

Tuesday, May 26, 2020

10:00 a.m.

**DOOR COUNTY BOARD
OF SUPERVISORS**Door County Government Center
County Board Room (C101), 1st floor
421 Nebraska Street, Sturgeon Bay, WI**AGENDA**

1. Call Meeting to Order
2. Pledge of Allegiance to the Flag
3. Roll Call by County Clerk
4. Presentation of Agenda
5. Correspondence
 - Unassigned Fund Balance
6. Public Comment
7. Supervisors Response
8. Approval of Minutes of the April 21, 2020 County Board Organizational Meeting and the May 14, 2020 Special County Board Meeting
9. County Administrator
 - Monthly Report
 - COVID-19:
 - Matters Under Consideration
 - Public Health / Emergency Management Update
 - Discussion: Face Masks
10. Pending Business/Updates
 - Assessment of Resolution No. 2020-19 Ratification Alteration Modification or Repeal of March 16, 2020 Proclamation Declaring a State of Emergency
 - Review, Revise and Adopt the Rules of Order and Duties of the Standing Committees
11. Resolutions
 - 2020-42 Recognizing Supervisor John Neinas in Service to the County Board
 - 2020-43 Recognizing Supervisor Randy Halstead in Service to the County Board
 - 2020-44 Recognizing Supervisor Jon Koch in Service to the County Board
 - 2020-45 Recognizing Supervisor Helen Bacon in Service to the County Board
 - 2020-46 Recognizing Supervisor Linda Wait in Service to the County Board
 - 2020-47 Approval of Gift, Grant and/or Donation to the Door County Sheriff's Office
 - 2020-48 Extension of Land Lease Agreement [Murphy Park – Frontier Communications]
 - 2020-49 Door County Parks and Open Space Plan 2020-2025
12. Ordinances
 - Report McNulty Denial Recommendation
 - Report Chambers Island Rezoning
 - 2020-05 Chambers Island Rezoning
 - 2020-06 Chapter 38, Door County Code: Emergency Declaration by County Board and Authority & Duties of Local Health Officer
13. Special Reports
 - Door County Housing Authority Annual Report 2019
 - 2019 Department Annual Reports
14. New Business
15. Oral Committee Reports
16. Review Committee Minutes
17. Review Vouchers, Claims and Bills
18. Announcements
 - Next Regular County Board Meeting – June 23, 2020 – 9:00 a.m.
19. Meeting Per Diem Code
20. Adjourn

To mitigate the impact of COVID-19 this meeting will be conducted by teleconference or video conference. Members of the public may join the meeting remotely or in-person in the Peninsula Room (C121) 1st Floor Government Center (*please note public in-person has limited capacity and is on a first come, first served basis*).

To attend the meeting via computer:

Go to:

<https://doorcounty.webex.com/doorcounty/onstage/g.php?MTID=e6f3a108bd7b3e71b0b1558df619335ae>

Enter the password: May262020cb

To connect via phone:

Call 1-408-418-9388

Access Code: 961 434 775

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

Deviation from the order shown may occur.

Posted _____, 2020 by _____

DOOR COUNTY
UNASSIGNED FUND BALANCE (located within the General Fund)
As of April 30, 2020

The following information on the General Fund is being provided to the Door County Board of Supervisors pursuant to Rule 19:

Unassigned Fund Balance--General Fund as of 12/31/2019 *Unaudited*
\$ 15,634,828.24

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-____	(18,004.00)
Transfer of Non-Budgeted Funds - Email Archival Solution - Resolution 2020-33	(23,416.67)
	(963,958.67)

Available Unassigned Fund Balance 4/30/2020 \$ 14,670,869.57 *Unaudited*

Steve Wipperfurth, Finance Director

	<u>As of 12/31/2017</u>	<u>As of 12/31/2018</u>	<u>As of 12/31/2019</u>	<u>As of 4/30/2020</u>
Unassigned Fund Balance	\$ 14,841,408.21	\$ 16,996,928.24	\$ 15,634,828.24	\$ 14,670,869.57

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.

Current Unassigned Fund Balance	\$ 14,670,869.57
General Fund Budgeted Expenditures - 2020	\$ 33,688,152.00
All Other Budgeted Funds Requiring Tax Levy - 2020	\$ 27,199,151.00

The County's current unassigned fund balance of \$ 14,670,869.57 represents approximately

24.09512%

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	\$ 5,537,774.12
15% Upper Limit would equate to an unassigned fund balance of	\$ 9,133,095.45
12% Lower Limit would equate to an unassigned fund balance of	\$ 7,306,476.36

MINUTES
Tuesday, April 21, 2020

**DOOR COUNTY BOARD
OF SUPERVISORS**

*Door County Government Center
County Board Room (C101), 1st floor
421 Nebraska Street, Sturgeon Bay, WI*

Call Meeting to Order

The meeting was called to order at 9:00 a.m. by County Clerk Jill Lau.

Lau led the Pledge of Allegiance to the Flag.

Roll Call by County Clerk to Establish a Quorum

Roll call was taken – 17 County Board Members were physically present – Daniel Austad, Bob Bultman, Kara Counard, David Englebert, Roy Englebert, David Enigl, Ken Fisher, Joel Gunnlaugsson, Alexis Heim Peter, Susan Kohout, David Lienau, Megan Lundahl, Nancy Robillard, Todd Thayse, Richard Virlee, Dale Vogel, and Laura Vlies Wotachek. 3 County Board Members appeared virtually - Vinni Chomeau, Nissa Norton, and Erin Tauscher. District 16 is vacant due to a pending recount.

Oath of Office

Because of the circumstances, Supervisors were previously given the Oath of Office by County Clerk Jill Lau.

Orientation Session

Postponed to a future meeting.

Continue with County Board Organizational Meeting

Election of the Chairperson of the Board

Nominations by ballot: David Lienau and Susan Kohout.

Formal Vote Ballots cast for Vice-Chairperson of the Board: David Lienau was elected County Board Chairperson by receiving the majority of votes cast.

Election of Vice-Chairperson of the Board

Nominations by ballot: Ken Fisher, Susan Kohout, and Nancy Robillard.

Formal Vote Ballots cast for Vice-Chairperson of the Board: Susan Kohout was elected Door County Board Vice-Chairperson by receiving a majority of the votes cast.

Election of the Highway Committee and Chairperson

South – Nomination by ballot: Kara Counard, David Englebert, Roy Englebert, Nancy Robillard, and Todd Thayse.

Counard, D. Englebert, Robillard and Thayse withdrew their names from nomination.

Motion by Fisher, seconded by Kohout to unanimously elect Roy Englebert Highway Committee Member South. Motion carried by unanimous voice vote.

North – Nominations by ballot: All eligible Members except Joel Gunnlaugsson withdrew their names from nomination.

Motion by Fisher, seconded by Virlee to unanimously elect Joel Gunnlaugsson Highway Committee Member North. Motion carried by unanimous voice vote.

City – Nominations by ballot: Austad, Heim Peter, Lundahl, Norton, and Tauscher withdrew their names from nomination. Ken Fisher, and Laura Vlies Wotachek were nominated.

Formal Vote Ballots cast for Highway Committee Member City: Ken Fisher elected Highway Committee Member City by receiving a majority of votes cast.

Member At-Large #1 – Nominations by ballot: Austad, Chomeau, Counard, Enigl, Heim Peter, Kohout, Lienau, Lundahl, Norton, Robillard, Tauscher, Virlee, and Vogel withdrew their names from nomination. David Englebert, Todd Thayse, and Laura Vlies Wotachek were nominated.

Formal Vote Ballots cast for Highway Committee Member At-Large #1: No one nominated received the majority vote.

Todd Thayse withdrew his name from nomination.

Formal Vote Ballots cast for Highway Committee Member At-Large #1: David Englebert elected Highway Committee Member At-Large #1 by receiving a majority of votes cast.

Member At-Large #2 – Nominations by ballot: Nominations must be for Members from the North or City only as two Committee Members from the South already elected. Austad, Bultman, Chomeau, Heim Peter, Lienau, Lundahl, Norton, Tauscher, Virlee and Vogel withdrew their names from nomination. David Enigl and Laura Vlies Wotachek were nominated.

Formal Vote Ballots cast for Highway Committee Member At-Large #2: Laura Vlies Wotachek elected Highway Committee Member At-Large #2 by receiving a majority of votes cast.

Highway Chairperson Nominations: Roy Englebert, and Ken Fisher.

Roy Englebert was elected as Highway Chairperson by receiving a majority of the votes cast.

Recess to allow Chairperson of County Board and County Administrator and selected others to confer regarding appointment of all committee, commissions and boards. Reconvene.

The board recessed at 10:47 a.m. and reconved at 12:02 p.m. Committee appointments were distributed.

Presentation of Agenda

Motion by Fisher, seconded by Enigl to approve the agenda. Motion carried by unanimous voice vote.

Correspondence

- Unassigned Fund Balance

Public Comment

N/A.

Supervisor's Response

N/A.

Review, Revise and Adopt the Rules of Order and Duties of the Standing Committes

Motion by Lienau, seconded by Robillard to amend the Rules of Order to include: Negotiating Committee – Two members from Administrative Committee be members of the Negotiating Committee (recommended but not required); Increase members from 5 to 7 on the Sustainability Committee, and change the Ad Hoc Sister City Committee from an unpaid committee to a paid committee. Motion carried by unanimous voice vote.

County Administrator

Monthly Report

Administrator Pabich will reach out to each Supervisor regarding the new timesheet.

Administrator Pabich updated the Board. With the recent extension of the Governor's Order Pabich and HR Director Hendee have met with each Departmret Head. All positions are being reviewed to determine if the position will continue to work, have a reduction in hours which also may include furloughs, or lay-offs.

COVID-19: Matters Under Consideration

Sue Powers, Public Health Manager, noted there is no community spread in Door County at this time. Positive cases remain at 9 with 1 death in Dooir County. Testing results are now available in 4 days. There is no shortage of tests or testing capabilities in Door County.

Emergency Management Director Dan Kane spoke regarding mitigation. Government at all levels is still learning and the script is being written in real time. There are no easy answers. Decisions are being made while taking into account the health and safety of the community. Kane noted there are a lot of A-sympematic persons in the community who do not show signs of the disease but are carriers of it. The County is planning and preparing for a second wave in the Fall.

Minutes of March 31, 2020 Regular Meeting

Motion by Fisher, seconded by Lundahl to approve the March 31, 2020 meeting minutes. Supervisor Vlies Wotachek noted the minutes should reflect "Supervisor Kohout questioned if the vote was tallied correctly *on the motion to postpone Ordinance 2020-02 and Resolution 2020-24*". Motion as amended carried by voice vote.

Pending Business/Updates

Assessment of Resolution No. 2020-19 Ratification Alteration Modification or Repeal of March 16, 2020 Proclamation Declaring a State of Emergency

Postponed to a future meeting.

Resolutions

2020-36 2019 Carry-Forward from General Fund Accounts

Motion by Enigl, seconded by D. Englebert to approve Resolution 2020-36 – Approval of the request made to tranfer \$647,428.07 from the 2019 non-lapsing account to the respective 2020 non-lapsing accounts to be expended in 2020 budget year.

Administrator Pabich noted the carry forwards are for projects either already in-progress or are have been postponed in to 2020.

Motion carried by roll call vote with 20 Members voting Yes; 1 District vacant.

2020-37 DCSO Cold Storage Facility Project

Motion by Fisher, seconded by R. Englebert to approve Resolution 2020-37 – Authorization for the construction phase of the project to proceed and award of the contract to the lowest responsible bidder, i.e., Keller Inc., with a base bid of \$269,995, and Alternative 1 (\$17,450).

Administrator Pabich reviewed the project. The bids received were included in the meeting packet. The total budget and expenses to date were reviewed. Staff recommends moving forward on the project.

Motion carried by roll call vote with 20 Members voting Yes; 1 District vacant.

2020-38 Approval of Donation to the Aging and Disability Resource Center of Door County

Motion by Enigl, seconded by Norton to approve Resolution 2020-38 – Acceptance of the anonymous donation of \$50,000 to the Aging and Disability Resource Center of Door County.

Administrator Pabich explained the donation will be deposited to the general fund account for ADRC. The donation was not designated to be used for anything specific. The ADRC can use the funds through committee or budget approval.

Motion carried by roll call vote with 20 Members voting Yes; 1 District vacant.

2020-39 Ratification of Order(s) of County Board Chairman and County Administrator Per Resolution No. 2020-19

Motion by Kohout, seconded by Robillard to approve Resolution 2020-39 – Ratification of the Temporary Memorandum of Agreement – Door County Deputy Sheriffs' Association – COVID-19 Public Health Emergency; and ratification of the expenses, to be transferred from the General Contingency Account and placed into a special tracking account for COVID-19 expenses, in the amount of \$900 for face mask (Facilities & Parks) and \$5,424.38 for protective panels (Facilities & Parks).

Administrator Pabich reviewed the Deputy Sheriff's Association agreement. It was noted Sheriff Sternard proposed the schedule and it was approved by the Association. Pabich explained the expenses through F&P noting facemasks have been secured for employees and sneeze guards were secured, through Hatco, for offices as the County prepares to reopen.

Motion carried by roll call vote with 20 Members voting Yes; 1 District vacant.

2020-40 Authorize the Health and Human Services Board to Act as the Board of Health Per §251.03, Wis. Stats.

Motion by Vlies Wotachek, seconded by Bultman to approve Resolution 2020-40 – Approval to re-title the Door County Human Services Board be retitled as the Door County Health and Human Services Board and is, effective immediately, authorized to act as the Door County Board of Health consistent with §251.03, Wis. Stats.

This is the final piece to the merge of Public Health and Human Services.

Motion carried by roll call vote with 20 Members voting Yes; 1 District vacant.

2020-41 Appointments to Committees, Commissions and Boards

The recommended appointments were distributed and reviewed.

Motion by Fisher, seconded by Kohout to approve Resolution 2020-41 – Confirmation of appointments to boards, commissions, and committees.

Motion to approve carried by roll call vote with 20 Members voting Yes; 1 District vacant.

Ordinances

No ordinances were presented.

Special Reports:

No special reports were presented.

New Business

No new business was presented.

Oral Committee Reports

No review.

Review Committee Minutes

No review.

Announcements

- Next County Board Meeting: Tuesday, May 26, 2020. 9:00 a.m.

Per Diem Meeting Code

421.

Adjourn

Motion by Fisher, seconded by Virlee to adjourn. Motion carried. Time 1:06 p.m.

Recorded by County Clerk Jill M. Lau.

MINUTES
Thursday, May 14, 2020

DOOR COUNTY BOARD
OF SUPERVISORS

*Door County Government Center
 County Board Room (C101), 1st floor
 421 Nebraska Street, Sturgeon Bay, WI*

Call Meeting to Order

The meeting was called to order at 10:00 a.m. by County Board Chairman David Lienau.

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, Kara Counard, David Englebert, Roy Englebert, David Enigl, Ken Fisher, Elizabeth Gauger, Alexis Heim Peter, Susan Kohout, David Lienau, Megan Lundahl, Nancy Robillard, Erin Tauscher, Todd Thayse, Richard Virlee, Dale Vogel, and Laura Vlies Wotachek. 3 County Board Members appeared virtually - Vinni Chomeau, Joel Gunnlaugsson, and Nissa Norton.

Presentation of Agenda

Motion by Enigl, seconded by Kohout to approve the agenda. Motion carried by unanimous voice vote.

Correspondence

None presented.

Public Comment

The following persons commented:

- Representative Joel Kitchens
- Andrew Munao
- Kaylin
- Pam Seiler

Supervisors Response

None given.

Resolutions:

2020-42 Authorizing a Taxation District to Waive Interest and Penalties on Property Tax Installment Payments Per 2019 Act 185

Administrator Pabich reviewed information included in the meeting packet. In short, Act 185 allows the County to pass a resolution which delays second payment of taxes from July 31st to October 1st. Local municipalities would also have to pass a resolution in order for the waiver of interest and penalties to be in place. Pabich reviewed a listing of counties that have passed/not passed a resolution. Pabich reviewed what the settlement to the taxing jurisdictions would look like from the County perspective. Option A: full settlement to all taxing jurisdictions in August; Option B: partial settlement in August, with full settlement in September. Cash flow options reviewed. The main concern is being able to track the payments. Staff recommendation is to not pursue at all or, if pursued, to make all settlements in August as usual (as described as Option A). Administrator Pabich noted the County has discussed tracking with the tax collection software vendors. It is unknown if our vendor will be able to provide us with software that the County can use to track payments and settlements. Discussion followed.

Motion by Fisher, seconded by Lundahl to approve Resolution 2020-42 authorizing Option A as explained by County Administrator Pabich.

Motion carried by roll call vote with 17 Members voting Yes; 4 Members voting No – D. Englebert, Robillard, Thayse, and Virlee.

2020-43 Ratification of Order(s) of County Board Chairman and County Administrator Per Resolution No. 2020-19

Administrator Pabich reviewed the resolution which includes actions taken since the last meeting including the temporary Special COVID-19 Furlough, Layoff, Recall Policy, implementation of a temporary furlough of certain positions effective April 27th, enrollment in the Work-Share Program, and donation of \$500 from Fidar Technologies to Register of Deeds to be given to charity of choice (Door County Meals Cooperative). CC Thomas noted with respect to the recent Wisconsin Supreme Court decision the resolution should be amended to add language after Line 26 "Now therefore be it resolved that the County Board of Supervisors, reaffirms that emergency conditions, specifically a Public Health Emergency, continues to exist". The reason for the amendment is that the County's initial Declaration of Emergency is grounded in Wisconsin Statutes, while not all reliant on the Safer at Home Order, requires there be an on-going emergency condition for it to persist.

It was requested that Board Members be provided with a listing of the departments and the number of employees furloughed/laid off in each. Administrator Pabich noted 59 employees were placed in to furlough status. Of the 59, 23 were considered furloughs with no hours of work; the other employees were enrolled in the Work Share Program and had work hours of 20 to 32 hours.

Motion by Enigl, seconded by Heim Peter to approve Resolution 2020-43 as presented with the addition of Corporation Counsel statements related to additional language.

Motion carried by roll call vote with 20 Members voting Yes; 1 Member voting No – Vlies Wotachek.

COVID-19 Updates: Public Health / EM Report

Emergency Management Director Dan Kane updated the Board on what Emergency Management Directors are working on Statewide. This includes testing sites, and obtaining PPE. Recovery Task Force is currently established and working on ways to physically and psychologically remain safe; and working on best practices how they are implemented and followed. Working on tracking costs for reimbursement

Sue Powers, Public Health Officer updated the Board on the work of Public Health. Sue reported 6 new cases today; now up to 29 confirmed cases in Door County; 9 have recovered with 3 deaths. Currently no person is hospitalized. The County needs to increase the sustainable testing. Nursing homes will have all residents and staff tested. Powers will be working on a Health Order to continue the Safer at Home Order following the Wisconsin Supreme Court ruling.

CC Thomas noted the health order coming is an interim order to bridge the gap between the ruling and the Badger Bounce Back orders. Anticipating the interim order will last 6 days. Discussion followed.

Re-opening Planning

Administrator Pabich reviewed county operations; the County continues to work on re-opening plans. At this point the County continues status quo operations. All requirements from CDC will be implemented. Offices will begin opening; staff will still be working from home; public will continue to meet with staff virtually, by appointment or by phone. Foresee this going all the way through the end of June. Employees will return in a phased in, staggered manner. Staff is working to provide the safest work environment possible.

Fiscal Projections

Administrator Pabich distributed and reviewed handouts. Pabich reviewed a handout from Wisconsin Counties Association related to Sales Tax and a spreadsheet outlining anticipated lost county revenues projected at this time. At this time the county is anticipating an approximate \$800,000 shortage for the 2020 budget with an

additional \$50,000 in COVID-19 expenses. Administrator Pabich asked the Board to provide him with ideas to cover the anticipated shortfall – use Unassigned Fund, furloughs, unpaid time off, other. Discussion followed.

Announcements

- Next Regular County Board Meeting – May 26, 2020 – 10:00 a.m.

Meeting Per Diem Code

514.

Adjourn

Motion by Enigl, seconded by Gunnlaugsson to adjourn. Motion carried. Time 12:16 p.m.

Recorded by County Clerk Jill M. Lau.



COUNTY OF DOOR

County Government Center
421 Nebraska Street
Sturgeon Bay, WI 54235

Ken Pabich

County Administrator
(920) 746-2303
kpabich@co.door.wi.us

MEMORANDUM

TO: County Board of Supervisors
FROM: Ken Pabich, County Administrator
DATE: May 26, 2020
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: Valve is wide open. The 4.5" of rain was a significant event so the levels went up to +14.5 on May 19th and then down to +4 on the 21st.

Special Studies:

- The Sheriff is completing an operational study of the department to look for short- and long-term operation efficiencies. Status: In progress. The plan is expected to be completed in June.
- The Treasurer's office is having an operational study completed to ensure transition to the tax collection software. Status: In progress. The plan is expected to be completed in June or July.

Capital Projects:

- Cana Island Interpretive Center:
 - What: A new Interpretive Center on Cana Island.
 - Status: Project is complete; however, buildings will be closed for the immediate future.
- Washington Island Government Facility:
 - What: We were requested by the Town to find a new location for our Emergency Services (ES) operations. We have also defined a need to have a basic office setup for other departments. We are considering two options: (1) New Construction or (2) Conversion of an existing facility.
 - Status: In progress. We have a special meeting of Facilities & Parks scheduled for May 28th.
- Sheriff – Storage Building:
 - What: Evidence storage building for vehicles. The building does not have any heat or plumbing.
 - Status: Project will start at the beginning of the month.
- 421 Michigan St. (White House):
 - What: The white house has been used for storage of Archive material. The goal is to determine what to do with the house as we move archives out of it. It was determined that it cannot be relocated.
 - Status:
 - Health & Human Services can not use the home without significant changes and costs.
 - We are out for bids.

- 56 N 4th Ave. (former Younkers Building):
 - What: We are interested in determining the best long-term use for the building. We know it will house the Archives; however, we want to determine the most cost-effective way to use the rest of the building.
 - Status:
 - We have an architectural firm working with the County to develop layout options. We did conduct public input meetings and some of those comments have been incorporated by the Architect.
 - We have a special meeting of Facilities & Parks scheduled for May 28th.
 - It was requested that we provide a summary of expenses to date.

54N 4th Ave - Old Younkers Building			
	2019 Expense	Adopted 2020 Budget	2020 Expense
Heat- Gas	\$ 1,886.18	\$ 18,500.00	\$ 2,070.77
Utilities	\$ 4,318.91	\$ 15,500.00	\$ 928.85
R&M Building	\$ 35,802.18	\$ 6,500.00	\$ 9,339.70
Service Contract	\$ 1,214.40	\$ 4,000.00	\$ 649.90
R&M Equipment	\$ 14,962.11	\$ 5,500.00	\$ 454.37
Building Cost (Purchase Price)	\$ 503,751.13		
Taxes	\$ 18,003.89		
	\$ 579,938.80	\$ 50,000.00	\$ 13,443.59
Total Cost Spent thru 4/10/2020			\$ 593,382.39

- John Miles Park Entrance:
 - What: A new entrance gate was approved in the 2020 CIP plan for John Miles Park.
 - Status:
 - It was requested by the Fair Board to use the funds towards a new stage instead.
 - If the project is changed, it would require approval of the full County Board.
- Government Center and Justice Center LED Lighting Conversion:
 - What: CIP Funds were planned to upgrade the lighting at the Justice Center and Government Center.
 - Status: Justice Center is in 70% done. Government Center is starting in June.
- Airport Maintenance Building:
 - What:
 - A new maintenance facility is needed to replace the existing facility (it is literally rotting).
 - We are exploring two options: (1) New Facility or (2) Conversion of existing hangar.
 - Status: Review of the two options is in the planning / design phase and will be brought back to the Highway and F&P Committees for review.
- Justice Center & Government Center Meeting Room Upgrades:
 - What: Both the Justice Center and Government Center were approved to have technology upgrades to the primary meeting rooms.
 - Status: Project is in the planning process and was discussed at the February Administrative Committee meeting to determine long term needs for recording meetings. Depending on the path moving forward, the project may need to be redesigned.
- Library Boiler:
 - What: New boiler for library which is funded 50/50 between the City and the County.
 - Status: Scheduled for June installation.



DOOR COUNTY

Resolution No. 2020-19

RATIFICATION, ALTERATION, MODIFICATION OR REPEAL OF MARCH 16, 2020 PROCLAMATION DECLARING A STATE OF EMERGENCY

ROLL CALL Board Members	Aye	Nay	Exc.
AUSTAD	X		
BACON	X		
BULTMAN	X		
CHOMEAU			X
D. ENGLEBERT	X		
R. ENGLEBERT	X		
ENIGL	X		
FISHER	X		
GUNNLAUGSON	X		
HALSTEAD	X		
HEIM PETER	X		
KOCH	X		
KOHOUT	X		
LIENAU	X		
LUNDAHL	X		
NEINAS	X		
NORTON	X		
ROBILLARD	X		
SCHULTZ	X		
VIRLEE	X		
VLIES WOTACHEK	X		

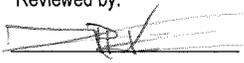
BOARD ACTION

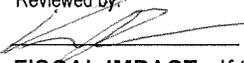
Vote Required: Majority Vote of a Quorum

Motion to Approve Adopted Defeated

1st Norton 2nd Lundahl

Yes: 20 No: 0 Exc: 1

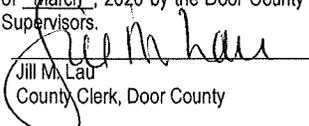
Reviewed by: , Corp. Counsel

Reviewed by: , Administrator

FISCAL IMPACT: If the County shuts down, Employees receiving Supplemental Paid Leave bank the estimated cost would be \$760,000.00. There are no additional County funds needed to cover this cost. 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 17th day of March, 2020 by the Door County Board of Supervisors.

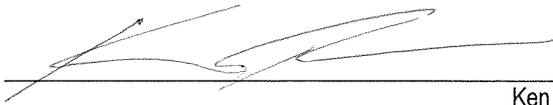

 Jill M. Lau
 County Clerk, Door County

1 TO THE DOOR COUNTY BOARD OF SUPERVISORS:
 2
 3 **WHEREAS**, On March 16, 2020, Door County Board Chairman David Lienau and Door County
 4 Administrator Ken Pabich by proclamation declared that a state of emergency exists in Door County
 5 because of the COVID-19 pandemic consistent with *Section 323.14(4)(a), Wisconsin Statutes*; and
 6
 7 **WHEREAS**, Pursuant to *Section 323.14(4)(a), Wisconsin Statutes* the proclamation is
 8 "...subject to ratification, alteration, modification or repeal by the County Board as soon thereafter as
 9 the Board can meet, but the subsequent action taken by the governing body shall not affect the prior
 10 validity of the proclamation...".
 11
 12 **WHEREAS**, On March 16, 2020, Door County Board Chairperson David Lienau and Door
 13 County Administrator Ken Pabich additionally issued administrative orders that appear necessary
 14 and expedient for the health, safety, protection, and welfare of persons and property within Door
 15 County; and
 16
 17 **WHEREAS**, It is deemed appropriate and necessary to provide Door County Board
 18 Chairperson David Lienau and Door County Administrator Ken Pabich the general authority to order,
 19 subject to ratification if practicable, whatever is necessary and expedient for the health, safety,
 20 protection, and welfare of persons and property within Door County in the emergency; and
 21
 22 **WHEREAS**, The County Board and its subunits could be prevented from meeting physically, by
 23 reason of the COVID-19 pandemic, and may need to do virtual meetings; and
 24
 25 **NOW, THEREFORE, BE IT RESOLVED**, That the Door County Board of Supervisors hereby
 26 ratifies the March 16, 2020, Proclamation Declaring a State of Emergency in Door County, (attached
 27 hereto and incorporated herein by reference) by Door County Board Chairman David Lienau and
 28 Door County Administrator Ken Pabich.
 29
 30 **BE IT FURTHER RESOLVED**, That the Door County Board of Supervisors hereby ratifies the
 31 March 16, 2020, Administrative Orders (attached hereto and incorporated herein by reference)
 32 issued Door County Board Chairman David Lienau and Door County Administrator Ken Pabich.
 33
 34 **BE IT FURTHER RESOLVED**, That the Door County Board of Supervisors hereby vests Door
 35 County Board Chairperson and Door County Administrator with the general authority to order,
 36 subject to ratification if practicable, whatever is necessary and expedient for the health, safety,
 37 protection, and welfare of persons and property within Door County in the emergency.
 38
 39 **BE IT FURTHER RESOLVED**, That meetings of subunits of the Door County Board are hereby
 40 suspended until further notice.
 41
 42 **BE IT FURTHER RESOLVED**, As the Door County Board is prevented from meeting
 43 physically, by reason of the COVID-19 pandemic and related public health concerns, the County
 44 Board Chairperson or designee has the authority to declare the need for and hold a virtual meeting
 45 of the County Board that is reasonably accessible (i.e., accessible remotely only) and otherwise
 46 consistent with Wisconsin's Open Meetings Law.
 47

SUBMITTED BY:



 Dave Lienau, Chairman
 Door County Board of Supervisors



 Ken Pabich
 County Administrator

Amendments for Organizational Meeting

1. Rules of Order 38, Donations, Gifts or Grants-Amendment:
 - a. 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 ~~\$1,000.00~~ \$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.
2. Rules of Order 34, Contracts-Amendment:
 - a. 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 may be approved by the Highway & Airport Committee.
3. Creation of a Sustainability Committee that shall consist of five (5) County Board Supervisors.
4. Reducing the number of members on the Museum Committee down to five (5) County Board Supervisors.
5. Board of Health and Human Services Board shall be combined to create the Health and Human Services Board consisting of nine (9) members total, five (5) County Board Supervisors and four (4) members-at-large of which two (2) should be health care professionals.
6. The Ambassador Program Committee shall consist of two (2) County Board Supervisors from the Legislative Committee and one (1) Member-At-Large.
- 7.

**2020 PROPOSED
RULES OF ORDER
GOVERNING THE DOOR COUNTY BOARD OF
SUPERVISORS**

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 thereby 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 may be approved by the Highway & Airport 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 ~~\$1,000.00~~ **\$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]

2 0 2 0 P R O P O S E D
RULES OF ORDER & ORGANIZATION OF ALL
STANDING & SPECIAL
COMMITTEES

[Note: These include the changes made in sections V. - VII. Effective April 21, 2020 (Per Resolution 2019-70)]

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 / \$225⁰⁰ 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 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.

DUTIES OF COMMITTEES

Proposed for Adoption May 26, 2020

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 Statutes, 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)

1. Study all matters of potential legislative nature by County Board members, departments and/or community sources;
2. Draft any 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. Meet as often as necessary to review all matters received and present items for County Board action.
6. Annually forward resolutions to be considered by the WI Counties Association.
7. Serve as a liaison to our state and federal legislators on positions which the Door County Board may choose to take.

~~(7)~~ (5) Museum & Archives Committee

Oversight for the Door County Historical Museum ~~& Archives~~

1. Oversight of the Door County **Historical** Museum ~~and Archives.~~
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) 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

~~(8) Board of Health~~

~~Oversight for Public Health Department~~

- ~~1. To serve as the county board of health pursuant to Section 251.04 Wisconsin Statutes.~~

(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. It's 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.

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.



DOOR COUNTY

Resolution No. 2020-42

**RECOGNIZING SUPERVISOR JOHN NEINAS
IN SERVICE TO THE COUNTY BOARD**

ROLL CALL Board Members	Aye	Nay	Exc.
AUSTAD			
BULTMAN			
CHOMEAU			
COUNARD			
D. ENGLEBERT			
R. ENGLEBERT			
ENIGL			
FISHER			
GAUGER			
GUNNLAUGSSON			
HEIM PETER			
KOHOUT			
LIENAU			
LUNDAHL			
NORTON			
ROBILLARD			
TAUSCHER			
THAYSE			
VIRLEE			
VLIES WOTACHEK			
VOGEL			

BOARD ACTION

Vote Required: Majority vote of a quorum

Motion to Approve Adopted

1st _____ Defeated

2nd _____

Yes: _____ No: _____ Exc: _____

Reviewed by:

_____, Corp. Counsel

Reviewed by:

_____, Administrator

FISCAL IMPACT: No Fiscal
Impact.

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 26th day of May, 2020 by the Door County Board of Supervisors.

Jill M. Lau
County Clerk, Door County

THE DOOR COUNTY BOARD OF SUPERVISORS:

WHEREAS, John Neinas was duly elected to the Door County Board of Supervisors in April, 1998 and was re-elected and served through April 2004. He was again elected in April 2008 and served through his retirement in April 2020, for a total of 18 years of service; and

WHEREAS, Supervisor Neinas represented District 2, encompassing the Town of Brussels, Ward 2, and Town of Forestville, Ward 1; and

WHEREAS, Supervisor Neinas served on many committees and boards including Administrative, Agriculture & Extension, Airport & Parks, Finance, Highway & Airport Committee, Highway Safety Commission, Land Conservation, Community Programs, Communications subcommittee, Ad Hoc Building, and Ad Hoc Household & Agricultural Hazardous Waste Collection Program; and

WHEREAS, Supervisor Neinas also served as Chairperson of Highway & Airport Committee and Highway Safety Commission.

NOW, THEREFORE, BE IT RESOLVED, That the County Board of Supervisors, assembled this 26th day of May, 2020, extends to John Neinas, our sincere thanks and appreciation for his service to the people of Door County, and wish him the best in his future endeavors.

SUBMITTED BY:

David Lienau, Chairman
Door County Board of Supervisors



DOOR COUNTY

Resolution No. 2020-43

**RECOGNIZING SUPERVISOR RANDY HALSTEAD
IN SERVICE TO THE COUNTY BOARD**

ROLL CALL Board Members	Aye	Nay	Exc.
AUSTAD			
BULTMAN			
CHOMEAU			
COUNARD			
D. ENGLEBERT			
R. ENGLEBERT			
ENIGL			
FISHER			
GAUGER			
GUNNLAUGSSON			
HEIM PETER			
KOHOUT			
LIENAU			
LUNDAHL			
NORTON			
ROBILLARD			
TAUSCHER			
THAYSE			
VIRLEE			
VLIES WOTACHEK			
VOGEL			

BOARD ACTION

Vote Required: Majority vote of a quorum

Motion to Approve _____ Adopted

1st _____ Defeated

2nd _____

Yes: _____ No: _____ Exc: _____

Reviewed by: _____, Corp. Counsel

Reviewed by: _____, Administrator

FISCAL IMPACT: No Fiscal Impact.

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 26th day of May, 2020 by the Door County Board of Supervisors.

Jill M. Lau
County Clerk, Door County

THE DOOR COUNTY BOARD OF SUPERVISORS:

WHEREAS, Randy Halstead was duly elected to the Door County Board of Supervisors in April, 2014 and was re-elected and served through April 2020, for a total of six years of service; and

WHEREAS, Supervisor Halstead represented District 16, encompassing the Town of Egg Harbor, Ward 1, and Town of Jacksonport, Ward 1; and

WHEREAS, Supervisor Halstead served on many committees and boards including Agriculture & Extension, Emergency Services, Facilities & Parks, Highway & Airport, Land Conservation, and Property Committee; and

WHEREAS, Supervisor Halstead also served as Chairperson of Agriculture & Extension Committee.

NOW, THEREFORE, BE IT RESOLVED, That the County Board of Supervisors, assembled this 26th day of May, 2020, extends to Randy Halstead, our sincere thanks and appreciation for his service to the people of Door County, and wish him the best in his future endeavors.

SUBMITTED BY:

David Lienau, Chairman
Door County Board of Supervisors



DOOR COUNTY

Resolution No. 2020-44

**RECOGNIZING SUPERVISOR JON KOCH
IN SERVICE TO THE COUNTY BOARD**

ROLL CALL Board Members	Aye	Nay	Exc.
AUSTAD			
BULTMAN			
CHOMEAU			
COUNARD			
D. ENGLEBERT			
R. ENGLEBERT			
ENIGL			
FISHER			
GAUGER			
GUNNLAUGSSON			
HEIM PETER			
KOHOUT			
LIENAU			
LUNDAHL			
NORTON			
ROBILLARD			
TAUSCHER			
THAYSE			
VIRLEE			
VLIES WOTACHEK			
VOGEL			

BOARD ACTION

Vote Required: Majority vote of a quorum

Motion to Approve Adopted

1st _____ Defeated

2nd _____

Yes: _____ No: _____ Exc: _____

Reviewed by: _____, Corp. Counsel

Reviewed by: _____, Administrator

FISCAL IMPACT: No Fiscal Impact.

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 26th day of May, 2020 by the Door County Board of Supervisors.

Jill M. Lau
County Clerk, Door County

1 THE DOOR COUNTY BOARD OF SUPERVISORS:

2
3 **WHEREAS,** Jon Koch was duly elected to the Door
4 County Board of Supervisors in April, 2014 and was re-
5 elected and served through April 2020, for a total of six
6 years of service; and

7
8 **WHEREAS,** Supervisor Koch represented District 4,
9 encompassing the Town of Gardner, Ward 1, and Town
10 of Nasewaupee, Ward 3; and

11
12 **WHEREAS,** Supervisor Koch served on many
13 committees and boards including Emergency Services,
14 Law Enforcement, Property, Public Safety, Resource
15 Planning, Risk Management/Insurance, Technology
16 Services, Bay Lake Regional Planning Committee Rep,
17 and Communications Advisory Technical Subcommittee;
18 and

19
20 **WHEREAS,** Supervisor Koch also served as
21 Chairperson of Law Enforcement Committee and
22 Communications Advisory Technical Subcommittee.

23
24 **NOW, THEREFORE, BE IT RESOLVED,** That the
25 County Board of Supervisors, assembled this 26th day
26 of May, 2020, extends to Jon Koch, our sincere thanks
27 and appreciation for his service to the people of Door
28 County, and wish him the best in his future endeavors.
29

SUBMITTED BY:

David Lienau, Chairman
Door County Board of Supervisors



DOOR COUNTY

Resolution No. 2020-45

**RECOGNIZING SUPERVISOR HELEN BACON
IN SERVICE TO THE COUNTY BOARD**

ROLL CALL Board Members	Aye	Nay	Exc.
AUSTAD			
BULTMAN			
CHOMEAU			
COUNARD			
D. ENGLEBERT			
R. ENGLEBERT			
ENIGL			
FISHER			
GAUGER			
GUNNLAUGSSON			
HEIM PETER			
KOHOUT			
LIENAU			
LUNDAHL			
NORTON			
ROBILLARD			
TAUSCHER			
THAYSE			
VIRLEE			
VLIES WOTACHEK			
VOGEL			

BOARD ACTION

Vote Required: Majority vote of a quorum

Motion to Approve Adopted

1st _____ Defeated

2nd _____

Yes: _____ No: _____ Exc: _____

Reviewed by: _____, Corp. Counsel

Reviewed by: _____, Administrator

FISCAL IMPACT: No Fiscal Impact.

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 26th day of May, 2020 by the Door County Board of Supervisors.

Jill M. Lau
County Clerk, Door County

1 THE DOOR COUNTY BOARD OF SUPERVISORS:

2
3 **WHEREAS,** Helen Bacon was first appointed to the
4 Door County Board of Supervisors in September, 2015.
5 She was duly elected in April, 2016 and was re-elected
6 and served through April 2020, for a total of four and a
7 half years of service; and

8
9 **WHEREAS,** Supervisor Bacon represented District 7,
10 encompassing the City of Sturgeon Bay, Wards 1 and 2;
11 and

12
13 **WHEREAS,** Supervisor Bacon served on many
14 committees and boards including Board of Health,
15 Human Services Board, ADRC Advisory Board, Economic
16 Development, Facilities & Parks, Legislative, Museum-
17 Archives, Property, and Jingdezhen Sister City Ad Hoc
18 Informal Advisory Group; and

19
20 **WHEREAS,** Supervisor Bacon also served as
21 Chairperson of the Board of Health, Human Services
22 Board, ADRC Advisory Board, and Jingdezhen Sister
23 City Ad Hoc Informal Advisory Group.

24
25 **NOW, THEREFORE, BE IT RESOLVED,** That the
26 County Board of Supervisors, assembled this 26th day
27 of May, 2020, extends to Helen Bacon, our sincere
28 thanks and appreciation for her service to the people of
29 Door County, and wish her the best in her future
30 endeavors.
31

SUBMITTED BY:

David Lienau, Chairman
Door County Board of Supervisors



DOOR COUNTY

Resolution No. 2020-46

**RECOGNIZING SUPERVISOR LINDA WAIT
IN SERVICE TO THE COUNTY BOARD**

ROLL CALL Board Members	Aye	Nay	Exc.
AUSTAD			
BULTMAN			
CHOMEAU			
COUNARD			
D. ENGLEBERT			
R. ENGLEBERT			
ENIGL			
FISHER			
GAUGER			
GUNNLAUGSSON			
HEIM PETER			
KOHOUT			
LIENAU			
LUNDAHL			
NORTON			
ROBILLARD			
TAUSCHER			
THAYSE			
VIRLEE			
VLIES WOTACHEK			
VOGEL			

BOARD ACTION

Vote Required: Majority vote of a quorum

Motion to Approve Adopted

1st _____ Defeated

2nd _____

Yes: _____ No: _____ Exc: _____

Reviewed by:
_____, Corp. Counsel

Reviewed by:
_____, Administrator

FISCAL IMPACT: No Fiscal Impact.

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 26th day of May, 2020 by the Door County Board of Supervisors.

Jill M. Lau
County Clerk, Door County

1 **THE DOOR COUNTY BOARD OF SUPERVISORS:**

2

3 **WHEREAS,** Linda Wait was duly elected to the Door
4 County Board of Supervisors in April, 2016 and was re-
5 elected and served through her retirement in April 2020,
6 for a total of four years of service; and

7

8 **WHEREAS,** Supervisor Wait represented District 14,
9 encompassing the Town of Sevastopol, Wards 2 and 3,
10 and the City of Sturgeon Bay, Ward 29; and

11

12 **WHEREAS,** Supervisor Wait served on many
13 committees and boards including Agriculture &
14 Extension, Census Complete Count, Law Enforcement,
15 Legislative, Museum & Archives, Public Safety, and
16 Technology Services; and

17

18 **WHEREAS,** Supervisor Wait also served as
19 Chairperson of the Census Complete Count Committee.

20

21 **NOW, THEREFORE, BE IT RESOLVED,** That the
22 County Board of Supervisors, assembled this 26th day
23 of May, 2020, extends to Linda Wait, our sincere thanks
24 and appreciation for her service to the people of Door
25 County, and wish her the best in her future endeavors.

26

SUBMITTED BY:

David Lienau, Chairman
Door County Board of Supervisors



DOOR COUNTY

Resolution No. 2020-47

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

TO THE DOOR COUNTY BOARD OF SUPERVISORS:

ROLL CALL Board Members	Aye	Nay	Exc.
AUSTAD			
BULTMAN			
CHOMEAU			
COUNARD			
D. ENGLEBERT			
R. ENGLEBERT			
ENIGL			
FISHER			
GAUGER			
GUNNLAUGSSON			
HEIM PETER			
KOHOUT			
LIENAU			
LUNDAHL			
NORTON			
ROBILLARD			
TAUSCHER			
THAYSE			
VIRLEE			
VLIES WOTACHEK			
VOGEL			

BOARD ACTION
 Vote Required: Majority Vote of a Quorum

Motion to Approve Adopted

1st _____ Defeated

2nd _____

Yes: _____ No: _____ Exc: _____

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 26th day of May, 2020 by the Door County Board of Supervisors.

 Jill M. Lau
 County Clerk, Door County

1 **WHEREAS**, Section 59.52(19) Wisconsin Statutes empowers the County
 2 Board to accept donations, gifts, or grants of money for any public governmental
 3 purpose within the powers of the County.

4
 5 **WHEREAS**, Resolution 75-84 entitled "Gifts, Grants & Donations to the
 6 County of Door" requires approval of the Door County Board of Supervisors, for
 7 acceptance of all donations, gifts, and grants whether in the form of money, or
 8 personal or real property.

9
 10 **WHEREAS**, Rule of Order #38, entitled 'Donations, Gifts or Grants',
 11 authorized an oversight committee to accept donations, gifts or grants; requires
 12 County Board be provided notice of any donation, gift or grant in excess of \$1,000
 13 prior to acceptance; and requires that an itemized report of all donations, gifts or
 14 grants shall be submitted to the County Board on an annual basis.

15
 16 **WHEREAS**, The Wisconsin Department of Justice, Division of Law
 17 Enforcement Services has approved a grant award to the Door County Sheriff's in
 18 the amount of \$87,000 (April 1, 2020-March 31, 2021) to support Door County
 19 Pathways - Pre-Booking Diversion Program.

20
 21 **WHEREAS**, The Public Safety Committee has voted to accept the aforesaid
 22 grant.

23
 24 **NOW THEREFORE, BE IT RESOLVED**, That the Door County Board of
 25 Supervisors does hereby authorize the Door County Sheriff's Office to accept the
 26 Pathways – Pre-Booking Diversion Program Grant.

27
 28 **BE IT FURTHER RESOLVED**, That the Pathways – Pre-Booking Diversion
 29 Program Grant will be administered by the Door County Sheriff's Office, subject to
 30 Public Safety Committee Oversight.

31
SUBMITTED BY:
PUBLIC SAFETY COMMITTEE

_____	_____
Joel Gunnlaugsson, Chairperson	Alexis Heim Peter
_____	_____
Bob Bultman	Megan Lundahl
_____	_____
Kara Counard	Laura Vlies Wotachek
_____	_____
Roy Englebert	



DOOR COUNTY

**Resolution No. 2020-48
EXTENSION OF LAND LEASE AGREEMENT [MURPHY PARK –
FRONTIER COMMUNICATIONS]**

TO THE DOOR COUNTY BOARD OF SUPERVISORS:

ROLL CALL Board Members	Aye	Nay	Exc.
AUSTAD			
BULTMAN			
CHOMEAU			
COUNARD			
D. ENGLEBERT			
R. ENGLEBERT			
ENIGL			
FISHER			
GAUGER			
GUNNLAUGSSON			
HEIM PETER			
KOHOUT			
LIENAU			
LUNDAHL			
NORTON			
ROBILLARD			
TAUSCHER			
THAYSE			
VIRLEE			
VLIES WOTACHEK			
VOGEL			

BOARD ACTION
Vote Required: Majority Vote of Total Membership

Motion to Approve Adopted

1st _____ Defeated

2nd _____

Yes: _____ No: _____ Exc: _____

Reviewed by: _____, Corp. Counsel

Reviewed by: _____, Administrator

FISCAL IMPACT: The fiscal impact would be the certainty of revenues for a given period of time. Lease revenues to be recorded in the year of service.
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 26th day of May, 2020 by the Door County Board of Supervisors.

Jill M. Lau
County Clerk, Door County

1 **WHEREAS**, Rule No. 34 of the Rules of Order provides, in pertinent
2 part, that "...no Committee of the County Board shall enter into any contract
3 for a period in excess of three (3) years without prior approval of the County
4 Board..."; and

5
6 **WHEREAS**, Door County and Frontier's predecessor entered into a
7 *Land Lease* on October 2, 1985; and

8
9 **WHEREAS**, the original *Land Lease* has been amended and extended
10 on three separate occasions (in 2010, 2014 & 2017) and is due to expire
11 on December 31, 2020; and

12
13 **WHEREAS**, The Facilities & Parks Committee has considered and
14 approved the proposed Extension of Land Lease Agreement (attached
15 hereto as Addendum A and incorporated herein by reference); and

16
17 **WHEREAS**, It is deemed advantageous and suitable for the County of
18 to enter into the proposed Extension of Land Lease Agreement.

19
20 **NOW, THEREFORE, BE IT RESOLVED**, That the Door County Board
21 of Supervisors does hereby approve the Extension of Land Lease
22 Agreement.

23
24 **BE IT FURTHER RESOLVED**, That the Facilities & Parks
25 Department, subject to the oversight of the Facilities & Parks Committee,
26 shall administer the Extension of Land Lease Agreement.
27

SUBMITTED BY: FACILITIES & PARKS COMMITTEE

_____ Daniel Austad, Chairman	_____ Alexis Heim Peter
_____ Roy Englebert	_____ Susan Kohout
_____ David Enigl	_____ Nancy Robillard
_____ Ken Fisher	

ADDENDUM A
Attachment to Resolution 2020-48

EXTENSION OF LAND LEASE AGREEMENT

This agreement is made and entered into effective the 26th day of May, 2020, between the County of Door (“County”) and Frontier North Inc. ("Frontier").

County and Frontier's predecessor entered into a *Land Lease* (a copy of which is attached hereto as Exhibit A and incorporated herein by reference) on October 2, 1985.

The original *Land Lease*, as subsequently modified and extended, is hereby extended for an additional five (5) year period, commencing on January 1, 2021 and expiring on December 31, 2025.

Rent for the extended term is two hundred dollars (\$200.00) per year, payable in advance. County will invoice Frontier annually, and payment is due within 30 days of Frontier’s receipt of the invoice.

County’s contact person is: Wayne Spritka, Facilities & Parks Director, Government Center, 421 Nebraska Street, Sturgeon Bay, Wisconsin, 54235, 920.746.2211, wspritka@co.door.wi.us

Frontier’s contact person is:

Except as modified herein, all terms and conditions of the original *Land Lease*, as subsequently modified, shall remain in full force and effect.

County:

Frontier:

Wayne Spritka, Facilities & Parks Director

Dated: _____.

Dated: _____.

Daniel R. Austad, Chairperson

Door County Facilities & Parks Committee

Dated: _____.



DOOR COUNTY

Resolution No. 2020-49

DOOR COUNTY PARKS AND OPEN SPACE PLAN 2020-2025

TO THE DOOR COUNTY BOARD OF SUPERVISORS:

ROLL CALL Board Members	Aye	Nay	Exc.
AUSTAD			
BULTMAN			
CHOMEAU			
COUNARD			
D. ENGLEBERT			
R. ENGLEBERT			
ENIGL			
FISHER			
GAUGER			
GUNNLAUGSSON			
HEIM PETER			
KOHOUT			
LIENAU			
LUNDAHL			
NORTON			
ROBILLARD			
TAUSCHER			
THAYSE			
VIRLEE			
VLIES WOTACHEK			
VOGEL			

BOARD ACTION
Vote Required: Majority Vote of a Quorum

Motion to Approve Adopted

1st _____ Defeated

2nd _____

No: _____ Yes: _____ Exc: _____

Reviewed by: _____, Corp. Counsel

Reviewed by: _____, Administrator

FISCAL IMPACT: No fiscal impact at this time with the adoption of this resolution. Future improvements to the Parks will go through the budget process.
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 26th day of May, 2020 by the Door County Board of Supervisors.

Jill M. Lau
County Clerk, Door County

1 **WHEREAS**, Goals of the Door County Parks and Open Space Plan
2 2020-2025 are to develop an improved parks and open space system
3 which will contribute to thriving natural landscapes for generations to
4 come, an enhanced quality of life for residents and visitors, community
5 valuation of the economic benefits of preserved land, and visionary
6 leadership that will protect county parks for the long-term.

7
8 **WHEREAS**, The Door County Parks and Open Space Plan 2020-
9 2025 contains a comprehensive list of recommended objectives,
10 guidelines, and questions in order to encourage the maintenance and
11 development of high-quality parks and recreational amenities that meet
12 the needs and demands of Door County residents and visitors.

13
14 **WHEREAS**, Adoption of the Door County Parks and Open Space
15 Plan 2020-2025 furthers public purposes and is in the public's best
16 interests, and

17
18 **WHEREAS**, The Facilities and Parks Committee has reviewed and
19 approved the Door County Parks and Open Space Plan 2020-2025, and
20 recommends that County Board do the same.

21
22 **NOW, THEREFORE, BE IT RESOLVED**, That the Door County
23 Board of Supervisors hereby adopts the Door County Parks and Open
24 Space Plan 2020-2025.

25
26 **BE IT FURTHER RESOLVED**, That the Door County Parks and
27 Open Space Plan 2020-2025 will be administered by the Facilities and
28 Parks Department, subject to oversight by the Facilities and Parks
29 Committee.

SUBMITTED BY: FACILITIES & PARKS COMMITTEE

_____	_____
Daniel Austad, Chairperson	Alexis Heim Peter
_____	_____
Roy Englebert	Susan Kohout
_____	_____
David Enigl	Nancy Robillard
_____	_____
Ken Fisher	

DOOR COUNTY PARKS AND OPEN SPACE PLAN 2020-2025

Door County Facilities and Parks Department, Parks Division

DRAFT: May 20th, 2020



Adopted by the Door County Board of Supervisors on May 26th, 2020

Researched and Written by: Rebecca Kerwin, Planner, Door County Land Use Services Department

Edited by: Mariah Goode, Director, Door County Land Use Services Department

Door County Parks website: <https://www.co.door.wi.gov/174/Facilities-and-Parks>

TABLE OF CONTENTS

I. OVERVIEW..... 1

II. OBJECTIVES AND GUIDING PRINCIPLES..... 2

III. INVENTORY OF DOOR COUNTY PARKS, RECENT IMPROVEMENTS, AND PLANS..... 4

IV. PLANNING CONSIDERATIONS..... 13

V. APPENDICES

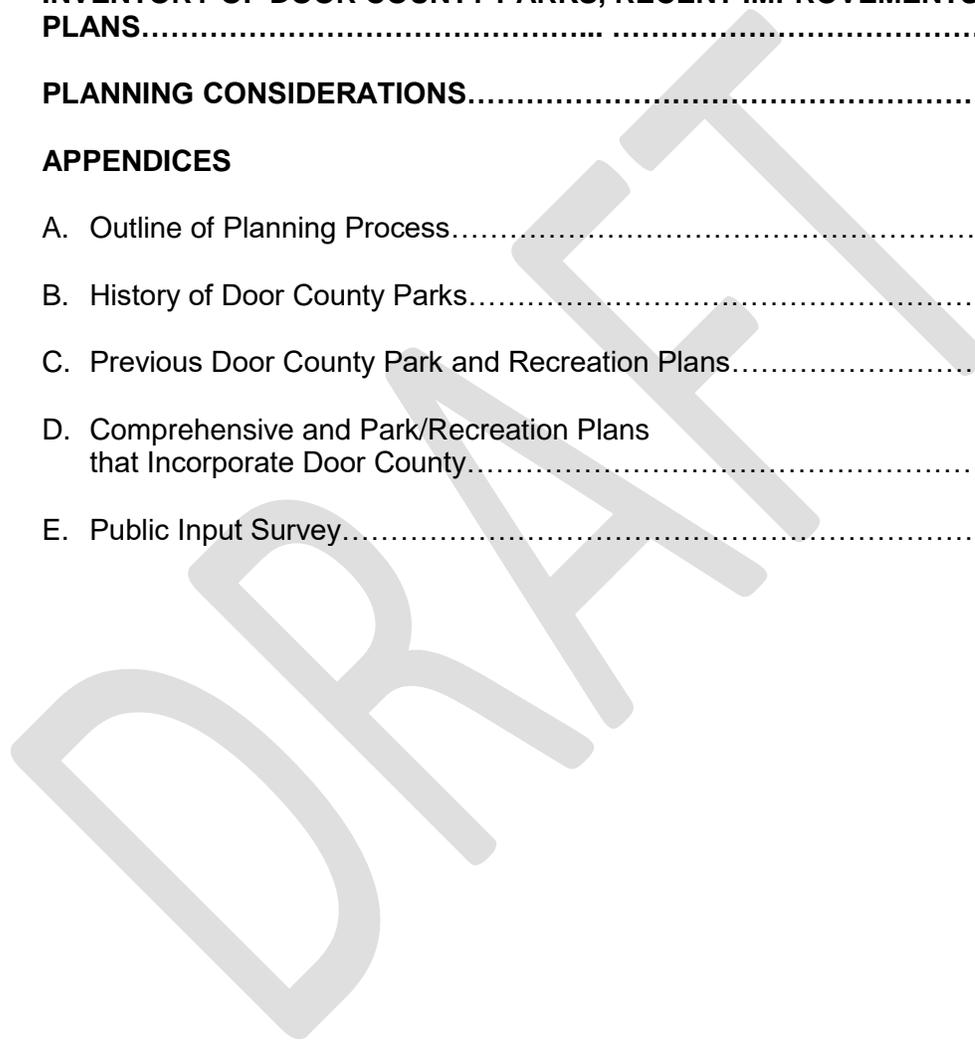
A. Outline of Planning Process..... 16

B. History of Door County Parks..... 18

C. Previous Door County Park and Recreation Plans..... 24

D. Comprehensive and Park/Recreation Plans that Incorporate Door County..... 28

E. Public Input Survey..... 32



I. OVERVIEW

A. Parks Division Vision/Mission/Goals and Overview of Responsibilities

The Door County Facilities and Parks Committee oversees the Facilities and Parks Department, which includes the Parks Division. The Parks Division is managed by a full-time Park Manager who manages all things related to county parks, under the Director of the Facilities and Parks Director. The Parks Division vision, mission, goals, and success statements read as follows:

Vision: *Door County's thriving natural areas and open spaces are world-class treasures that provide solace, nurture one's soul, and celebrate the natural environment.*

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

Four Overarching Goals:

1. *Nature: Native and natural landscapes will be sustained and thrive into perpetuity.*
2. *People: Everyone will feel welcome at the Door County Parks and will seek them out for discovery, renewal, and fun.*
3. *Economy: Communities will value the economic benefits of protected park lands and open spaces.*
4. *Leadership: Visionary leaders will bring their expertise, guidance, and proactive management to assist the Door County Parks Division in expanding, improving, and increasing resources, and in protecting parks and open spaces into perpetuity.*

Success in 25 years: *In 25 years, the people of Door County will celebrate more than a thousand acres of healthy park lands and open spaces, filled with thriving ecosystems of native flora and fauna. The diverse people who visit the parks, work for the Parks Division, and advocate for open spaces will also champion the parks as a source of inclusion, inspiration, beauty, economic vitality, and health for everyone.*

The Parks Division is responsible for the maintenance of 19 County Parks, totaling more than 1,000 acres that contain 12.5 miles of state trails, 7 boat launch facilities, 18 restrooms, 3 "Welcome to Door County" signs, a disc golf course, Horseshoe Bay Caves, and multiple accessory, support, storage, and shelter buildings. The Parks Division is responsible for the design and construction of parks projects using both in-house and contracted labor.

Other major responsibilities relate to the snowmobile program and the county fair. The Parks Division manages the State of Wisconsin snowmobile program for Door County, including writing grants for trail program funding and reviewing and approving funding for the seven local clubs that maintain approximately 230 miles of Door County trails. The Division also coordinates usage of the John Miles County Park for the county fair as well as other events held in county parks.

B. Overview of Planning Process and Plan

Since 1964, the county has had some form of a county-wide parks plan in place. Starting in 1974, the county regularly adopted five-year plans, through the year 2015. The last plan written was for the 2011 to 2015 timeframe. In late 2018, the Facilities and Parks Committee decided to update the 2011-2015 plan and to have the Door County Land Use Services Department help develop and write the plan. A more detailed description of the planning process can be found in Appendix A.

Background information and an inventory of county parks were gathered in the first half of 2019. This background information, found in Appendices B - D, are as follows:

- Appendix B: Brief Background and History of Door County Parks
- Appendix C: Previous Door County Park and Recreation Plans
- Appendix D: Comprehensive and Park/Recreation Plans that Incorporate Door County

In late 2019, an on-line public survey was conducted regarding Door County parks, which received over 900 responses. Respondents were largely positive about the Door County parks, expressing appreciation for their beauty and how they are a great asset to the county. Overall, the survey indicated a desire for greater investment in land acquisition and preservation, and nature-based activities. Many comments also indicated the county should continue to maintain and improve existing county parks. The survey and a summary of all responses can be found in Appendix E.

Section II of this plan provides objectives and guiding principles for the county parks for the years 2020-2025, as adapted from the 2011-2015 plan and updated by current Parks Division staff members. Section III contains a chart that describes the 19 county parks, including descriptions of amenities, uses/user, natural and sensitive areas, recent improvements, and planning-related information.

Lastly, note that an open house meeting to present a final draft of this plan to the public had been scheduled prior to the plan's adoption, but the COVID-19 pandemic forced the county to cancel this meeting. The public was notified of this cancellation, reminded that the plan could still be reviewed online, and given instructions on how to submit input. A summary of this input process can be found in Appendix A, Planning Process Outline.

II. OBJECTIVES AND GUIDING PRINCIPLES

The objective of this plan is to encourage the development and maintenance of high-quality, sustainable parks and recreational amenities that meet the needs and demands of Door County residents and visitors. Provided below are guiding principles to consider:

- **Resource Management.** Protect, preserve, and restore the county park's resources through appropriate resource management, including forests, wildlife, plants, millpond/dam, and watersheds. Develop management strategies and actions based upon each park's unique ecological and natural resource features.

- **Sustainability.**
 - Maintain the environmental quality of county parks above all else.
 - Connect county parks to wider environmental issues.
 - Adapt to changing environmental conditions.
 - Be a leader in sustainable practices, using sustainable and low-impact practices in operations and challenging ourselves to consistently perform all our functions in the most environmentally responsible ways.

- **Land Use Balance.** Door County Parks will strive to not exceed an 80/20 overall balance in its land use, with 80 percent of the parks' land to be kept in as natural a condition as possible, and 20 percent to be available for development for recreation that is compatible with the park's mission/vision/goals (including trails, picnic facilities, and other nature-based activities).

- **Public/Private Relationships and Partnerships.** Continue to be open to partnering with other public and private non-profit organizations to enhance overall conservation programs and efforts within the county.
 - Continue to foster and support the Friends of the Door County Park System.
 - Ensure county park programs are appropriate for its level of government. Programs of state-wide or multi-county interest and importance should be the responsibility of the state, those of county-wide interest and importance should be the responsibility of the county, and those of local-level interest and importance should be the responsibility of the city, villages, and towns.
 - Ensure the county is not competing with or duplicating the efforts of private entities that already provide recreational activities and facilities to the public in an adequate, efficient, and economical manner.
 - With research partners, document and/or publicize the economic value of environmental protection, such as flood reduction, improved air quality, and carbon reduction as well as the economic value of free access to the outdoors and health benefits gained by staying active.

III. INVENTORY OF DOOR COUNTY PARKS, RECENT IMPROVEMENTS, AND PLANS

The table on the following pages provides an inventory of the 19 Door County parks. The first column in the table lists the park name and the municipality within which it is located. The second column contains a description of the park, the park’s amenities, and primary or unique uses of the park. The third column lists the known natural and sensitive features within the park and nearby surrounding area. The fourth column lists improvements completed since 2010 and short-term plans (within the next five years). The last column lists potential improvements and planning considerations from the 2011-2015 parks plan that have not yet been addressed. This column also lists other plans that incorporate or refer to county parks.

DRAFT

INVENTORY OF DOOR COUNTY PARKS, RECENT IMPROVEMENTS, AND PLANS

County Parks	Description/Amenities Uses/Users	Natural/Sensitive Areas (both within park & ~600')	Completed Improvements (since 2010) & Short-Term Plans	Planning Considerations (potential improvements identified in Door County Parks and Open Space Plan 2011–2015 and other plans)
Ahnapee Trail <ul style="list-style-type: none"> • C. Sturgeon Bay • T. Sturgeon Bay • T. Nasewaupée • T. Forestville • V. Forestville 	Description/Amenities: <ul style="list-style-type: none"> • 12 miles of abandoned railroad grade on 144 acres • trailhead in Sturgeon Bay, travels through/by countryside, swamps, farm fields, Forestville dam and millpond, and Ahnapee River before turning towards Algoma • level, hard, graveled surface • restrooms and parking located at Forestville Dam County Park, Maplewood, and 1820 S. Neenah Sturgeon Bay (trailhead) Uses/Users: <ul style="list-style-type: none"> • flat surface good for family hiking and biking • snowmobiling, hiking, biking, horseback riding • in winter, used as a snowmobile trail; when trail not open to snowmobile travel, can be used for cross-country skiing and snowshoeing education, nature 	Along trail: <ul style="list-style-type: none"> • trail runs through many, large areas of mapped wetland • variety of wildlife along trail, including deer, turkey, many other species of birds 	Improvements completed or scheduled for 2020: <ul style="list-style-type: none"> • trail extension from north parking lot to Bayview Bridge, 2015 • Memorial Drive connection, north end of Bayview Bridge, 2015 • trail extension completion from Utah St. to Michigan Street, 2018 • plantings along trail, 2019 • installation of boot brushes, 2020 	2011-2015 Plan: <ul style="list-style-type: none"> • long range goal for trail extension up to the north split of Highway 42-57 Other Plans: <ul style="list-style-type: none"> • Northeast Wisconsin Coastal Cities Trail Inventory & Connectivity (see p. 28, Appendix D) <ul style="list-style-type: none"> ○ future trail connectivity from the City of Green Bay to Door County, potentially along the western side of Door County. ○ possible connecting routes to consider should include shared roadways and existing and potential utility corridors
Baileys Harbor Ridges T. Baileys Harbor	Description/Amenities: <ul style="list-style-type: none"> • ~30 acres (including ~8 on the waterfront side of the road), approximately 750' of shoreline • restrooms, picnic tables, parking • shallow waters, sandy beach Uses/Users: <ul style="list-style-type: none"> • swimming, sunbathing, kiteboarding • days with strong southern wind, kiteboarders race on waves between beach and nearby Anclam Park • bird watching 	Within park and within ~600' of park: <ul style="list-style-type: none"> • Lake Michigan beach, floodplain, ridge/swale complex, wetland, woodland • significant habitat for various sensitive plants, including orchids, along both sides of parking lot • Hidden Brook located just outside of park 	Completed improvements: <ul style="list-style-type: none"> • beach restoration, 2012 • restroom rehab, 2018 • installation of rise station, 2018 	2011-2015 Plan: <ul style="list-style-type: none"> • install informational signage and rustic fences to deter trampling of sensitive areas • parking lot low on south end; blacktop should be ground up and base raised as much as possible, but still allow drainage from north to south • enlarge parking area • replace existing gazebo Other Plans: <ul style="list-style-type: none"> • identified as a carry-in access site in Lake Michigan State Water Trail plan (see p. 28, Appendix D) • located along recommended county bicycle route (see p. 31, Appendix D) • SWCD plans and designs for beach improvement

County Parks	Description/Amenities Uses/Users	Natural/Sensitive Areas (both within park & ~600')	Completed Improvements (since 2010) & Short-Term Plans	Planning Considerations (potential improvements identified in Door County Parks and Open Space Plan 2011–2015 and other plans)
Cana Island T. Baileys Harbor	Description/Amenities: <ul style="list-style-type: none"> 10 acres lighthouse wreck of the Frank O'Connor just off island's shore residence at lighthouse contains exhibits, small museum store, restrooms Uses/Users: <ul style="list-style-type: none"> sight-seeing, access to top of lighthouse tower scuba diving to shipwrecks non-motorized watercraft launching 	Within park: Lake Michigan, causeway, floodplain, woodland Within ~600' of park: floodplain, wetland	Improvements completed or scheduled for 2020: <ul style="list-style-type: none"> parking on mainland and restroom facilities on island, 2011 Phase I, Lighthouse - exterior historic rehab, 2014 Phase II, Oil House - privy, barn historic rehab, 2017 Phase III - construction of Cana Island Interpretive Center, 2020 Phase IV Keeper's Quarters - historic restoration, 2024 or when funding is available 	2011-2015 Plan: None Other Plans: <ul style="list-style-type: none"> located along Lake Michigan State Water Trail and within an area identified by the plan as a gap area, however, it is not identified as an access site (see p. 28, Appendix D) located near county recommended bicycle route (see p. 31, Appendix D)
Cave Point T. Sevastopol	Description/Amenities: <ul style="list-style-type: none"> 18.6 acres, 900 feet of shoreline. picnic areas with tables, cooking grills, restrooms, wedding gazebo first solar-powered restroom in county park system parking space for twenty-five cars half mile forest trail that links up with several miles of trails in adjacent Whitefish Dunes State Park 4 shipwrecks, located 4 to 5 miles off shore Uses/Users: <ul style="list-style-type: none"> weddings sight-seeing/photography scuba diving hiking bicycle events 	Within park: <ul style="list-style-type: none"> Lake Michigan Limestone, Dolomite bluffs birch, maple, beech, cedar trees heavily wooded with trails ephemeral species Within ~600' of park: entire area heavily wooded, owned by DNR	Completed improvements: <ul style="list-style-type: none"> improved hiking trails gazebo on south lawn area, 2011 additional parking, 2016 updated solar power for restrooms, 2019 	2011-2015 Plan: <ul style="list-style-type: none"> drinking water well is currently closed, needs to be replaced (<i>note: no plans to replace</i>) any improvements should be done in low-key manner, preserving natural setting Other Plans: <ul style="list-style-type: none"> identified as a carry-in access site in Lake Michigan State Water Trail plan (see p. 28, Appendix D) <ul style="list-style-type: none"> may be difficult to access land from water located along county recommended bicycle route (see p. 31, Appendix D)
Chaudoir's Dock T. Union	Description/Amenities: <ul style="list-style-type: none"> 5 acres, 625' of shoreline 100-foot day dock, w/ daytime tie-up access 3 boat launch lanes (one of the busiest county parks for boat launching) picnic area with tables, grills, parking, restrooms emergency harbor of refuge for 40 to 50 small boats Uses/Users: <ul style="list-style-type: none"> deep waters make for prime access to Green Bay fishing, including perch, bass, whitefish, walleye spawning reef a mile from the dock, popular spring walleye spot 	Within park: <ul style="list-style-type: none"> Bay of Green Bay Within ~600' of park: <ul style="list-style-type: none"> ~8 acres woodland 	Improvements completed or scheduled for 2020: <ul style="list-style-type: none"> entire ramp replaced with longer structure, 2011 installation of remote viewing camera, 2018 installation of automated pay system, 2020 	2011-2015 Plan: <ul style="list-style-type: none"> development emphasis on water access adjacent property should be considered for acquisition if/when available 10 to 12 parking stalls on upper east edge continue to update signage in low-water conditions, harbor needs dredging to safe depths for boaters (last dredged in 2014) Other Plans: <ul style="list-style-type: none"> identified as a developed access site in Lake Michigan State Water Trail plan (see p. 28, Appendix D) located along county recommended bicycle route (see p. 31, Appendix D) SWCD stormwater runoff plan

County Parks	Description/Amenities Uses/Users	Natural/Sensitive Areas (both within park & ~600')	Completed Improvements (since 2010) & Short-Term Plans	Planning Considerations (potential improvements identified in Door County Parks and Open Space Plan 2011–2015 and other plans)
Door Bluff Headlands T. Liberty Grove	<p>Description/Amenities:</p> <ul style="list-style-type: none"> • 228 forested acres, 6,830 feet of shoreline • second largest county park • no amenities except access road, natural hiking trails <p>Uses/Users:</p> <ul style="list-style-type: none"> • sight-seeing • hiking • bird watching 	<p>Within park:</p> <ul style="list-style-type: none"> • Bay of Green Bay and Niagara Escarpment – vertical limestone bluffs rise up from Bay • pictographs listed in the National Registrar of Historic Places • variety of tree species • two studies identified: <ul style="list-style-type: none"> ○ 46 species of birds ○ 92 species of flora ○ 18 species of land snails ○ bat species (threatened/endangered) <p>Within ~600' of park: woodland, escarpment</p>	<p>Completed improvements:</p> <ul style="list-style-type: none"> • 72.7 acre expansion, 2019 	<p>2011-2015 Plan:</p> <ul style="list-style-type: none"> • development should be low-key due to flora-and-fauna, relative remoteness • only hiking trails should be considered, no other types • potential for vault-type toilets, more parking spaces, scenic vistas spaced along drive • purchase of adjacent land should be considered if/when becomes available • future CIP consideration to pave entrance roadway <p>Other Plans:</p> <ul style="list-style-type: none"> • considered for Grand Traverse Islands National Park (more information can be found at https://forloveofwater.org/grand-traverse-islands-national-park-proposal/) • identified as a limited emergency access site in Lake Michigan State Water Trail plan (see p. 28, Appendix D) <ul style="list-style-type: none"> ○ undeveloped natural area with a number of resting areas along shore • located along county recommended bicycle route (see p. 31, Appendix D)
Ellison Bluff T. Liberty Grove	<p>Description/Amenities:</p> <ul style="list-style-type: none"> • 174 acres • ¾ mile scenic entrance road • picnic area, restrooms, parking • handicap accessible trails • natural hiking trails • stairway leading to wooded bluff overlook that provides view of cliffs, Green Bay waters, many Green Bay Islands • 7,000 feet of shoreline inaccessible because of bluff • picnicking at eastern end • bluff in excess of 100 feet high, parallels shoreline throughout entire park, no access to the water • Wisconsin State Natural Area designation, 2002 <p>Uses/Users:</p> <ul style="list-style-type: none"> • sight-seeing, hiking • bird watching • weddings 	<p>Within and within ~600' of park:</p> <ul style="list-style-type: none"> • Bay of Green Bay and Niagara Escarpment – vertical limestone bluffs rise up from Bay • trees grow on sheer face of cliffs, anchoring roots in small crevices with little soil: White cedar, Canada yew, mountain maple, red pine, basswood, red elderberry • forest atop bluff includes wide variety of mature trees: sugar maple, white ash, red oak, beech, paper birch, big-tooth aspen, hemlock • ground cover: wild sarsaparilla, big-leaved aster, Canada mayflower, large-flowered trillium, wood-betony, bracken fern, rare rock whitlow-grass and broad-leave sedge • large variety of birds take residency in forest as peninsula is flyway for migratory birds • 26 species of land snails, including five rare species and two glacial relict species 	<p>Completed improvements:</p> <ul style="list-style-type: none"> • interpretive signage along trail, 2019 • roadway improvements – grade, gravel, compact, 2019 • roadway improvements – paving 2020-2025 CIP Planning 	<p>2011-2015 Plan:</p> <ul style="list-style-type: none"> • purchase adjacent land if/when becomes available • potential for several more viewing areas • potential for access to park's lower levels, which might include staircase and/or a viewing tower combination • future CIP consideration to pave entrance roadway <p>Other Plans:</p> <ul style="list-style-type: none"> • located along Lake Michigan State Water Trail plan, not identified as an access site (see p. 28, Appendix D) • located along county recommended bicycle route (see p. 31, Appendix D)

County Parks	Description/Amenities Uses/Users	Natural/Sensitive Areas (both within park & ~600')	Completed Improvements (since 2010) & Short-Term Plans	Planning Considerations (potential improvements identified in Door County Parks and Open Space Plan 2011–2015 and other plans)
<p>Forestville Dam T. Forestville</p>	<p>Description/Amenities:</p> <ul style="list-style-type: none"> • 79 acres • adjacent to Ahnapee State Trail, serves as wayside for trail users • picnic tables, waterfront picnic area with grills, open pavilion, playground, restrooms • fishing dock • one-lane boat launch • shallow millpond, 1½ miles long, 1/8 mile wide • dam overflows in spring <p>Uses/Users:</p> <ul style="list-style-type: none"> • small non-motorized boating, including canoeing, kayaking, paddle boarding • motorized craft allowed, but shallow waters are hazardous • fishing: <ul style="list-style-type: none"> ○ below dam, a shallow riverbed area thick with fish in the spring when water runs high ○ catch and release fishing popular ○ Northern pike, rock bass, crappies, blue gills, large-mouth bass • weddings • run/bicycle events • Southern Door Fire Department and DNR Warden training exercises • playground use • pavilion rentals (only pavilion in southern door county at this time) 	<p>Within park:</p> <ul style="list-style-type: none"> • Ahnapee River, floodplain, wetland, woodland <ul style="list-style-type: none"> ○ low-lying wooded area south of earthen dam is maintained as wildlife area <p>Within ~600' of park: ~80 acres of floodplain, wetland, & woodland</p>	<p>Completed Improvements: None</p> <p>Short-term plans:</p> <ul style="list-style-type: none"> • current millpond drawdown to be completed in 2021 • develop canoe/kayak launch 2021 • Fish stocking, post drawdown activities 	<p>2011-2015 Plan:</p> <ul style="list-style-type: none"> • potential for additional parks in Southern Door area • millpond management, as directed by best management practices <ul style="list-style-type: none"> ○ drawdown millpond, as needed, every 8-10 years to improve conditions (<i>current drawdown to be completed in 2021</i>) ○ review millpond management strategy as directed by best management practices • seal coat or chip seal parking area • parking area revision to better accommodate boat trailer parking • land to the south and east of park along the Ahnapee River should be considered for acquisition if/when becomes available • DNR has expressed interest in assisting with any purchases that would add to Ahnapee State Trail for purposes of public fishing access <p>Other Plans:</p> <ul style="list-style-type: none"> • located along county recommended bicycle route (see p. 31, Appendix C) • SWCD management plan (see p. 31, Appendix D)

County Parks	Description/Amenities Uses/Users	Natural/Sensitive Areas (both within park & ~600')	Completed Improvements (since 2010) & Short-Term Plans	Planning Considerations (potential improvements identified in Door County Parks and Open Space Plan 2011-2015 and other plans)
Frank E. Murphy T. Egg Harbor	<p>Description/Amenities:</p> <ul style="list-style-type: none"> 34 acres, approximately 1,300 feet of shoreline one of the most heavily used county parks volleyball court, picnic facilities (tables and grills), restrooms with changing rooms, playground equipment, large open pavilion parking space for 55 cars large dock, protects swimming area from rough water, serves as emergency harbor two-lane boat launch ramp located at south end entrance to Horseshoe Bay Caves <p>Uses/Users:</p> <ul style="list-style-type: none"> large group gatherings triathlon training and event swimming fishing, volleyball pavilion rentals for weddings, run/bicycle events, family reunions, graduation parties, company picnics public cave tours 	<p>Within park:</p> <ul style="list-style-type: none"> Bay of Green Bay mapped escarpment Horseshoe Bay Cave 3.8 acres wetland 10.2 acres wooded base map stream (non-navigable) <p>Within ~600' of park:</p> <ul style="list-style-type: none"> escarpment, woodland, base map stream, wetland, floodplain 	<p>Completed improvements:</p> <ul style="list-style-type: none"> beach restoration, 2015 restriped parking lot, but not by boat launch 2018 seal coated and striped boat launch, 2019 removed cottonwood trees, 2019 dock installation, 2019 boat ramp repairs, 2020 <p>Short-term plans:</p> <ul style="list-style-type: none"> remove dead ash trees Horseshoe Bay Cave Center (interpretive center and storage) development of recreational trail connecting park to Village of Egg Harbor 	<p>2011-2015 Plan:</p> <ul style="list-style-type: none"> during times of low water, excessive sand movement makes boat launch difficult to use potential for additional games for family and group activities playground equipment should be upgraded and expanded additional waterfront property should be considered if/when becomes available <p>Other Plans:</p> <ul style="list-style-type: none"> identified as a developed access site in Lake Michigan State Water Trail plan (see p. 28, Appendix D) located along county recommended bicycle route (see p. 31, Appendix D) SWCD plans and designs for beach improvement; stormwater runoff plan
George K. Pinney T. Sevastopol	<p>Description/Amenities:</p> <ul style="list-style-type: none"> 15 acres, approximately 1,000 feet of water frontage 6-lane boat launch, handicap accessible several submerged shipwrecks located in nearby waters 1.5 acre harbor of refuge pavilion and picnic area, year-round restrooms 90+ parking stalls <p>Uses/Users:</p> <ul style="list-style-type: none"> favorite spot for local fisherman to access excellent habitat for bass, northern, perch pier fishing in winter, small village of ice shanties sets-up off shore, using park as access sunset viewing 	<p>Within park:</p> <ul style="list-style-type: none"> Bay of Green Bay ~1.8 acres woodland <p>Within ~600' of park:</p> <ul style="list-style-type: none"> ~5.2 acres woodland to the north and ~3 acres woodland to the south 	<p>Improvements completed or scheduled for 2020:</p> <ul style="list-style-type: none"> breakwater maintenance/repair, 2018 parking lots and launch lanes restriped, 2018 breakwater maintenance/repair, 2020 installation of waterless cleaning station, 2020 installation of automated pay system, 2020 	<p>2011-2015 Plan:</p> <ul style="list-style-type: none"> if historical and safety concerns can be addressed, property to southeast should be considered for acquisition, if/when becomes available <p>Other Plans:</p> <ul style="list-style-type: none"> identified as a developed access site in Lake Michigan State Water Trail plan (see p. 28, Appendix D) located near county recommended bicycle route (see p. 31, Appendix D) SWCD stormwater runoff plan
<p>John Miles</p> <ul style="list-style-type: none"> City of Sturgeon Bay, 60 acres See Appendix C for information on the John Miles County Park Recreation Plan – Phase I, 2017 and improvements completed in 2017 – 2019. (Contact the Door County Land Use Services Department at (920) 746-2323 for a copy of this plan. Also note that SWCD has a stormwater plan for John Miles.) 				

County Parks	Description/Amenities Uses/Users	Natural/Sensitive Areas (both within park & ~600')	Completed Improvements (since 2010) & Short-Term Plans	Planning Considerations (potential improvements identified in Door County Parks and Open Space Plan 2011-2015 and other plans)
Lily Bay <ul style="list-style-type: none"> T. Sevastopol (entrance to and parking area) T. Sturgeon Bay (launch and park/beach areas) 	Description/Amenities: <ul style="list-style-type: none"> 1 acre, 150 feet shore frontage parking for 6 cars 2-lane, fair weather boat launch Uses/Users: <ul style="list-style-type: none"> boating fishermen troll for brown and steelhead trout, salmon sunbathers often use park as access to the bordering private sand beach 	Within park: <ul style="list-style-type: none"> Lake Michigan beach Within ~600' of park: <ul style="list-style-type: none"> ~1.7 acres of woodland large floodplain/wetland complex overlaps to the northeast mapped ridge/swale complex 	Improvements completed or scheduled for 2020: <ul style="list-style-type: none"> Boat ramp approach repairs, 2020 	2011-2015 Plan: <ul style="list-style-type: none"> additional parking, if/when nearby land becomes available Other Plans: <ul style="list-style-type: none"> identified as a developed access site in Lake Michigan State Water Trail plan (see p. 28, Appendix D)
Lyle-Harter-Matter Sanctuary T. Jacksonport	Description/Amenities: <ul style="list-style-type: none"> 40 acres completely undeveloped parcel not served by public road, however, an easement exists for maintenance and emergency vehicles Wisconsin State Natural Area designation Uses/Users: <ul style="list-style-type: none"> wildlife and nature study hiking bird watching 	Within park: <ul style="list-style-type: none"> high sand dune, woodland, wetland, floodplain heavy woods, both deciduous and coniferous species, cover most of property marsh with excellent wildlife Hines Emerald Dragonfly (threatened/endangered) Within ~600' of park: dunes, Clark Lake, wetland, floodplain, woodland	Completed improvements: None	2011-2015 Plan: <ul style="list-style-type: none"> no extensive development is recommended; should remain as a wildlife, nature study area potential for hiking trails property between Kangaroo Lake and the sanctuary should be acquired and added to sanctuary, if/when available access road along county's easement should be made passable for emergency entrance and routine inspection purposes
Meridian T. Jacksonport	Description/Amenities: <ul style="list-style-type: none"> contiguous to Lyle-Harter-Matter Sanctuary 155 acres undeveloped, except for 2-acre wayside located on southeast corner, adjacent to State Highway 57 wayside maintained by WisDOT includes restrooms, picnic facilities, well, parking spaces natural trails Wisconsin State Natural Area designation Uses/Users: <ul style="list-style-type: none"> traveling public hikers 	Within park: <ul style="list-style-type: none"> heavily wooded, marshy in places excellent wildlife habitat Hines Emerald Dragonfly (threatened/endangered) Within ~600' of park: <ul style="list-style-type: none"> Lake MI, Clark Lake, dunes, wetland, floodplain, woodland, Heins Creek 	Completed improvements: None Short-term plans: <ul style="list-style-type: none"> hiking trails incorporation of rest-stop area from State/County Highway Departments into park – remove or replace pit toilet to vault toilet 	2011-2015 Plan: <ul style="list-style-type: none"> contiguous to Lyle-Harter-Matter Sanctuary, any use of one park should be integrated with that of the other no development should take place within visible distance of State Highway 57

County Parks	Description/Amenities Uses/Users	Natural/Sensitive Areas (both within park & ~600')	Completed Improvements (since 2010) & Short-Term Plans	Planning Considerations (potential improvements identified in Door County Parks and Open Space Plan 2011-2015 and other plans)
Percy Johnson T. Washington	Description/Amenities: <ul style="list-style-type: none"> 5 acres, 500 feet sandy beach large pine shelter parking for 10 cars Uses/Users: <ul style="list-style-type: none"> swimming non-motorized water craft launching bird watching 	Within park: <ul style="list-style-type: none"> Lake Michigan beach western half heavily wooded overlooks nearby Hog Island, part of Horicon National Wildlife Refuge nesting Herring Gulls, Black-Crowned Night-Herons, Great Blue Herons, occasional White Pelican Within ~600' of park: <ul style="list-style-type: none"> Lake Michigan beach heavily wooded 	Completed improvements: <ul style="list-style-type: none"> restrooms replaced, 2018 	2011-2015 Plan: <ul style="list-style-type: none"> northern portion has been cleared of underbrush, could be used for expanded picnic and game use, with additional clean-up work to make beach more attractive for swimming informational marker placed explaining Hog Island's status as a National Wildlife Refuge increase parking area to accommodate larger number of cars upgrade/expand playground equipment Other Plans: <ul style="list-style-type: none"> identified as a carry-in access site in Lake Michigan State Water Trail plan (see p. 28, Appendix D)
Robert M. Carmody T. Gardner	Description/Amenities: <ul style="list-style-type: none"> 10 acres, 400 feet shoreline 6-lane boat launch and handicap accessible fishing pier wave attenuator dock picnic area, parking, restrooms designed around 3 mature oak trees 94 parking stalls Uses/Users: <ul style="list-style-type: none"> popular place to fish for small mouth bass, northern pike, walleye, perch in winter, boat launch provides access to Little Sturgeon for ice fishing 	Within park: <ul style="list-style-type: none"> Bay of Green Bay floodplain Within ~600' of park: <ul style="list-style-type: none"> ~6.4 acres woodland large wetland complex to the north 	Completed improvements: <ul style="list-style-type: none"> restriped all parking lots and launch lanes, 2019 installation of waterless cleaning station, 2020 installation of automated pay system, 2020 Short-term plans: <ul style="list-style-type: none"> kayak launch installation gazebo installation 	2011-2015 Plan: <ul style="list-style-type: none"> potential for more parking stalls, consider for west end of park Other Plans: <ul style="list-style-type: none"> identified as a developed access site in Lake Michigan State Water Trail plan (see p. 28, Appendix D) located near county recommended bicycle route (see p. 31, Appendix D)
Robert La Salle T. Clay Banks	Description/Amenities: <ul style="list-style-type: none"> 26 acres, 440 feet of public access to Lake Michigan 2 parking lot areas restrooms, picnic tables, grills, playground equipment characterized by a three-tiered landform consisting of pebble-strewn Lake Michigan shore, level grassy upland area, and higher wooded upland area steep sandy bluffs separate each tier; several stairways provide pedestrian access to the various tiers prairie plantation in upper park Uses/Users: <ul style="list-style-type: none"> sight-seeing, weddings, run/bicycle events 	Within park: <ul style="list-style-type: none"> Lake Michigan beach three-tiered landform consisting of pebble-strewn Lake Michigan shore, level grassy upland area, and higher wooded upland area small stream cuts through sandy ravine, dry most of year restored prairie in upper park Within ~600' of park: <ul style="list-style-type: none"> ~10.7 acres woodland 1.1 acres Wetland 	Improvements completed or scheduled for 2020: <ul style="list-style-type: none"> restrooms replaced, both lower and upper, 2011 and 2012 prairie plantation area, grant received in 2018, completed in 2019 pavilion/shelter, 2020 Short-term plans: <ul style="list-style-type: none"> review beach front erosion due to high water 	2011-2015 Plan: <ul style="list-style-type: none"> grade upper level parking lot, improve entrance, paving 1-mile loop trail system Other Plans: <ul style="list-style-type: none"> identified as a carry-in access site in Lake Michigan State Water Trail plan (see p. 28, Appendix D) located along county recommended bicycle route (see p. 31, Appendix D)

County Parks	Description/Amenities Uses/Users	Natural/Sensitive Areas (both within park & ~600')	Completed Improvements (since 2010) & Short-Term Plans	Planning Considerations (potential improvements identified in Door County Parks and Open Space Plan 2011-2015 and other plans)
Sugar Creek T. Gardner	<p>Description/Amenities:</p> <ul style="list-style-type: none"> 40 acres, 1,050 feet of water frontage fair weather boat launch 18 hole disc golf course restrooms, picnic tables, grill parking for 20 cars 80' long foot-bridge over Sugar Creek park is exposed to intense storms, making it difficult to provide boat launching facilities <p>Uses/Users:</p> <ul style="list-style-type: none"> emergency fire-fighting fill site smelt-dipping in the past, however, no longer done as smelt have not been traveling up the creek for breeding ice-fishing for perch and whitefish small, motorized & non-motorized watercraft run/bicycle events 	<p>Within park:</p> <ul style="list-style-type: none"> Bay of Green Bay Sugar Creek, floodplain woodland <p>Within ~600' of park:</p> <ul style="list-style-type: none"> ~ 10.0 acres woodland to the north, and 10.9 acres of woodland, wetland, and floodplain to the southeast 	<p>Completed improvements:</p> <ul style="list-style-type: none"> new restrooms, 2015 pedestrian bridge over creek, 2015 trails installed in wooded undeveloped area east of Sugar Creek (disc golf course trails are there now) 	<p>2011-2015 Plan:</p> <ul style="list-style-type: none"> more inviting entrance with better landscaping and signage installation of playground equipment evaluate parking arrangement for adequacy; additional parking could be developed on upper grass area, near entrance repair blacktop roads <p>Other Plans:</p> <ul style="list-style-type: none"> identified as a developed access site in Lake Michigan State Water Trail plan (see p. 28, Appendix D) located along county recommended bicycle route (see p. 31, Appendix D)
Tornado Park T. Gardner	<p>Description/Amenities:</p> <ul style="list-style-type: none"> 3 acres 1st Door County Park historical marker picnic area, restroom parking for 15 cars <p>Uses/Users:</p> <ul style="list-style-type: none"> traveling public historical education hikers, bikers, picnickers 	<p>Within ~600' of park:</p> <ul style="list-style-type: none"> ~28.5 acres of woodland, wetland, and floodplain Ahnapee River 	<p>Completed improvements:</p> <ul style="list-style-type: none"> installation of memorial plaque, 2019 	<p>2011-2015 Plan:</p> <ul style="list-style-type: none"> repave parking lot restrooms in fair condition, eventually will need upgrading and new roof <p>Other Plans:</p> <ul style="list-style-type: none"> located along county recommended bicycle route (see p. 31, Appendix D)

SECTION V: PLANNING CONSIDERATIONS

When considering potential land acquisitions, donations, or improvements to existing Door County parks, it is envisioned that the objectives and guiding principles outlined in Section II will be used in conjunction with the following guidelines and questions.

A. Guidelines and Questions for Potential Land Acquisitions

Properties for potential parkland are brought to the attention of the Parks Division in a variety of ways, including unsolicited outreach by interested sellers and via ongoing conversations with various public and not-for-profit entities. The Parks Division will continue to rely upon an evolving set of creative land acquisition and financing techniques to stretch and leverage its land acquisition funding.

- Prioritize acquisitions that are a good value, that help stretch public land acquisition dollars.
- Prioritize acquisitions where there is a willing seller and local political support so that the acquisition will not be delayed for years in costly, contested proceedings.
- Prioritize acquisitions/donations where other organizations can contribute to the cost and/or care of new sites. Collaborate with other agencies such as the Door County Land Trust or Nature Conservancy to increase conservation and recreation opportunities.
- Prioritize acquisitions/donations that connect or expand, link to, add to, fill in, or buffer existing holdings, and other connections that support mission and goals.
- Prioritize acquisitions/donations of sites that contain remnant native populations or unique natural resources as well as those with unique ecological, historical, archaeological, topological, cultural, or other significant features.
- Prioritize acquisition of land adjacent to lake waters to increase public water access, particularly on the Lake Michigan shore between Baileys Harbor and Sturgeon Bay.
- Prioritize acquisitions/donations of larger sites to take advantage of lower land costs and larger opportunity sites:
 - Smaller isolated sites present management and maintenance challenges and should only be considered where there is a strong case that the site would contribute to the Parks Division mission and goals.
 - Explore acquisition of failed development projects as large-site opportunities at reduced costs.

Potential questions to consider for land acquisitions:

- Does the acquisition support the overall parks mission, vision, and four priority goal areas?
- Is the land located adjacent to or near an existing county park? If yes, is adjacent land acquisition recommended by this plan?
- If adjacent or near an existing county park, how would the acquisition complement the existing county park?
- Would the acquisition provide greater connectivity between existing county parks?
- Is there potential to partner with another organization on the acquisition?
- Does the land have sensitive natural features that need to be protected? If so, is there a conservation organization that may be a better steward?

- Does the land have unique geological features (i.e., drumlins, steep slopes, varied terrain, scenic view, etc.)?
- Does the land have historical significance? If so, would a historical organization be a better steward?
- Does the land have potential to be restored back to native species with feasible expense?
- Is the land located on or near the county's recommended bicycle network?
- Is the land located on a segment of a county highway that has 3' or greater shoulder width?
- Would the land provide an interesting or convenient stop for bicyclists or other silent sports enthusiasts?
- Is the land located within an area identified as an enhancement zone by the Lake Michigan State Water Trail?

B. Guidelines and Questions for Potential Park Improvements

- Prioritize activities that will engage new users, promote healthy lifestyles, connect people to nature, and protect sensitive natural features.
- Prioritize use of limited capital funds for improvement of the parks system by evaluating conditions and needs as well as information on projected public uses or unique resources. This may require consultant support. Some new capital projects can be added in response to requests from the public and staff members via public input opportunities. Grant funding and contributions from land use and utility license agreements are also increasingly a factor in prioritizing new capital investments.
- Maintain a policy that ensures adequate compensation to the county when granting exclusive use of county park facilities and/or resource lands to non-county agencies, groups or individuals, or granting easements or other permanent rights to park and resource land.
- Improve user experience by providing at least basic facilities at all county parks, including:
 - potable water supply for drinking, washing, and fire defense purposes
 - adequate access and designated parking areas
 - ADA accessibility and inclusivity improvements such as:
 - ADA-accessible toilets, preferably vault-type where more sophisticated systems are not practical
 - features that will aid handicapped people such as specialized walkways, hard-surfaced walkways, wide doorways, grab-rails in restrooms, special seating at picnic areas and at spectator events, and special playground apparatus
- Build the county parks brand identity
 - provide consistency in signage, markers, and structures
 - identify park entrance(s) and boundaries
 - identify opportunities to ensure a safe and easy-to-navigate trail system within county parks
 - provide baseline information on the current trail system
 - recommend new policies for managing trails,
 - create a process for assessing requests to improve unrecognized trails
 - prioritize future capital improvement projects to enhance trail systems
- Develop areas that provide the potential to accommodate a variety of activities, as opposed to single purpose activities

Potential questions to consider for park improvements:

- Does the potential improvement support the parks mission, vision, and four overarching goals?
- Is the improvement identified in this plan or another appropriate action plan?
- Would the improvement enhance current uses and/or enhance current users' experience?
- Would the improvement help protect sensitive natural features?
- Is there potential to partner with another organization or entity on the improvement?
- Would the improvement provide a unique interactive experience that cannot be commonly found elsewhere and would attract new users?
- Would the improvement enhance the educational and/or historical aspect of the park?
- Is the upgrade at a park that is located along the Lake Michigan State Water Trail?
- Would the upgrade fulfill a need within an enhancement zone, as identified by the Lake Michigan State Water Trail plan?
- Will the improvement serve a niche interest, if so, is there an economic impact?

C. Guidelines for potential relinquishment of county-owned park land:

Relinquishment of county-owned park land for purposes other than preservation or recreation shall be dependent upon:

- the impact on fulfillment of the park's mission, vision, and four goals
- the long-term impacts on park and recreational use throughout Door County
- an equal exchange of land value is provided in return
- the dedication of revenues to additional park lands and improvements
- actions are consistent with local and regional plans
- a determination that the land is not needed for county park and open space purposes, both at the present and in the future
- consideration of the total costs and benefits of ownership of the land
- protective deed restrictions placed on title of property

APPENDIX A: OUTLINE OF PLANNING PROCESS

Pre-planning. Pre-planning for the Door County Parks and Open Space Plan 2020-2025 began in 2018 with the meetings described below.

- **Administrative Meeting** (August 9th, 2018). Parks and Land Use Services staff met to discuss updating the Door County Parks and Open Space Plan, 2011 – 2015.
- **Facilities and Parks Committee Meeting** (November 7th, 2018). Parks Superintendent reviewed with the committee an outline of the plan to be developed and planning process to be used.

Background information gathering (January – May, 2019). Land Use Services gathered plan background information that can be found in Section III, Inventory of Door County Parks, Recent Improvements, and Plans and in Appendices B – D.

Facilities and Parks Committee Meeting (May 8th, 2019). Parks Superintendent reviewed draft mission/vision/goals and the plan background information gathered by Land Use Services. The mission/vision/goals were approved by unanimous vote.

Facilities and Parks Committee Meeting (October 9th, 2019). Parks Superintendent reviewed a draft of the public input survey.

Public Input Survey (October 18th – December 2nd, 2019). The survey reviewed by the committee was available on-line for this time period, with two press releases issued and multiple emails sent to Land Use Services contacts.

Facilities and Parks Committee Meeting (November 13th, 2019). Parks Superintendent updated the committee on number of survey responses received and the public affairs outreach campaign to promote the survey.

Facilities and Parks Committee Meeting (December 11th, 2019). Parks Superintendent reported that the survey closed and gave a summary of responses.

Facilities and Parks Committee Meeting (February 12th, 2020). The committee reviewed and discussed a draft of the Plan to be distributed for public input. Land Use Services staff members also presented research related to indoor recreation ideas for John Miles Park. The Facilities and Parks Director noted that current planning for the county parks does not include indoor or significant outdoor recreational facilities, and that staff members do not recommend including recreational planning in this plan as it is not a core function of the county parks division. Committee members agreed; if an externally-driven opportunity arises related to recreational facilities, the county can address it at that time. Motion made, seconded, and carried unanimously to hold a public hearing regarding the plan draft as presented.

Public Input (March 5th – April 2nd, 2020) An open house meeting to present the plan to the public and gather input had been scheduled for March 31st, 2020, however, per the State of Wisconsin's public safety orders regarding the COVID-19 pandemic, this meeting was cancelled. Prior to cancellation, the public and county contacts had been notified of the open house meeting via press release and email on March 5th. A follow-up press release and emails to county contacts were sent out on March 17th, notifying the public and recipients that the open house meeting had been cancelled, but that the plan

could still be reviewed online and input would still be accepted through April 2nd, 2020. A second reminder email regarding the same was sent on March 27th. Email notifications were sent to the Friends of Door County Parks group, local municipal officials, school districts, business associations, local user and sports groups, educational organizations, and county and city employees.

Final Committee Approval (May 13, 2020) The Committee reviewed and discussed public input on and potential changes to the February 12th, 2020 draft that was distributed for public review. Seven individuals had submitted written comments, provided to the Committee verbatim. Items considered minor edits as well as county staff members' administrative updates to the plan were noted in the plan draft and pointed out to the Committee. Also noted in the plan draft were public input items that would require substantial changes to or change the meaning of sections of the plan, which the Committee discussed and decided upon. The Committee also agreed that some public input received was too specific to include in the plan. Motion made, seconded, and carried unanimously to forward the plan to the county board for adoption.

County Board Approval (May, 26, 2020)

DRAFT

APPENDIX B: HISTORY OF DOOR COUNTY PARKS (adapted from the Door County Parks and Open Space 2011-2015 plan)

- **Ahnapee State Trail**

Location: Ahnapee State Trail spans from the city limits of Sturgeon Bay to the Door/Kewaunee county line, continues into Kewaunee County towards the cities of Algoma and Kewaunee, and the Luxemburg/Casco area.

History: The Ahnapee State Trail follows the retired railroad line of Ahnapee and Western. The railroad line moved freight and passengers in and out of Door County between 1894 and 1968 and was a vital link during World War II with Algoma's plywood industry and Sturgeon Bay's shipyards. Powered by either steam or diesel, the trains hauled lumber, dairy products, cherry crops, and passengers in and out of Door County.

The State of Wisconsin obtained the stretch of railroad grade when it was retired from service as a rail line and added it to the state trail system. A lack of funding to maintain the trail prompted the state to forge a partnership with the County of Door. In mid-1994, Door County signed its first renewable lease with the Wisconsin Department of Natural Resources for the operation and maintenance of the Ahnapee State Trail. The lease designated that the trail become a part of the County Parks System.

- **Baileys Harbor Ridges**

Location: 2301 Ridges Road, Town of Baileys Harbor.

History: Door County purchased most of the land the county currently owns from the United States government in 1937. (A strip of land that the U.S. Coast Guard had reserved for navigational lighting was deeded to the county in 1972.) Also in 1937, the nonprofit Ridges Sanctuary formed to protect and maintain the broader area, including and surrounding the county's property. The Ridges Sanctuary eventually began leasing and maintaining most of the county's acreage, which contains two range lighthouses, alignment lights used by ships to enter Baileys Harbor; a 99-year lease agreement was signed in 1990. Part of the property on the harbor side of Ridges Road is maintained as a county park. The area contains many ridge lines, historical shorelines from the lake's water receding since prehistoric time.

- **Cana Island Lighthouse**

Location: 8800 E Cana Island Road, Town of Baileys Harbor.

History: Built in 1869 for \$12,792.55, Cana Island Lighthouse's tower, made of cream city brick, was the tallest building in Door County. Verified by telescope during the first year of operation, 4,862 ships passed the station during daylight hours. Keepers filled the oil and kept the beacon shining until the lighthouse was automated in 1944. It remains a functioning navigational light of the Great Lakes. Cana Island Lighthouse was listed in the National Register of Historic Places in 1976.

In 2006, the Bureau of Land Management transferred ownership of the park's 9 acres free of charge to the county to preserve the lighthouse and allow public access by maintaining it as a county park. To fulfill the stipulations, the county partners with the Door County Maritime Museum to manage the island and lighthouse, something Door County Maritime Museum had done in partnership with the U.S. Coast Guard since 1970.

- **Cave Point**

Location: 5360 Schauer Road, Town of Sevastopol.

History: The land for Cave Point County Park was gifted to the county for preservation by three families in 1943 and 1945. It was the fifth park added to the county park system and derived its name from its geological formation. Early discussion of the park's establishment explored making it a state park or a war memorial site. After lengthy and heated debates, and a reshuffle of county board members, the county decided to focus on the park's geological formation.

- **Chaudoir's Dock**

Location: 10865 County Road N, Town of Union.

History: Chaudoir's Dock began as a working dock built by brothers Eli and Julis Chaudoir after they arrived in Namur from Belgium in 1856. Ships traveling to Northport and Green Bay often moored at the dock with passengers and goods, including hay and grain for the lumberjacks' horses. Local farmers were able to export their beets, potatoes, lumber, hay, and straw. In winter, local farmers took to the ice to harvest fish with pound nets. Ice shanties were also rented out, delivered onto the ice. Ice fishermen still flock to the area to this day.

In 1944, John Chaudoir requested the county purchase the dock because he was interested in keeping it open to the public. That year, the dock was purchased from John and Mamie Chaudoir by Door County for \$1.00. The dock and park now carry the name and the legacy of the Chaudoir family.

- **Door Bluff Headlands**

Location: 12900 Door Bluff Park Road, Town of Liberty Grove.

History: Originally named Death's Door Headlands Sanctuary, the county purchased the original 123 acres for this park for \$1 in 1944. In 1977, the county purchased another 33 acres of adjacent land for \$1 with the premise that the "land be forever used as a park." According to an article in the Door County Advocate in 1977, the donation of the 33 acres of land marked the first major land donation to the county park system since the original 123 acres. In 1970, only a scenic road was created as it was decided to keep the park in its natural state as a sanctuary. Native American paintings – rock art dating back to 1000–1499CE – were found on the cliffs at the Door Bluff Headlands in 1991 by amateur archeologists. It is reputed that it was at this point where the Washington Island Iroquois fought the mainland Potawatomi.

In 2019, the county purchased two parcels adjacent to the Door Bluff Headlands County Park. The property includes over 72 acres with a small strip of shoreland. Listed below are characteristics of the two properties and surrounding area.

- Both parcels share boundaries with the existing park. Total acreage acquired is 72.68.
- The property represents a major promontory of the Niagara Escarpment, holding several habitats of ecological interest, including the semi-mature to mature northern mesic forest on the upper plateau of the site.
- The larger parcel includes a 30.55' wide by 150' deep strip of land that extends westerly, on the opposite side of Door Bluff Road, to the water's edge.

- The forest is composed of 70 year old hardwoods, including sugar maple, American beech, white ash, basswood, hemlock, and red oak. Silty soils on these parcels are very thin and overlay fissured dolomite bedrock. A series of rocky shorelines and small bluffs on the property are dominated by a dense coniferous forest including old growth white cedars.
- A local conservationist identified 46 species of birds and 92 species of flora in the park. Several rare plants and animals have also been documented on the property.
- In 1993, Native American pictographs were discovered on the cliffs adjacent to the park and within the park. The pictographs have been dated to 1000-1499CE and are listed in the National Registrar of Historic Places. The schooner Fleetwing, a shipwreck of 1888, is located in the waters next to the property. The ribs and keel can be seen on the bottom of the bay.

- **Ellison Bluff**

Location: 12050 Ellison Bluff Road, Town of Liberty Grove.

History: The call to preserve the land that now makes up Door County's largest park was made by the Door County Parks Board in 1945 when the board proclaimed "the limestone headlands, as they emerge out of the blue waters of Green Bay, are geologically one of the most outstanding natural monuments in our country. They must be preserved." Preservation became official just five years later when Door County purchased 88 acres in 1950 for \$1. In 2000, an additional 86 acres of undeveloped property with 1,939 feet of shoreline to the south was acquired. The park was designated a State Natural Area in 2002.

- **Forestville Dam**

Location: 475 Mill Road, Town of Forestville.

History: The original dam was built in 1877, an earthen works to provide power for a gristmill. The mill processed grain into flour for people all the way from the Belgian district to the Town of Baileys Harbor. The mill was closed circa 1920 when the dam washed out, then replaced in 1934 as a Works Progress Administration project. The dam and surrounding property was sold to the Town of Forestville in 1949 to be developed into a park. In 1963, the town gave the park and dam to the County of Door.

- **Frank E. Murphy**

Location: 7119 Bay Shore Drive (County Highway G), Town of Egg Harbor.

History: In 1937, the Murphy family that owned Frank E. Murphy's Horseshoe Bay Farm donated 11 acres to Door County for a park. The county was awarded a Civil Works Act grant, which was used to employ sixty men to cut brush, clean the beach, rebuild the pier, and build a 950 foot long stone wall on the south and east sides of the property.

The Frank E. Murphy's Horseshoe Bay Farm was the largest dairy in Wisconsin as well as the largest employer in Door County at its time. The original pier was used to ship apples, cherries, and plums grown on the farm to Dykesville and Peshtigo. In 1972, three acres of the farm was donated to the county. A championship golf course and residential development was developed on the rest of the farm in the late 1970's.

- **George K. Pinney**

Location: 4879 Bay Shore Drive, Town of Sevastopol.

History: Located four miles north of the City of Sturgeon Bay, George K. Pinney Park (formerly Olde Stone Quarry) was one of several prominent locations for the county's export of limestone and gravel with much of the stone being exported to Chicago. The Leathem and Smith quarry operated at the site beginning in the late 1890's. When operated as the Smith quarry, the operation sported the largest dock as well as being the largest quarry in Door County.

This park was renamed from Olde Stone Quarry County Park to George K. Pinney County Park in 2012 in honor of its namesake's longtime service as Door County Parks Director. Pinney served in the Parks Department for 18 years, between 1994 and 2012, and was instrumental in developing the property into a prime boat launching destination for fishermen and water enthusiasts.

- **John Miles**

Location: 916 N 14th Avenue, City of Sturgeon Bay.

History: The Door County Fair has been held at this site since 1908. On August 28, 1990, by Resolution 82-90, the Door County Fairgrounds became a part of the Door County Parks System and was renamed the Door County Fair Park. In 2001, the park was renamed John Miles County Park in honor of the decades-long fair secretary and to recognize its evolution into a multi-use park, not just a home to the fair.

- **Lily Bay**

Location: 4449 E County Highway T, Town of Sturgeon Bay. Note that the entrance to and parking area for Lily Bay straddle the boundary between the Towns of Sevastopol and Sturgeon Bay, but the launch and park/beach areas are located within the Town of Sturgeon Bay.

History: In the 1880s, a bustling settlement grew at Lily Bay and included a sawmill, blacksmith shop, general store, boarding house, and several residences as well as a pier on the lake. The pier at Lily Bay brought both goods and people on ships from Chicago and returned with lumber and wood supplies such as cordwood. Lily Bay's major export was hemlock bark, of which the tannin was used in the tanning industry in Milwaukee and Chicago. The settlement at Lily Bay slowly declined after the Sturgeon Bay ship canal was completed in 1879.

- **Meridian**

Location: 6799 State Highway 57, Town of Jacksonport.

History: The third largest of the county parks, the property is undeveloped, save for a wayside located on the southeast corner adjacent to State Highway 57. The wayside is maintained by the Wisconsin Department of Transportation and includes toilets, picnic facilities, a well, and parking spaces. Heavily wooded and in places marshy, the park provides excellent wildlife habitat. The park is contiguous to the Lyle-Harter Matter Sanctuary.

- **Percy Johnson**

Location: 640 Lake View Road, Town of Washington.

History: The land for Percy Johnson park was purchased in 1947. Formerly called Washington or Eastside for its location on the eastern side of Washington Island, the park was renamed in 1994 in memory of a former Door County Board supervisor from Washington Island, Percy Johnson, in honor of his 27 years of representation. Johnson's parents originated from Iceland, as had many of the island's original settlers.

- **Robert LaSalle**

Location: 408 County Road U, Town of Clay Banks.

History: The site is commemorated as a landing place by the French explorer Robert de LaSalle in 1679. One of the oldest county parks, its current acreage was stitched together through several land purchases spanning 79 years between 1925 and 2005.

According to the Peninsula Historical Review of June 1930, Clay Banks used to be one of the largest shipping points for lumber and forest products on the peninsula. In the upper park, an archway, built in the spring of 1930, stands near the roadway, a remnant of the park's entrance in earlier years. The logs were imported from the Pacific Coast in honor of the mighty trees logged from the area by early settlers. The archway was built as a grand entrance to the park for model As and Ts, the first cars made, to drive through to enter the park.

LaSalle Park was also the setting of baseball games in the 1920s and 30s, where hundreds of spectators would gather to watch America's pastime. A ball hit into the lake was considered a home run.

- **Robert M. Carmody**

Location: 3570 County CC, Town of Gardner.

History: Robert M. Carmody is a boat launch located on the bay of Little Sturgeon in the Town of Gardner, with a long history of excellent waters for fishing, whether by boat or on ice. Archeological exploration determined that Indians camped on this site. It is also the area where Door County's first Euro-American settlers, Increase and Mary Claflin, built a cabin in 1835.

Although the area has long been a fisherman's haven, there was a lack of public access to the boating waters as well as a safe boating harbor from storms. In 2001, Door County and the Wisconsin Department of Natural Resources jointly purchased 4.5 acres on the shores of Little Sturgeon Bay for the purpose of constructing a boat launch. It was the first jointly owned park between the two departments in Door County. (The Ahnapee State Trail and George K. Pinney are two county parks that are owned by the DNR and maintained by the county with no lease fee.) The land was purchased from Dean Carmody and named after his father, Robert, who had owned the land for many years.

- **Sugar Creek**

Location: 2349 County Road N, Town of Gardner.

History: The land for Sugar Creek Park was obtained by Door County in 1945. The park is named for the creek that runs through it, known to have been a popular tributary for smelt-dippers.

- **Tornado Memorial County Park**

Location: 8518 County DK, Town of Gardner.

History: Tornado Memorial County Park preserves the story of Williamsonville, which was in one day reduced from a new and growing crossroads town to ashes, never to be rebuilt. Thomas and Fred Williamson, brothers who immigrated to the Green Bay area from Canada in the late 1860s, settled Williamsonville. Also known as Williamson's Mill, the settlement grew around the steam-powered shingle mill built next to the Ahnapee River in 1870. According to a 1995 WisDOT report, 76 people lived in the town, including 15 women and 16 children, of which 55 were killed in a fire. The Williamsonville fire occurred on October 8, 1871, the same day as the Peshtigo fire.

Tornado Memorial was the first park of the Door County Park System, purchased in 1927 from Albert and Elinda Eickelberg. In the 1950s, the WisDOT began using the park as a highway wayside, contracting with the Door County Highway Department to maintain it. The park's wayside designation was removed in 2008 with the expansion of State Highway 57.

APPENDIX C: PREVIOUS DOOR COUNTY PARK AND RECREATION PLANS

- 1964: *Door County Comprehensive Planning Program* (author unknown)
- 1969: *Door County, Wisconsin, Outdoor Recreation Plan*, Wisconsin State Department of Local Affairs and Development (under contract to Door County)
- 1974 – 2015: Seven subsequent five-year outdoor recreation plans were written by the Parks Department and adopted by Door County:
 - 1974 – 1978
 - 1979 – 1986
 - 1987 – 1993
 - 1994 – 1999
 - 2000 – 2005
 - 2006 – 2010
 - 2011 – 2015 (Note: Objectives, policies and guidelines from the 2011 - 2015 plan are provided below.)
- 2017: *John Miles County Park Recreation Plan, Phase 1, Door County Parks and Land Use Services Departments*. A description of this plan is provided below.

Door County Parks and Open Space Plan 2011 – 2015, Door County Parks Department

The 2011-2015 plan includes objectives, and both general and park-specific recommendations. The objectives and general recommendations are listed below, directly quoted from the plan.

- “Objectives:
 - Provide a basic document which identifies and details a coordinated park and outdoor recreation program to meet the needs and demands of Door County residents and visitors.
 - Promote and encourage the development of sufficient park and recreational facilities of high quality.
 - Identify and preserve sites of significant scenic, historical, archaeological, and natural characteristics.”
- “Recommended policy statements:
 - Governmental agencies should not compete with or duplicate the efforts of private interests which provide recreational activities and facilities to the public in an adequate, efficient, and economical matter.
 - In general, park programs of state-wide and macro regional (areas consisting of many contiguous counties) interest and importance, should be the responsibility of the state government; those of county-wide and micro regional (areas composed of only one or a few contiguous counties) interest and importance, should be a county responsibility; the park programs of towns, villages, and cities should be structured to meet the needs and desires of the immediate respective areas.

- All levels of government should pursue a policy of attempting to acquire and protect areas of significant scenic, cultural, and historical value and important wildlife and wetland areas.
- Both public and private non-profit organizations can be more effective in reaching their goals if they work together and pool their resources.
- Environmental quality should never be sacrificed in the interest of need satisfaction.”
- “Guidelines for land acquisition. Land acquisition projects of the following type should be given highest priority:
 - Projects involving acquisition of land adjacent to lake waters to increase public water access opportunities particularly on the Lake Michigan shore between Baileys Harbor and Sturgeon Bay.
 - Projects to provide increased public access to Cana Island, including additional parking facilities.
 - Projects to expand present park lands either for reasons of satisfying additional space needs, protection of critical landforms or natural areas, or protection of the environmental integrity of a park.
 - Projects involving lands capable of supporting multi-seasonal activities.”
- “Guidelines for implementation of the Parks and Open Space Plan
 - Develop a full range of programs for the preservation of parks and open space including: purchase, dedication, zoning, acquisition of easements, and other rights.
 - Encourage state and federal allocation of financial resources for parks and open space in Door County.
 - Encourage greater private sector participation in the preservation of park and open space lands.
 - Seek new and innovative methods of using private sources of funding such as land donation, donation of easements and other rights, labor donations, and in-kind goods and services.
 - Maintain a policy that ensures adequate compensation to the county when granting exclusive use of county park facilities and/or resource lands to non-county agencies, groups or individuals, or granting easements or other permanent rights to park and resource lands. Research the need for a volunteer program that identifies tasks for volunteers and provides supervision, support, and recognition.
 - Relinquishment of county-owned park land for purposes other than preservation or recreation shall be dependent upon:
 - the long-term impacts on park and recreational use throughout Door County
 - an equal exchange of land
 - dedication of revenues to additional park lands and improvements

- action being consistent with local and regional plans
- determination that the land is not needed for county park and open space purposes, both at the present and in the future
- consideration of the total costs and benefits of ownership of the land
- protective deed restrictions placed on title of property
- Donations of land to the county parks system should be evaluated in terms of:
 - consistency with needs identified in the “Door County Outdoor Recreation Plan”
 - proximity to existing parks
 - maintenance and development costs
 - any special environmental or cultural qualities
 - allowing the county to accept land donations for resale with the proceeds used for purchasing other park and resource land
- The county cooperates with private groups and with all other units of government in financing and in sharing management of recreation resources where appropriate.
- The county endorses the projects of other units of government, which meet regional objectives and provide regional use.
- The county encourages local municipalities to provide for the park and recreational needs of the citizens of unincorporated communities within their boundaries. The towns may assist in implementing Door County’s plan by coordinating their plans with Door County’s plan, and enhance the value of the parks, open space, and recreational facilities of both the towns and county.”
- “Guidelines for park development. For the planning period, the following development projects should be considered:
 - Parks should generally provide at least basic facilities which include:
 - ADA accessible toilets, preferably vault-type where more sophisticated systems are not practical
 - potable water supply for drinking, washing, and fire defense purposes
 - designated parking facilities
 - adequate access and marking
 - facilities should always include features that will aid handicapped people including specialized walkways, hard surfaced walkways, wide doorways, grab rails in restrooms, special seating at picnic areas and at spectator events, and special playground apparatus
 - identification of park entrance(s) and boundaries
 - nature and/or hiking trails, where practical

- development of areas providing entrance(s) and boundaries
- development of areas providing a variety of activities, as opposed to single purpose activities
- facilities presently provided should be improved and maintained in a safe and useful manner”

John Miles County Park Recreation Plan, Phase I, December 2017, Door County Parks and Land Use Services Departments

This report contains results from the first phase of planning for John Miles, which focused on a vision for recreational aspects of the park. The plan includes a detailed site assessment of the park that inventories current conditions at the park, plans and studies written regarding recreation in general and John Miles specifically, and demographics of residents and visitors. The plan also includes a summary of input regarding the park gathered through public meetings, an on-line survey, emails, and in-person discussions. This input was also organized into potential action items with timelines for completion dates.

This Phase 1 plan also recommends a second phase to address the functions and infrastructure needed to support the potential future recreational uses. At the time of writing of this Plan, there are no plans to pursue additional recreational activities at John Miles.

Listed below are improvements done at John Miles from 2017-2019 and 2020 CIP improvements:

- 2017
 - south restrooms, new LED lighting and interior paint, fixtures and shower rehabbed
 - fiber optics installed into Fair Secretary office
 - LED lighting upgrade to midway and race track pits
- 2018
 - electrical panel upgrade
 - Jr Fair building heating system upgrade, oil to propane
 - 8 inch water main upgrade to pavilion and soccer fields
 - concrete pad installed under grandstand
- 2019
 - midway paving, with curbs and ADA accessibility
 - exhaust fan installation in multi-purpose building
 - electric panel upgrading in cattle barn
 - installation of cat5 connection to Jr Fair, cattle barn, horse arena, multipurpose building, rabbit barn, horticulture building for computer network interfacing of fair operations
 - installation of 200 amp electrical panel in multipurpose building for future events
 - Junior Fair Building LED lighting conversion
 - Re-roof of maintenance garage
 - clay installed on race track
 - replaced 8 inch storm water drain from racetrack to Pond 1
 - tree re-planting
- 2020 CIP funding for:
 - construction of multimodal entrance gate with ticket booth and park sign upgrades at 14th and 15th Aves
 - 24x40 enclosed stage/pavilion with electrical

APPENDIX D: COMPREHENSIVE AND PARK/RECREATION PLANS THAT INCORPORATE DOOR COUNTY

Listed below are descriptions of plans and goals/policies from those plans that include Door County and specifically mention Door County parks.

Northeast Wisconsin Coastal Cities Trail Inventory & Connectivity, 2014, Bay-Lake Regional Planning Commission
https://baylakerpc.org/application/files/9115/4083/0401/BLRPC_Trail_Report_Final_maps_02-2014.pdf

The Northeast Wisconsin Coastal Cities Trail Inventory & Connectivity plan identifies the Ahnapee State Trail pertaining to Door County, as summarized below.

- The Ahnapee State Trail provides off-road access from Sturgeon Bay to as far as the Village of Luxemburg in Kewaunee County.
- The portion of the Ahnapee State Trail connecting Sturgeon Bay to Algoma is also considered existing National Ice Age Trail.

The plan also notes that future trail connectivity from the City of Green Bay to Door County could be along the western side of Door County. Possible connecting routes to consider should include shared roadways and existing and potential utility corridors.

Lake Michigan State Water Trail Project, Inventory and Analysis of Access Sites in Support of a Lake Michigan Water Trail, December 2011.
<https://dnr.wi.gov/topic/parks/name/lakemichigan/>

Authors:

- *Wisconsin Department of Natural Resources*
- *National Park Service, Rivers, Trails and Conservation Assistance Program*
- *Bay-Lake Regional Planning Commission*
- *Wisconsin Department of Natural Resources*

The Lake Michigan Water Trail Project intends to increase and improve public access to the shoreline and waters of Lake Michigan. When complete, the proposed Wisconsin portion of the trail will be a 523-mile segment of a continuous 1,638 mile water route that traverses the shores of four states (Illinois, Indiana, Michigan, and Wisconsin). Most sites in Wisconsin are located on public lands owned by the state or local governments.

The Project conducted a survey of over 360 sites in 11 Wisconsin counties to identify potential non-motorized water access, followed by a series of stakeholder and public meetings to review those sites. Sites were given one of the descriptors listed below:

- **Developed Access:** A site that provides water access via a public boat ramp or dock.
- **Carry-In Access:** A site with a beach that provides easy kayak access to the water with little user conflict from adjacent landowners.
- **Alternate Access:** Non-ideal carry-in access site that may be only a road that ends at the water. Alternate Access sites may have a bit of a steep slope to the water, require wading or paddling through marsh, or have minimal potential for user conflict from adjacent landowners.

- Emergency Access: Use of these sites (primarily road ends) is restricted by limited parking options, high user conflict potential, or agreements with site owners that only permit emergency egress.

The report identifies the ten county parks listed below as access sites:

- Baileys Harbor Ridges – carry-in
- Chaudoir’s Dock – developed
- Door Bluff Headlands – emergency
- George K. Pinney – developed
- Frank E. Murphy – developed
- Lily Bay – developed
- Percy Johnson – carry-in
- Robert M. Carmody – developed
- Robert La Salle – carry-in
- Sugar Creek – developed

Note that the Cana Island Lighthouse, Cave Point, and Ellison Bluff parks are located along the route, but are not identified as access sites.

The plan also identified enhancement zones based on the project’s analysis of the route for site amenities and distance between sites to identify zones for site acquisition and/or improvement. Goals are to have restroom facilities no further than five miles apart and public camping no more than 10 miles apart.

- Haines Park (Sand Bay Lane, Town of Nasewaupée) to Potowatomie State Park, 9.7 miles.
- Village of Sister Bay Beach to Ellison Bay Women’s Club (Town of Liberty Grove), 6.6 miles. This gap runs along a stretch of bluff that can make public access difficult without a staircase.
- “Death’s Door” to Washington Island or Detroit Island, 4.0 miles. This gap is less than five miles, but has significant needs and opportunities for providing safe passage across.
- Washington Island Ferry to Gudmundson Drive, 10.6 miles.
- Sand Bay (Town of Liberty Grove) and Baileys Harbor Ridges Park (Town of Baileys Harbor), 29.3. This gap is the lengthiest gap along the water trail. There are two sites that break up this gap somewhat, but there are still more than five miles remaining between each site.
- Anclam Park (Town of Baileys Harbor) and CTH V/Lake Park Drive (Town of Jacksonport), 6.8 miles. Public access is available within this segment, but public camping is limited.

Door County Comprehensive and Farmland Preservation Plan – 2035, December 2014, Door County Land Use Services Department (formerly Door County Planning Department)
<https://www.co.door.wi.gov/492/Planning>

The state’s comprehensive planning law requires the county to have a comprehensive plan and to consider parks as part of that plan. Below is information from the Door County Comprehensive and Farmland Preservation Plan – 2035 that directly addresses parks and, more generally, recreation within the county.

- **General issues and opportunities** (as related to parks and recreation, paraphrased from p. 14, Chapter 2, Issues and Opportunities, Vision and Goals, V. I)
 - community facilities are top county assets and integral to the future of the county
 - recreational facilities, plus lakes, streams, and wetlands, offer tourists and residents high quality beaches, parks, fishing, and other recreation
 - maintaining and improving the county's recreational infrastructure is essential to the long-term health of residents and to promoting more recreation-based tourism
 - the county's trail system outside of our parks was characterized as very limited and increasingly difficult to acquire as the cost of land increases
 - the existing snowmobile trail system presents an opportunity, though, in that it has the potential to be expanded and developed into a multi-use trail system

- **Door County's greatest assets** (as related to parks and recreation, quoted from p. 15, Chapter 2, Issues and Opportunities, Vision and Goals, V. I)

"The abundance of surface water, parks, and wildlife habitats greatly contributes to the county's natural beauty, as well as providing the resources for a variety of recreational opportunities. Public recreational infrastructure, providing access to these areas for a variety of activities, is believed to be equally valuable."

- **Community facilities vision statement** (as related to parks and recreation, quoted from p. 43, Chapter 7, Community Facilities and Utilities, Volume I, Vision and Goals)

"In the year 2035, Door County continues to work with its municipalities and other community and government agencies to improve communication, education, and information-sharing as well as to implement long-range planning with regard to shared goals and related improvements, programs, and services, particularly with regard to issues such as:

- preservation of wild space and green space;
- establishment of a multi-purpose trail network;
- expansion of existing and establishment of more county parks;
- establishment or improvement of safe harbors and waterway access points"

- **Goals and policies** (as related to parks and recreation, quoted from p. 79, Chapter 11, Implementation, Volume I, Vision and Goals)

Goal: "Support the development, maintenance, and up-grade of utilities, community facilities, and services in an efficient, coordinated, and cost-effective manner to service the current and future needs of the community's residential and commercial uses."

Policies:

- "Support and participate in, as appropriate, efforts determining adequate staffing and funding levels to establish, improve, and maintain programs, regulations, and education efforts by exploring and implementing solutions to financial issues and constraints.
 - Help determine how the aging population affects community facilities issues.
- Support or participate in, as appropriate, joint planning efforts to acquire, maintain, and improve public recreation infrastructure in order to provide adequate and safe public recreation space.
- Assist as appropriate with updates to county and town outdoor recreation plans."

Door County, Bicycle, Pedestrian, and Recreational Facilities Plan, January 2014, Alta Planning + Design and Wisconsin Bike Fed

<https://www.co.door.wi.gov/DocumentCenter/View/1824/Door-County-Bicycle-Pedestrian-and-Recreational-Facilities-Plan>

The Door County, Bicycle Pedestrian, and Recreational Facilities Plan identifies a county-wide “recommended bikeway network.” Maps of this recommended network can be found on pages 49 and 50 of the plan.

The Plan also identifies the County Parks as a potential partner for building bicycle tourism. Maps of these tourism loops can be found on pages 39 and 40.

Note that this plan identifies a lack of wayfinding tools, such as signage, to orient users and direct them to and through major destinations like town centers, schools, parks, and commercial areas.

Management Plan for Horseshoe Bay Cave, June 2014, Wisconsin Department of Natural Resources Bureau of Natural Heritage Conservation, Door County Soil & Water Conservation Department, and Door County Parks Department

<https://www.co.door.wi.gov/DocumentCenter/View/558/Horseshoe-Bay-Cave-Management-Plan-PDF>

Located in the Town of Egg Harbor, Horseshoe Bay Cave is one of the longest known caves in Wisconsin and has been identified as a significant bat hibernaculum. The cave’s bat population falls under the authority of the State Threatened & Endangered Species Law under management direction from the WDNR Bureau of Natural Heritage Conservation. The plan was written, at least in part, to help prevent White-Nose Syndrome, a disease caused by a fungal pathogen that poses a significant threat to cave-hibernating bats throughout North America.

This plan was designed to preserve and protect the diverse and significant features of the caves while still allowing for the public access, as described below.

- objectives for long-term management of the cave
- opportunities and actions to protect and learn about cave resources
- procedures for safe visitor education and quality visitor experiences in HSB cave
- policies and procedures for public access to the cave
- policies and procedures for proposed special activities
- procedures to protect fragile cave resources
- procedures to protect biological resources
- recommendations for future inventory, monitoring, and preservation efforts

Comprehensive Lake Management Planning Grant Project for Forestville Millpond, June and December (updated) 2018, Door County Soil and Water Conservation Department

<https://www.co.door.wi.gov/510/Forestville-Millpond>

The Forestville Millpond report describes current conditions of the Millpond and potential management options to address concerns. A public survey showed that the majority of landowners within the Millpond watershed would like to address water quality, clarity, and quantity. Specifically, many respondents would like to see more fish and less algae. The report outlines information gathered from the public, government officials, resource professionals, and local and state agencies. This input was used to form a set of consensus-based goals and management options to address the issues of the Millpond.

APPENDIX E: PUBLIC SURVEY

An on-line survey regarding the Door County parks system was available to the public between October 29th and December 2nd, 2019. A press release was issued on October 18th and another reminder press release was issued on November 15th, 2019. An email regarding the survey was sent to County and City employees, municipal contacts, user groups, and other planning contacts on October 23rd, with a follow-up email sent on November 15th. Provided below is a summary of the survey results.

Door County Parks Division 2020 - 2025 Plan Survey Results

941 total responses from October 23rd – December 2nd, 2019

1. “What do members of your household like to do at any public park, either in Door County or elsewhere outside of Door County?” (935 responses)

Note: respondents were able to check off as many items as they liked as well as provide open-ended comments.

Activities (listed in order from highest number to lowest number of responses)	#	%
Nature-based activities (hiking, biking, bird watching, photography)	810	86.6
Relaxing/picnicking/playing	738	78.9
Swimming/beach	636	68.0
Fishing	379	40.5
Non-motorized water craft launching	306	32.7
Off-road biking	214	22.9
Individual sports	187	20.0
Motorized activities (i.e., snowmobiling, car racing, boating)	176	18.8
Other (<i>see comments below</i>)	88	9.4
Organized sports	86	9.2

“Other (please specify)”:

- Dog-based activities (15)
- Sight-seeing (12)
- Cross-country skiing and snow-shoeing (9)
- Camping (8)
- Biking (8)
- Off-road biking (7)
- Quiet/reading/sketching/painting/photography (7)
- Play and playgrounds (4)
- Hiking/walking (4)
- Paddleboard/kayaking (3)
- Horse showing/riding (3)
- Running, on- and off-road (2)
- Frisbee/disc golf (2)
- Surfing (2)
- Pickleball (2)
- Boat launching (2)
- Patronizing eating/drinking establishments (2)

- Geocaching (1)
- Outdoor markets (1)
- Sledding (1)
- Homeschooling (1)
- Family gatherings (1)
- Hunting (1)
- Caving (1)
- Foraging (1)
- Rappelling (1)
- Learning history at George K. Pinney (1)
- Would like parks to host “loving Christian-based athletic events” (1)
- Expand exhibits at George K. Pinney into a walking tour that provides descriptions of the escarpment, Native American and Settler inhabitation, and water ecology (1)

2. “Which Door County Parks System park do members of your household use most frequently? Please rate your most used parks with 1 being the highest use and 2 being the second most and so on.” (908 responses)

The parks listed in the table below are sorted from highest “score” to lowest “score.” The score is a weighted average ranking. For example, Frank E. Murphy park had more selections than Ellison Bluff, but received a lower score. See the end of this document for an example.

County Park	# of Selections	Score (average ranking)
Cave Point	785	17.46
Baileys Harbor Ridges	607	16.05
Cana Island Lighthouse	584	15.30
Ahnapee State Trail	523	15.28
Ellison Bluff	589	14.94
Frank E. Murphy	617	14.53
Door Bluff Headlands	551	14.49
George K. Pinney	585	13.75
Chaudoir’s Dock	429	13.08
Forestville Dam	444	11.60
John Miles	458	10.47
Lily Bay	432	9.22
Lyle-Harter-Matter Sanctuary	392	7.15
Meridian	405	6.60
Robert LaSalle	436	6.37

Percy Johnson Memorial	396	5.50
Sugar Creek	424	4.93
Robert M. Carmody	402	4.90
Tornado Memorial	395	2.94

3. **“What activities do members of your household do at the Door County Parks System park(s) listed in Question #2?”** (907 responses)

Note: respondents were able to check off as many items as they liked as well as provide open-ended comments.

Activities (listed in order from highest number to lowest number)	#	%
Nature-based activities (hiking, biking, bird watching, photography)	766	84.5
Relaxing/picnicking/playing	645	71.0
Swimming/beach	488	53.8
Fishing	260	28.7
Non-motorized water craft launching	198	21.8
Motorized activities (i.e., snowmobiling, car racing, boating)	139	15.3
Individual sports	133	14.7
Off-road biking	126	13.9
Other (see comments below)	65	7.2
Organized sports	49	5.4

“Other (please specify)” comments:

- Sight-seeing (14)
- Dog-based activities (11)
- Play and playgrounds (4)
- Boat launching (4)
 - Commercial boat launching (1)
- Quiet/painting/sketching/photography (3)
- Camping (3)
- Fair (3)
- Hiking/walking (3)
- Running, on- and off-road (3)
- Paddleboard/kayaking (2)
- Lighthouses (2)
- Surfing (2)
- Cross-country skiing and snow-shoeing (2)
- Geocaching (2)
- Organized running/biking events (2)
- Picnicking/family gatherings (2)
- Caving (1)

- Bird-watching (1)
- Frisbee/disc golf (1)
- Organized sports (1)
- Racing (1)
- Homeschooling (1)
- Horse showing/riding (1)
- Biking (1)
- No room to play since Ridges beach was fixed (1)

Note: Question numbers 4 – 6 on the survey included an option for open-ended comments. These comments address a variety of general ideas/themes as well as more specific items, which have been sorted into main categories and subcategories. The main categories are listed after each survey question below, in bold text. The total number of times the main category was mentioned is listed after the heading, in bold text and parentheses. Below the main category headings are the subcategory headings, with the total number of times the subcategory was mentioned listed after each heading in parentheses. If a specific comment was mentioned only once and does not fall into any main category or subcategory, it is included in a “miscellaneous” category.

4. **“In your opinion, should the Door County Parks System continue to pursue the acquisition of more lands that will protect flora, fauna, and other natural resources and be used to provide greater education, pleasure, and outdoor recreation opportunities for the public?”**
(934 responses)

Opinion	#	%
Strongly agree	576	61.7
Agree	214	22.9
Neither Agree or Disagree	76	8.2
Disagree	27	2.9
Strongly disagree	13	1.4
Comments (<i>see below</i>)	28	3.0

“Comment (please specify)”:

❖ **Budget concerns (16)**

- Concern for parks budget (9)
- Only if money is available (2)
- Use caution, concern for erosion of tax base (2)
- Concern for cost to maintain parks (1)
- Support, but not if it harms budget for existing parks (1)
- Only if land is donated (1)

❖ **Have enough parks, maintain what we have (8)**

❖ **Other agencies do this already, this is the Land Trust’s role (5)**

❖ **Thoughtful acquisition, how land fits with existing parks, consider land adjacent to existing parks, partner with Land Trust (3)**

❖ **Miscellaneous:**

- Make any future land acquisition available for snowmobiling
- Difficult to answer, do not know enough about other parks not used
- Protect quarry
- Prevent adjacent commercial development
- Don't drain Forestville dam
- Yes, but stop naming after people
- Do not like question – sports and motorized sports in county parks conflict with natural resource protection

5. **“Would you support the development of a land acquisition fund to only be used for parks land acquisition, as described in Question #4?”** (933 responses)

Opinion	#	%
Strongly agree	470	50.4
Agree	282	30.2
Neither Agree or Disagree	111	11.9
Disagree	36	3.9
Strongly disagree	17	1.8
Comments (see below)	17	1.8

“Comment (please specify)”

- ❖ **Depends on taxes, only if taxes do not go up, donations only (4)**
- ❖ **Maintain/improve what we have (4)**
- ❖ **Land Trust is already doing this, this is their role (3)**
- ❖ **Only to keep natural (2)**
- ❖ **Need more information (2)**
- ❖ **Miscellaneous:**
 - Yes, to prevent commercial development
 - “Only if it is not to be used for RV park development.”
 - “Can't answer without condoning use of public money for special interests such as sports or motorized activities”
 - “Again difficult to answer - what does State add - what is the level of usage”

6. “Please provide any additional comments in the box below.” (311 responses)

❖ **Have enough parks, “improve” existing parks, and/or better maintain existing parks (not trail related) (82)**

- Comments about county parks in general:
 - Clean up the water and beaches, make more useable (8)
 - Improve bathrooms, provide clean and working bathrooms at all parks (3)
 - Improve boat launches and docks (2)
 - Make parks more user friendly for all ages (2)
 - More picnic tables and benches (2)
 - More play areas and jungle gyms (2)
 - More educational components (2)
 - Robert LaSalle – an example of providing education on historical development (1)
 - Overgrown scenic overlooks (1)
 - Discourage disrespectful use (1)
 - Fish cleaning stations at all boat launches (1)
 - Update signage (1)
 - Better roads (1)
 - Pickleball courts (1)
- Comments about specific county parks, excluding comments specific to land adjacent to George K. Pinney:
 - Carmody Park – need for a kayak/canoe launch (1)
 - Cave Point – overuse, misuse, erosion from rock stacking (1)
 - Door Bluff (4)
 - Maintain better (1)
 - keep “as is” (1)
 - do not pave road (1)
 - provide bike trails, picnic area, better trails, and access to lookouts (1)
 - Frank E. Murphy (4)
 - “Fraunkie” park is in need(1)
 - provide more opportunities to visit caves (1)
 - needs more grooming (1)
 - need more grooming, only gets attention at triathlon time (1)
 - John Miles - make better use of (2)
 - Use for farm/craft market (1)
 - Ridges – install boardwalk (1)
 - Sugar Creek – install dock or publicly explain why not (1)
 - Tornado park – more trails (1)

❖ **General appreciation/love for Door County and its public parks; well-managed public parks are an asset to Door County (40)**

❖ **Preserve, protect, restore Door County's open spaces (32)**

Note: This category includes general comments about love for Door County and preserving/protecting/restoring land, not specific enough to interpret whether or not the county should acquire more land. The next category "Acquire more park land" includes comments that were specific about acquiring more park land.

- preserve and protect land (26)
- limit condo/motel development, save from commercial development (2)
- Preserve large tracts of land (1)
- Restore and maintain native species (1)
- Provide drinking water education (1)
- Focus on wildlife (1)

❖ **Acquire more park land (15, not including comments about land adjacent to George K. Pinney)**

- When available, buy adjacent lands to protect (4)
 - Create matrix of land adjacent to existing parks, potential acquisitions, based on natural and recreational qualities, establish relationships with property owners for "right-of-first-refusal" for property purchase (1)
- Only acquire more land to square off an existing park (1)
- Develop urban parks (1)
- Spread throughout county, close to every "city" (1)

Land adjacent to George K. Pinney

- Acquire land above park, no RV park, provide education about escarpment (55)
 - Create a walking tour, expand exhibit to provide description of escarpment, inhabitation, and water ecology

❖ **No additional parks or decrease parks for budgetary reasons (14)**

- Do not buy more park land (4)
- Other agencies, such as land trust, are already buying/protecting land (4)
- No more parks if taxes have to go up (2)
- Do not take more land off tax roll (2)
- Consider transferring land to Door County Land Trust (1)
- Budget strapped already (1)

❖ **Need for more accessibility to land and water - provide more hiking and biking trails, more water access, more active recreation (13)**

- More trails (6)
 - More bike trails (2)
 - More hiking trails (1)
 - Better trails and roads for hiking and biking between parks (1)
 - County-wide system of paved bike trails (1)
- Provide for more active recreation (3)
- More water accessibility via pocket parks up and down the county – natural, maybe a bench or two (1)

- More kayak/canoe accessibility (1)
- More accessible parks (1)
- ❖ **Provide indoor sports recreation – soccer, football, pickleball, skating, baseball, and wrestling (9)**
 - Install turf at John Miles barn (4)
- ❖ **Drawdown of Forestville Dam - no drawdown, reconsider, postpone (9)**
- ❖ **Decrease fees or reconsider fee structure (8)**
 - Keep user costs down, free launching is offered in most of state (4)
 - Charge shanty fee only for commercial usage of parks (2)
 - Consider charging other commercial fishing guides also (1)
 - Unfair ice shanties do not pay launching fee (1)
- ❖ **Allow more dog accessibility (5)**
 - Allow dogs at all parks (1)
 - More off-leash trails (1)
- ❖ **Survey critique (5)**
 - Good survey, complimentary about parks department (2)
 - Technical difficulties answering question #2 (2)
 - Survey full of loaded questions, motorized sports and preserving flora/fauna are contradictory (1)
- ❖ **Cooperative acquisitions, development, and programming of parks (4)**
- ❖ **More snowmobile/ATV/UTV/dirt bike trails (4)**
 - Connect existing trails and parks (1)
 - Continuous trail up and down peninsula (1)
 - Acquire easements on private property, when possible (1)
- ❖ **Increase fees (3)**
 - Increase fees for out-of-state users (1)
 - Require annual pass to fund future development (1)
 - Require fee for Cave Point (1)
- ❖ **Southern Door needs same attention and benefits as Northern Door, more parks in Southern Door (3)**
- ❖ **Need more horse trails and camping (2)**
- ❖ **No hunting or trapping at county parks, safety and ethics (2)**
- ❖ **Promote silent, non-motorized sports (2)**

❖ **Miscellaneous:**

- Provide raised garden beds for public to grow vegetables
- Consider kid-free beach
- Open Schauer park ramp
- Use Baker Park in Naples, FL as park planning example
- Allow camping at all parks
- Continue to allow drones at all parks
- Spend equally on all parks
- Provide list of parks and features
- Was discriminated against and denied use of county parks
- Be careful of too much law enforcement
- Provide outdoor music
- Better publicize parks
- Keep some parks undeveloped and unpublicized
- Cave Point – dangerous in winter, consider closing
- On-line maps are not always accurate
- Ridges – ruined since beach was “fixed,” no place to play, needs a boardwalk
- “What are other options? Staff? Upkeep?”
- Use parks for internet towers
- Wildflower gardens, solar panels, downward lighting, no chemicals or pesticides, restrict fossil fuels to park maintenance, recycle better
- More tourism dollars should go towards parks and public lands

❖ **Non-county park comments:**

- State parks:
 - Peninsula State Park - allow rappelling on Eagle Bluff
 - Potowatomi State Park – don't tear down tower
 - Increase fees for state park passes for out-of-state users
- City – provide at least one wheelchair swing
- Haines Beach (Town of Nasewaupee) – pick up trash, provide boardwalk along back of park

7. “In which age category do you fall?” (924 responses)

Age	#	%
Under 18	2	0.2
18 – 24	23	2.5
25 – 34	97	10.5
35 – 44	119	12.9
45 – 54	175	18.9
55 – 64	248	26.8
65+	260	28.1
Total	924	100

8. “If you reside in Door County year-round, in which municipality is your residence located? If you do not reside in Door County year-round, where do most members of your household prefer to rent/camp/lodge in Door County?”

Municipality	#	%
City of Sturgeon Bay	134	14.7
Town of Egg Harbor	90	9.9
Town of Sturgeon Bay	80	8.8
Village of Sister Bay	73	8.0
Town of Baileys Harbor	70	7.7
Town of Gibraltar	54	5.9
Village of Ephraim	42	4.6
Village of Egg Harbor	29	3.2
Town of Forestville	22	2.4
Do not stay overnight in Door County	21	2.3
Town of Jacksonport	16	1.8
Village of Forestville	15	1.6
Town of Gardner	14	1.5
Town of Brussels	13	1.4
Town of Union	8	0.9
Town of Washington	6	0.7
Town of Clay Banks	5	0.6
Total	912	100

9. “If you do not reside in Door County year-round, where is your permanent residence?”

400 out of county

Question #2 Example:

Rank	Ellison Bluff			Frank E. Murphy		
	# of selections	weight	# of selections * weight	# of selections	weight	# of selections * weight
1	52	19	988	81	19	1,539
2	95	18	1,710	84	18	1,512
3	84	17	1,428	86	17	1,462
4	61	16	976	48	16	768
5	60	15	900	40	15	600
6	30	14	420	32	14	448
7	92	13	1,196	28	13	364
8	49	12	588	24	12	288
9	21	11	231	132	11	1,452
10	19	10	190	33	10	330
11	7	9	63	12	9	108
12	9	8	72	3	8	24
13	2	7	14	3	7	21
14	1	6	6	5	6	30
15	0	5	0	1	5	5
16	2	4	8	2	4	8
17	1	3	3	2	3	6
18	4	2	8	0	2	0
19	0	1	0	1	1	1
Total	589	--	8,801	617	--	8,966
Average Ranking (Score)	8,801/589 = 14.94			8,966/617 = 14.53		

**REPORT TO THE DOOR COUNTY BOARD OF SUPERVISORS:
AMENDMENT TO THE ZONING MAP OF FORESTVILLE**

1 This report is submitted pursuant to Section 59.69(5)(e), Wisconsin Statutes.
2

3 **REQUESTED:**
4

5 Lori McNulty petitions for an amendment to the detailed zoning map of the Town of Forestville to rezone 3.85
6 acres from General Agricultural (GA) to Mixed Use Commercial (MC). The parcel is located at 248 STH 42
7 South in Section 33, Town 26 North, Range 25 East.
8

9 **EXPLANATION:**
10

11 The rezoning request is being sought as a first step to then be able to pursue authorization for a commercial
12 storage facility which was established within an existing building without authorization. A commercial storage
13 facility is not allowed in the General Agricultural (GA) zoning district. The residual 20 acres will remain zoned
14 as General Agricultural (GA).
15

16 **HEARING AND NOTICE:**
17

18 The Resource Planning Committee held a public hearing concerning this petition on May 7, 2020 at the Door
19 County Government Center, Sturgeon Bay, WI. Notice of the public hearing, notice to the county board
20 supervisor of the affected district, and notice to the Forestville Town Clerk have been given in accordance
21 with Chapter 59.69, Wisconsin Statutes. Proof of the giving of such notice is available upon request from
22 the Land Use Services Department.
23

24 **RECOMMENDATION:**
25

26 The Resource Planning Committee hereby recommends denial of the zoning amendment petition for the
27 following reasons:
28

- 29 1. The Town of Forestville Board of Supervisors provided persuasive arguments in opposition to the
30 proposed map amendment, including:
31
- 32 a. the existing district is a better fit for the property,
 - 33 b. the request would only economically benefit one property owner,
 - 34 c. there is no evident public good to be gained by the rezoning, and
 - 35 d. if the property were to be rezoned, a multitude of uses could be established on the
36 property that might be detrimental to the neighbors.
- 37
- 38 2. The potential project for which the zoning map amendment is being proposed is not well-defined,
39 and no site plan or building elevations were provided.
40
- 41 3. Since the project is not well-defined, it is not possible to determine whether the entire area
42 requested to be rezoned actually needs to be rezoned, or whether a more modestly-sized area –
43 which would preclude substantial subdivision of the rezoned area at a later date – would suffice.
44

**Denial Recommendation
 – this report may be
 approved or disapproved
 in accordance with
 Section 59.69(5)(e)5.,
 Wisconsin Statutes.**

Effective Date : May 26, 2020

RESOURCE PLANNING COMMITTEE

 David Enigl, Chair

 Kenneth Fisher

 Vinni Chomeau

 Richard Virlee

 Roy Englebert

ROLL CALL Board Members	Aye	Nay	Exc.
AUSTAD			
BULTMAN			
CHOMEAU			
COUNDARD			
D.ENGLEBERT			
R. ENGLEBERT			
ENIGL			
FISHER			
GAUGER			
GUNNLAUGSSON			
HEIM-PETER			
KOHOUT			
LIENAU			
LUNDAHL			
NORTON			
ROBILLARD			
TAUSCHER			
THAYSE			
VIRLEE			
VLIES WOTACHEK			
VOGEL			

BOARD ACTION

Vote Required: Majority Roll Call Vote of a Quorum

Motion to Approve Adopted

1st _____ Defeated

2nd _____

Yes: _____ No: _____ Exc: _____

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 26th day of May, 2020 by the Door County Board of Supervisors.

Jill M. Lau
 County Clerk, Door County

COUNTERSIGNED

 Chair, David Lienau
 Door County Board of Supervisors

**REPORT TO THE DOOR COUNTY BOARD OF SUPERVISORS:
AMENDMENT TO THE ZONING MAP OF GIBRALTAR**

1 This report is submitted pursuant to Section 59.69(5)(e), Wisconsin Statutes.
2

3 **REQUESTED:**
4

5 The Town of Gibraltar petitions for an amendment to the detailed zoning map of the Town of Gibraltar to rezone 0.508
6 acres of a 4.24-acre parcel from Recreational Commercial (RC) to Light Industrial (LI). The parcel is located at 10997
7 Island Drive East, Chambers Island, in Section 33, Town 32 North, Range 26 East.
8

9
10 **EXPLANATION:**
11

12 The rezoning request is being sought in order to pursue authorization for a bulk propane storage tank to serve the
13 Chambers Island property owners. This use will require a conditional use permit in the Light Industrial (LI) zoning
14 district. The residual 3.732 acres will remain Recreational Commercial (RC).
15

16
17 **HEARING AND NOTICE:**
18

19 The Resource Planning Committee held a public hearing concerning this petition on May 7, 2020 at the Door County
20 Government Center, Sturgeon Bay, WI. Notice of the public hearing, notice to the county board supervisor of the
21 affected district, and notice to the Gibraltar Town Clerk have been given in accordance with Chapter 59.69, Wisconsin
22 Statutes. Proof of the giving of such notice is available upon request from the Land Use Services Department.
23

24 **RECOMMENDATION:**
25

26 The Resource Planning Committee hereby recommends approval of the zoning amendment petition and the
27 enactment of Amendatory Zoning Ordinance No. 2020 - 05.

RESOURCE PLANNING COMMITTEE

David Enigl, Chair

Kenneth Fisher

Roy Englebert

Vinni Chomeau

Richard Virlee



DOOR COUNTY

**AMENDATORY ZONING ORDINANCE 2020 – 05
AMENDMENT TO THE ZONING MAP OF GIBRALTAR**

ROLL CALL Board Members	Aye	Nay	Exc.
AUSTAD			
BULTMAN			
CHOMEAU			
COUNARD			
D. ENGLEBERT			
R. ENGLEBERT			
ENIGL			
FISHER			
GAUGER			
GUNNLAUGSSON			
HEIM-PETER			
KOHOUT			
LIENAU			
LUNDAHL			
NORTON			
ROBILLARD			
TAUSCHER			
THAYSE			
VIRLEE			
VLIES WOTACHEK			
VOGEL			

1 The Door County Board of Supervisors, pursuant to Section 59.69(5)(e),
 2 Wisconsin Statutes, does hereby ordain an amendment to the detailed
 3 zoning map of the Town of Gibraltar to rezone 0.508 acres of a 4.24-acre
 4 parcel from Recreational Commercial (RC) to Light Industrial (LI).
 5
 6 The 0.508-acre portion of Tax Parcel # 014-17-0101A, situated in the Town
 7 of Gibraltar, County of Door, State of Wisconsin, and more particularly
 8 described in *Exhibit A* (site plan and legal descriptions), attached hereto and
 9 incorporated herein by reference.
 10
 11 *See also the map attached hereto and incorporated herein by reference.*
 12
 13 Pursuant to Section 59.69(5)(e)6, Wisconsin Statutes, this ordinance shall
 14 become effective upon passage.
 15
 16

**SUBMITTED BY:
Resource Planning Committee**

_____ David Enigl, Chair _____ Vinni Chomeau
 _____ Kenneth Fisher _____ Richard Virlee
 _____ Roy Englebert

BOARD ACTION
 Vote Required: Majority Roll Call Vote of a Quorum

Motion to Approve Adopted
 1st _____ Defeated
 2nd _____
 Yes: _____ No: _____ Exc: _____

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 26th day of May, 2020 by the Door County Board of Supervisors.

 Jill M. Lau
 County Clerk, Door County

COUNTERSIGNED

 David Lienau, Chairman
 Door County Board of Supervisors

Effective Date: 5/26/20

EXHIBIT
A

Site Sketch

LOCATED:
PARTLY IN LOT 1 OF CERTIFIED SURVEY MAP #928, REC. IN VOL. 5, OF C.S.M., PG. 195,
AS DOC. #586963 AND PARTLY IN OUTLOT 1 AND LOTS 3 & 4 OF BLOCK "E"
OF THE FIRST UNIT OF CHAMBERS ISLAND ASSOCIATION PLAT IN
GOVT LOT 2 OF SECTION 33, T. 32 N., R. 26 E., CHAMBERS ISLAND -
TOWN OF GIBRALTAR, DOOR COUNTY, WISCONSIN

PREPARED FOR:
CURRENT OWNER:
TOWN OF GIBRALTAR
P.O. BOX 850
FISH CREEK, WI 54212

PROPERTY ADDRESS:
10997 ISLAND DRIVE EAST

PREPARED BY:
BRIAN FRISQUE SURVEYS INC.
JOHN S. BAUDHUIJN
PROFESSIONAL LAND SURVEYOR
3121 MATHEY ROAD
STURGEON BAY, WI 54235
(920) 743-7183



LEGEND
● = EXISTING IRON PIN AS NOTED
○ = SET 1" IRON PIPE WEIGHING 1.13 LBS. PER LINEAL FOOT

SURVEYOR'S NOTES:
BEARINGS BASED FROM THE FIRST UNIT OF CHAMBERS ISLAND ASSOCIATION PLAT AND CERTIFIED SURVEY MAP #928, RECORDED IN VOL. 5, C.S.M., PG. 195, AS DOC. #586963.

TOWER LEASE AREAS AND C/L EASEMENTS SHOWN AS PER MERIDIAN SURVEYING, LLC, MAP #013631, DATED MAY 29, 2008.

PLATTED ROAD NOT SHOWN ON THIS SITE SKETCH AS EXISTING GRAVEL ROADWAY DOES NOT LIE ENTIRELY WITHIN ITS RIGHT-OF-WAY.

SURVEYOR'S CERTIFICATE:
I, John S. Baudhuin, Professional Land Surveyor for Brian Frisque Surveys Inc., do hereby certify that I have surveyed the property described herein and to the best of my knowledge and belief the adjacent map is a true representation thereof.

Dated _____
John S. Baudhuin
P.L.S. S-1576

OUTLOT 1
FIRST UNIT OF CHAMBERS ISLAND ASSOCIATION PLAT

Lot 1
Certified Survey Map #928
Vol. 5, C.S.M., Pg 195
Doc. #586963

LEASE AREA
22,132 SQ. FT.
0.508 AC.

LOT 3
BLOCK "B"

LOT 4
BLOCK "E"

RECEIVED

MAR - 4 2020

DOOR COUNTY
LAND USE SERVICES DEPARTMENT

DESCRIPTION: LEASE AREA

A tract of land located partly in Lot 1 of Certified Survey Map No. 928, recorded in Volume 5, of Certified Survey Maps, Page 195, as Document No. 586963 in Outlot 1 of the First Unit of Chambers Island Associated Plat in Government Lot 2 of Section 33, Township 32 North, Range 26 East, Chambers Island - Town of Gibraltar, Door County, Wisconsin and described as follows:

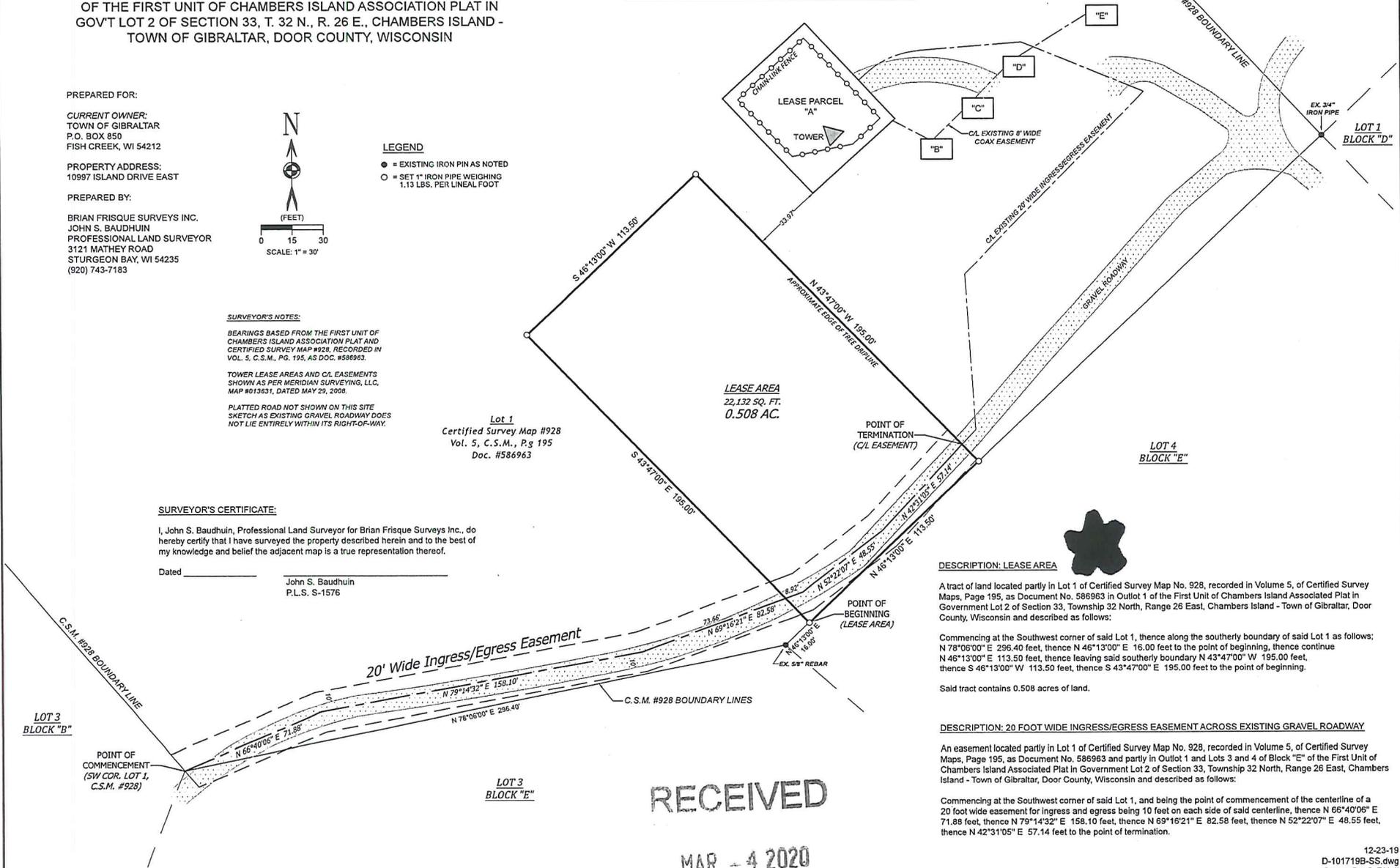
Commencing at the Southwest corner of said Lot 1, thence along the southerly boundary of said Lot 1 as follows: N 78°06'00" E 296.40 feet, thence N 46°13'00" E 16.00 feet to the point of beginning, thence continue N 46°13'00" E 113.50 feet, thence leaving said southerly boundary N 43°47'00" W 195.00 feet, thence S 46°13'00" W 113.50 feet, thence S 43°47'00" E 195.00 feet to the point of beginning.

Said tract contains 0.508 acres of land.

DESCRIPTION: 20 FOOT WIDE INGRESS/EGRESS EASEMENT ACROSS EXISTING GRAVEL ROADWAY

An easement located partly in Lot 1 of Certified Survey Map No. 928, recorded in Volume 5, of Certified Survey Maps, Page 195, as Document No. 586963 and partly in Outlot 1 and Lots 3 and 4 of Block "E" of the First Unit of Chambers Island Associated Plat in Government Lot 2 of Section 33, Township 32 North, Range 26 East, Chambers Island - Town of Gibraltar, Door County, Wisconsin and described as follows:

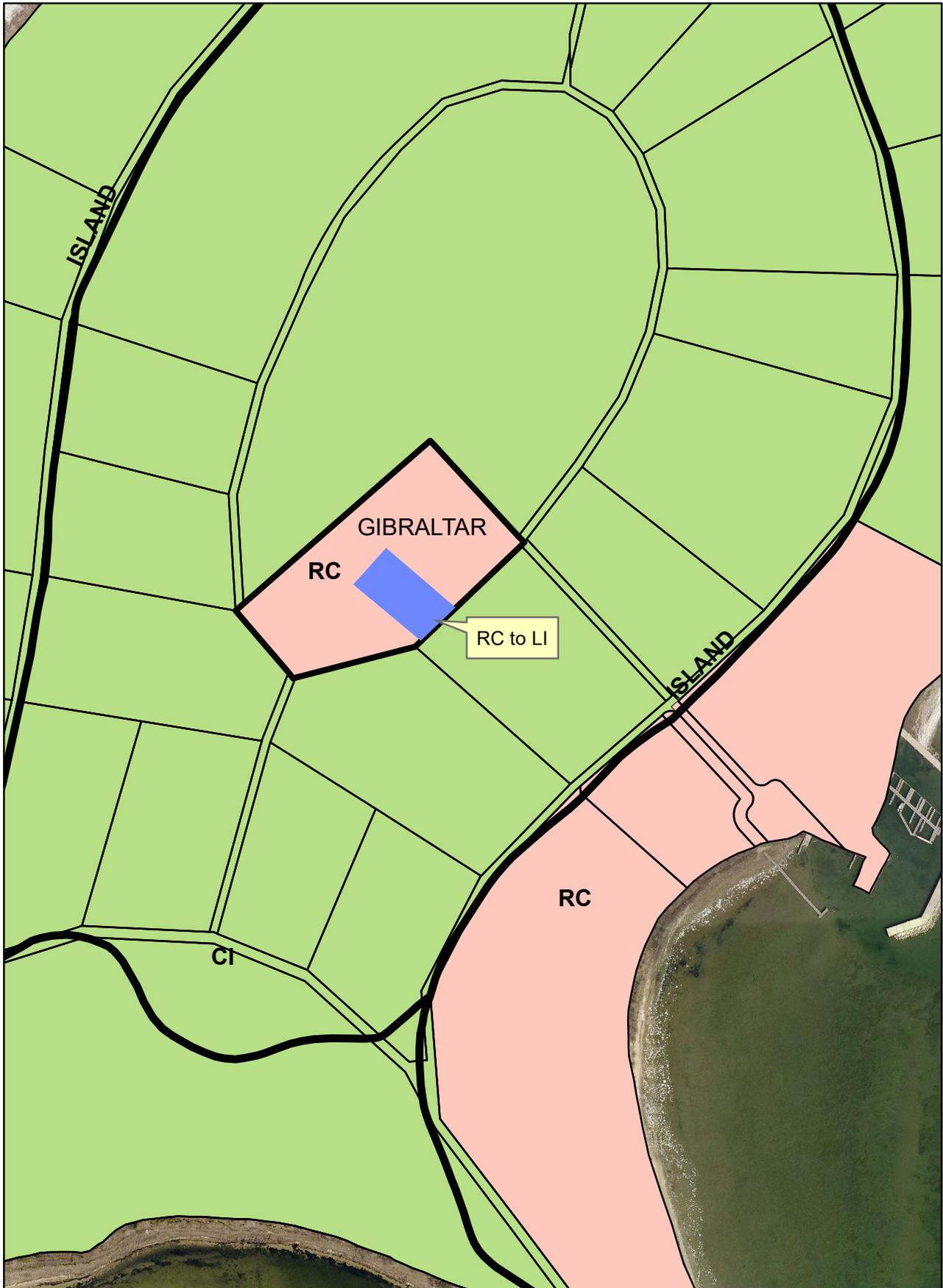
Commencing at the Southwest corner of said Lot 1, and being the point of commencement of the centerline of a 20 foot wide easement for ingress and egress being 10 feet on each side of said centerline, thence N 66°40'06" E 71.88 feet, thence N 79°14'32" E 158.10 feet, thence N 69°16'21" E 82.58 feet, thence N 52°22'07" E 48.55 feet, thence N 42°31'05" E 57.14 feet to the point of termination.



Attachment to Ordinance #2020-05

Town of Gibraltar: 014-71-0101A

Proposed Rezoning: Recreational Commercial (RC) to Light Industrial (LI)





Ordinance No. 2020-06
Chapter 38 Door County Code
Emergency Declaration by County Board and
Authority & Duties of Local Health Officer

The Door County Board of Supervisors does hereby create Chapter 38 Door County Code as follows:

- 1 **I. Declared State of Emergency [Ch. 323, Wis. Stats.]**
- 2 A. Declaration by County Board of Supervisors
- 3 1. Sec. 323.11, Wis. Stats. (as it currently exists or is hereafter revised) is
- 4 incorporated herein by reference as if fully set forth.
- 5 a. The Door County Board of Supervisors (“County Board”) may declare, by
- 6 ordinance or resolution, an emergency (including a public health emergency
- 7 per Sec. 323.02(16), Wis. Stats.) existing within Door County whenever
- 8 conditions arise by reason of a riot or civil commotion, a disaster, or an
- 9 imminent threat of a disaster, that impairs transportation, food or fuel
- 10 supplies, medical care, fire, health or police protection, or other critical
- 11 systems of the local unit of government.
- 12 b. The period of the emergency shall be limited by the ordinance or resolution
- 13 to the time during which the emergency conditions exist or are likely to exist.
- 14 2. If, because of the emergency conditions, the County Board is unable to meet
- 15 promptly, the County Administrator or the County Board Chairperson will
- 16 exercise by proclamation all of the powers conferred upon the County Board
- 17 under § A. above that appear necessary and expedient.
- 18 a. The proclamation shall be subject to ratification, alteration, modification, or
- 19 repeal by the County Board as soon as that body can meet.
- 20 b. The subsequent action taken by the County Board shall not affect the prior
- 21 validity of the proclamation.
- 22 B. Sec. 323.14 (4), Wis. Stats. (as it currently exists or is hereafter revised) is
- 23 incorporated herein by reference as if fully set forth.
- 24 1. The emergency power of the County Board conferred under § I.A. 1. above
- 25 includes the general authority to order, by ordinance or resolution, whatever is
- 26 necessary and expedient for the health, safety, protection, and welfare of
- 27 persons and property within the local unit of government in the emergency.
- 28 2. This includes the power to bar, restrict, or remove all unnecessary traffic, both
- 29 vehicular and pedestrian, from the highways, notwithstanding any provision of
- 30 Ch.’s 341 to 349, Wis. Stats.
- 31 C. The County Board may review and acknowledge an order from the local health
- 32 officer, issued under § II.A.2. or 4. below, and affirm application of this ordinance to
- 33 that order.
- 34
- 35 **II. Local Health Officer’s Duties and Authority [Sec. 252.03, Wis. Stats.]**
- 36 A. Sec. 252.03, Wis. Stats. and § DHS 145.06, Wis. Adm. Code (as each currently
- 37 exists or is hereafter revised) are incorporated herein by reference as if fully set
- 38 forth.



Ordinance No. 2020-06
Chapter 38 Door County Code
Emergency Declaration by County Board and
Authority & Duties of Local Health Officer

- 1 1. The Door County health officer, upon the appearance of any communicable
- 2 disease in Door County, will immediately investigate all the circumstances and
- 3 make a full report to the County Board and Wisconsin Department of Health
- 4 Services.
- 5 2. The Door County health officer will promptly take all measures necessary to
- 6 prevent, suppress and control communicable diseases, and will report to the
- 7 County Board the progress of the communicable diseases and the measures
- 8 used against them, as needed to keep the County Board fully informed, or at
- 9 such intervals as the Wisconsin Department of Health Services Secretary may
- 10 direct.
- 11 3. The Door County health officer may inspect schools and other public buildings
- 12 within his or her jurisdiction as needed to determine whether the buildings are
- 13 kept in a sanitary condition.
- 14 4. The Door County health officer may do what is reasonable and necessary for
- 15 the prevention and suppression of disease; may forbid public gatherings when
- 16 deemed necessary to control outbreaks or epidemics and shall advise the
- 17 Wisconsin Department of Health Services of measures taken.
- 18 5. No person may interfere with the investigation under this ordinance of any place
- 19 or its occupants by the Door County health officer or her or his assistants.
- 20

III. Violation, Penalty and Enforcement Procedures

- 21 A. Any person who violates or obstructs this ordinance, an order of the County Board
- 22 under § I.B. above, or an order of the Door County Health Officer under § II.A.2 or 4.
- 23 above is subject to:
- 24 1. The issuance of a citation pursuant to Ch. 35 Door County Code and Sec.
- 25 66.0113, Wis. Stats. A citation hereunder may be issued by the local health
- 26 officer or county law enforcement officers.
- 27 2. A minimum forfeiture of \$100 to a maximum forfeiture of \$500 for each violation.
- 28 3. The issuance of a summons and complaint, and entry of a civil judgment for a
- 29 forfeiture and (temporary or permanent) injunctive relief.
- 30 B. A separate offense shall be deemed committed each day during or on which a
- 31 violation occurs or continues.
- 32 C. Proceeding under any other ordinance or law relating to the same or any other
- 33 matter shall not preclude enforcement under this ordinance.
- 34
- 35

IV. Severability.

- 36 A. Should any portion of this ordinance be declared unconstitutional or invalid by a
- 37 court of competent jurisdiction, the remainder of this ordinance shall not be affected.
- 38
- 39
- 40



Ordinance No. 2020-06
Chapter 38 Door County Code
Emergency Declaration by County Board and
Authority & Duties of Local Health Officer

ROLL CALL Board Members	Aye	Nay	Exc.
AUSTAD			
BULTMAN			
CHOMEAU			
COUNARD			
D. ENGLEBERT			
R. ENGLEBERT			
ENIGL			
FISHER			
GAUGER			
GUNNLAUGSSON			
HEIM PETER			
KOHOUT			
LIENAU			
LUNDAHL			
NORTON			
ROBILLARD			
TAUSCHER			
THAYSE			
VIRLEE			
VLIES WOTACHEK			
VOGEL			

- 1 **V. Purpose.**
- 2 A. The dominant aim of this ordinance is to promote the
- 3 public health, safety, convenience, and general welfare.
- 4
- 5 **VI. Effective Date:**
- 6 A. This ordinance shall take effect after enactment and on
- 7 the day following the date of publication
- 8
- 9

BOARD ACTION

Vote Required: Majority Vote of a Quorum

Motion to Approve Adopted

1st _____ Defeated

2nd _____

Yes: _____ No: _____ Exc: _____

SUBMITTED BY:
Administrative Committee

 David Lienau, Chairperson

 Joel Gunnlaugsson

 Susan Kohout

 Nancy Robillard

 Daniel Austad

 Richard Virlee

 Ken Fisher

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 26 day of May, 2020 by the Door County Board of Supervisors.

 Jill M. Lau
 County Clerk, Door County

COUNTERSIGNED

 Chairman, David Lienau
 Door County Board of Supervisors

DHS 145.06, Wis. Adm. Code - General statement of powers for control of communicable disease.

- (1) APPLICABILITY.** The general powers under this section apply to all communicable diseases listed in Appendix A of this chapter and any other infectious disease which the chief medical officer deems poses a threat to the citizens of the state.
- (2) PERSONS WHOSE SUBSTANTIATED CONDITION POSES A THREAT TO OTHERS.** A person may be considered to have a contagious medical condition which poses a threat to others if that person has been medically diagnosed as having any communicable disease and exhibits any of the following:
- (a)** A behavior which has been demonstrated epidemiologically to transmit the disease to others or which evidences a careless disregard for the transmission of the disease to others.
 - (b)** Past behavior that evidences a substantial likelihood that the person will transmit the disease to others or statements of the person that are credible indicators of the person's intent to transmit the disease to others.
 - (c)** Refusal to complete a medically directed regimen of examination and treatment necessary to render the disease noncontagious.
 - (d)** A demonstrated inability to complete a medically directed regimen of examination and treatment necessary to render the disease noncontagious, as evidenced by any of the following:
 - 1. A diminished capacity by reason of use of mood-altering chemicals, including alcohol.
 - 2. A diagnosis as having significantly below average intellectual functioning.
 - 3. An organic disorder of the brain or a psychiatric disorder of thought, mood, perception, orientation or memory.
 - 4. Being a minor, or having a guardian appointed under ch. [54](#), Stats., following documentation by a court that the person is incompetent.
 - (e)** Misrepresentation by the person of substantial facts regarding the person's medical history or behavior, which can be demonstrated epidemiologically to increase the threat of transmission of disease.
 - (f)** Any other willful act or pattern of acts or omission or course of conduct by the person which can be demonstrated epidemiologically to increase the threat of transmission of disease to others.
- (3) PERSONS WHOSE SUSPECTED CONDITION POSES A THREAT TO OTHERS.** A person may be suspected of harboring a contagious medical condition which poses a threat to others if that person exhibits any of the factors noted in sub. [\(2\)](#) and, in addition, demonstrates any of the following without medical evidence which refutes it:
- (a)** Has been linked epidemiologically to exposure to a known case of communicable disease.
 - (b)** Has clinical laboratory findings indicative of a communicable disease.
 - (c)** Exhibits symptoms that are medically consistent with the presence of a communicable disease.
- (4) AUTHORITY TO CONTROL COMMUNICABLE DISEASES.** When it comes to the attention of an official empowered under s. [250.02 \(1\)](#), [250.04 \(1\)](#) or [252.02 \(4\)](#) and [\(6\)](#), Stats., or under s. [252.03 \(1\)](#) and [\(2\)](#), Stats., that a person is known to have or is suspected of having a contagious medical condition which poses a threat to others, the official may direct that person to comply with any of the following, singly or in combination, as appropriate:
- (a)** Participate in a designated program of education or counseling.

- (b) Participate in a defined program of treatment for the known or suspected condition.
- (c) Undergo examination and tests necessary to identify a disease, monitor its status or evaluate the effects of treatment on it.
- (d) Notify or appear before designated health officials for verification of status, testing or direct observation of treatment.
- (e) Cease and desist in conduct or employment which constitutes a threat to others.
- (f) Reside part-time or full-time in an isolated or segregated setting which decreases the danger of transmission of the communicable disease.
- (g) Be placed in an appropriate institutional treatment facility until the person has become noninfectious.
- (5) FAILURE TO COMPLY WITH DIRECTIVE. When a person fails to comply with a directive under sub. (4), the official who issued the directive may petition a court of record to order the person to comply. In petitioning a court under this subsection, the petitioner shall ensure all of the following:
 - (a) That the petition is supported by clear and convincing evidence of the allegation.
 - (b) That the respondent has been given the directive in writing, including the evidence that supports the allegation, and has been afforded the opportunity to seek counsel.
 - (c) That the remedy proposed is the least restrictive on the respondent which would serve to correct the situation and to protect the public's health.
- (6) HAZARDS TO HEALTH. Officials empowered under ss. [250.02 \(1\)](#), [250.04 \(1\)](#) and [252.02 \(4\)](#) and [\(6\)](#), Stats., or under s. [252.03 \(1\)](#) and [\(2\)](#), Stats., may direct persons who own or supervise real or physical property or animals and their environs, which present a threat of transmission of any communicable disease under sub. [\(1\)](#), to do what is reasonable and necessary to abate the threat of transmission. Persons failing or refusing to comply with a directive shall come under the provisions of sub. [\(5\)](#) and this subsection.

History: Cr. [Register, March, 2000, No. 531](#), eff. 4-1-00; correction in (2) (d) 4. made under s. [13.92 \(4\) \(b\) 7.](#), Stats., [Register February 2008 No. 626](#).

Sec. 252.03, Wis. Stats. Duties of local health officers.

- (1) Every local health officer, upon the appearance of any communicable disease in his or her territory, shall immediately investigate all the circumstances and make a full report to the appropriate governing body and also to the department. The local health officer shall promptly take all measures necessary to prevent, suppress and control communicable diseases, and shall report to the appropriate governing body the progress of the communicable diseases and the measures used against them, as needed to keep the appropriate governing body fully informed, or at such intervals as the secretary may direct. The local health officer may inspect schools and other public buildings within his or her jurisdiction as needed to determine whether the buildings are kept in a sanitary condition.
- (2) Local health officers may do what is reasonable and necessary for the prevention and suppression of disease; may forbid public gatherings when deemed necessary to control outbreaks or epidemics and shall advise the department of measures taken.
- (3) If the local authorities fail to enforce the communicable disease statutes and rules, the department shall take charge, and expenses thus incurred shall be paid by the county or municipality.
- (4) No person may interfere with the investigation under this chapter of any place or its occupants by local health officers or their assistants.

History: [1981 c. 291](#); [1993 a. 27](#) s. [285](#); Stats. 1993 s. 252.03.

Sec. 323.02, Wis. Stats. Definitions

(16) “Public health emergency” means the occurrence or imminent threat of an illness or health condition that meets all of the following criteria: (a) Is believed to be caused by bioterrorism or a novel or previously controlled or eradicated biological agent. (b) Poses a high probability of any of the following: 1. A large number of deaths or serious or long-term disabilities among humans. 2. A high probability of widespread exposure to a biological, chemical, or radiological agent that creates a significant risk of substantial future harm to a large number of people.

Sec. 323.11, Wis. Stats. Declaration by local government.

Declaration by local government. The governing body of any local unit of government may declare, by ordinance or resolution, an emergency existing within the local unit of government whenever conditions arise by reason of a riot or civil commotion, a disaster, or an imminent threat of a disaster, that impairs transportation, food or fuel supplies, medical care, fire, health or police protection, or other critical systems of the local unit of government. The period of the emergency shall be limited by the ordinance or resolution to the time during which the emergency conditions exist or are likely to exist. History: 2009 a. 42 s. 233; Stats. 2009 s. 323.11.

Sec. 323.14, Wis. Stats. Local government; duties and powers.**(1) ONGOING DUTIES.**

(a) 1. Subject to subd. 3., each county board shall develop and adopt an emergency management plan and program that is compatible with the state plan of emergency management under s. 323.13 (1) (b).

2. Each county board shall designate a head of emergency management. In counties having a county executive under s. 59.17, the county board shall designate the county executive or confirm his or her appointee as county head of emergency management. Notwithstanding sub. (2) (b), an individual may not simultaneously serve as the head of emergency management for 2 or more counties.

3. Each county board shall designate a committee of the board as a county emergency management committee. The chairperson of the county board shall designate the chairperson of the committee. In counties having a county executive under s. 59.17, the committee shall retain policy-making and rule-making powers in the establishment and development of county emergency management plans and programs.

(b) 1. The governing body of each city, village, or town shall develop and adopt an emergency management plan and program that is compatible with the state plan of emergency management adopted under s. 323.13 (1) (b). **2.** The governing body of each city, village, or town shall designate a head of emergency management services. \

(2) ONGOING POWERS.

- (a)** The governing body of a local unit of government may appropriate funds and levy taxes for its emergency management program under sub. (1).
- (b)** Local units of government may cooperate under s. 66.0301 to furnish services, combine offices, and finance emergency management programs.
- (c)** Local units of government may contract for emergency management services with political subdivisions, agencies, and federally recognized American Indian tribes and bands of this state, and, upon prior approval of the adjutant general, with such entities in bordering states. A copy of each agreement shall be filed with the adjutant general within 10 days after execution of that agreement.

(3) DUTIES DURING AN EMERGENCY.

- (a)** If the governing body of a local unit of government declares an emergency under s. 323.11 and intends to make use of volunteer health care practitioners, as specified in s. 257.03, the governing body or its agent shall, as soon as possible, notify the department of health services of this intent.
- (b)** During a state of emergency declared by the governor, a local unit of government situated within the area to which the governor's executive order applies may employ personnel, facilities, and other resources consistent with the plan adopted under sub. (1) (a) 1. or (b) 1. to cope with the problems that resulted in the governor declaring the emergency. Nothing in this chapter prohibits local units of government from employing their personnel, facilities, and resources consistent with the plan adopted under sub. (1) (a) 1. or (b) 1. to cope with the problems of local disasters except where restrictions are imposed by federal regulations on property donated by the federal government.

(4) POWERS DURING AN EMERGENCY.

- (a)** The emergency power of the governing body conferred under s. 323.11 includes the general authority to order, by ordinance or resolution, whatever is necessary and expedient for the health, safety, protection, and welfare of persons and property within the local unit of government in the emergency and includes the power to bar, restrict, or remove all unnecessary traffic, both vehicular and pedestrian, from the highways, notwithstanding any provision of chs. 341 to 349.
- (b)** If, because of the emergency conditions, the governing body of the local unit of government is unable to meet promptly, the chief executive officer or acting chief executive officer of any local unit of government shall exercise by proclamation all of the powers conferred upon the governing body under par. (a) or s. 323.11 that appear necessary and expedient. The proclamation shall be subject to ratification, alteration, modification, or repeal by the governing body as soon as that body can meet, but the subsequent action taken by the governing body shall not affect the prior validity of the proclamation. History: 2009 a. 42 ss. 98 to 102, 111, 112, 234 to 236, 294 to 299; Stats. 2009 s. 323.14.



STATE OF WISCONSIN
DEPARTMENT OF JUSTICE

Back-Up Information to Ordinance 2020-06

Josh Kaul
Attorney General

114 East, State Capitol
P.O. Box 7857
Madison, WI 53707-7857
608/266-1221
TTY 1-800-947-3529

May 15, 2020

OAG-03-20

Mr. Thomas Nelson
Outagamie County Executive
410 South Walnut Street
Appleton, Wisconsin 54911

Dear County Executive Nelson:

¶ 1. You have asked for an emergency Attorney General opinion to address the immediate need for clarity about the effect of the Wisconsin Supreme Court's decision in *Wisconsin Legislature v. Palm*, 2020 WI 42, on local powers to combat COVID-19. The May 12 supreme court decision struck down, in most respects, the Wisconsin Department of Health Services' (DHS) statewide Safer-at-Home order issued to combat COVID-19.

¶ 2. The Wisconsin Legislature's lawsuit that led to the invalidation earlier this week of most of the Safer-at-Home order has resulted in substantial uncertainty as counties and municipalities rapidly adopt measures to fight a virus that does not respect national borders, much less municipal or county lines. In an update posted Wednesday, for instance, the Wisconsin Counties Association wrote that "it is unclear whether a local health order would, in the Court's view, suffer from the same deficiencies that caused the Court to invalidate the Safer at Home Order." Wis. Ctys. Ass'n, *COVID-19 Updates for County Officials* (May 13, 2020), <https://covid19.wicounties.org/covid-19-daily-update-5-13-2020/>. Kenosha and Brown Counties, two of the state's counties that have been most impacted by the coronavirus outbreak, withdrew their public health orders in light of confusion regarding their authority in the wake of the supreme court's decision.

¶ 3. This Attorney General opinion addresses the following questions: whether the Wisconsin Supreme Court's decision in *Wisconsin Legislature v. Palm* controls local powers; whether that decision's discussion of criminal penalties should be considered by local authorities; whether that decision's specific focus on certain DHS powers related to staying at home, travel, and closing businesses should be

County Executive Nelson
Page 2

considered by local authorities; and whether there are any other substantive limits on local powers implied by the *Palm* decision.

¶ 4. *First*, the supreme court’s decision addressed only DHS’s authority found in Wis. Stat. § 252.02. That statute does not govern the authority of local health officers, which is separately set out in Wis. Stat. § 252.03. That separate grant of local authority provides, among other things, powers to “prevent, suppress and control communicable diseases” and “forbid public gatherings when deemed necessary to control outbreaks or epidemics.” Wis. Stat. § 252.03(1)–(2).¹ Because the court decision addressed a different statute applicable to a state agency, and not the statute applicable to local authorities, the *Palm* decision is not directly controlling on powers under the latter statute.

¶ 5. *Second*, although the court did not directly address Wis. Stat. § 252.03, there are statements about criminal sanctions in the *Palm* decision that local authorities should consider. The court concluded that Safer at Home “does not rely on a statute within ch. 252 defining the elements of the crime” and that “in order to constitute criminal conduct proscribed by statute, the conduct must be set out with specificity in the statute to give fair notice.” *Palm*, 2020 WI 42, ¶¶ 37, 40.² It is advisable to limit enforcement under Wis. Stat. § 252.03 to ordinances or administrative enforcement.

¶ 6. *Third*, the *Palm* decision highlighted three particular exercises of DHS’s powers as outside the scope of its statutory authority under Wis. Stat. § 252.02: directing people to stay at home, forbidding certain travel, and closing certain businesses. Even as to those three measures, the analysis may not apply to local powers under Wis. Stat. § 252.03. The court’s reasoning emphasized the availability of criminal sanctions for violations, and applied an interpretative analysis using provisions of 2011 Wis. Act 21 and Wis. Stat. ch. 227 that apply only to state agencies. *Palm*, 2020 WI 42, ¶¶ 45–47, 51, 52. A local order issued under Wis. Stat. § 252.03 that does not threaten criminal penalties, as recommended above, cannot run afoul of the court’s first concern, and 2011 Wis. Act 21 and chapter 227 would not apply to a local authority. Nevertheless, the local authority should ensure that any measures that direct people to stay at home, forbid certain travel, or close certain businesses speak specifically to the local authority’s statutory power to “prevent, suppress and

¹ Local authorities also have emergency powers under Wis. Stat. §§ 323.11 and 323.14. This opinion does not address measures taken pursuant to those powers.

² This reasoning may not extend to subsections like Wis. Stat. § 252.02(3). For example, the *Palm* decision does not apply to Section 4.a. of Safer at Home, which closes schools pursuant to Wis. Stat. § 252.02(3). *Wis. Legislature v. Palm*, 2020 WI 42, ¶ 58 n.21.

County Executive Nelson
Page 3

control communicable diseases” and “forbid public gatherings when deemed necessary to control outbreaks or epidemics.” Wis. Stat. § 252.03(1)–(2).

¶ 7. *Fourth*, nothing in the supreme court’s decision even arguably limits other measures directed by a local authority under Wis. Stat. § 252.03. The court rested its rejection of Safer at Home’s provisions other than staying at home, travel, and business closure solely on its conclusion that DHS had to engage in emergency rulemaking under Wis. Stat. § 227.24. *Palm*, 2020 WI 42, ¶¶ 2–4, 58–59. Local authorities are not subject to chapter 227, and so that reasoning has no application to an order issued by a local authority.

¶ 8. The foregoing observations provide immediate guidance in light of the pandemic. Because of the emergency circumstances, this opinion is not being released according to this office’s ordinary process, in which we have voluntarily instituted an opportunity for public comment. However, this opinion will be posted on the AG Opinion Requests page of the Department of Justice’s website, where the public may comment on it. In turn, this opinion may be supplemented at a later date.

Sincerely,



Joshua L. Kaul
Attorney General

JLK:ADR:jrs