • Election - Each County Board Supervisor shall cast an election ballot;
      • Voting continues until one nominee achieves a majority of the County Board Supervisors present (if a quorum exists);
      • For a term of two (2) years.

32. Rules of Order
   The Rules of Order as adopted shall govern the proceedings of the Board, except as may be contrary to Wisconsin Statutes; in such event, the State Statutes shall prevail. Roberts Rules of Order (current and authorized edition) shall apply in those areas these Rules do not cover.
33. Executive Sessions
A. All anticipated executive sessions shall be so stated in the published agenda. When items are of an emergency nature, an executive session notice shall be given a minimum of two (2) hours prior to such sessions.
B. All Executive Sessions must be noticed according to Wisconsin Statute 19.85. The Corporation Counsel should be consulted for the proper exception notification.
C. The Chairperson must read the entire noticed reason before requesting a motion to move into an executive session.
D. A motion and a second stating the reason for said session must be adopted by majority roll call vote, prior to excusing all but elected supervisors from the Board Room, and those requested to remain.
E. Procedures in Closed Session:
   a. Consistent with the statutory exception for the closed session, the Chairperson shall announce in closed session, prior to proceeding, the anticipated process or procedures, which will occur in the closed session.
   b. By consensus, the Committee will have to agree to the Chairperson’s proposed procedure.
   c. If no consensus is reached, the Committee shall decide how the Committee shall proceed.
F. A Committee may not reconvene into open session until twelve (12) hours have elapsed (and proper notice given), unless the subsequent open session was noticed at the time of the notice of the meeting, convened prior to the closed session. (See: Section 19.85(2), Wis. Stats.)
G. Recommendation/Decisions in closed session should be made in open session.
H. A Supervisor is excluded from closed or “Executive” Sessions of a subunit of County Board, of which the supervisor is not a member. However, they may be included with the subunit chairperson’s prior consent. A supervisor permitted to be present is honor bound, and is subject to disciplinary action for failure to preserve the confidentiality of the proceedings.

34. Contract
Rules of Order 34, Contracts-Amendment:
All contracts are subject to review by the Corporation Counsel and County Administrator. Any contract with a term in excess of three (3) years is subject to review and approval by the County Board, except Non-Commercial Hangar Site Lease Agreements, not to exceed 10 years, may be approved by the oversight committee. A majority vote of the total membership is required for approval. Any Invitation to Bid, Request for Proposal or Solicitation of Contract (rental, lease, agreements, services) and related processes or procedures shall be reviewed and approved by the Corporation Counsel prior to any award by Committee, Board or Commission.

35. Nepotism
Members of the Door County Board of Supervisors shall not participate in discussions or vote at County Board meetings or committee meetings on matters involving the hiring, compensation, promotion or discipline of a member’s wife, husband, father, mother, guardian, sister, brother or children.

36. New or Altered Program
Whenever any County department starts or significantly alters a new or existing program or project, which will require the expenditure of more than $25,000 in any given year, regardless of the source of funding, said department will advise the County Board in writing, through the Board Chairperson, of the reason(s) for the new or significantly altered program or project and the source and level of funding.

37. Unanticipated Revenue
Unanticipated revenue (i.e., revenue not stated in a budget) may only be expended as set forth in Sec. 65.90 Wis. Stats.

38. Donations, Gifts or Grants
A Department may accept donations, gifts or grants in amounts up to $999.00. An oversight committee may accept donations, gifts or grants in amounts up to $4,999.00. County Board shall be provided notice of any donation, gift or grant equal to or in excess of $5,000.00 prior to acceptance. An itemized report of all donations, gifts or grants shall be submitted to the County Board on an annual basis.

39. Ethical Principles
(per Ordinance 2010-04; 4/20/10)
These ethical principles apply to any county (appointed or elected) public official, candidate for county public office and county employee.
The ethical county official, employee and candidate should:
   • Properly administer the affairs of the county.
• Promote decisions which only benefit the public interest.
• Actively promote public confidence in county government.
• Keep safe all funds and other properties of the county.
• Conduct and perform the duties of the office diligently and promptly dispose of the business of the county.
• Maintain a positive image to pass constant public scrutiny.
• Evaluate all decisions so that the best service or product is obtained at a minimal cost without sacrificing quality and fiscal responsibility.
• Inject the prestige of the office into everyday dealings with the public employees and associates.
• Maintain a respectful attitude toward employees, other public officials, colleagues and associates.
• Effectively and efficiently work with governmental agencies, political subdivisions and other organizations in order to further the interest of the county.
• Faithfully comply with all laws and regulations applicable to the county and impartially apply them to everyone.

The ethical county official, employee and candidate should not:
• Engage in outside interests that are not compatible with the impartial and objective performance of his or her duties.
• Improperly influence or attempt to influence other officials to act in his or her own benefit.
• Accept anything of value from any source which is offered to influence his or her action as a public official.

The ethical county official, employee and candidate accepts the responsibility that his or her mission is that of servant and steward to the public.

A county official, employee and candidate may be subject to censure or reprimand by the County Board or its designee, for violation of these ethical principles.

40. Cell Phones
Cell phones shall be maintained on silent or vibrate during County Board meetings, audible ring tones are prohibited. A donation of $25.00 (to the Door County United Way) will be collected from a Supervisor if their cell phone rings during a County Board meeting.

41. Minutes
The record of the proceeding of County Board and its sub-units is the minutes. The minutes should contain mainly a record of what was done at the meeting, not what was said by the members or others. A verbatim record is not necessary or advisable. [See: §19.88(3), Wis. Stats. and §59.23(2)(a) & (b), Wis. Stats. and Roberts Rules of order 10th Edition §48, pp. 451-458]
I. **Committee Organization**
   A. The first member listed on any committee shall be the Chairperson. The Chairperson shall appoint a secretary to record minutes of all the committee meetings. Each committee should elect a Vice-Chairperson.
   B. The County Board Chairperson, Vice Chairperson, or other person designated to perform the Chairperson’s duties, is an ex-officio member of all committees. An ex-officio member has the same rights and privileges as, but none of the obligations of, all other members. Generally an ex-officio member does not have the right to vote and should not be counted in determining the number required for a quorum or whether a quorum is present at a meeting. If a quorum is not present at a meeting, then an ex-officio member may be counted in determining whether a quorum is present and may vote.

II. **Quorum**
   A. A majority of the entire membership elected to the committee shall constitute a quorum. A quorum must initially be established, and continue to exist, in order for a committee to transact business.
   B. If for some reason a member is unable to attend a Committee or County Board meeting, let the Chairperson or department head know.

III. **Per Diem and Expenses**
   A. Recognizing that the Door County Board of Supervisors exercises legislative, administrative and policy making powers, the following rules cover the payment of per diem and expenses.
   B. Requests for payment shall be presented, on an approved form, to the County Board Chairperson, Committee Chairperson, or County Clerk, for approval.
   C. Requests for payment should not be submitted, and payment will not be authorized, unless the requester attended at least 30 minutes of the meeting.
   D. Requests for payment should not be submitted, and payment will not be authorized except for mileage reimbursement, for any meeting if a quorum is not established.

[IV. - VI. Effective April 17, 2018 (Per Resolution 2017-70)]

IV. **Compensation**
   A. Each Supervisor shall be paid by the County as follows:
      1. A daily per diem rate of one-hundred fifty dollars ($150.00) for County Board meeting that s/he actually attends.
      2. Fifty dollars ($50.00) plus an hourly rate of twenty five dollars ($25.00) for each hour above one-hour (up to eight-hours / $225.00 per day) that s/he actually attends, including:
         a) a meeting (i.e., a timely noticed and properly convened meeting, with a quorum present) of a sub-unit (i.e., commission, committee, or board) of the County Board of which they are a member or an invitee (i.e., expressly invited or authorized to attend by the sub-unit’s chairperson on a matter within the authorized concern of the sub-unit);
         b) a meeting of a commission, committee or board of another local unit of government or the state as an invitee (i.e., expressly invited to attend by the commission’s, committee’s or board’s chairperson and authorized in advance in writing to attend by the County Board Chairperson or her/his designee);
         c) face-to-face meetings with County (or other local unit of government, state, or federal) officials or employees if related to official County business and authorized in advance and in writing by the chairperson of the sub-unit or, in the case of a chairperson of a sub-unit, the County Board Chairperson or designee;
         d) an official legislative, administrative, or court proceeding or hearing, in which s/he is directed or required to take part, in their official capacity as a Supervisor;
         e) the Wisconsin Counties Association’s (“WCA”) Annual Conference;
         f) the WCA’s Annual Legislative Exchange; or
         g) the biennial Door/Kewaunee County Legislative Days.
h) DCEDC Annual Meeting/Luncheon (No compensation … meal only)

3. Twenty-five dollars ($25.00) per hour for all hours (up to eight (8) hours / $200.00 per day) that s/he attends any other conference, convention, institute, meeting, school, training session, or workshop *provided* funds have been appropriated for their attendance or their attendance is approved in advance by the Administrative Committee and Finance Committee.

4. Hourly Rates will be prorated as follows:
   a) The hourly rate is to be prorated at twelve dollars and fifty cents ($12.50) per one-half hour.
   b) Any fraction of an hour shall be rounded (up or down) to the nearest half-hour.

5. A Supervisor may only receive compensation under. IV. A. 1. (i.e., is not allowed pay under IV. A. 2. or 3.) on days that the County Board meets.

6. The hourly rate of twenty five dollars ($25.00) will be paid for time spent (portal-to-portal) in out-of-county travel under, and subject to the same limitations as, IV. A. 2. & 3.

B. Additional compensation for the Chairperson/Vice-Chairperson

1. The County Board Chairperson will receive a monthly allowance of eight hundred and fifty dollars ($850.00) per month.

2. The County Board Vice-Chairperson will receive the applicable per diem and reimbursement if filling in for the County Board Chairperson or asked to attend a meeting by the County Board Chairperson.

3. A chairperson of a sub-unit (i.e., committee, commission, or board) of the County Board will receive an additional allowance of twenty dollars ($20.00) per meeting.

V. Reimbursement for Expenses (Authorized Meal, Mileage, Lodging and Registration Expenses)

The reimbursement for expenses currently established will change, for ensuing terms, as follows:

[V. - VII. Effective April 21, 2020 (Per Resolution 2019-70)]

A. Each supervisor will be allocated up to two thousand dollars ($2,000) annually, (April 1 to March 31), for authorized expenses (i.e., meal, lodging and registration) actually incurred and related to approved conferences, conventions, institutes, schools, seminars, training or workshops. Mileage is addressed separately in Par. II. B. below.

1. Authorized meal expenses, incurred by a Supervisor shall be reimbursed as set forth in Door County’s Administrative Manual (Section 2.15 Expense Reimbursement, A. Meal Expenses, 1.-3.).

2. Authorized lodging expenses, incurred by a Supervisor shall be reimbursed as set forth in Door County’s Administrative Manual (Section 2.15 Expense Reimbursement, D. Lodging).

3. Authorized registration expenses, incurred by a Supervisor shall be reimbursed as set forth in Door County’s Administrative Manual (Section 2.15 Expense Reimbursement, E. Registration Fees).

Per Diem (per paragraph IV. A. above) for approved conferences, conventions, institutes, schools, seminars, training or workshops, counts toward the two thousand dollars ($2,000) limit in paragraph V.A. above.

The County Ambassador Program is exempt from, and does not count toward, the two thousand dollar ($2,000) limit in paragraph V.A. above.

Funds not used by the end of a year will be returned to the General Fund. A supervisor may only exceed the annual allocation with prior approval of the County Board.

B. Mileage (§ 59.10(3)(g), Wis. Stats.)

1. Each supervisor shall receive mileage for each mile traveled in going to and returning from approved conferences, conventions, hearings, institutes, meetings, proceedings, schools, seminars, training or workshops by the most usual traveled route at the rate established by the County Board under § 59.22 Wis. Stats. as the standard mileage allowance for all County employees and officers (See: Door County’s Administrative Manual - Section 2.15 Expense Reimbursement, B. Mileage).
2. Mileage reimbursement is to be calculated from the Supervisor’s residence or their work location within Door County. If a Supervisor’s work location is outside of Door County, mileage reimbursement will be calculated from the County line.

C. Supervisor Residing on Washington Island:
   1. Is eligible to be reimbursed for one round-trip ferry ticket per day; and
   2. Will, if an overnight stay on the mainland is necessary due to a meeting, be eligible for reimbursement for in-county lodging expense and meal expense consistent with Par. II. A. 1. & 2. above.

This is in addition to, and not in lieu of, other compensation and reimbursement set forth herein.

D. Reimbursement can only be made for allowable expenses actually incurred.

VI. Compensation / Reimbursement Procedure
A. All requests for reimbursement must (as a condition precedent to payment) be timely submitted (to the Finance Department) on properly completed and fully executed reimbursement request form(s), accompanied by any required documentation.

B. These forms and instructions are available in the office of County Clerk, and the Finance Department.

VII. Miscellaneous
A. The above is intended, and should be deemed, to fix the compensation and reimbursement, establish additional compensation, and increase the number of days for which compensation and reimbursement may be paid for Supervisors as allowed under Ch. 59, Wis. Stats.

B. The above is intended, and should be deemed as, the different amount fixed as a maximum by the County Board for Highway Committee members as contemplated by § 83.015(1)(b), Wis. Stats.

C. The purpose of any function for which a Board member claims a per diem, mileage or other reimbursement, must be specifically stated and become part of the committee minutes and the voucher thereof, must be co-signed by another committee member and must be approved by the committee.

D. Whether board members, serving as members of an Ad-Hoc committee, shall receive compensation in the form of per diems, mileage or allowable expenses for attendance at Ad Hoc Committee meetings shall be determined at the time of the creation of the Ad Hoc Committee.

E. Joint Meetings (of two or more Boards or Committees)
   1. Calling of Joint Meetings
      a) The chairperson of each board, commission, or committee involved must agree to authorize a joint meeting.

   2. One Presiding Officer or Chairperson of a Joint Meeting.
       a) To be determined by consensus of the chairpersons of the Boards, commissions, or committees involved.

       b) Absent such consensus, to be determined by drawing straws.

       c) Eligible to receive additional compensation under IV. Compensation B.3.

   3. Quorum
       a) A majority of the entire membership of each board, commission, or committee involved in the joint meeting must be present.

F. Non-Members of the Door County Board of Supervisors
   1. Such members are eligible to receive per diem for any committee, commission or board meeting (i.e., a timely noticed and properly convened meeting, with a quorum present) of a sub-unit (i.e., commission, committee, or board) of the County Board of which they are a member.

   2. Such members are eligible for expense reimbursement as set forth in Door County’s Administrative Manual (Section 2.15 Expense Reimbursement).

VIII. Agenda and Minutes [Wisconsin's Open Meetings Law (Sec. 19.81 - 19.90 Wis. Stats) Applies]
A. Every meeting shall be preceded by public notice, consistent with Sec. 19.84 Wis. Stats. or as otherwise required by any other statute. Such public notice shall, at a minimum, be given in the following manner:
1. By communication from the chairperson or such person's designee to the public, to those news media who have filed a written request for such notices, and to the official newspaper (i.e., Door County Advocate).

2. By posting meeting notices in one or more places likely to be seen by the general public. As a rule, notice should be posted at three different locations within Door County.

3. Meeting notices may also be posted at the County's website as a supplement to other public notices, but web posting should not be used as a substitute for other methods of notice. If a meeting notice is posted on the County's website, amendments to the notice should also be posted.

4. Every public notice of a meeting of a governmental body shall set forth the time, date, place and subject matter of the meeting, including that intended for consideration at any contemplated closed session, in such form as is reasonably likely to apprise members of the public and the news media thereof.

5. The public notice of a meeting of a governmental body may provide for a period of public comment, during which the body may receive information from members of the public.

6. Public notice of every meeting of a governmental body shall be given at least 24 hours prior to the commencement of such meeting unless for good cause such notice is impossible or impractical, in which case shorter notice may be given, but in no case may the notice be provided less than 2 hours in advance of the meeting.

7. Separate public notice shall be given for each meeting of a governmental body at a time and date reasonably proximate to the time and date of the meeting.

B. The Chair of the committee, commission, or board, in coordination with the respective department head(s), is responsible for the preparation of an agenda for all meetings. The chairperson of the committee, commission, or board must approve the final agenda prior to distribution to other committee, commission, or board members.

C. The secretary of the committee, commission, or board shall be responsible for providing copies of such agenda to other committee members, forty-eight (48) hours prior to such meeting. An electronic or paper agenda shall be posted on a board for public inspection and note thereon the date and time of such posting and the name or initials of the person doing the posting. Likewise, an agenda shall be delivered to the County Clerk's Office.

D. Informational material for items identified on the agenda shall also be provided for review by the membership, when available, at the same time as forwarding the notice of the meeting to allow review and research by the committee members.

E. A full agenda (notice with supporting documents) shall be furnished to the Administrator as specified above.

F. Consistent with Sec. 19.88(3) Wis. Stats., the minutes must include the motions and roll call votes of each meeting. As long as the body creates and preserves a reasonably intelligible description of the essential substantive elements of every motion made, who initiated and seconded the motion, the outcome of any vote on the motion, and, if a roll-call vote, how each member voted, it is not required by the open meetings law to take more formal or detailed minutes of other aspects of the meeting. Although the minutes should also accurately reflect the substance of the meeting.

G. Other statutes outside the open meetings law, however, may prescribe particular minute-taking requirements for certain bodies and officials that go beyond what is required by the open meetings law. For instance, Sec. 59.23(2)(a) Wis. Stats. requires a county clerk to, among other things, keep and record in a book therefor true minutes of all the proceedings of the board; make regular entries of the board's resolutions and decisions upon all questions; record the vote of each supervisor on any question submitted to the board, if required by any member present; and perform all duties prescribed by law or required by the board in connection with its meetings and transactions.

H. Minutes of all meetings shall be filed with the County Clerk's Office within ten (10) days of the meeting.

IX. Authorization to Speak or Perform Limited Duties
A member of a standing, special committee, or commission may perform limited duties or speak for the entire committee or commission only when specifically authorized by the committee or commission.
X. Budget
The County’s annual budget process is governed by, and comports with, Sec. 65.90 Wis. Stats.

XI. Vouchers
Copies of Vouchers will be submitted to the appropriate over-sight committee for its information.

XII. Other
All Committees shall be governed by the same applicable rules adopted for the Door County Board. If there are no rules specified for a particular situation, Roberts Rules of Order (current and authorized edition) will apply.
PREAMBLE

The principal purpose here is to delineate, without limitation by reason of enumeration herein, the primary roles, responsibilities, and authority of Door County’s committees, commissions, and boards.

In any county that has a county administrator:

- The county administrator is the chief administrative officer of the county, and coordinates and directs all administrative and management functions of the county government not otherwise vested by law in boards or commissions, or in elected officers (See: Section 59.18 Wisconsin Statutes).

- The various county committees, commissions, and boards are policy making bodies only, determining the broad outlines and principles governing such administrative and management powers.

One objective here is to define and strike a balance between the administrative and management functions and policy making function of county government.

References to the Wisconsin Statutes or Wisconsin Administrative Code are to those in full force and effect on the date this document is approved or as thereafter amended or revised.

This document is subject and subordinate to the Wisconsin Statutes and Wisconsin Administrative Code.

FISCAL MATTERS APPLICABLE TO ALL COMMITTEES

1. Annual Budget

   The County Administrator and Finance Director will, annually, prepare a proposed budget for submission to the Finance Committee. The Finance Committee will review and approve or modify and approve the proposed budget, and then refer the same (in relevant part) to each departmental oversight committee. The oversight committees will review and approve or modify and approve the proposed budget, and refer the same to the Finance Committee. The Finance Committee will report the final proposed budget to County Board for consideration and action in accordance with Section 65.90 Wisconsin Statutes.

2. Capital Improvements ("C.I.P.")

   Each oversight committee is responsible for reviewing and approving all capital item requests, those that pertain to the CIP, prior to the departments submitting them for inclusion in the proposed CIP.

3. Payment Vouchers ("PV")

   Each oversight committee is empowered to review all proper claims and expenses for the departments.

4. Contracts / Agreements

   Contracts with a term greater than 1 year shall be approved by the oversight committee. Contracts with terms over 3 years or that were not part of the approved budget shall be recommended for approval to Finance Committee and the County Board.
DUTIES OF STANDING COMMITTEES

(7) Administrative Committee
Oversight for: Administrator, Corporation Counsel, Human Resources, Veterans, Child Support, County Clerk, Clerk of Court, Circuit Court and District Attorney

1. Oversight committee for the Administrator, Corporation Counsel, Child Support, Human Resources, County Clerk, Circuit Courts (Judges and Commissioners), Clerk of Courts, District Attorney, Register in Probate, and Veterans Service.
2. To review and (after County Board approval of the same) implement, aid in the enforcement of, and revise (subject to County Board approval) a County wide policy and procedure manual and/or employee handbook.
3. To review and establish or make changes to (subject to County Board approval) wages, benefits, hours, and other conditions of employment for County employees, appointed officials, and elective officers.
4. Review, develop and (after County Board approval of the same) implement and oversee compensation and expense reimbursement of County Supervisors and members of County Boards, Commissions, and Committees.
5. Responsible for position reviews (e.g., refill or reclassification requests) and, in conjunction with the Finance Committee, requests to establish new positions. The latter requests are subject to County Board approval.
6. The Administrative Committee shall have members serve on the Negotiating Team for collective bargaining purposes. In relation to the collective bargaining process, the Negotiating Team will establish goals and parameters, has the discretion (subject to the availability of funds) to retain outside professionals, and may tentatively approve the terms of any agreement reached by the Negotiating Team. Tentative agreements will be submitted to the County Board for ratification.
7. The Negotiating Team consists of the Administrator, Corporation Counsel and Human Resources Director and two members (and one alternate member) from the Administrative Committee. The Negotiating Team will provide periodic status updates to the Administrative Committee.
8. The Administrative Committee is designated as the Grievance Committee under Section 59.26 (8) (b) Wisconsin Statutes. This is an exclusive procedure, and not supplemental to the Section 66.0509 Wisconsin Statutes grievance procedure created by adoption of Resolution No. 2011-75.
9. All out of state travel, for conferences, conventions, seminars, meetings, or training, is subject to prior approval by the County Administrator. Each departmental oversight committee and the Administrative Committee shall be advised of any such approval.
10. Carry out any other policy making functions not assumed by any other board, commission or committee.

(5) Committee on Agriculture and Extension Education
Oversight for UW-Extension Department.

1. To serve as the committee on agriculture and extension education consistent with Section 59.56(3) Wisconsin Statutes.
2. Enter into joint employment agreements with the University Extension or with other counties and the University Extension for the employment of County Agents, with power to dismiss.
3. Act in an administrative and advisory capacity in all matters relating to the offices, duties, programs and activities of the various branches of the University Extension Department of the County.
4. Cooperate with other County departments, area or district activities and personnel and University Extension in those programs considered important to the economy of Door County.
5. Act as liaison between the Extension Office and the County Board and in that capacity confer with the department on a regular basis.
6. Extension work provided for in an act of congress that was approved on May 8, 1914 (38 Stat. 372) and all acts supplementary thereto.
7. Any other extension work that is authorized by local, state or federal legislation, including assistance with, providing for, and conducting the County Fair.
(7) Facilities and Parks Committee
Oversight of County Facilities and Parks

1. Serve as oversight committee of buildings and grounds of the County and the departments responsible for their operation, if not designated to another committee, to include Government Center, Justice Center, Library, Museum, Highway, John Miles Park, Door County ADRC and Emergency Services, Veterans Memorial, and all County Parks.

2. Serve as oversight committee for all County Parks in a manner that is generally consistent with Sections 27.02-27.075 Wisconsin Statutes.

3. Acquire and hold, lease or rent, convey real and personal property for public uses or purposes as authorized by the County Board.

4. Oversight for the purchase of all vehicles, building machinery and equipment, unless specifically delegated to another committee or department.

5. Oversight of all repair, maintenance and remodeling of County owned buildings, including government surplus property.

6. Oversight of new construction on all county owned property, unless specifically delegated to another committee.

7. Authorized to lease or rent unused space in County facilities.

8. Oversight of all County machinery and equipment not designated to another committee or department.

9. Authorize the sale, trade or disposal of all surplus obsolete equipment and machinery deemed no longer useful to the County.

10. Authorize the sale, trade or disposal of all surplus or obsolete real or personal property following County policy.

11. Provide general oversight of, and through the Fair Board and Fair Officers, provide for and conduct the Door county Fair. The Forgoing is subject to the regulations set forth in Sections 59.56(14) and 93.23 Wisconsin Statues, and Chapter ATCP 160 Wisconsin Administrative Code.

(7) Finance Committee
Oversight for Finance Department and Treasurer

1. To serve as the standing finance committee for all purposes, including those set forth in Section 65.90 Wisconsin Statutes.

2. To carry out the financial policy of the County as established in the County Budget, Board Ordinance and Resolutions; and make recommendations as to the interpretation and administration of such policy.

3. To receive and direct financial audits in conjunction with information from the Finance Director and County Administrator. Committees are to be informed of any special audits. The Finance Committee has the authority to request audits of all departments at any time. The Finance Committee further has the authority to accept the recommendations from the Finance Director and County Administrator in selecting who will conduct an audit.

4. To review, on a monthly basis, several key financial reports for Door County. These reports shall include the current status of Door County’s investments, its unassigned fund balance, its contingency accounts, its health benefits fund, its workers compensation fund, and such other reports as the Finance Committee shall from time to time request. The annual budget, prepared by the County Administrator and Finance Director, shall be presented to the Finance Committee by the County Administrator. The Finance Committee shall then approve or modify budgetary provisions and pass the proposal on to the Oversight Committees. The Oversight Committees shall then be able to make changes to the proposed budget before passing it back to the Finance Committee. The Finance Committee must then send the final proposed document to the County Board for adoption.

5. To manage and dispose of delinquent real estate acquired by the County pursuant to Chapter 75 Wisconsin Statutes and applicable County Code.

6. Oversee the County Treasurer regarding collection of delinquent taxes including recovery of delinquent taxes and other costs against persons as provided in Section 74.53 Wisconsin Statutes, foreclosure of tax liens by action In Rem under Section 75.521 Wisconsin Statutes, and sale of tax delinquent real estate pursuant to Section 75.69 Wisconsin Statutes.

7. Serve as liaison between the Door County Economic Development Corporation and County Board.

8. General oversight of dog licenses and fees and humane society or other organization designated to provide a pound for collecting, caring for, and disposing of dogs as provided in Chapter 174 Wisconsin Statutes.
(5) **Highway & Airport Committee (Section 83.015 Wisconsin Statutes)**

Oversight for Highway & Airport Department

1. An elective body, consistent with Section 83.015(1) Wisconsin Statutes
2. The policy-making body, charged with determining the broad outlines and principles governing administration of the county highway department.
3. Possessed of powers and duties as set forth in Section 83.015(2) (a) & (b) Wisconsin Statutes.
4. Oversee the cost accounting system as set forth in Section 83.015(3) (a) – (d) Wisconsin Statutes
5. Oversee the solid waste management and/or recycling or resource recovery as directed by the County Board, consistent with Sections 59.70(2) & (3) Wisconsin Statutes. This includes exercising the authority and assuming the duties of the solid waste management board (See: Door County Ordinance 2-82 and Chapter 22, Door County Code).
6. May review and countenance the Highway Department’s Annual Report, prior to its submission to the County Board.
7. Act as a liaison between the County Highway & Airport Department and County Board.
8. Serve as oversight committee for Cherryland Airport.
9. Enter into leases, rental and contractual agreements with all parties as authorized by the County Board.
10. Authorize all new construction with regard to the Airport as approved by the County Board
11. Oversight for the purchase of vehicles and equipment for the operation of the Airport.

(5) **Legislative Committee**

(Created per Resolution 32-99; Duties established by Resolution 41-99; modified 11/10/2020 at County Board)

1. Study all matters of legislative nature submitted by County Board members, departments and/or community sources;
2. Draft resolutions deemed to be of merit to the County, provide notice to potentially affected boards and committees, and submit to County Board for determination of action to be taken;
3. Review all Resolutions received from other counties and refer to appropriate committees for recommendation as to action of the County Board;
4. Review legislative material received through WI Counties Association and recommend to County Board the position of Door County on the same;
5. Review and/or submit legislative material for the Door/Kewaunee Legislative Days.
6. Meet as often as necessary to review all matters received and present items for County Board action.
7. Annually forward resolutions to be considered by the WI Counties Association.
8. Serve as a liaison to our state and federal legislators on positions which the Door County Board may choose to take.

(3) **County Ambassadors**

(Created at the County Board’s April 21, 2020 § Sec. 59.11(1)(c), Wis. Stats. Organizational Meeting)

1. Serve as County Ambassadors for the Wisconsin Counties Association Ambassador Program;
2. Work with the Legislative Committee and Department heads on issues the impact the County at the State and Federal level.
3. Help promote the issues developed as part of Door / Kewaunee Legislative Days.

(5) **Museum Committee**

Oversight for the Door County Historical Museum

1. Oversight of the Door County Historical Museum
2. To serve as liaison between the Museum and the County Board.
3. Review and authorize rules for their operations.
4. Endeavor to cooperate with other local historic groups to foster the history of Door County.
(7) Public Safety Committee

. Oversight for Emergency Services (Chapter 256, Wisconsin Statutes), Emergency Management (Chapter 323, Wisconsin Statutes), and County Law Enforcement Agency (Chapters 59 and 302, Wisconsin Statutes).

1. Responsible for the general oversight of County’s law enforcement agency, emergency medical services program, public-safety communications, and emergency management consistent with the applicable statutory and administrative code provisions.
2. Serve as the liaison between the Sheriff’s Department and County Board, the Emergency Services Department and County Board, and Emergency Management and (Public Safety) Communications Department and County Board.
3. Encourage and facilitate the establishment and maintenance of relationships and cooperation (including mutual aid and assistance agreements) with other municipalities (e.g., counties, cities, towns and villages) with respect to law enforcement, public-safety communications, emergency medical services, and emergency management.
4. General oversight of the acquisition, maintenance and repair of vehicles and other equipment necessary for the operation of emergency services, emergency management and law enforcement consistent with the annual budget.
5. Work collaboratively with the Sheriff regarding the authority and responsibilities of the Humane Officer(s) and Humane Society consistent with Chapters 173 & 174, Wisconsin Statutes.
6. Periodic review of year to date expenditures and revenue to ensure the same are in line with the annual budget.
7. Review of audit(s) and annual reports.

(5) Resource Planning Committee

Oversight for the Land Use Services Department

1. Designated as Door County’s planning and zoning committee, consistent with Section 59.69(2), Wisconsin Statutes.
2. A policy-making body, determining the broad outlines and principles governing administration of the Land Use Services Department. Among other things, the Land Use Services Department:
   a. Is designated as Door County’s planning and zoning agency consistent with Section 59.69(2), Wisconsin Statutes.
   b. Is responsible for the private onsite wastewater treatment systems program, back-up to the registered sanitarian, functions and duties of the real property lister, development and maintenance of geographic information systems, functions and duties of the land information office, and administration of the county addressing program.
3. The liaison between the Land Use Services Department and County Board.

(5) Risk Management Committee

(Created per Resolution 2012-36; Duties established by Resolution 2012-51)

1. Assess, on an ongoing basis, the current state of the County’s risks.
2. Determine whether the County has the appropriate strategies and capabilities in place to manage and ameliorate these risks, and recommend changes accordingly.
3. Acquire the necessary Insurance Knowledge and Aptitude, Including:
   a. Types of Insurance Coverage:
      i. General Liability;
      ii. Personal Injury Liability;
      iii. Discrimination;
      iv. Civil Rights Violations;
      v. Employment Related Actions;
      vi. Automobile Liability: 1. underinsured motorist coverage; and
2. uninsured motorist coverage.
   vii. Law Enforcement Liability;
   viii. Public Officials’ Errors And Omissions Liability;
   ix. Property Insurance;
   x. Environmental;
   xi. Health Insurance;
   xii. Stop-Loss or Excess;
   xiii. Unemployment; and
   xiv. Worker's Compensation.

b. Conditions, Exclusions, and Limitations of Liability.
c. Related Services & Resources
   i. Claims Management
   ii. Loss Prevention
   iii. Policy, Procedure, & Protocol Review
   iv. Pre-Claims Loss Control
   v. Training
   vi. Underwriting

4. Respond to the Changing Insurance Coverage Needs of the County.
5. Maintain Official Bonds - County Officials
6. Financial Management: Adhere to fiscally sound and prudent business practices when reviewing, and renewing or purchasing, insurance coverage. To the extent feasible, make sure that appropriate resources are available and allocated to effectively address County's risks. Ensure that the continued financial strength and stability of the County are not threatened by known or anticipated emerging risks.
7. Recommend plans, policies, procedures, and protocols on risk and insurance management as deemed appropriate, then attempt to ensure that such are incorporated in priority setting, planning and decision making throughout the County.

(7) Sustainability Committee
   (Created at the County Board's April 21, 2020 § Sec. 59.11(1)(c), Wis. Stats. Organizational Meeting – No Direct Oversight – County Administration Serves as Liaison)

1. Study all matters of potential sustainable nature referred by County Board members, departments and/or community sources;
2. Draft Resolutions deemed to be of merit to the County, provide notice to potentially affected boards and committees, and submit to County Board for determination of action to be taken;
3. Meet as often as necessary to review all matters received and present items for County Board action.
4. Meet the requirements for maintaining the County as a WI DNR Green Tier Community;
5. Provide guidance to the County Board to meet the objectives of being a Green Tier Community;
6. Annually complete the Green Tier assessment and provide to the WI DNR.

(7) Technology Services
   Oversight for: Technology Services Department, Register of Deeds.
   Also oversight to the Communications Advisory Technical Subcommittee (CATS).

1. To develop policies for all data processing, communication and information management functions of the County.
2. Review technology decisions with recommendation to the Finance Committee and County Board.
3. Insure the efficient and necessary use of County technology to render services to county departments and taxpayers.
4. Insure that adequate technology services are available to County Departments. Confer with them regarding the operation of their offices and/or departments.
5. Review the annual County technology outlay and maintenance budget. Recommend approval of such budget to Finance Committee and County Board as necessary.
6. Oversight for the Public Safety technology and associated wireless communications systems that interface with the dispatch functions supported by the County of Door.
7. Oversight for the County fiber networks.
8. Oversight to the County community area network and resource sharing.
9. Oversight to the Communications Advisory Technical Subcommittee (CATS).
DUTIES OF STATUTORY COMMITTEES

(9) Health and Human Services Board
Oversight for Health and Human Services Department

1. The Human Services Board was initially created by adoption of Resolution Number 2012-87 on December 11, 2012. Its title and duties were changed by adoption of Resolution Number 2018-85 on December 18, 2018 and Resolution Number 2020-40 adopted on April 21, 2020. The powers and duties of the Health and Human Services Board are as set forth in Sections 46.23 & 251.04, Wisconsin Statutes.

(7) Land Conservation Committee
Oversight for Soil & Water Conservation Department

1. To serve as the land conservation committee pursuant to Sections 92.06 & 92.07 Wisconsin Statutes.
2. May carry out the powers and perform the duties the powers delegated to the land conservation committee subject to the approval of the county board.
3. These powers and duties include:
   a. May develop and adopt standards and specifications for management practices to control erosion, sedimentation and nonpoint source water pollution.
   b. May distribute and allocate federal, state and county funds made available to the committee for cost-sharing programs or other incentive programs for improvements and practices relating to soil and water conservation on private or public lands, and within the limits permitted under these programs, to determine the methods of allocating these funds.
   c. May encourage research and educational, informational and public service programs, advise the university of Wisconsin system on educational needs and assist the university of Wisconsin system and the department in implementing educational programs under Sections 36.25(7), 59.56(3) and 92.05 Wisconsin Statutes.
   d. May carry out preventive and control measures and works of improvement for flood prevention and for conservation, development, utilization and control of water within the county. These preventive and control measures and works of improvement may include, but are not limited to, changes in the use of land and use of engineering operations such as terraces, terrace outlets, desilting basins, floodwater retarding structures, floodways, dikes and ponds, methods of cultivation and the growing of vegetation. These preventive and control measures and works of improvement may be carried out on lands owned or controlled by this state or any of its agencies, with the cooperation of the agency administering and having jurisdiction of the land, and on any other lands within the county upon obtaining the consent of the landowner or the necessary rights or interests in the land.
   e. May, in the name of the county, may cooperate with, enter into agreements with, or furnish financial, technical, planning or other assistance to any agency, governmental or otherwise, or any landowner or land user within the incorporated or unincorporated parts of the county, in carrying out resource conservation operations and works of improvement for flood prevention or for the conservation, development, utilization and protection of soil and water resources within the county.
   f. May provide assistance to and cooperate with the department of transportation as requested under Section 85.195 Wisconsin Statutes.
   g. May, in the name of the county, may obtain options upon and acquire, by purchase, exchange, lease, gift, grant, bequest, devise or otherwise, any property or rights or interests in property or in water. A land conservation committee may maintain, administer and improve any properties acquired. A land conservation committee may receive income from these properties on behalf of the county and may expend this income in carrying out the purposes and provisions of this chapter. A land conservation committee may sell, lease or otherwise dispose of the property or interests in property in furtherance of the purposes and the provisions of this chapter.
   h. May make available, on terms it may prescribe, to landowners and land users within the incorporated and unincorporated parts of the county, agricultural and engineering machinery and equipment, fertilizer, seeds and seedlings, and other material or equipment which will assist the landowners and land users in carrying on operations upon their lands for the conservation of soil resources, for the prevention and control of soil erosion, for flood prevention, for the conservation, development and utilization of water or for the prevention of nonpoint source water pollution.
i. May construct, improve, operate and maintain structures necessary or convenient for the performance of any of the operations or activities authorized in this Chapter 92 Wisconsin Statutes.

j. May, in the name of the county, acquire, by purchase, lease or otherwise, and administer, any soil conservation, flood prevention, water management or nonpoint source water pollution abatement project or combinations of these projects, and participate in programs concerned with the conservation of natural resources located within the county undertaken by the United States or any of its agencies, or by this state or any of its agencies. May administer, as agent of the United States or any of its agencies, or of this state or any of its agencies, any soil conservation, flood prevention, water management, water quality improvement, nonpoint source water pollution abatement, erosion control, erosion prevention project or resource conservation program within the county. May act as agent for the United States, or any of its agencies, or for this state or any of its agencies, in connection with the acquisition, construction, operation or administration of any resource conservation program within the county. May, on behalf of the county, accept donations, gifts and contributions in money, services, materials or otherwise from any source and use or expend these moneys, services, materials or other contributions in carrying on its operations.

k. Each land conservation committee, in the name of the county, may make and execute contracts and other instruments necessary or convenient to the exercise of its powers.

l. As a condition to extending any benefits under this chapter to, or the performance of work upon, any lands not owned or controlled by this state or any of its agencies, a land conservation committee may require contributions in money, services, materials or otherwise to any operations conferring the benefits, and may require landowners and land users to enter into and perform agreements or covenants respecting the use of land as will lead to conservation of soil and water resources.

m. Each land conservation committee may enter upon any lands within the county to examine the land and make surveys or plans for soil and water conservation without being liable for trespass in the reasonable performance of these duties. This authorization applies to the land conservation committee members and their agents.

n. May, if and to the extent authorized by the county board, administer and enforce those provisions of ordinances duly enacted.

o. May review and countenance the Soil and Water Conservation Department’s Annual Report, prior to its submission to the County Board.

p. Act as the liaison between the Soil and Water Conservation Department and County Board.

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**Library Board**

Oversight for the Door County Library & Archives

1. The County’s public library board consistent with Chapter 43 Wisconsin Statutes.

2. The powers and duties of a library board under Chapter 43 Wisconsin Statutes.
The following information on the General Fund is being provided to the Door County Board of Supervisors pursuant to Rule 19:

**Audit Information:**

**Audited**

Unassigned Fund Balance--General Fund as of 12/31/2019

$19,198,050.48

2020 Approved Changes to Unassigned Fund Balance:

- Transfer from Unassigned Fund Balance included in 2020 Budget - for Jail Door CIP Project
  - (130,000.00)
- Transfer from Unassigned Fund Balance included in 2020 Budget - for Human Services Reserve
  - (792,538.00)
- Transfer of Non-Budgeted Funds - 56 N 4th Ave Building 2019 Property Tax Bill - Resolution 2020-31
  - (18,004.00)
- Transfer of Non-Budgeted Funds - Email Archival Solution - Resolution 2020-33
  - (23,416.67)

Available Unassigned Fund Balance 12/31/2020

$18,234,091.81

Unaudited

2021 Approved Changes to Unassigned Fund Balance:

- Transfer from Unassigned Fund Balance included in 2021 Budget - for Housing of Sexually Violent Person (Section 980)
  - (150,000.00)
- Acquisition of PIN 002-02-062928330 - Bridge Financing Transfer of Non-Budgeted Funds (Resolution #2021-30)
  - (15,938.00)
- Transfer of Non-Budgeted Funds - Development of Residential Options for Housing of Sexually Violent Person Section 980 (Resolution #2021-37)
  - (235,000.00)

Available Unassigned Fund Balance 3/31/2021

$17,809,153.81

Unaudited

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Steve Wipperfurth, Finance Director

Unassigned Fund Balance is designed to serve as a measure of the fund’s financial resources available for appropriation and has a direct impact on bond ratings and borrowing power of the county.

The County's current unassigned fund balance of $17,809,153.81 represents approximately 26.56050% of its governmental funds budgeted expenditures. This level of funding is above the 12%-15% reserve funding levels set forth in Resolution 72-03 adopted August 26, 2003.

From the policy: 12% is the base per County Board Policy at which point the County would never want to let the unassigned fund balance reserved for working capital go below.

**Note:**

The amount above (below) the upper limit of 15% which, if above, could be a consideration for unforeseen expenditures is $8,176,399.21.

15% Upper Limit would equate to an unassigned fund balance of $10,057,692.60.

12% Lower Limit would equate to an unassigned fund balance of $8,046,154.08.
March 21, 2021

Chairman Lienau and the Door County Board of Supervisors
The Government Center
421 Nebraska St., Sturgeon Bay, WI 54235

Dear Chairman Lienau and Supervisors,

On behalf of the Door County Coastal Byway Council we would like to thank you greatly for your letter of support in our quest to achieve National Scenic Byway designation.

As you are aware, National Byway designation was granted to us by the Federal Highway Administration for the Door County Coastal Byway on February 26, 2021.

As Byway guests visit Door County we all have the opportunity to expose them to the unique aspects of our individual communities and put our best foot forward. It is our entire county that contributes to our regional, national and international destination for the traveling public. Again we thank you for your unanimous support as we travel into the future.

In addition, you are all invited to share in our Ribbon Cutting Ceremony on June 17, 2021 at Lakeside Park, Jacksonport at 1:30 p.m. We hope to see you there!

Most Sincerely,

Ann M. Miller - Chairman
Door County Coastal Byway Council
2604 Grove Rd.
Baileys Harbor, WI 54202
To The Members of The Door County Board of Supervisors,

Over the last year the Door County community has faced some of the biggest challenges in it’s distinguished history. We’ve witnessed an actual public-health crisis that has claimed the lives of far too many relatives and neighbors, our community has seen surges in suicides, we have watched iconic businesses struggle to survive an uncertain future and our children are facing unprecedented developmental delays both educationally and socially, the long term effects of which are not yet known.

We were stunned to learn that through these last six turbulent months the Door County Board of Supervisors has spent their time determining that racism is a public-health crisis.

The reaction that I have received from people around the country who are familiar with Door County has ranged from dismay to anger.

If the Door County Board of Supervisors sincerely believes that racism is a public-health crisis than every single member should resign immediately for allowing this to happen on their watch. Most of you have families that span generations in Door County. Some come from prominent families that have been largely responsible for shaping the direction of Door County. Have your families and ancestors perpetuated racism?

I doubt any of you will resign, and I doubt any of you actually believe the Door County community is racist. This is the same community that has stepped up to fill the much needed food banks over these same 6 months you were figuring how to declare us racists, and also the same community that fights over grabbing as many angels as we can on the angel trees every Christmas. In either instance we don’t care about the color, race or ethnic background of the people we are helping.

There is nothing worse than labeling a person or an entire group as racist.

I have seen my entire profession labeled racist.

I spent 26 years in law enforcement at both the city and federal level. I served, and lived, in the African American community for 20 of those 26 years.

I can’t count how many times I was the last living face a young black male saw before they died in the housing projects I worked in. I was a detective on a child sex abuse unit and saw children who didn’t look like me abused in monstrous ways you’ve never even thought of. I’ve gone to countless funerals of friends and colleagues who have made the ultimate sacrifice serving these same communities. I’m not an exception, I’m just one of many men and women who have chosen to protect our most vulnerable.

Never once in my career did I ever answer a call for help or pick up a case and have the victim ask for a different color person. When a mother saw her son dead on a street corner it was always me that she went to for a hug. The number
of abused children who leaned on me physically and emotionally because I became the closest thing they ever had to a
caring parent was gut wrenching. I never once felt unappreciated or unwanted by the African American community I
served.

We don’t have to work in “those neighborhoods”. We choose to. For me it came down to one number that has existed
for far too long. The last complete year of crime statistics in the FBI Uniform Crime Reporting (UCR) Program is
2019. The African American community makes up approximately 12.85% of the population. According to the FBI UCR in
2019, of the murder victims for whom race was known, 54.7% were Black or African American. Digest that
number. 12.85% of a known population accounts for 54.7% of people murdered in the United States! That is a
staggering number. In this age of misinformation many will blame this unacceptable number of homicides on police
involved shootings and white supremacists. Violent crime in general, and homicide specifically is strongly
intraracial. The FBI UCR statistics from 2019 show that when the race of the offender was known, 55.9% were Black or
African American. As horrible as these numbers are I will always believe this is a fixable problem. For me, and people
like me, the only way to address a problem in a community is to entrench yourself in that community. I risked my life
every single day to help the African American community.

The Door County Board of Supervisors watched a video.
You do not have the credibility to declare me or anyone else a racist.

You have done nothing to better the lives of anyone anywhere in the country with this declaration. In fact, as we’ve
seen with the quickly spiking violent crime rates in our cities since last summer, this rhetoric is actually costing lives in
places outside of Door County.

You do not have the right to exercise moral superiority over our community. Your only accomplishment has been
creating dissention in the Door County community that was unfair and totally unnecessary. This is the very definition of
race baiting.

I can think of a few things you could actually do to help the African American community in a meaningful way, but they
would involve crossing the bridge and leaving the peninsula. Go to one of our local hardware stores, buy some tools and
organize trips to rebuild Minneapolis. It is less than a 5 hour drive away. History has shown inner-city communities
destroyed by riots take years or even decades to rebuild, and some never do.

Our local restaurants and businesses are still facing a labor shortage due to the Europeans being unable to travel. Inner-
cities are seeing unemployment rise again since Covid. Why not work with cities in our state, like Milwaukee, to get
people up here to work? We can build much needed affordable housing up here easily. I know first hand that there is
another entire group in this country that need employment opportunities. People who have been released from
prison. They paid their debt to society and deserve a second chance. We have a lot of varying employment
opportunities available.

There is no institution in America that has failed worse than the inner-city school systems. Exposing these children to
the beauty of Door County would do wonders for our communities.

Having spent 2 decades serving the African American community I have some insight into the obstacles it has
faced. Their leaders and elected officials do not fix problems, they construct platforms on the problems to maintain
their positions. They have exploited the communities they are supposed to serve for their own political gain for
decades, and it has perpetuated the misery in our urban areas.

This is actually the same thing the Door County Board of Supervisors has done to the Door County community. You
declared us racists in order to demonstrate your “wokeness” for your personal benefit and aspirations.
I have a career full of accomplishments, achievements and awards defending the most at risk communities in our country. I can’t be silenced, intimidated or canceled. I will defend the Door County community against allegations of racism.

Please note that I addressed this privately to you, rather than through The Peninsula Pulse, to avoid embarrassment for you, which is a courtesy you did not extend to the Door County community in declaring racism a public-health crisis.

Sincerely,

Paul Kwiatkowski
Fish Creek

Sent from Mail for Windows 10
Greetings County Clerk Lau,

I hope this message finds you and your family safe, healthy and well.

My name is T.R. Williams and I serve as the Deputy Director of External Affairs in the Office of Governor Evers.

I am emailing to confirm that our office successfully received your message on behalf of the Door County Board of Supervisors which included their resolution in support of the Water Quality Task Force Recommendations.

The concerns of the Board of Supervisors, are important and have been heard. I have shared your message and the information in your message with the appropriate people on our team.

As an update on your request, below I have shared provisions in the Governor’s 2021-2023 Biennial Budget:

- Increase funding by $1 million GPR in each year for financial assistance under the well compensation program. Amend the well compensation program to bring the program's contamination criteria in line with federal water quality standards. Update the program's financial qualifications to allow the program to serve more Wisconsin residents.
- $750,000 in fiscal year 2021-22 to test public water supply wells deemed most susceptible to PFAS contamination. The Governor proposes $55,000 annually to survey 44 large rivers across the state annually to analyze and track trends in water quality related to PFAS. To better obtain sampling results for PFAS in effluent from wastewater permittees, the Governor proposes $25,000 annually in testing for wastewater treatment facilities.
- The budget increases the $750,000 annual statutory cap in the nutrient management program for producer-led watershed grants to $1,000,000. The producer-led watershed grants help groups of farmers work collaboratively to reduce and prevent runoff that causes nonpoint source water pollution.
- The Governor recommends providing $320,000 GPR annually to support the establishment of a statewide grazing education grant program and assist producers who incorporate regenerative agricultural practices. The budget also provides funding and staffing to help producers and producer led groups obtain certification through the Alliance for Water Stewardship.

I have also included the below materials on the Governor’s Biennial Budget for your convenience:

- [Governor Evers 2021-23 Biennial Budget Message](#)
- [Governor Evers’ Budget in Brief](#)
- [Governor Evers’ 21-23 Executive Budget (Complete Document)](#)
How to Read the 2021-23 Executive Budget

All of the above documents as well as a breakdown by Agency can be found on the Wisconsin Department Of Administration (DOA) Website.

The Board’s advocacy, leadership and service are appreciated.

Best,

T.R. Williams, J.D. (she/her)  
Deputy Director of External Affairs  
Office of Governor Tony Evers  
p. (608) 279-0541  
e. tr.williams@wisconsin.gov
Sorry I forgot to copy you the first time around.

Don

----- Forwarded Message ----- 
From: FreixCompany 2012 <draftdepot04@yahoo.com>
To: KEN PABICH <kpabich@co.door.wi.us>
Cc: countyboard@co.door.wi.us <countyboard@co.door.wi.us>
Sent: Tuesday, April 13, 2021, 10:12:09 AM CDT
Subject: Correspondence to the County Board of Supervisors for April 2021 Regular Meeting

Good Morning Everyone,

Is this an attempt to simply eliminate any opportunity of participatory democracy? Are public comments and is correspondence to the board now going to have to be approved prior to dissemination?

What problem is Item 27 - B intended to solve? Who has asked for these changes to be made?

Who is going to judge what is germane about requests for resolutions to our state or federal legislators or concerns brought to the County Board of Supervisors?

Discussion at today's (April 13, 2021) Legislative Committee meeting.

https://www.co.door.wi.gov/AgendaCenter/ViewFile/Agenda/_04132021-881

Item 27...

    B. Public comment is limited to matters that are germane to or within the jurisdiction of the County Board or its sub-units.

My opinion is that this move is contraction and elimination of government transparency and therefore further conceals government accountability.

Sincerely Concerned about this discussion and potential action.

Donald Freix
PO Box 396
Fish Creek, WI 54212
To the Door County Board,

This email is in regards to Resolution No. 2021-31. I am requesting that the County Board retract this resolution. The #1 definition of racism as defined by Merriam Webster is "a belief that race is a fundamental determinant of human traits and capabilities". I find it hard to believe that anyone on the County Board thinks this way or would implement any policy or ordinance suggesting it. However, if there remains consent for a version of this resolution to remain I am requesting answers to the following questions to provide clarity.

- Can you clearly specify what definition you are using for the term "racism". The initial paragraph is hard to understand. Can you define what you mean by “how someone looks” (line 4).
- Can you provide a list of the County policies and/or ordinances that are racist by your definition? For example, a policy requires completing a form but because of someone's race he/she is not capable of completing the form and the intended outcome produces completed forms by only the preferred race. Can you also provide a list of the board members who would have approved these types of policies or ordinances?
- Can you clarify why there is a reference to African Americans and Native Americans? Is this resolution targeting black and indigenous people?

Thank you for considering these questions.

Sincerely,
Rachel Stollenwerk
Fish Creek, WI
Call Meeting to Order
The March 23, 2021 Door County Board of Supervisors meeting was called to order at 9:06 a.m. by County Board Chair David Lienau at the Door County Government Center County Board Room.

Chairman Lienau led the Pledge of Allegiance to the Flag.

Roll Call by County Clerk to Establish a Quorum
Roll call was taken – 18 County Board Members were physically present – Daniel Austad, Bob Bultman, Vinni Chomeau, Kara Counard, David Englebert, Roy Englebert, Ken Fisher, Elizabeth Gauger, Joel Gunnlaugsson, Alexis Heim Peter, Susan Kohout, David Lienau, Megan Lundahl, Nancy Robillard, Morgan Rusnak, Todd Thayse, Richard Virlee, and Dale Vogel. 1 County Board Member appeared virtually – Nissa Norton. Laura Vlies Wotachek joined the meeting virtually at 9:11 a.m. David Enigl was excused.

Presentation of Agenda
Motion by Lundahl, seconded by Norton to approve the agenda. Motion carried by voice vote.

Correspondence
- Unassigned Fund Balance
- D. Freix Email 3-12-21
- M. Witteborg Email 3-16-21
- D. Freix Email 3-18-21

Public Comment
The following persons commented:
- Don Freix, 8305 Quarterline Road, Fish Creek
- Pat Scieszinski, Chair of League of Women Voters
- Dave Allen
- Christine Reid, Forestville
- D’Ann Jackson, 3453 N Duluth Ave
- Jeff Deuchler, Baileys Harbor

Supervisors Response
The following Supervisors commented and/or responded:
- Supervisor Heim Peter noted for the record she had received emails from Mr. Witteborg, Ms. Peterson, Ms. Burress, Mr. Valcq, Mr. Genty-Waskberg
- Supervisor Counard
- Supervisor Bultman
- Supervisor Lundahl
- Supervisor Chomeau noted for the record she had received emails from Ann Morgan and Angela Sherman

Approval of Minutes of the February 23, 2021 Regular Meeting
Motion by Virlee, seconded by Norton to approve the minutes of the February 23, 2021 regular meeting. Motion carried by voice vote.

County Administrator
Monthly Report on Operational and Capital Projects
A written monthly report was included in the meeting packet. Also included in the packet was information regarding the U.S. Senate’s Coronavirus State and Local Recovery Funds. Door County is expecting to receive $5.366M of the Federal Stimulus funds. Certain criteria must be met to use the recovery funds.
COVID-19: Public Health / Emergency Management Update
Sue Powers updated the Board – COVID is trending down and vaccine supply is increasing. Case numbers in Door County and throughout the State have been lower. Still at high COVID activity level per the State metrics. Powers reviewed total Door County cases to date, deaths, hospitalizations and current cases. Door County is doing well with vaccinations. 20.9% of Door County’s population is vaccinated. Powers reviewed outreach efforts. Public Heath is currently working through their Wait List; once the Wait List is complete persons will be able to schedule their own appointment online. Things are looking good however we are not out of this yet and Powers encouraged all to continue avoiding large crowds, wash hands, wear face coverings, and stay home when possible.

Pending Business/Updates
No pending business or updates were presented.

Resolutions
2021-23 In Memoriam – Cletus Fontaine
Motion by D. Englebert, seconded by Kohout to approve Resolution 2021-23 - Recognition in honor of the achievements Cletus attained during his tenure as a County Board Supervisor.

Supervisor D. Englebert read the resolution aloud.

Motion carried by voice vote.

2021-24 Appointment of Mike Orlock to the Position of Poet Laureate for Door County, WI, April 2021-March 2023
Motion by Kohout, seconded by Rusnak to approve Resolution 2021-24 – Confirmation of the appointment of Mike Orlock to the ceremonial and non-compensated position of Poet Laureate for Door County for a two-year term, commencing April 1, 2021 and ending March 31, 2023.

Motion carried by voice vote.

Mike Orlock introduced himself and read a poem titled You Can Get There From Here.

2021-25 Proclamation: Travel & Tourism Week
Motion by Kohout, seconded by Virlee to approve Resolution 2021- 25 - A proclamation supporting and promoting May 2 – 8, 2021 as Travel and Tourism Week in Door County.

Administrator Pabich explained there is no fiscal impact to the County and Destination Door County uses the Proclamation in their marketing of the county.

Motion carried by voice vote.

2021-26 Extension of Communications Site Lease with the Wisconsin Educational Communications Board
Motion by Gunnlaugsson, seconded by Robillard to approve Resolution 2021-26 – Approval of the extension of the Communications Site Lease for one additional five year term.

Motion carried by roll call vote with 20 Members voting Yes; 1 Member excused.

2021-27 Support for Water Quality Task Force Recommendations
Motion by Fisher, seconded by Vlies Wotachek to approve Resolution 2021-27 – A resolution urging the Governor of the State of Wisconsin and all elected representatives in the Wisconsin State Legislature to maintain focus on and address the Task Force Recommendations through the legislative process and to provide $13.0 million annually in the 2021-23 state biennial budget for county conservation staffing and adequately fund the other Task Force Recommendations.

County Conservationist Erin Hanson provided a summary explanation for resolutions 27, 28, and 29.

Motion carried by voice vote.
2021-28 Approval of Land Use Agreement with State of Wisconsin Department of Natural Resources
Motion by Fisher, seconded by Bultman to approve Resolution 2021-28 – Approval of the Land Use Agreement with the State of Wisconsin Department of Natural Resources for the treatment of Phragmites on land leased by Crossroads at Big Creek, Inc.

Motion carried by voice vote.

2021-29 Approval of Multi-Discharger Phosphorus Variance Grant
Motion by Fisher, seconded by Virlee to approve Resolution 2021-29 – Acceptance of the Multi-Discharger Phosphorus Variance Funds from the Village of Casco in the amount of $12,388.44 for the purpose of bringing farmers and other agricultural sources into compliance with Ch. NR 151, Wis. Adm. Code agricultural performance standards.

Motion carried by roll call vote with 20 Members voting Yes; 1 Member excused.

2021-30 Acquisition of Pin 002-02-06292833D - Bridge Financing, Transfer of Non-Budgeted Funds - §65.90, Wis. Stats.
Motion by D. Englebert, seconded by Heim Peter to approve Resolution 2021-30 – Approval of the transfer of up to $24,000 from the Unassigned Fund Balance to the Facilities & Parks Land Acquisition account with the understanding that such will be repaid by gifts, grants and/or donations.

Supervisor D. Englebert explained this is to bridge the time from the purchase of the property to the receiving of the grant funding. Administrator Pabich explained with the acquisition of the property the parcel does include an easement across the road that accesses the water. Because of the easement to the water the County is using that to obtain grant funding to purchase the property. At this time there is no intent to make the easement a trail to the water, or cut trees or place gravel; the easement would remain in the natural state. The easement will only be used by County Staff or for research purposes. It was noted that future Boards or Committees could change this but at this time there is no intent to make the easement a trail. CC Thomas explained it would be a stretch of the easement to use the property as general public access; the easement is granted to the property owner. Funding opportunities are opened up with the easement to the shoreline attached to the parcel. CC Thomas reminded Board Members that today’s meeting is specific to the bridge funding as the authority has already been given to purchase the property. CC Thomas reviewed grants, gifts, donations received as of this date. There is concern with grant funds being in-hand by the July 1st closing date.

Supervisor Vlies Wotachek was excused from the meeting at 10:09 a.m.

Motion carried by roll call vote with 19 Members voting Yes; 2 Members excused.

Ordinances
Report Amendment to the Zoning Map of Clay Banks
Motion by Fisher, seconded by Robillard to accept the report. Motion carried by voice vote.

Chris Renard, d/b/a Rosewood Dairy, Inc. petitioned for an amendment to the detailed zoning map of the Town of Clay Banks to rezone a parcel from Commercial Center and Heartland 3.5 to Exclusive agricultural and to rezone a parcel of the adjacent 35-acre parcel from EA to CC. The applicant is planning a new cheese processing plant and store with deli.

Motion carried by voice vote.

2021-06 Amendment to the Zoning Map of Clay Banks
Motion by Fisher, seconded by R. Englebert to approve Ordinance 2021-06.

Motion carried by roll call vote with 19 Members voting Yes; 2 Members excused.

Report Wilke Map Amendment
Motion by Fisher, seconded by Virlee to accept the report. Motion carried by voice vote.
Richard W. Wilke petitioned for an amendment to the detailed zoning map of the Town of Sturgeon Bay on behalf of Sturgeon Bay Storage to rezone a lot from General Agricultural to Commercial Center. The rezoning request application indicated this was a first step to then be able to pursue authorization for a commercial storage facility and other commercial uses to be determined.

Motion carried by voice vote; Supervisor Thayse abstained.

**2021-07 Wilke Map Amendment**
Motion by Fisher, seconded by Gauger to approve Ordinance 2021-07.

Motion carried by roll call vote with 18 Members voting Yes; 1 Member Abstained – Thayse; 2 Members excused.

**2021-08 Invoking the Authority of §59.10(1), Wis. Stats. to Be a Self-Organized County**
Motion by Kohout, seconded by Norton to approve Ordinance 2021-08 – Electing that Door County be a self-organized county with authority to act under, among other statues, §59.10(1), Wis. Stats.

CC Thomas explained the ordinance opens up three potential variances from what Chapter 53 provides for: staggered terms, set compensation for supervisors, and fill vacancies for a board position. Thomas noted the status quo continues unless the Board wishes to address any or all of the items.

Motion carried by roll call vote with 19 Members voting Yes; 2 Members excused.

**Reconsider / Rescind Amendatory Ordinance 2021-05 – Amendment of Ch. 11.05 DCC ATV's & UTV's Routes**
Supervisor R. Englebert explained the ordinance was initially passed because the County received a request from the Town of Nasewaupee. Nasewaupee has not requested the County Board reconsider. CC Thomas noted, from a procedural standpoint, if the Board decides to move forward with rescinding the ordinance he suggests referring the ordinance back to the Highway and Airport Committee with directions to rescind the route that was added. Discussion followed.

Motion by Bultman, seconded by Lundahl to rescind Ordinance 2021-05 and refer it back to the Highway & Airport Committee to take such action. It was suggested a better process/policy be created to consider future ATV/UTV routes.

Motion carried by roll call vote with 19 Members voting Yes; 2 Members excused.

**2021-31 Door County’s Vision of Diversity and Inclusion**
Motion by Heim Peter, seconded by Norton to approve Resolution 2021-31 – A resolution asserting that all residents and visitors shall be treated with respect and integrity and that the Door County Board of Supervisors will support policies that improve access and remove gaps along social and economic constructs and advance the understanding of diversity and inclusion, will recognize that every Door County elected and appointed official and employee is responsible for creating and maintaining a culture in which we respect diversity and inclusion in the workforce and the community they serve, will encourage advocacy, by institutions and individuals, to dismantle barriers and promote diversity and inclusion, and that the Door County Administrative Committee shall work with Administration and our departments on monitoring and reporting measurable progress made towards diversity and inclusion.

Motion by Chomeau, seconded by Norton to amend the resolution. Supervisor Chomeau provided a new version of the resolution which was distributed to Supervisors and also read aloud by Supervisor Chomeau.

The Board recessed at 10:41 a.m. and reconvened at 10:55 a.m.

Discussion followed.

Motion to amend carried by a roll call vote with 10 Members voting Yes – Bultman, Chomeau, Counard, Heim Peter, Kohout, Lundahl, Norton, Rusnak, Virlee, and Vogel; 9 Members voting No – Austad, D. Englebert, R. Englebert, Fisher, Gauger, Gunnlaugsson, Lienau, Robillard, and Thayse; 2 Members excused.

Further discussion regarding next steps, creation of a committee, and process moving forward.
Motion as amended carried by roll call vote with 10 Members voting Yes – Bultman, Chomeau, Counard, R. Englebert, Heim Peter, Kohout, Lundahl, Norton, Rusnak, and Vogel; 9 Members voting No – Austad, D. Englebert, Fisher, Gauger, Gunnlaugsson, Lienau, Robillard, Thayse, and Virlee; 2 Members excused.

**Special Reports**  
No special reports were presented.

**New Business**  
No new business was presented.

**Oral Committee Reports**  
No oral committee reports were presented.

**Review Committee Minutes**  
Reviewed.

**Review Vouchers, Claims and Bills**  
Reviewed.

**Announcements**
- Next Regular County Board Meeting – April 20, 2021 – 9:00 a.m.
- Door-Kewaunee Legislative Days teams will be announced soon. D/K Days will be held on April 7th and 8th. Trainings will be held on March 30th and April 1st.
- Any Supervisor with suggested Rules of Order changes for the April Election should contact CC Thomas, Chairman Lienau, or Administrator Pabich at least one week prior to the meeting date.

**Meeting Per Diem Code**  
323.

**Adjourn**  
Motion by Fisher, seconded by Virlee to adjourn. Time: 11:37 a.m. Motion carried by voice vote.

Recorded by County Clerk Jill M. Lau
MEMORANDUM

TO: County Board of Supervisors
FROM: Ken Pabich, County Administrator
DATE: April 20, 2021
RE: Monthly Report

The monthly reports provide an overview of significant operational or capital projects for the organization that are above the ordinary day to day operations of the organization.

**Operational Projects**

- **Millpond Project:**
  - **What:** The County is drawing down the Millpond to compact the sediment over a two-year period.
  - **Status:** No significant updates to provide. With the spring rains the water levels are fluctuating as expected.

- **Special Studies:**
  - **Compensation Plan Review:**
    - **What:** We are reviewing our compensation plan to ensure it is at market.
    - **Status:** Still in progress.
  - **Broadband Study**
    - **What:** We partnering with DCEDC and other communities, to identify our existing coverage and ways for us to address our broadband needs.
    - **Status:** DCEDC is seeking additional funding for the project.
  - **Emergency Communications Network Study:**
    - **What:** Federal requirements are scheduled to change in 2028 which means we will need to replace our existing communication network. The new system will be some form of a digital design and will require additional infrastructure. This study identifies what these needs are.
    - **Status:** Completed – CATs and Public Safety will be looking at options on how to move forward.
  - **Register of Deeds Document Conversion:**
    - **What:** We are digitizing the remaining documents in the Register of Deeds office.
    - **Status:** Scan completed and contractor is working on the indexing.
  - **Finance Accounts Payable:**
    - **What:** We want to implement a paperless system for our accounts payable.
    - **Status:** Project is scheduled to start in the second quarter.
  - **Redistricting:**
    - **What:** Every ten years, we are required to complete our supervisory district maps.
    - **Status:** The project will be postponed since the data is delayed from April 1st to September 30th.

**Capital Projects:**

- **Washington Island Government Facility:**
  - **What:** County Board authorized the purchase and conversion of an existing building (known as the old Dairy building) to provide services on Washington Island.
  - **Status:** Project is on the agenda to proceed with construction.
• 56 N 4th Ave. (former Younkers Building):
  o What: We are interested in determining the best long-term use for the building.
  o Status: Project proposal will be on the May F&P for review and approval.

• John Miles Park Entrance:
  o What: A new entrance gate was approved in the 2020 CIP plan for John Miles Park.
  o Status: Not started.

• Housing for Sexually Violent Persons (Section 980):
  o What: State law requires that Counties provide a housing option for individuals that are released from prison. If we do not have an option, the state may place them and the County is responsible for the charges (and we must still find a site).
  o Status: Engineering in progress. Item is on the agenda to authorize funding to purchase modular homes.

• Emergency Communications Tower (Fish Creek):
  o What: The tower in Fish Creek is critical to our overall communication network. Our equipment is on a shared tower which now has too much interference. We budgeted to place a new tower up on a new site.
  o Status: Project in progress and is anticipated to take up to two years from start to finish.

• CDBG Westside School Housing Project:
  o What: We are providing grant funds to assist with the conversion of the old Westside School in the City of Sturgeon Bay to develop 15 rental units of which 51% must be available to low or moderate-income individuals (LMI). Since these are federal funds, we are responsible for administering the grant and reporting to the State.
  o Status: Project approved by the State. Resolution accepting CDBG is on the agenda.

• Cana Island:
  o What: Phase 4 Construction documents are under development; this project is funded by a grant and donation dollars sought by the DCMM.
  o Status: Bid have been received and came in under one million dollars which is great news. DCMM is now hoping to complete fund raising over the next 45 days.

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Resolution No. 2021-31

Diversity, Equity, and Inclusion - Racism is a Public Health Crisis

WHEREAS, The Door County Board of Supervisors recognizes that racism is a social system with multiple dimensions: individual racism is internalized or interpersonal; and systemic racism is institutional or structural, and is a system of structuring opportunity and assigning value based on the social interpretation of how one looks, that unfairly disadvantages some individuals and communities, unfairly advantages other individuals and communities, and debases the vitality and humanity of Door County and the whole society.

WHEREAS, The Door County Board of Supervisors recognizes racism causes persistent discrimination in housing, education, employment, and criminal justice; and an emerging body of research demonstrates that racism is a social determinant of health.

WHEREAS, In Wisconsin, the highest excess death rates exist for African Americans and Native Americans, at every stage in the life course, and the infant mortality rate for infants of non-Hispanic black women is the highest in the nation.

NOW, THEREFORE, BE IT RESOLVED, that the Door County Board of Supervisors is committed to using a diversity, equity, and inclusion lens and approach in our policies, procedures, and projects to dismantle institutional structural bias based on identity factors such as race, ethnicity, gender, gender identity, sexual orientation, religion, disability, age, and socio-economic status.

BE IT FURTHER RESOLVED, that the Door County Board of Supervisors asserts that racism is a public health crisis affecting our entire society.

BE IT FURTHER RESOLVED, that the Door County Board of Supervisors advocates for policies and procedures that improve health in our community and eliminate health and opportunity gaps for people that are based on identity factors such as race, ethnicity, gender, gender identity, sexual orientation, religion, disability, age, and socio-economic status.

BE IT FURTHER RESOLVED, that the Door County Board of Supervisors directs Administration to incorporate diversity, equity and inclusion training, an advisory committee, as well as data collection/analysis on identity factors such as race, ethnicity, gender, gender identity, sexual orientation, religion, disability, age, and socio-economic status in the 2022 Budget materials.

BE IT FURTHER RESOLVED, that the Door County Board of Supervisors directs Administration to provide a written memo to the Board no later than three months after the adoption of this Resolution, to communicate an implementation timeline for the following items:

1. Establish a diversity, equity, and inclusion advisory committee with diverse committee members.
2. Conduct an assessment of internal policy, procedures, and goals for the purpose of forming recommendations that may improve health outcomes related to identity factors such as race, ethnicity, gender, gender identity, sexual orientation, religion, disability, age, and socio-economic status.
3. Develop a consistent methodology for data collection, reporting, and analysis related to race, ethnicity, gender, disability, age, and socioeconomics for future public health data fact sheets in order to inform recommendations to decision-makers.
4. Develop and implement a comprehensive approach that incorporates systemic, structural, or institutional changes that responds to identified health disparities.

BE IT FINALLY RESOLVED, that the Door County Board of Supervisors agrees to sign on to the WPHA Declaration that Racism is a Public Health Crisis and directs the County Clerk to send a copy of this resolution to Governor Tony Evers, to all State legislators representing Door County constituents, the Wisconsin Counties Association, and the National Counties Association.

SUBMITTED BY:

[Signature]
David Lienau, Chairperson
Door County Board of Supervisors

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FISCAL IMPACT: There is no fiscal implication with the adoption of this resolution. STW

Certification:

I, Jill M. Lau, Clerk of Door County, hereby certify that the above is a true and correct copy of a resolution that was adopted on the 23rd day of March, 2021 by the Door County Board of Supervisors.

Jill M. Lau
County Clerk, Door County
Resolution No. 2021-31

Door County’s Vision of Diversity and Inclusion

WHEREAS, Door County must be a leader to ensure all residents and visitors understand our core values of accessibility, integrity, respect, and openness, and insure that the County continues to be a great place to live, work and visit; and

WHEREAS, Door County understands that, across this Country, state and local units of government are taking action to further the goals of diversity and inclusion; and

WHEREAS, the National Association of Counties and the Wisconsin County Association have provided examples where local units of government have passed resolutions declaring Racism is a Public Health Crisis based on the American Public Health Associations national campaign against racism; and

WHEREAS, Healthiest Wisconsin 2020 states that, “Wisconsin must address persistent disparities in health outcomes, and the social, economic, educational and environmental inequities that contribute to them”; and

WHEREAS, Door County acknowledges that racism is a public health crisis in areas of our Country and that Door County can and should play a role in seeking lasting solutions; and

WHEREAS, Door County elected officials and employees have participated in education and training in an effort to better understand and be able to address these disparities; and

WHEREAS, Building a truly inclusive culture for everyone, regardless of age, ability, gender identity and expression, nationality ethnicity, parental status, race, religion, and sexual orientation, within the County of Door is a necessary first step toward addressing these disparities.

WHEREAS, inclusive practices, which bring together a range of diverse perspectives, yield undeniable benefits, aid in the pursuit of diversity and inclusion and will lead to a better future.

NOW, THEREFORE, BE IT RESOLVED, that the Door County Board of Supervisors asserts that all residents and visitors shall be treated with respect and integrity.

BE IT FURTHER RESOLVED, that the Door County Board of Supervisors will support policies that improve access and remove gaps along social and economic constructs and advance the understanding of diversity and inclusion.

BE IT FURTHER RESOLVED, that the Door County Board of Supervisors recognizes that every Door County elected and appointed official and employee is responsible for creating and maintaining a culture in which we respect diversity and inclusion in the workforce and the community they serve.

BE IT FURTHER RESOLVED, that the Door County Board of Supervisors encourages advocacy, by institutions and individuals, to dismantle barriers and promote diversity and inclusion.

BE IT FURTHER RESOLVED, that the Door County Administrative Committee shall work with Administration and our departments on monitoring and reporting measurable progress made towards diversity and inclusion.

BE IT FURTHER RESOLVED, that the Door County Board of Supervisors directs the County Clerk to send a copy of this resolution to Governor Tony Evers, to all State legislators representing Door County constituents, and the Wisconsin Counties Association.

Submitted by Administrative Committee

David Lienau, Chairperson

Susan Kohout

Dan Austad

Nancy Robillard

Ken Fisher

Richard Virlee

Joel Gunnlaugsson

Certification:

I, Jill M. Lau, Clerk of Door County, hereby certify that the above is a true and correct copy of a resolution that was adopted on the 23rd day of March 2021 by the Door County Board of Supervisors.

Jill M. Lau

County Clerk, Door County

Review by:

_________________________ Corp. Counsel

Reviewed by:

_________________________ Administrator

FISCAL IMPACT: There is no fiscal implication with the adoption of this resolution. STW
DOOR COUNTY

WHEREAS, race is a social construction with no biologic basis; and

WHEREAS, racism is a social system with multiple dimensions: individual racism is internalized or interpersonal; and systemic racism is institutional or structural, and is a system of structuring opportunity and assigning value based on the social interpretation of how one looks, that unfairly disadvantages some individuals and communities, unfairly advantages other individuals and communities, and saps the strength of the whole society through the waste of human resources; and

WHEREAS, racism causes persistent racial discrimination in housing, education, employment, and criminal justice; and an emerging body of research demonstrates that racism is a social determinant of health; and

WHEREAS, more than 100 studies have linked racism to worse health outcomes; and

WHEREAS, in Wisconsin, the highest excess death rates exist for African American and Native Americans, at every stage in the life course, and our infant mortality rate for infants of non-Hispanic Black Women is the highest in the nation; and

WHEREAS, the American Public Health Association (APHA) launched a National Campaign Against Racism; and

WHEREAS, Healthiest Wisconsin 2020 states that, “Wisconsin must address persistent disparities in health outcomes, and the social, economic, educational and environmental inequities that contribute to them”; and

WHEREAS, public health’s responsibilities to address racism include reshaping our discourse and agenda so that we all actively engage in racial justice work; and

WHEREAS, while there is no epidemiologic definition of “crisis”, the health impact of racism clearly rises to the definition proposed by Galea: “The problem must affect large numbers of people, it must threaten health over the long-term, and it must require the adoption of large-scale solutions”.

NOW, THEREFORE, BE IT RESOLVED, that the Door County Board of Supervisors asserts that racism is a public health crisis affecting our entire society.

BE IT FURTHER RESOLVED, that the Door County Board of Supervisors advocates for policies and procedures that improve health in our community, eliminate health and opportunity gaps along racial lines, and increase the success of underrepresented groups by distributing resources justly across all communities.

BE IT FURTHER RESOLVED, that the Door County Board of Supervisors will support local, state, and federal initiatives that advance social justice.
Resolution No. 2020-86

Racism is a Public Health Crisis

BE IT FURTHER RESOLVED, that the Door County Board of Supervisors encourages individual advocacy to dismantle systematic racism and recognizes that every Door County employee is responsible for creating and maintaining a culture in which employees respect the diverse values, beliefs, and behaviors in the workforce and the community they serve.

BE IT FURTHER RESOLVED, that the Door County Board of Supervisors directs the County Clerk to send a copy of this resolution to Governor Tony Evers, to all State legislators representing Door County constituents, and the Wisconsin Counties Association.

BE IT FURTHER RESOLVED, that the Door County Board of Supervisors now directs the County Clerk to sign Door County on to the Wisconsin Public Health Association’s declaration that Racism is a Public Health Crisis.

SUBMITTED BY: LEGISLATIVE COMMITTEE

Bob Bultman, Chairperson

Kara Counard

Alexis Heim Peter

Erin Tauscher

Vinni Chomeau

Certification:

I, Jill M. Lau, Clerk of Door County, hereby certify that the above is a true and correct copy of a resolution that was adopted on the 27th day of October, 2020 by the Door County Board of Supervisors.

Jill M. Lau
County Clerk, Door County

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RESCINDING ORDINANCE 2021-09
Rescission of Amendatory Ordinance 2021-05

CHAPTER 11.05 DOOR COUNTY CODE
ALL TERRAIN VEHICLES & UTILITY TERRAIN VEHICLES ROUTES

THE DOOR COUNTY BOARD OF SUPERVISORS DOES HEREBY ORDAIN AS FOLLOWS:

The Town of Nasewaupee, with an endorsement by the City of Sturgeon Bay, has requested that portions of CTH C, from CTH PD to North Duluth Avenue, located within their territorial boundaries, be designated as an all-terrain vehicle route and utility terrain vehicle route.

The Door County Highway & Airport Committee has considered the request and recommends approval of amendment of Chapter 11.05 Door County Code to effectuate, the same.

The Door County Board of Supervisors does hereby amend an amendment to Chapter 11.05 Door County Code as follows:

COUNTY HIGHWAYS, OR PORTIONS THEREOF, DESIGNATED AS ATV AND/OR UTV ROUTES.

A. The following routes are designated as ATV / UTV routes:

1. The portion of County Highway(s) DK, N, D, Y situated within the Town of Union.

2. The portion of County Trunk Highway W situated within the Town of Washington.

3. The portion of County Trunk Highways M, SB, and PD situated within the Town of Nasewaupee.

4. The following segments of County Trunk Highways in the Town of Gardner: All of CTH CC, CTH C from CTH CC to Stevenson Pier Road, CTH C from Meadowlark Lane to Lime Kiln Road, and CTH N from Fox Lane southerly to the Gardner Town Line.

5. The portion of County Trunk DK in the Town of Brussels.

6. The portion of CTH H from STH 42 west to Stone Road in the Town of Forestville.

7. The portion of CTH J from Mill Road to the easterly Forestville Village Limits.

8. CTH C from CTH SB to Stone Road, Town of Nasewaupee.

9. CTH EE from Red Cherry Road to CTH F, and CTH F from STH 57 to Meadow Road, and CTH E from CTH A to Red Cherry Road, Town of Baileys Harbor.

10. CTH E from CTH A to Baileys Harbor Town Line and on CTH EE from Red Cherry Road to North Maple Road.

11. CTH F from CTH A to West Meadow Road, Town of Gibraltar.

12. CTH C from CTH N to Riley’s Bay Road, Town of Gardner.

13. CTH C from CTH PD to North Duluth Avenue, Town of Nasewaupee.

Chapter 11.05 Door County Code shall remain unchanged and shall continue in full force and effect except as amended by this ordinance.

This ordinance shall become effective upon enactment and publication.

The Door County Clerk shall transmit a certified copy of this ordinance to the Wisconsin Department of Natural Resources and the Door County Sheriff’s Department.

SUBMITTED BY: HIGHWAY & AIRPORT COMMITTEE

Roy Englebert, Chairperson

David Englebert

Kenneth Fisher

Laura Vlies Wotachek

Joel Gunnlaugsson

Reviewed by: _______ , Corp. Counsel

Reviewed by: _______ , Administrator

Certification:

I, Jill M. Lau, Clerk of Door County, hereby certify that the above is a true and correct copy of an ordinance that was enacted on the 20th day of April, 2021 by the Door County Board of Supervisors.

Jill M. Lau
County Clerk, Door County

Countersigned

David Lienau, Chairperson
Door County Board of Supervisors

Effective Date Upon enactment and publication.
Resolution No. 2021-32

APPROVAL OF GIFT, GRANT AND/OR DONATION TO THE DOOR COUNTY SHERIFF’S OFFICE

TO THE DOOR COUNTY BOARD OF SUPERVISORS:

WHEREAS, Sec. 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 Wisconsin Department of Justice, Division of Law Enforcement Services has approved a grant award to the Door County Sheriff’s Office in the amount of $87,000 (April 1, 2021-March 31, 2022) to support Door County Pathways – Pre-Booking Diversion Program, and

WHEREAS, These funds are from the Pre-Booking Diversion Pilot Program available through the State of Wisconsin, and

WHEREAS, The Public Safety Committee has voted to support accepting the above described grant in the amount of $87,000.

NOW THEREFORE, BE IT RESOLVED, That the Door County Board of Supervisors does hereby authorize the Door County Sheriff’s Office to accept the grant as described above.

SUBMITTED BY: PUBLIC SAFETY COMMITTEE

Joel Gunnlaugsson, Chairperson

Alexis Heim Peter

Bob Bultman

Megan Lundahl

Kara Counard

Laura Vlies Wotachek

Roy Englebert

Reviewed by: ____________________________, Corp. Counsel
Reviewed by: ____________________________, Administrator

FISCAL IMPACT: The Grant funds will be used for the specified purpose; no additional County funds are required because of the acceptance of this Grant. STW

Certification:

I, Jill M. Lau, Clerk of Door County, hereby certify that the above is a true and correct copy of a resolution that was adopted on the 20th day of _April_ 2021 by the Door County Board of Supervisors.

Jill M. Lau
County Clerk, Door County
Resolution No. 2021-33

ACCEPTANCE OF WIS DOA CDBG-HSG AWARD

TO THE DOOR COUNTY BOARD OF SUPERVISORS:

WHEREAS, By adoption of Resolution No. 2020-115 on December 15, 2020, the Door County Board of Supervisors authorized submission of an application for a Community Development Block Grant for CLOSE Housing (CDBG CL-HSG); and

WHEREAS, On April 1, 2020, Door County (County) received notice from the Wisconsin Department of Administration (DOA) Division of Energy, Housing and Community Resources (DEHCR) that County is the recipient of a grant award of up to $1,447,131.81; and

WHEREAS, Acceptance of the Wis DOA CDBG-HSG award and related project serves primarily and furthers public purposes, including the development of housing that are affordable to low- and moderate-income persons.

NOW, THEREFORE, BE IT RESOLVED, that the Door County Board of Supervisors does hereby accept the Wis DOA CDBG-HSG award.

BE IT FURTHER RESOLVED, That the Door County Board Chairperson and Door County Clerk are the authorized signatories on behalf of Door County with respect to acceptance of the Wis DOA CDBG-HSG award.

BE IT FURTHER RESOLVED, That the County Administrator or their designee(s) is (are) responsible for administration of, and empowered to take any and all actions necessary to administer, the Wis DOA CDBG-HSG award.

SUBMITTED BY: Administrative Committee

David Lienau, Chairperson

Dan Austad

Ken Fisher

Joel Gunnlaugsson

Susan Kohout

Nancy Robillard

Richard Virlee

Reviewed by: _______________, Corp. Counsel

Reviewed by: _______________, Administrator

FISCAL IMPACT: This resolution authorizes the acceptance to receive the funds from this pass-thru grant. This grant will be on the County’s books for recording purposes only-grant dollars in-grant dollars out. No fiscal impact to the County. STW

Certification:
I, Jill M. Lau, Clerk of Door County, hereby certify that the above is a true and correct copy of a resolution that was adopted on the 20th day of April, 2021 by the Door County Board of Supervisors.

Jill M. Lau
County Clerk, Door County
Resolution No. 2021-34

VACATE / CONVEY PART OF FORMER CTH N RIGHT-OF-WAY

TO THE DOOR COUNTY BOARD OF SUPERVISORS:

WHEREAS, On or about 1956 a portion of CTH N was relocated and new right-of-ways and/or easements were acquired; and

WHEREAS, The former CTH N right-of-ways and/or easements were not formally vacated or otherwise disposed of; and

WHEREAS, Catherine M. & David J. Vander Zanden, the owners of adjoining land (i.e., PIN 012-01-26272341A1), have requested that Door County formally vacate and convey a portion of the former CTH N right-of-way (See: Plat of Survey, attached hereto as Exhibit A, and incorporated herein by reference); and

WHEREAS, The Highway & Airport Committee has reviewed and approved the Vander Zandens request to vacate and convey a portion of the former CTH N right-of-way as depicted on Exhibit A.

NOW, THEREFORE, BE IT RESOLVED, That the Door County Board of Supervisors does hereby approved the Vander Zandens request to vacate and convey a portion of the former CTH N right-of-way as depicted on Exhibit A.

BE IT FURTHER RESOLVED, That the Door County Clerk is hereby authorized and directed to execute the documents (e.g., Quit Claim Deed) necessary to effectuate the foregoing.

SUBMITTED BY:
HIGHWAY & AIRPORT COMMITTEE

Roy Englebert, Chairperson

Kenneth Fisher

Laura Vlies Wotachek

Joel Gunnlaugsson
**PLAT OF SURVEY**

PART OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 25, T27N-R23E, TOWN OF GARDNER, DOOR COUNTY, WISCONSIN.

PARCEL A (TO BE ATTACHED TO THE ABUTTING PARCEL #01201262272341A1, LYING TO THE WEST):

PART OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 25, T27N-R23E, TOWN OF GARDNER, DOOR COUNTY, WISCONSIN, MORE FULLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE WEST 1/4 CORNER OF SECTION 25, T27N-R23E; THENCE N88°18'43"E, 23.01 FEET ALONG THE NORTH LINE OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 25, T27N-R23E TO THE POINT OF BEGINNING; THENCE 65°25'19"E, 55.79 FEET; THENCE S00°41'49"W, 135.64 FEET; THENCE S8°53'52"E, 50.81 FEET; THENCE N62°23'14"W, 29.44 FEET TO THE SOUTHEAST CORNER OF LOT 1 OF VOLUME 20, CERTIFIED SURVEY MAPS, PAGE 199 (MAP #3318-DOCUMENT #24508), DOOR COUNTY RECORDS; THENCE N0°0'113'0"E, 210.55 FEET ALONG SAID LINE TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 8,864 SQ. FT., 0.20 ACRES OF LAND, MORE OR LESS. SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.

PARCEL B (TO BE ATTACHED TO THE ABUTTING PARCEL #01201262272341A2, LYING TO THE WEST):

PART OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 25, T27N-R23E, TOWN OF GARDNER, DOOR COUNTY, WISCONSIN, MORE FULLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE WEST 1/4 CORNER OF SECTION 25, T27N-R23E; THENCE N88°18'43"E, 23.01 FEET ALONG THE NORTH LINE OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 25, T27N-R23E; THENCE 0°0'113'0"W, 210.55 FEET ALONG THE EAST LINE OF LOT 1 OF VOLUME 20, CERTIFIED SURVEY MAPS, PAGE 199 (MAP #3318-DOCUMENT #24508), DOOR COUNTY RECORDS, TO THE POINT OF BEGINNING; THENCE S82°31'44"E, 29.44 FEET; THENCE N116°15' FEET ALONG THE ARC OF A 655.46 FOOT RADIUS TO THE LEFT WHOSE LONG CHORD BEARS 51°49'25"W, 116.09 FEET TO THE EAST LINE OF LOT 2 OF SAID MAP; THENCE N0°1'13'0"E, 155.89 FEET ALONG SAID LINE TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 1,495 SQ. FT., 0.03 ACRES OF LAND, MORE OR LESS. SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.

<table>
<thead>
<tr>
<th>Curve No.</th>
<th>Arc</th>
<th>Radius</th>
<th>Chord</th>
<th>Chord Bearing</th>
<th>Central Angle</th>
<th>Tangent Bearing</th>
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<tr>
<td>1-2</td>
<td>50.82</td>
<td>655.46</td>
<td>50.81</td>
<td>S2°04'20&quot;W</td>
<td>04°28'33&quot;</td>
<td>N2°12'36&quot;E</td>
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<tr>
<td>2-3</td>
<td>116.15</td>
<td>655.46</td>
<td>116.02</td>
<td>S14°46'23&quot;W</td>
<td>10°09'10&quot;</td>
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<td>1-3</td>
<td>166.97</td>
<td>655.46</td>
<td>166.52</td>
<td>S10°59'45&quot;W</td>
<td>14°35'42&quot;</td>
<td>S09°41'54&quot;W</td>
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</tbody>
</table>

SURVEYOR'S CERTIFICATE:
I, RANDALL J. OETTINGER, PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY THAT THE ABOVE DESCRIBED PROPERTY WAS SURVEYED AND MAPPED IN ACCORDANCE WITH AE-7 OF THE WISCONSIN ADMINISTRATIVE CODE AND IS CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

RANDALL J. OETTINGER
DECEMBER 09, 2020

[Signature]

MACH IV
ENGINEERS - SURVEYORS - LAND SURVEYORS

CLIENT: DAVE VANDER ZANDEN
DRAFTED BY: RJG
TAX PARCEL NO.: 01201262272341A1 & A2

SCALE: 1"=20'-0" SCALE: SHEET: 2 OF 2
PROJECT NO.: 1276-01-16
DRAWING NO.: 1417A

[Logo]

[Address]

[Website] www.machiv.com
Resolution No. 2021-35

2020 CARRY FORWARDS FROM GENERAL FUND ACCOUNTS

TO THE DOOR COUNTY BOARD OF SUPERVISORS:

WHEREAS, In accordance with Section 65.90(5)(a) Wisconsin Statutes 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, Carry forwards arise when there is a committed contract or project that was budgeted in one year and will not be completed until the following year and where the County has various grant projects that continue to provide programming as directed by the specific nature of the grant into the next year; and

WHEREAS, Those funds are available until the contracts or projects are completed; and;

WHEREAS, It is recommended that $711,101.74 be transferred from the respective non-lapsing accounts in 2020 to the respective non-lapsing accounts in 2021 (see attached listing) in accordance with the Finance Committee adopted Carryover of Funds from One Year to the Next procedure/policy. Policy attached.

NOW, THEREFORE, BE IT RESOLVED, That the Door County Board of Supervisors does hereby approve the request made to transfer $711,101.74 from the 2020 non-lapsing account to the respective 2021 non-lapsing accounts (see attached listing) to be expended in 2021 budget year.

SUBMITTED BY: FINANCE COMMITTEE

David Englebert, Chairperson

Nancy Robillard

Dan Austad

Laura Vlies Wotachek

Alexis Heim Peter

Dale Vogel

Susan Kohout

Reviewed by:____________________, Corp. Counsel

Reviewed by:____________________, Administrator

FISCAL IMPACT: Project funds or grants that are ongoing are non-lapsed or carried forward to the next budget year. There is no additional fiscal impact on the 2021 budget. STW

Certification:

I, Jill M. Lau, Clerk of Door County, hereby certify that the above is a true and correct copy of a resolution that was adopted on the 20th day of April, 2021 by the Door County Board of Supervisors.

Jill M. Lau
County Clerk, Door County
## DOOR COUNTY
### Carry Forwards Approved by Finance Committee

**Amounts Carried Forward from 2020 to 2021**

<table>
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<tr>
<th>Department</th>
<th>Account</th>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>General Administration</td>
<td>100.06.1161.59103</td>
<td>Contingency Expense</td>
<td>$478,303.50</td>
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<tr>
<td></td>
<td>100.06.1161.52158</td>
<td>Special Projects (Wage Plan)</td>
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<td><strong>Subtotal</strong></td>
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<td>Technology Services</td>
<td>100.13.1106.69901.00013</td>
<td>Capital Outlay Tech.Services (Receipting Software County Clerk)</td>
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<td>100.13.1106.69901.00013</td>
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<td>100.13.1106.54101</td>
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<td>Soil &amp; Water Conservation</td>
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<td>Professional Services (Multi-Year Well Testing Project)</td>
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<td></td>
<td><strong>Subtotal</strong></td>
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<td>Facilities &amp; Parks</td>
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<td>Repair &amp; Maintenance-Grounds (Sickle Bar attachment for John Deere)</td>
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<td><strong>Subtotal</strong></td>
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<tr>
<td>Airport</td>
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<td>Airport Capital Outlay (Budgeted Match for Airport Entitlement Funds)</td>
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<td>Finance Department</td>
<td>100.48.1102.52103</td>
<td>Independent Audit/Accounting (for Additional Audit Expenses)</td>
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<td></td>
<td></td>
<td><strong>Subtotal</strong></td>
<td><strong>$8,000.00</strong></td>
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**Total Amount to be Transferred from Unassigned Fund Balance (#100.33101) to Designated for Subsequent Year’s Budget (#100.33102)**

$711,101.74
Resolution No. 2021-36
AUTHORIZED PHASE III AND §65.90(5)(a), WIS. STATS. BUDGET CHANGE FOR DOOR COUNTY GOVERNMENT FACILITY PROJECT ON WASHINGTON ISLAND

TO THE DOOR COUNTY BOARD OF SUPERVISORS:

WHEREAS, The Washington Island County Government Facility Project ("Project") has the subject of myriad resolutions, including Resolution No. 2020-110, (adopted 12-15-2020) and Resolution No. 2021-14 (adopted 01-26-2021); and

WHEREAS, Phase I (schematic design & design development) and Phase II (construction documents competitive bidding) of the Project have been completed, and it’s recommended that County proceed with Phase III (construction); and

WHEREAS, The Project was competitively bid, responsive bids were timely received from two contractors, and Zeise Construction with a base bid of $1,016,900.00 is deemed the lowest responsible bidder [See: Exh. A, The Samuels Group Inc April 16, 2021 Memo]; and

WHEREAS, $1,820,000 has been appropriated for the Project, ~$828,000 has been expended, leaving ~$992,000 available (and a shortfall of $200,000) to complete the project; and

WHEREAS, The Finance Committee, on 04-19-2021, recommended the transfer of up to $200,000 from the Door County contingency expense account 100.06.1161.59103 to the Construction EMS Washington Island Station Expense account 401.51.7190.69901.0029E for the Project pursuant to §65.90(5), Wis. Stats.

WHEREAS, The Project serves a public purpose, and it is deemed to be advantageous to the County to proceed with the Project.

NOW THEREFORE, BE IT RESOLVED, by the Door County Board of Supervisors that Phase III (construction) of the Project is hereby authorized to proceed.

BE IT FURTHER RESOLVED, by the Door County Board of Supervisors, that the contract be awarded to the lowest responsible bidder, Zeise Construction, with a base bid of $1,016,900.00.

BE IT FURTHER RESOLVED, by the Door County Board of Supervisors, that up to $200,000 from the Door County contingency expense account 100.06.1161.59103 to the Construction EMS Washington Island Station Expense account 401.51.7190.69901.0029E for the Project pursuant to §65.90(5), Wis. Stats.

BE IT FURTHER RESOLVED, by the Door County Board of Supervisors, that the County Administrator or their designee, subject to the general oversight of the Facilities and Parks Committee, is authorized to see the Project through to completion.

SUBMITTED BY: FACILITIES & PARKS COMMITTEE

Dan Austad, Chairperson
Alexis Heim Peter

Roy Englebert
Susan Kohout

David Enigl
Nancy Robillard

Ken Fisher

Jill M. Lau, Clerk of Door County, hereby certify that the above is a true and correct copy of a resolution that was adopted on the 20th day of April, 2021 by the Door County Board of Supervisors.
Resolution No. 2020-110

AUTHORIZATION TO RETAIN DESIGN PROFESSIONAL AND PROCEED WITH PHASE I - DOOR COUNTY’S (EMERGENCY & OTHER) SERVICES FACILITY ON WASHINGTON ISLAND PROJECT

TO THE DOOR COUNTY BOARD OF SUPERVISORS:

WHEREAS, Door County’s (Emergency & Other) Services Facility on Washington Island Project ("Project") has been the subject of two prior resolutions (Resolution No. 2019-12, adopted January 22, 2019 and Resolution No. 2020-61, adopted July 28, 2020); and

WHEREAS, Door County intends to move forward with this Project and it is therefore necessary to retain the services of a design professional (i.e., architect/engineer) to proceed with Phase I (schematic design and design development), Phase II (construction documents and competitive bidding) and Phase III (construction); and

WHEREAS, Following a competitive and qualifications-based selection process, it is recommended that the Samuels Group Inc. be retained as Door County’s design professional for the Project (See: Request for Proposals, Instructions, Specifications, Purchase of Services Agreement, and Samuels 16 Group Inc. Negotiated Proposal); and

WHEREAS, It is deemed appropriate to move forward with Phase I of the Project.

NOW, THEREFORE, BE IT RESOLVED, by the Door County Board of Supervisors, that the Samuels Group Inc. be retained as Door County’s design professional for the Project.

BE IT FURTHER RESOLVED, that Phase I of the Project may proceed, and that there be a report to and authorization from the Door County Board before moving forward with Phase II.

BE IT FURTHER RESOLVED, That this Project will be administered by the County Administrator or their designee(s), subject to the general oversight of the Facilities and Parks Committee.

SUBMITTED BY:

FACILITIES & PARKS COMMITTEE

Dan Austad, Chairperson
Roy Englebert
Heim Peter
David Engh
Ken Fisher

Reviewed by: [Signature] Corp. Counsel
Reviewed by: [Signature] Administrator

FISCAL IMPACT: Funding for these professional fees is included in the 2021 budgeted amount of $1,820,000 for this project. STW

Certification:
I, Jill Lau, Clerk of Door County, hereby certify that the above is a true and correct copy of a resolution that was adopted on the 15th day of December, 2020 by the Door County Board of Supervisors.

Jill Lau,
County Clerk, Door County
Resolution No. 2021-14

COUNTY FACILITY ON WASHINGTON ISLAND PROJECT
AUTHORIZATION TO PROCEED WITH PHASE II

TO THE DOOR COUNTY BOARD OF SUPERVISORS:

WHEREAS, This Project has been the subject of myriad resolutions, including Resolution No. 2019-12 (adopted 01-22-2019); Resolution No. 2020-05 (adopted 01-28-2020); Resolution No. 2020-61 (adopted 07-28-2020); and Resolution No. 2020-110 (adopted 12-15-2020); and

WHEREAS, Phase I of this Project, authorized by Resolution No. 2020-110, has been completed; and

WHEREAS, The Facilities & Parks Committee, at its January 19, 2021, meeting, recommended that Phase II (as described in Addendum A, attached hereto and incorporated herein by reference as if fully set forth) of this Project proceed; and

NOW, THEREFORE, BE IT RESOLVED, That the Door County Board of Supervisors does hereby deem Phase I of this Project to be complete.

BE IT FURTHER RESOLVED, That Phase II of the Project may proceed, and that there be a report to and authorization from the Door County Board of Supervisors before moving forward with Phase III.

BE IT FURTHER RESOLVED, That Phase II of this Project will be administered by the Facilities & Parks Director, and subject to the general oversight of the Facilities & Parks Committee.

SUBMITTED BY: FACILITIES & PARKS COMMITTEE

Dan Austad
Alexis Heim Peter
Roy Englebert
Susan Kohout
David Engl
Nancy Robillard
Ken Fisher

FISCAL IMPACT: Funding for Phase I and Phase II is included in the 2021 budgeted amount of $1,820,000 for this project. STW

Certification:
The above is a true and correct copy of a resolution that was adopted on the 26th day of January, 2021 by the Door County Board of Supervisors.

Jill M. Lau
County Clerk, Door County
Phased Service Planning
Architectural & Engineering Services-Renovation Historic Washington Island Dairy

SUMMARY

Door County intends to renovate the Historical Washington Island Dairy located at 1309 Range Line Road, Washington Island, WI. A preliminary evaluation of the renovation has been completed.

SERVICES AND DELIVERABLES

PHASE I:

A. Schematic design phase services.
   1. Design professional consults with Door County and determines project goals and requirements.
   2. Design professional develops study drawings, documents or other media that illustrates the concepts of design and include spatial relationships, scale, and form for Door County to review.
   3. Research and address zoning requirements or jurisdictional restrictions.
   4. A final schematic design, including site plan, floor plan, sections, an elevation, overall dimensions, and other illustrative materials.

B. Design development phase services.
   1. Use the initial design documents from the schematic design phase and take them a few steps further.
   2. Lay out mechanicals, electrical, plumbing, structural and architectural details.
   3. Specify design elements, such as material types, location of windows, and location of doors.
   4. Floor plans, sections, and elevations with full dimensions.
   5. Cost estimate.

*** REPORT TO COUNTY BOARD ***

PHASE II:

C. Construction document phase services.
   1. Specific and detailed engineering and construction drawings that will serve as the basis for both bidding and construction by a general contractor.
   2. This phase must produce a set of drawings that include all pertinent information required for the general contractor to price and construct the project.

D. Competitive bidding phase services.
   1. Assistance with preparation of necessary bid documents to be provided to prospective bidders for the project.
Addendum (A) to Resolution 2021-14

2. Help with selection of general contractors that should be given an opportunity to bid on the project based on their experience, their reputation for quality, on-time and on-budget performance, and their financial credibility.

3. Pre-bid meeting for potential general contractors.

4. Review of the bids received to assess the relative merits of each and assist Door County in awarding the contract.

5. Construction contract [it is anticipated that modified standard AIA or EJCDC contract documents will be used.]

*** REPORT TO COUNTY BOARD ***

Phase III:

E. Construction phase services.

1. Construction contract administration.

2. The design professional's core responsibility during this phase is to assist the general contractor to construct the project as specified in the construction documents as approved by Door County.

3. Regular site observations of the contractor and subcontractors during the construction phase, and sign off on construction drawings to assure that scheduled payments are made, with appropriate holdbacks, when predetermined work has been completed.

4. Final sign-off on the project, assuring that the final project represents what was originally conceptualized and captured in the working drawings.

5. The end result being a successfully contracted and built project.

F. This project is expected to be completed by Fall 2021.

*** FINAL REPORT TO COUNTY BOARD ***
Resolution No. 2021-37

TRANSFER OF NON-BUDGETED FUNDS UNDER § 65.90, WIS. STATS.-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)(dm), 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 attorney fees; and

WHEREAS, It is considered prudent and necessary for Door County to develop 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 April 14, 2021 meeting, recommended that the Project proceed, with a not to exceed cost of $400,000 related to the Project; and

WHEREAS, $150,000 is included in the 2021 CIP and $15,000 was authorized for A&E Services by adoption of Resolution No. 2020-108 on December 15, 2020, which leaves $235,000 yet to be appropriated for this Project; and

WHEREAS, The Finance Committee is recommending that up to $235,000 be transferred from the Door County Unassigned Fund Balance account 100.33101 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 $235,000 from the Door County Unassigned Fund Balance account 100.33101 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, Chairperson

Nancy Robillard

Daniel Austad

Laura Vlies Wotachek

Alexis Heim Peter

Dale Vogel

Susan Kohout
ROLL CALL
Board Members | Aye | Nay | Exc.
AUSTAD | | | 1
BULTMAN | | | 2
CHOMEAU | | | 3
COUNARD | | | 4
D. ENGLEBERT | | | 5
R. ENGLEBERT | | | 6
ENIGL | | | 7
FISHER | | | 8
GAUGER | | | 9
GUNNLAUGSSON | | | 10
HEIM PETER | | | 11
KOHOUT | | | 12
LIENAU | | | 13
LUNDAHL | | | 14
NORTON | | | 15
ROBILLARD | | | 16
RUSNAK | | | 17
THAYSE | | | 18
VIRLEE | | | 19
VLIES WOTACHEK | | | 20
VOGEL | | | 21

BOARD ACTION
Vote Required: Two Thirds of Entire Membership

Motion to Approve | Adopted | 1st | Defeated | 2nd

Yes: | | No: | | Exc: |

FISCAL IMPACT: The fiscal impact is a decrease of $50,000 to the C.I.P. Reserve committed for JMP Entrance Gate which leaves a balance in this line item of $73,623.32. STW

Certification:
I, Jill M. Lau, Clerk of Door County, hereby certify that the above is a true and correct copy of a resolution that was adopted on the 20th day of April, 2021 by the Door County Board of Supervisors.

Reviewed by: ____________________________, Corp. Counsel
Reviewed by: ____________________________, Administrator

SUBMITTED BY: FINANCE COMMITTEE

David Englebert, Chairperson
Nancy Robillard

Daniel Austad
Laura Vlies Wotachek

Alexis Heim Peter
Dale Vogel

Susan Kohout

Resolution No. 2021-38
Ellison Bluff County Park - Road Paving Project
TRANSFER OF NON-BUDGETED FUNDS

TO THE DOOR COUNTY BOARD OF SUPERVISORS:

WHEREAS, In accordance with Section 65.90(5)(a) Wisconsin Statutes 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, The Facilities & Parks Committee met on April 14, 2021, and discussed the Ellison Bluff County Road improvement project bids. The sole bid from Scott Construction, Inc of $101,386.25 was rejected and an alternate plan was discussed to pave the roadway in its entirety by the Highway Department in 2021 at a cost not to exceed $100,000; and

WHEREAS, The Facilities & Parks Department will have a budget shortfall of $50,000 in the 2021 Capital Outlay department budget for road improvements; and

WHEREAS, The Facilities and Parks committee recommends completing the project in 2021 with funds from the John Miles Park Capital Outlay; and

WHEREAS, The Finance Committee is recommending that $50,000 be transferred from the C.I.P. Reserve for Facilities & Parks committed for JMP Entrance Gate account number 401.32143 to the Capital Improvements Plan (C.I.P.), account 401.51.7190.69901.00037, Facilities & Parks Bldg. Maintenance to cover the budget shortfall in 2021.

NOW, THEREFORE, BE IT RESOLVED, That the Door County Board of Supervisors does hereby approve the transfer of $50,000 from the C.I.P. Reserve for Facilities & Parks committed for JMP Entrance Gate account number 401.32143 to the Capital Improvements Plan (C.I.P.), account 401.51.7190.69901.00037, Facilities & Parks Bldg. Maintenance to cover the budget shortfall in 2021.
Resolution No. 2021-39
APPOINTMENTS TO COMMITTEES, COMMISSIONS AND BOARDS

TO THE DOOR COUNTY BOARD OF SUPERVISORS:

WHEREAS, Pursuant to § 59.11(1)(c) Wis. Stats. the County
Board is to meet on the 3rd Tuesday of each April to organize and
transact business. At this meeting the Board may transact any
business permitted at the § 59.11 (1)(a) Wis. Stats. annual meeting.
This includes the appointment of all boards, commissions, and
committees; and

WHEREAS, The authority to appoint the members of certain
committees of the County Board rests with the Chairperson of the
County Board, subject to the confirmation of the County Board; and

WHEREAS, § 59.18 Wis. Stats. confers the power to appoint the
members of certain boards, commissions and committees upon the
County Administrator, subject to the confirmation of the County
Board; and

WHEREAS, The existing boards, commissions, and committees
(including current and proposed members) are set forth in
Addendum A, which attached hereto and incorporated herein by
reference; and

WHEREAS, We submit the following appointments for your
consideration and confirmation.

NOW, THEREFORE, BE IT RESOLVED, That the Board of
Supervisors hereby confirms the proposed appointments to boards,
commissions, and committees as set forth in Addendum A, attached
hereto and incorporated herein by reference as if set forth in full.

BE IT FURTHER RESOLVED, That Resolutions No. 2019-02,
2020-75, 2020-101, 2021-03 and 2021-22 are, to the extent they are
inconsistent herewith, superseded.

SUBMITTED BY:

__________________________________________
David Lienau, Chairperson
Door County Board of Supervisors

__________________________________________
Ken Pabich
County Administrator
### STANDING COMMITTEES (expire April 2022)

#### Administrative (7)
1. *David Lienau (C)*  
2. *Ken Fisher*  
3. *Daniel Austad*  
4. *Joel Gunnlaugsson*  
5. *Susan Kohout*  
6. *Nancy Robillard*  
7. *Richard Virlee*

#### Agriculture & Extension (5)
1. *Elizabeth Gauger (C)*  
2. *Vinni Chomeau*  
3. *Kara Counard*  
4. *Todd Thayse*  
5. *Dale Vogel*

#### Facilities & Parks (7)
1. *Daniel Austad (C)*  
2. *Roy Englebert*  
3. *David Enigl*  
4. *Ken Fisher*  
5. *Alexis Heim Peter*  
6. *Susan Kohout*  
7. *Nancy Robillard*

#### Finance (7)
1. *David Englebert (C)*  
2. *Daniel Austad*  
3. *Alexis Heim Peter*  
4. *Susan Kohout*  
5. *Nancy Robillard*  
6. *Laura Vlies Wotachek*  
7. *Dale Vogel*

#### Highway & Airport (5) *(elected for 2-yr term April '20)*
1. *Roy Englebert (C) (South)*  
2. *Joel Gunnlaugsson (North)*  
3. *Ken Fisher (City)*  
4. *David Englebert (Member at Large #1)*  
5. *Laura Vlies Wotachek (Member at Large #2)*

#### Legislative (5)
1. *Bob Bultman (C)*  
2. *Vinni Chomeau*  
3. *Kara Counard*  
4. *Elizabeth Gauger*  
5. *Laura Vlies Wotachek*

#### Negotiating (5)
1. *Todd Thayse (C)*  
2. *David Englebert*  
3. *Megan Lundahl*  
4. *Nissa Norton*  
5. *Dale Vogel*

### Public Safety (7)
1. *Joel Gunnlaugsson (C)*  
2. *Bob Bultman*  
3. *Elizabeth Gauger*  
4. *Roy Englebert*  
5. *Alexis Heim Peter*  
6. *Megan Lundahl*  
7. *Laura Vlies Wotachek*

### Resource Planning (5) *(Chair Elected)*
1. *David Enigl (C)*  
2. *Vinni Chomeau*  
3. *Roy Englebert*  
4. *Ken Fisher*  
5. *Richard Virlee*

### Risk Management / Insurance
1. *Susan Kohout (C)*  
2. *David Englebert*  
3. *Dale Vogel*  
4. *Richard Virlee*  
5. *Laura Vlies Wotachek*

### Technology Services (7)
1. *David Englebert (C)*  
2. *David Englebert*  
3. *Elizabeth Gauger*  
4. *Alexis Heim Peter*  
5. *Morgan Rusnak*  
6. *Richard Virlee*  
7. *Joel Gunnlaugsson*

---

* Denotes County Board Supervisors  
First Member is Chairman  
Chairperson Elected by Committee  

**Back-Up Resolutions:**
- 2019-40  
- 2019-44  
- 2019-65  
- 2019-87  
- 2020-41  
- 2020-66  
- 2020-75  
- 2020-101  
- 2021-03  
- 2021-22  
- 2021-24  
- 2021-39  

**April 20, 2021**
**STATUTORY, AD HOC & OTHER COMMITTEES, COMMISSIONS, BOARDS**

**COUNTY AMBASSADORS** *(Created at the County Board’s April 21, 2020 § Sec. 59.11(1)(c), Wis. Stats. Organizational Meeting ) (2) Legislative; (1) CB at-large*

1. * Bob Bullman April 2022
2. * Susie Kohout April 2022
3. * Laura Vlies Wotachek April 2022

**BAY LAKE REGIONAL PLANNING COMMISSION REP - 6 YR.**

1. *

**CIVIL SERVICE COMMISSION – 5 yr. (Elected by CB)**

Existing Ch. 4, §4.01 Door County Code entitled Civil Service Commission is hereby repealed in its entirety. (Ord. 2021-01 effective 2/1/2021)

**COMMUNICATIONS ADVISORY TECHNICAL SUBCOMMITTEE (April 2022)**

1. * Alexis Heim Peter (C) [Public Safety Comm. Rep.]
3. Dan Kané (alternate Brenda Bley) [EM]
4. Aaron LeClair (alternate Robin Gordon) [EMS]
5. Pat McCarty (alternate Tammy Sterand) [DC Sheriff’s Office]
6. Tim Dietman (alt. Clint Henry) [Sturg. Bay Public Safety]
7. Greg Diltz (alternate Steve Schopf) [Citizen]
8. Chris Hecht [Joint Fire Chief’s]
9. Howie Hathaway (Alternate Mike Green) [ARES / RACES]

**DOOR COUNTY HOUSING AUTHORITY -5 YR.**

1. Ruth DeRegio December 2022
2. Sandi Soik December 2023
3. Mary Bink December 2024
4. Steve Kase December 2025
5. Julie Dragseth December 2021
6. Sue Binish, Dir.

**ECONOMIC DEVELOPMENT (1 County Board Rep)**

STURGEON BAY-DOOR COUNTY-ECONOMIC DEVELOPMENT LOAN FUND COMMITTEE (SBDCE) Per Res. 2019-06 & 2020-14

1. * Laura Vlies Wotachek April 2022

**HEALTH & HUMAN SERVICES BOARD – 3 yr. ☀ Chair Elected**

(5) elected; (4) citizen w/2 healthcare reps preferred

1. * Megan Lundahl (C) April 2022
2. * Vinni Chomeau April 2024
3. * Morgan Rusnak April 2024
4. * Susan Kohout April 2024
5. * Nissa Norton April 2022
6. James F. Heise, MD April 2023
7. Christa Krause April 2023
8. * Mark Moeller April 2023
9. Robert Rau April 2022

Fair Board Liaisons *(2 from Facilities & Parks)*

1. * Daniel Austad April 2022
2. * Roy Englebert April 2022

* Denotes County Board Supervisors
First Member is Chairman

**HIGHWAY SAFETY COMMISSION (April 2022)**

1. * Roy Englebert (C) (alt. Thad Ash ) (Hwy Chair)
2. Thad Ash (alternate Randall Dvorak)
3. Tammy Sterand (alt. Pat McCarty, Brad Shortreed)
4. Grant P. Thomas (alt: Rod Dequaine, Karyn Behling)
5. Jake Holtz (alternate: John Sullivan)
6. Clint Henry (alternate: Dan Brinkman)
7. Aaron LeClair (alternate: Robin Gordon)
8. Chad Shefchik (alternate: Marty Olejniczak)
9. David Englebert

DOT Appt.:
- Randy Asman (alternate Chris Blazek)
- Randy Wiessinger
- Jenny Austin (alternate Andy Jacobs)

**LAKE SHORE CAP REP**

1. * Richard Virlee April 2022

**LAND CONSERVATION COMMITTEE** *(2 members in common w/Ag & Ext)*

1. * Ken Fisher (C) April 2022
2. * Bob Bullman April 2022
3. * Vinni Chomeau April 2022
4. * Roy Englebert April 2022
5. * Todd Thayse April 2022
6. * Richard Virlee April 2022
7. Mike Vandenhousten ☀ April 2022

* The current chairperson of the County Agricultural Stabilization and Conservation Comm. is appointed to the LCC. (Res 2009-16)

**LAND INFORMATION COUNCIL** *(Statutory, created per Resolution 2010-63)*

1. Zakry Schwartz, GIS/Land Information Coordinator
2. * Todd Thayse, County Board Supervisor
3. Jason Rouer, Director of Technology Services
4. Carey Petersilka, Register of Deeds
5. Ryan Schley, Treasurer
6. Holly Hansen, Real Property Lister
7. Brian Frisque, Registered Land Surveyor
8. Jeff Isaksen, Realtor and/or Realtor Assoc. Member
9. Aaron LeClair, EMS Director

**LIBRARY BOARD – 3 yr. ☀ (President Elected)**

1. Robert Dickson (President) December 2021
2. Bridget Bowers (Vice Pres.) April 2024
3. Mary Jackson December 2021
4. * Megan Lundahl April 2024
5. * Nissa Norton April 2024

City:
6. Helen Bacon April 2023
7. Spencer Gustafson April 2023

Appointed by the County Board Chairperson
Appointed by the County Administrator
Elected by County Board or appointed by resolution
### LOCAL Elected Officials

1. *Richard Virlee

### LOCAL EMERGENCY PLANNING COMM.(LEPC)

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization</th>
<th>Start Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tim Dietman, Co-Chair</td>
<td>S8 Fire Dept.</td>
<td>April 2022</td>
</tr>
<tr>
<td>Dan Kane, Co-Chair</td>
<td>Door County EM/Communications</td>
<td>April 2022</td>
</tr>
<tr>
<td>Todd Thayse</td>
<td>Door County Board Supervisor</td>
<td>April 2022</td>
</tr>
<tr>
<td>Aaron LeClair, Secret</td>
<td>Emerg Response Agency DC EMS</td>
<td>April 2022</td>
</tr>
<tr>
<td>Pat Mccarty</td>
<td>Door County Sheriff Dept.</td>
<td>April 2022</td>
</tr>
<tr>
<td>Brenda Bley</td>
<td>Door County Dispatch</td>
<td>April 2022</td>
</tr>
<tr>
<td>Sue Powers</td>
<td>Door County Public Health</td>
<td>April 2022</td>
</tr>
<tr>
<td>Haley Adams</td>
<td>Baileys Harbor Town Board</td>
<td>April 2022</td>
</tr>
<tr>
<td>Curt Vandertie</td>
<td>Brussels, Union, Gardner (BUG) Fire</td>
<td>April 2022</td>
</tr>
<tr>
<td>Howie Hathaway</td>
<td>Amateur Radio (Citizen at large)</td>
<td>April 2022</td>
</tr>
<tr>
<td>Pete Devlin</td>
<td>Media Representative</td>
<td>April 2022</td>
</tr>
<tr>
<td>Clint Henry</td>
<td>Sturgeon Bay Police Dept.</td>
<td>April 2022</td>
</tr>
<tr>
<td>Bob Mayer</td>
<td>Red Cross</td>
<td>April 2022</td>
</tr>
<tr>
<td>Derek Kurnow</td>
<td>Fincantieri Bay Shipbuilding</td>
<td>April 2022</td>
</tr>
<tr>
<td>Dan Brinkman (Alternate)</td>
<td>Sturgeon Bay Police Department</td>
<td>April 2022</td>
</tr>
<tr>
<td>Glenn Nelson (Alternate)</td>
<td>Fincantieri Bay Shipbuilding</td>
<td>April 2022</td>
</tr>
<tr>
<td>Brad Shortreed (Alternate)</td>
<td>Door County Sheriff Dept.</td>
<td>April 2022</td>
</tr>
</tbody>
</table>

### ZONING BOARD OF ADJUSTMENT – 3 YR.

<table>
<thead>
<tr>
<th>Name</th>
<th>Start Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fred Frey</td>
<td>June 2023</td>
</tr>
<tr>
<td>Aric Weber</td>
<td>June 2022</td>
</tr>
<tr>
<td>Bob Ryan</td>
<td>June 2023</td>
</tr>
<tr>
<td>Monica Nelson</td>
<td>June 2021</td>
</tr>
<tr>
<td>Arps Horvath</td>
<td>June 2021</td>
</tr>
</tbody>
</table>

### MUSEUM – (5) County Board Members

<table>
<thead>
<tr>
<th>Name</th>
<th>Start Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Susan Kohout (C)</td>
<td>April 2022</td>
</tr>
<tr>
<td>Daniel Austad</td>
<td>April 2022</td>
</tr>
<tr>
<td>Elizabeth Gauger</td>
<td>April 2022</td>
</tr>
<tr>
<td>Kara Counard</td>
<td>April 2022</td>
</tr>
<tr>
<td>Nissa Norton</td>
<td>April 2022</td>
</tr>
</tbody>
</table>

### NICOLET FEDERATED LIBRARY BOARD (3 yr)

<table>
<thead>
<tr>
<th>Name</th>
<th>Start Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Miriam Erickson</td>
<td>December 2021</td>
</tr>
</tbody>
</table>

### PACE REPRESENTATIVE (per Res. 2017-42)

<table>
<thead>
<tr>
<th>Name</th>
<th>Start Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bob Bultman</td>
<td></td>
</tr>
</tbody>
</table>

### SECURITY & FACILITIES COMMITTEE REP. 
(Wis. Supreme Court Rules, SCR 68.05)

<table>
<thead>
<tr>
<th>Name</th>
<th>Start Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dale Vogel (CB Chair or their designee)</td>
<td></td>
</tr>
</tbody>
</table>

### SISTER CITY INFORMAL ADVISORY GROUP
(Res 2014-56)

<table>
<thead>
<tr>
<th>Name</th>
<th>Start Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elizabeth Gauger</td>
<td>April 2022</td>
</tr>
<tr>
<td>Bob Bultman</td>
<td>April 2022</td>
</tr>
<tr>
<td>Kara Counard</td>
<td>April 2022</td>
</tr>
<tr>
<td>Morgan Rusnak</td>
<td>April 2022</td>
</tr>
<tr>
<td>Bill Schuster</td>
<td>April 2022</td>
</tr>
<tr>
<td>Bill Chaudoir</td>
<td>April 2022</td>
</tr>
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</table>

### SUSTAINABILITY COMMITTEE (7) (new 2020)

<table>
<thead>
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<th>Name</th>
<th>Start Date</th>
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</thead>
<tbody>
<tr>
<td>Vinni Chomeau (C)</td>
<td>April 2022</td>
</tr>
<tr>
<td>Bob Bultman</td>
<td>April 2022</td>
</tr>
<tr>
<td>Kara Counard</td>
<td>April 2022</td>
</tr>
<tr>
<td>Alexis Heim Peter</td>
<td>April 2022</td>
</tr>
<tr>
<td>Morgan Rusnak</td>
<td>April 2022</td>
</tr>
<tr>
<td>Nancy Robillard</td>
<td>April 2022</td>
</tr>
<tr>
<td>Todd Thayse</td>
<td>April 2022</td>
</tr>
</tbody>
</table>

### VETERANS SERVICE COMMISSION – 3 yr.

<table>
<thead>
<tr>
<th>Name</th>
<th>Start Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Don Sitte</td>
<td>December 2023</td>
</tr>
<tr>
<td>William H. Karas</td>
<td>December 2022</td>
</tr>
<tr>
<td>Robert A. Gamble</td>
<td>December 2021</td>
</tr>
</tbody>
</table>
AGING & DISABILITY RESOURCE CENTER

ADVISORY BOARD  Chair Elected

Per bylaws 2.2.3 "No member may serve more than 2 consecutive full terms." A full term is defined as 3 years

1. *Vinni Chomeau (HS Board Rep)  April 2024
2. Roxanne Boren  April 2024
3. *Sandy Brown  April 2024
4. Marie Massart  April 2023
5. Carol Moellenberndt  April 2023
6. Lucille Kirkegaard  April 2023
7. *Melissa Wolfe  April 2022
8. Vic Verni  April 2022
9. *Tami Leist  April 2022

NUTRITION ADVISORY COUNCIL – 3 YR. Pursuant to the Wisconsin Elders Act and Federal Older American Act

1. *Megan Lundahl (HS Board Rep)  April 2022
2. Steve Hey  April 2022
3. *Winnie Jackson  April 2022
4. Nancy Tong  April 2023
5. Paul Zenefski  April 2023
6. Debbie Dahms  April 2024
7. Roxanne Boren  April 2024

CCS/CST COORDINATING COMMITTEE
(Resolution 2016-31 and 2016-72)

1. Mark Moeller, Chairperson
2. *Nissa Norton
3. Beth Chisholm
4. Jamie Cole (CCS Manager)
5. Dori Goddard
6. Brian O’Handley
7. Seth Wiederanders
8. Christopher Miotke (adult consumer rep)
9. Evonne Lacrosse
10. Sandy Hilmer
11. Rebecca Nicholson
12. Dorian Tosta (youth member)
13. Jodi Pierzchalski
14. Angie Levens
15. Seth Wiederanders

CHILDREN’S COP ADVISORY COMMITTEE
(Resolution 2016-31 and 2016-72)

1. Mark Moeller, Chairperson
2. *Kara Counard
3. Beth Chisholm
4. Brian O’Handley
5. Katie Van Laanen
6. Antonio Sorenson
7. Rebecca Nicholson
8. Dori Goddard
9. Jodi Pierzchalski
10. Kari Baumann
11. Misty Powers
12. Laura Vlies Wotachek
13. Susie Kohout
14. Steve Jenkins
15. Chris Sullivan-Robinson
16. Seth Wiederanders

DOOR COUNTY CRIMINAL JUSTICE COLLABORATING COUNCIL (Res. 2018-21)
...will serve without per diem or expense reimbursement

- Circuit Court Judges for Door County
- County Administrator
- Chair – Public Safety Committee [Gunnlaugsson]
- Sheriff
- Jail Administrator
- Chief of Police
- District Attorney
- State Public Defender
- Departments of Corrections Field Supervisor
- Department of Human Services Director
- Rep of a substance abuse treatment provider
- Rep from a private social services agency

Additional members may be appointed as the Council deems appropriate. Council member may designate another competent person to represent him or her and vote at Council meetings.

DOOR COUNTY COMMITTEE FOR 980 PLACEMENTS
(Per Res. 2018-32) … not eligible for compensation or reimbursement under Rules of Order

- Director of Health & Human Svcs. Dept (designee)
- Rep of Wis. Dept of Health Services (designee)
- A local probation or parole officer,
- Door County Corporation Counsel (designee)
- Director of Door County’s Land Use Services Dept (designee)

Citizen Participation Committee for the Community Development Block Grant (CDBG) Program (Res. 2020-117)

- *Susie Kohout
- *Laura Vlies Wotachek
- Steve Jenkins
- Chris Sullivan-Robinson
- Seth Wiederanders

Committees no longer in existence:

LONG TERM SUPPORT PLANNING COMMITTEE

CCS (Comprehensive Community Services) COORDINATING COMMITTEE (Res 2014-31)
- With the implementation of Family Care in Door County, there is no longer need for the §§ 46.27(3) & (4), Wis. Stats. Long Term Support Planning Committee, so the Long Term Support Planning Committee will cease to exist effective April 19, 2016.
- With the implementation of Family Care in Door County, there is no longer need for the §§ 46.985(3), Wis. Stats. Family Support Advisory Committee, so the Family Support Advisory Committee will cease to exist effective April 19, 2016.
- The Comprehensive Community Services (CCS) Coordinating Committee and the Coordinated Services Teams ("CST") Coordinating Committee will be merged into a single 13 member CCS CST Coordinating Committee.

GLACIERLAND RESOURCE, CONSERVATION & DEVELOPMENT COUNCIL, INCORPORATED
(Door County is no longer an area sponsor)

AD HOC FAIR STUDY COMMITTEE
(Res. 2012-69 and Res. 2012-86 Voluntary basis)

- Final Report presented February 2014

AD HOC EMS STUDY COMMITTEE
(County Board authorized creation at 12/16/14 mtg.)

- Final Report presented May 11, 2015
Biographies on new Citizen appointees:

**Door County Housing Authority**

Board member Paul Treadeau is moving out of the area and we will need to replace his position on the Board. His term expires 12/31/2022. We are requesting approval to replace his position with Ruth De Rego. Mrs. De Rego would fulfill the remainder of Mr. Treadeau's term with the ending date of 12/31/2022.

New Member Bio – Ruth De Rego:

Ruth De Rego is an active volunteer at the Lakeshore Community Action Program Food Pantry. Prior to retiring to Door County, Mrs. De Rego was a nurse practitioner in Albuquerque, New Mexico. The majority of her 22 years of clinical experience was in primary care clinics serving low income patients. Her doctoral work was in health literacy. Mrs. De Rego is a Wisconsin native and received her Bachelor of Science in Nursing from the University of Wisconsin-Eau Claire. She served as an Air Force nurse (active duty and reserve) and a nursing faculty member. Mrs. De Rego is also a Eucharistic Minister at Corpus Christi parish. Previous volunteer positions include Co-President of the La Cueva Cross Country Booster Club, Girl Scout leader, Service Unit treasurer, and religious education teacher.

**Aging & Disability Resource Center Advisory Board**

New ADRC Advisory Committee Member Bio

Bio for Sandy Brown who is recommended to replace Michael Green on the ADRC Advisory Committee:

Sandy Brown got an BA degree from the University of Missouri at Columbia in 1969 and was commissioned as a second Lieutenant in the Women’s Army Corps. She was Honorably Discharged in 1971 as a 1LT. She went back to school on the GI bill and got a Masters in Special Education. She worked as a teacher of children with Learning and Emotional Disabilities in Ashwaubenon, Neenah, Door County at the Regional Learning Center, Antigo, Madison, and Sun Prairie before moving back to Door County and becoming the Door County Birth To Three Educator for 18 years. In that job she got to drive all over this beautiful county and play with babies, meeting and working with a variety of families from all socio-economic statuses.

She retired in 2011. She has been on the Door County League of Women Voters’ Board and Leadership Team since 1993, and has served as President and Board member several times. She is presently their Treasurer. In 1995 she founded PFLAG Door County, a chapter of the national group providing support, education, and advocacy for the LGBTQ community and their families and continues to serve as a leader with that group. Part of that experience included serving on the PFLAG National Board for 6 years. Both of these organizations continue to keep her busy as an advocate for many.
Door County Housing Authority

Annual Report
2020
The Door County Housing Authority has been providing rental assistance since 1977 to families who qualify financially for the Housing Choice Voucher Program. We provide assistance to families, elderly, handicapped, disabled and single persons anywhere in Door County. We comply with Housing and Urban Development regulations and statutory requirements. The mission of the Housing Authority is the same as that of the Department of Housing and Urban Development:

- To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

Our families select and rent from owners in the private market; the Housing Authority owns no housing. The renters pay 30-40% of their adjusted monthly income toward their rental costs. HUD’s goal is for people to live in decent, safe and healthy housing; therefore the units must meet housing quality standards established by HUD. The owners of rental property have the option to be part of the program, screening and deciding to whom they will rent. The majority of owners of rental property in Door County work well with and like the program.

We are 100% funded by Housing and Urban Development. The monies we pay on behalf of the family go directly to the owner. Any utility monies the families are eligible for are paid directly to Wisconsin Public Service, Sturgeon Bay Utilities or local fuel oil/lp gas distributors to be credited to the family’s account. In 2020, we paid out $729,600.00 in rent and utility payments (including Vash vouchers).

This report also includes the following tables:

- Table I indicates the localities in Door County in which new families to the program started receiving assistance and the localities of families who went off the program in 2019.
- Table II a & b show the total number of families who received rental assistance each month, the total monthly payments toward rent, utilities, homeownership and portability and the average monthly payments. Additional VASH payments are shown on Table IIb.
- Table III gives a comparison of housing assistance payments over a five-year period. This amount fluctuates due to the funding received by Housing and Urban Development.

Portability – taking your voucher with you to another part of the United States – is a program that Housing and Urban Development promotes. They feel it gives families an opportunity to live in a better area, perhaps better schools for their children and better housing. If a tenant is in good standing (rent paid, utilities paid, no damages above the amount of the security deposit) they can request to take their voucher anywhere in the United States. When a family takes their voucher from here the Housing Authority in the new location can absorb the family into their program or bill our agency. If they bill, we are using Door County money for someone living in another area or state. It is always a concern of how much of our funding would be sent elsewhere. In 2020, we were fortunate that the families that used this program were absorbed into the receiving Housing Authority and they did not bill us. We can’t deny applications from outside of Door County, but we made a significant change in 2013 to our policy that we will provide assistance to all local applicants before we will assist an applicant from outside of Door County.
We also manage the Section 8 Homeownership Option. Through this program a family who has successfully been a participant of the Housing Choice Voucher rental assistance program for one year may choose to convert their voucher to a homeownership voucher and the subsidy we were paying for rent may be used to assist them with their mortgage payment each month. In 2020, we assisted two families who were part of this program.

I am involved with Door County Habitat for Humanity as a member of the Family Selection and Ongoing Support Committee. The committee reviews and processes all applications. This support committee is also there to help new partner families as they begin homeownership, along with all current partner families with financial and maintenance issues.

The Door County Housing Authority office is knowledgeable about services available to families in Door County and assess needs to guide families to additional services. We work closely with the Department of Human Services, ADRC and other human service agencies in Door County. The Housing Authority is also represented on the Door County Emergency Food and Shelter Network Committee. The Housing Authority receives and answers many calls regarding landlord/tenant rights and provides referrals to the proper place for information.

In 2020, we accepted 65 applications and the current wait time for assistance is about two - six months. At times our waiting list can be up to 12 months. It really varies due to number of applications and how much funding we have at the time. Over half of our clientele are elderly or disabled individuals. The assistance gives them financial freedom to continue living independently in the community. It gives individuals and families with minor children assistance through difficult times until they regain financial stability. We believe we provide a valuable service to the people of Door County.

The Housing Authority has a five-member board of commissioners whose members are recommended to and appointed by the County Administrator and approved by the County Board. Our board is comprised of Mary Bink, Chair; Julie Dragseth, Steve Kase, Paul Treadeau, and Sandi Soik. Sue Binish, Executive Director, Becky Haines, Administrative Assistant; and Ted Hoiska, inspector, are the three employees who work out of the office at 57 N. 12th Avenue, Sturgeon Bay, WI.

Sue Binish
Executive Director
## TABLE I

### AREA BREAKDOWN OF FAMILIES WHO STARTED RECEIVING RENTAL ASSISTANCE DURING 2020

<table>
<thead>
<tr>
<th>Area</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Baileys Harbor</td>
<td>0</td>
</tr>
<tr>
<td>Brussels</td>
<td>3</td>
</tr>
<tr>
<td>Clay Banks</td>
<td>0</td>
</tr>
<tr>
<td>Egg Harbor</td>
<td>1</td>
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<tr>
<td>Ephraim</td>
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<td>Forestville</td>
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<td>Gardner</td>
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<td>Gibraltar</td>
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<td>Gibraltar</td>
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<td>Nasewaupee</td>
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<tr>
<td>Sevastopol</td>
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<tr>
<td>Sister Bay</td>
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<tr>
<td>Sturgeon Bay</td>
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<td>Washington Island</td>
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<tr>
<td>Port-Out – We are Paying</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>40</strong></td>
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</table>

### AREA BREAKDOWN OF FAMILIES WHO STOPPED RECEIVING RENTAL ASSISTANCE DURING 2020

<table>
<thead>
<tr>
<th>Area</th>
<th>Total</th>
</tr>
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<td>Baileys Harbor</td>
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<td>Clay Banks</td>
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<td>Egg Harbor</td>
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<td>Ephraim</td>
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</tr>
<tr>
<td>Forestville</td>
<td>1</td>
</tr>
<tr>
<td>Gardner</td>
<td>0</td>
</tr>
<tr>
<td>Gibraltar</td>
<td>0</td>
</tr>
<tr>
<td>Gibraltar</td>
<td>0</td>
</tr>
<tr>
<td>Jacksonport</td>
<td>0</td>
</tr>
<tr>
<td>Liberty Grove</td>
<td>0</td>
</tr>
<tr>
<td>Nasewaupee</td>
<td>0</td>
</tr>
<tr>
<td>Sevastopol</td>
<td>0</td>
</tr>
<tr>
<td>Sister Bay</td>
<td>3</td>
</tr>
<tr>
<td>Sturgeon Bay</td>
<td>37</td>
</tr>
<tr>
<td>Union</td>
<td>0</td>
</tr>
<tr>
<td>Washington Island</td>
<td>1</td>
</tr>
<tr>
<td>Port-Out – We were paying</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>46</strong></td>
</tr>
</tbody>
</table>
### TABLE IIa

**HOUSING ASSISTANCE PAYMENTS**

<table>
<thead>
<tr>
<th></th>
<th>Families Assisted</th>
<th>HAP* For Rent</th>
<th>Reimbursed Utilities</th>
<th>HAP For Homeowners</th>
<th>HAP For Portability</th>
<th>Reimbursed Utilities For Portability</th>
<th>Total</th>
<th>Average Payment</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>207</td>
<td>57,537</td>
<td>408</td>
<td>317</td>
<td>0</td>
<td>0</td>
<td>58,262</td>
<td>$281</td>
</tr>
<tr>
<td>February</td>
<td>207</td>
<td>58,511</td>
<td>520</td>
<td>317</td>
<td>0</td>
<td>0</td>
<td>59,348</td>
<td>$287</td>
</tr>
<tr>
<td>March</td>
<td>205</td>
<td>57,852</td>
<td>467</td>
<td>289</td>
<td>0</td>
<td>0</td>
<td>58,608</td>
<td>$286</td>
</tr>
<tr>
<td>April</td>
<td>206</td>
<td>60,205</td>
<td>611</td>
<td>289</td>
<td>0</td>
<td>0</td>
<td>61,105</td>
<td>$297</td>
</tr>
<tr>
<td>May</td>
<td>201</td>
<td>63,281</td>
<td>622</td>
<td>289</td>
<td>0</td>
<td>0</td>
<td>64,192</td>
<td>$319</td>
</tr>
<tr>
<td>June</td>
<td>198</td>
<td>62,216</td>
<td>769</td>
<td>289</td>
<td>0</td>
<td>0</td>
<td>63,274</td>
<td>$320</td>
</tr>
<tr>
<td>July</td>
<td>197</td>
<td>61,571</td>
<td>899</td>
<td>289</td>
<td>0</td>
<td>0</td>
<td>62,759</td>
<td>$319</td>
</tr>
<tr>
<td>August</td>
<td>193</td>
<td>57,632</td>
<td>653</td>
<td>289</td>
<td>0</td>
<td>0</td>
<td>58,574</td>
<td>$304</td>
</tr>
<tr>
<td>September</td>
<td>189</td>
<td>56,317</td>
<td>552</td>
<td>289</td>
<td>0</td>
<td>0</td>
<td>57,158</td>
<td>$302</td>
</tr>
<tr>
<td>October</td>
<td>193</td>
<td>56,613</td>
<td>464</td>
<td>289</td>
<td>0</td>
<td>0</td>
<td>57,366</td>
<td>$297</td>
</tr>
<tr>
<td>November</td>
<td>194</td>
<td>57,675</td>
<td>557</td>
<td>301</td>
<td>0</td>
<td>0</td>
<td>58,533</td>
<td>$302</td>
</tr>
<tr>
<td>December</td>
<td>197</td>
<td>60,915</td>
<td>712</td>
<td>282</td>
<td>0</td>
<td>0</td>
<td>61,909</td>
<td>$314</td>
</tr>
<tr>
<td>TOTALS</td>
<td>2,387</td>
<td>710,325</td>
<td>7,234</td>
<td>3,529</td>
<td>0</td>
<td>0</td>
<td>721,088</td>
<td>$302</td>
</tr>
</tbody>
</table>

*HAP – Housing Assistance Payments

Reimbursed Utilities – some very low-income clients qualify for a utility reimbursement – the Housing Authority sends a check to the utility company to be credited to the client’s account

Homeowners – we have a homeownership program – if the family qualifies, monies can be used to assist in making a mortgage payment

Portability – these monies are being paid to other Housing Authorities where our clients have taken their voucher – that Housing Authority did not absorb the client into their program so they are billing us.
The Door County Housing Authority also assists Veterans with rental assistance with the use of VASH vouchers. VASH (Veterans Affairs Supportive Housing) vouchers have additional benefits. In addition to the rental assistance these clients also receive case management and clinical services provided by the Department of Veterans Affairs (VA). These vouchers are provided to the clients through another agency and then sent to our office if they want assistance in Door County. We work with these clients as we do any voucher holder. We are not able to absorb these clients into our program and pay the rental assistance with our funds, so we administer the rental assistance and then we are reimbursed by the agency that holds that VASH voucher. These payments are in addition to the previous Housing Assistance Table IIa.

**TABLE IIb**

**VASH HOUSING ASSISTANCE PAYMENTS**

<table>
<thead>
<tr>
<th></th>
<th>VASH Vouchers Assisted</th>
<th>HAP Rent Payment</th>
<th>Reimbursed Utilities</th>
<th>Total Assistance Rent and Utilities</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>2</td>
<td>601</td>
<td>0</td>
<td>601</td>
</tr>
<tr>
<td>February</td>
<td>2</td>
<td>601</td>
<td>0</td>
<td>601</td>
</tr>
<tr>
<td>March</td>
<td>2</td>
<td>731</td>
<td>0</td>
<td>731</td>
</tr>
<tr>
<td>April</td>
<td>2</td>
<td>731</td>
<td>0</td>
<td>731</td>
</tr>
<tr>
<td>May</td>
<td>2</td>
<td>731</td>
<td>0</td>
<td>731</td>
</tr>
<tr>
<td>June</td>
<td>2</td>
<td>731</td>
<td>0</td>
<td>731</td>
</tr>
<tr>
<td>July</td>
<td>2</td>
<td>731</td>
<td>0</td>
<td>731</td>
</tr>
<tr>
<td>August</td>
<td>2</td>
<td>731</td>
<td>0</td>
<td>731</td>
</tr>
<tr>
<td>September</td>
<td>2</td>
<td>731</td>
<td>0</td>
<td>731</td>
</tr>
<tr>
<td>October</td>
<td>2</td>
<td>731</td>
<td>0</td>
<td>731</td>
</tr>
<tr>
<td>November</td>
<td>2</td>
<td>731</td>
<td>0</td>
<td>731</td>
</tr>
<tr>
<td>December</td>
<td>2</td>
<td>731</td>
<td>0</td>
<td>731</td>
</tr>
<tr>
<td>Totals</td>
<td>24</td>
<td>8,512</td>
<td>0</td>
<td>8,512</td>
</tr>
</tbody>
</table>
### TABLE III

**HOUSING ASSISTANCE PAYMENTS**

**FIVE-YEAR COMPARISON**

<table>
<thead>
<tr>
<th>Year</th>
<th>Total Housing Assistance Payments</th>
<th>Average Monthly Payment Per Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>2016</td>
<td>$670,586</td>
<td>$259</td>
</tr>
<tr>
<td>2017</td>
<td>$704,227</td>
<td>$276</td>
</tr>
<tr>
<td>2018</td>
<td>$696,613</td>
<td>$280</td>
</tr>
<tr>
<td>2019</td>
<td>$678,107</td>
<td>$280</td>
</tr>
<tr>
<td>2020</td>
<td>$721,088</td>
<td>$302</td>
</tr>
</tbody>
</table>

The variance in assistance is due mostly to changes in funding received from Housing and Urban Development.

<table>
<thead>
<tr>
<th>Year</th>
<th>Total VASH Assistance Payments</th>
<th>Average Monthly Payment Per Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>2017</td>
<td>$3,912</td>
<td>$326</td>
</tr>
<tr>
<td>2018</td>
<td>$5,779</td>
<td>$321</td>
</tr>
<tr>
<td>2019</td>
<td>$7,110</td>
<td>$296</td>
</tr>
<tr>
<td>2020</td>
<td>$8,512</td>
<td>$355</td>
</tr>
</tbody>
</table>