



# BOARD OF TRUSTEES MEETING AGENDA

Tuesday, July 21, 2014 at 6:00 P.M.  
Sister Bay Fire Station 2258 Mill Road

For additional information check: [www.sisterbaywi.gov](http://www.sisterbaywi.gov)

*In order for everyone to hear the discussion please, turn off your cell phone. Thank you.*

- Call Meeting to Order
- Roll Call
- Approval of minutes as published
- Comments and Correspondence

Deviations from the agenda order shown may occur.

### New Village Board Business Items

1. Consider a motion to convene into Closed Session pursuant to Wisconsin State Statutes Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session and 19.85(1)(g) Conferring with legal counsel who either orally or in writing will advise the governmental body on a strategy to be adopted with respect to current or likely litigation.
2. Consider a motion to reconvene into Open Session.
3. Consider a motion to take action, if required.
4. Consider a motion to discuss and act on a recommendation of the Parks Committee (and work of the Marketing Committee), and adopt an operating agreement between the Village and the SBAA.
5. Consider a motion to discuss and act on a recommendation of the Parks Committee (and work of the Marketing Committee), and adopt an operating agreement for Alcohol Sales at the Midwest Sunsplash Festival; authorize issuance of Beer and Wine (Picnic License) to the SBAA for August 7<sup>th</sup> and 8<sup>th</sup>, 2015.
6. Consider a motion to discuss and confirm President Lienau's Committee Appointments.
7. Report on County activities from the County Supervisor, Dave Lienau.
8. Review of the financial statements and consideration of a motion to approve the monthly bills.
9. Report by the Village Administrator on Village Activities and Projects.
10. Discussion regarding matters to be placed on a future agenda or referred to a Committee, official or employee.

### Committee Reports (Committees may approve the minutes of their meetings that are presented in unapproved form.)

- |                      |                              |                          |
|----------------------|------------------------------|--------------------------|
| 1. Administrative    | 2. Bay Shore Oversight       | 3. Coastal Byways        |
| 4. DCEDC             | 5. Economic Development      | 6. Finance               |
| 7. Fire              | 8. Fire District Exploratory | 9. Historical Society    |
| 10. Library Building | 11. Marina and Marina Fest   | 12. Parks                |
| 13. Personnel        | 14. Plan                     | 15. Comm / Tech          |
| 16. SBAA             | 17. Teen Center              | 18. TZC                  |
| 19. Utility          | 20. Admin and Comp Oversight | 21. Waterfront Oversight |
|                      |                              | 22. Marketing            |

### Adjournment

#### Public Notice

Questions regarding the nature of the agenda items or more detail on the agenda items listed above scheduled to be considered by the governmental body listed above can be directed to Zeke Jackson, Village Administrator at 920-854-4118 or at [zeke.jackson@sisterbaywi.gov](mailto:zeke.jackson@sisterbaywi.gov).

It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, a good faith effort will be made to accommodate the needs of disabled individuals through sign language interpreters or other auxiliary aid at no cost to the individual to participate in public meetings. Due to the difficulty in finding interpreters, requests should be made as far in advance as possible preferably a minimum of 48 hours. For additional information or to request this service, contact the Sister Bay Village Administrator at 854-4118, (FAX) 854-9637, or by writing to the Village Administrator at the Village Administration Building, 2383 Maple Drive, PO Box 769, Sister Bay, WI 54234. Copies of reports and other supporting documentation are available for review at the Village Administrator's Office, Administration Building, 2383 Maple Drive during operating hours. (8 a.m. – 4 p.m. weekdays).

I hereby certify that I have posted a copy of this agenda at the following locations:		
<input type="checkbox"/> Administration Building	<input type="checkbox"/> Library	<input type="checkbox"/> Post Office
_____/_____		_____
Name		Date

1                   **VILLAGE OF SISTER BAY BOARD OF TRUSTEES MEETING MINUTES**  
 2                                   **TUESDAY, JUNE 16, 2015**  
 3                                   **SISTER BAY-LIBERTY GROVE FIRE STATION – 2258 MILL ROAD**  
 4                                   **UNAPPROVED VERSION**  
 5

6 The June 16, 2015 meeting of the Village of Sister Bay Board of Trustees was called to order by  
 7 Village President Dave Lienau at 8:02 P.M.

8  
 9 **Present:** President Lienau and Trustees John Clove, Shane Solomon, Pat Duffy, Scott Baker,  
 10 Kathy Enquist, and Nora Zacek.

11  
 12 **Staff Members:** Village Administrator Zeke Jackson, Village Attorney Randall Nesbitt, and  
 13 Village Clerk-Treasurer Christy Sully.

14  
 15 **Others:** Laddie Chapman, Chris Milligan, Louise Robbins, Chad Kodanko, Penny Anschutz,  
 16 Paige Funkhouser, Shena Zielke, Drew Bickford, Sally Pfeifer, Fuzzy Sunstrom, Rob Zoschke,  
 17 Judith Stevenson, Nancy Grube, and six other individuals.

18  
 19 **Comments and correspondence:**

20 Lienau asked if any written correspondence had been received, and Jackson responded that it  
 21 had not. He did meet with representatives of the Skogland and Pheasant Park Owner's  
 22 Associations a short time ago, and they asked him to inform the Village Board members that  
 23 they are very concerned that a number of safety and security issues will arise during "Midwest  
 24 Sunsplash".

25  
 26 **Approval of Minutes as published:**

27 Baker noted that it appears that a typo. had been made on the address which is shown on Lines  
 28 14 and 16 – Page 6 of the May 19, 2015 Village Board Meeting Minutes. Rather than *1066 N.*  
 29 *Bay Shore Drive* the address should be *10660 N. Bay Shore Drive*.

30  
 31 *A motion was made by Duffy, seconded by Clove that the minutes for the May 19, 2015*  
 32 *meeting of the Village of Sister Bay Board of Trustees be approved as corrected. Motion carried*  
 33 *– All ayes.*

34  
 35 Lienau explained that public comment would normally be allowed during this portion of the  
 36 meeting, but the Board members would briefly be going into closed session to discuss a legal  
 37 issue, and, therefore, they would be leaving the room. Upon their return public comment will  
 38 be allowed.

39  
 40 **Item No. 1. Consider a motion to convene into closed session pursuant to Wis. Stats.,**  
 41 **§19.85(1)(c) to discuss personnel and employee benefits, §19.85(1)(e) to deliberate or**  
 42 **negotiate the purchase of public properties, the investment of public funds, or conduct other**  
 43 **specified public business, whenever competitive or bargaining reasons require a closed**  
 44 **session, and §19.85(1)(g) to confer with legal counsel, who either orally or in writing will**  
 45 **advise the governmental body on a strategy to be adopted with respect to current or likely**  
 46 **litigation:**

47 *At 8:06 P.M. a motion was made by Lienau, seconded by Solomon that the Village Board*  
 48 *convene into closed session pursuant to Wis. Stats., §19.85(1)(c) to discuss personnel and*  
 49 *employee benefits, §19.85(1)(e) to deliberate or negotiate the purchase of public properties,*

1 *the investment of public funds, or conduct other specified public business, whenever*  
 2 *competitive or bargaining reasons require a closed session, and §19.85(1)(g) to confer with*  
 3 *legal counsel, who either orally or in writing will advise the governmental body on a strategy to*  
 4 *be adopted with respect to current or likely litigation. A roll call vote was taken on that motion,*  
 5 *and the Board members voted in the following fashion:*

6 Baker – Aye; Clove – Aye; Duffy – Aye; Enquist – Aye;  
 7 Lienau – Aye; Solomon – Aye; Zacek – Aye.

8 *Motion carried.*

9  
 10 **Item No. 2. Consider a motion to reconvene into open session:**

11 *At 8:59 P.M. a motion was made by Lienau seconded by Baker that the Village Board*  
 12 *reconvene into open session. Another roll call vote was taken, and the Board members voted in*  
 13 *the following fashion:*

14 Baker – Aye; Clove – Aye; Duffy – Aye; Enquist – Aye;  
 15 Lienau – Aye; Solomon – Aye; Zacek – Aye.

16 *Motion carried.*

17  
 18 Lienau requested that anyone wishing to make a public comment regarding either an agenda or  
 19 non-agenda item step forward, but before doing so state their name and address for the record.  
 20 Initially no one responded. He then specifically asked that anyone wishing to comment  
 21 regarding liquor licensing or noise issues step forward and state their name and address for the  
 22 record, and again no one responded.

23  
 24 After a while Rob Zoschke, the Manager of the Yacht Club at Sister Bay, noted that he would  
 25 like to comment regarding an issue which wasn't on the Agenda. He stated that it now appears  
 26 that foot traffic is allowed on the groin pier. It was his understanding that the spec. sheets  
 27 showed that the pier would not be accessible. He and several of the owners of units and guests  
 28 at the Yacht Club have noticed that there has been "a steady stream" of people fishing,  
 29 "hanging out" and "smoking pot" on the pier in broad daylight, and he is wondering if  
 30 something will be done to prevent that.

31  
 32 Judith Stevenson, the owner of a unit at the Yacht Club at Sister Bay, asked why a closed  
 33 session was conducted at the beginning of this meeting. She stated, "It almost looks like you're  
 34 hoping we'll get up and leave and you won't have to deal with us." Lienau responded that this  
 35 was not the intention.

36  
 37 Fuzzy Sunstrom indicated that he believes the Village is moving in the "right direction" by  
 38 amending the sign regulations, but believes things may have gone "a little bit beyond what they  
 39 should have". There are now four "huge" FOR SALE signs on the Old School property at the top  
 40 of the hill, and he believes they are "way out of line". Jackson responded that the owners of the  
 41 property Sunstrom is referring to have been given notice that the signs have to be removed as  
 42 they are non-compliant.

43  
 44 **Item No. 4. Consider a motion to discuss and act on various types of liquor, soda and**  
 45 **cigarette licenses:**

46 A large amount of documentation pertaining to the applications which were submitted for 2015  
 47 Liquor, Beer and Wine Licenses, Operator's Licenses, Soda and Cigarette Licenses and official  
 48 agent designations had been included in the meeting packets. All the applicants have passed  
 49 their fire inspections and submitted drawings of the premises to be covered, and, if applicable,  
 50 outdoor seating areas, outdoor serving locations, picnic areas and beer gardens have been

1 delineated.

2

3 *At 9:19 P.M. Lienau recused himself due to a potential conflict of interest, and requested that*  
4 *Jackson chair the meeting while this agenda item was addressed.*

5

6 *Jackson complied with Lienau's request, and subsequently read the names of all the businesses*  
7 *for which applications for Class A Beer & Liquor Licenses, Class B Beer & Liquor Licenses,*  
8 *Special B Licenses, 300 Seat B Licenses, Class A Beer Licenses, and Class B Beer & Class C Wine*  
9 *Licenses had been submitted aloud.*

10

11 *A motion was made by Solomon, seconded by Baker that the Village Board approves all the*  
12 *Beer, Wine and Liquor License Applications which were included in the meeting packets as*  
13 *presented, and hereby authorizes the immediate issuance of all licenses which do not involve*  
14 *outdoor service or entertainment. The Village Clerk may not issue any licenses which do involve*  
15 *outdoor service or entertainment unless and until she has received a signed agreement,*  
16 *negotiated in good faith, which states that music and outdoor service will cease by 11:00 P.M.*  
17 *That agreement shall also state that noise, as measured 25' from the property line of the*  
18 *licensed premise will not exceed 75 decibels between 11:00 P.M. and 7:00 A.M. A list of all the*  
19 *applicants and their official owner/agent designations is hereby attached and incorporated by*  
20 *reference. Motion carried – All ayes.*

21

22 *A motion was made by Solomon, seconded by Baker that the Village Board designates all the*  
23 *persons who are named on the previously mentioned Beer, Wine & Liquor License Application*  
24 *Listing as the official agents/owners for the designated establishments. Motion carried – All ayes.*

25

26 Jackson explained that the Village Attorney will be drafting the previously mentioned  
27 agreements, and they will be mailed via Certified Mail to the registered agents or owners for  
28 each of the affected businesses ASAP. The Village Clerk must receive the signed agreements no  
29 later than June 30, 2015.

30

31 *Nancy Grube indicated that she wanted to ask a question, but Lienau denied her request,*  
32 *indicating that it was not an appropriate time for that to occur.*

33

34 *At 9:24 A.M. Zacek recused herself due to a potential conflict of interest.*

35

36 Jackson read the names of all the business for which Soda License Applications had been  
37 submitted aloud.

38

39 *A motion was made by Baker, seconded by Clove that the Village Board approves of the*  
40 *issuance of Soda Licenses to all the establishments named on the 2015 Soda Applicant Listing*  
41 *which was included in the meeting packets. A copy of that document is hereby attached and*  
42 *incorporated by reference. Motion carried – All ayes.*

43

44 *At 9:26 P.M. Zacek returned to the table.*

45

46 Jackson read the names of all the businesses for which Cigarette License Applications had been  
47 submitted aloud.

48

49 *A motion was made by Baker, seconded by Zacek that the Village Board approves of the*  
50 *issuance of Cigarette Licenses to all the establishments named on the 2015 Cigarette Applicant*

1 *Listing which was included in the meeting packets. A copy of that document is likewise hereby*  
 2 *attached and incorporated by reference. Motion carried – All ayes.*

3  
 4 *At 9:33 P.M. Zacek again recused herself due to a potential conflict of interest.*

5  
 6 Jackson read the names of all the individuals who had submitted applications for Operator's  
 7 Licenses aloud.

8  
 9 *A motion was made by Baker, seconded by Enquist that Operator's Licenses shall be issued to*  
 10 *all the persons named on the 2015 Operator License Applicant Listing. A copy of that*  
 11 *document is hereby attached and incorporated by reference. Motion carried – All ayes.*

12  
 13 *At 9:39 P.M. Zacek and Lienau returned to the table and Lienau resumed his duties.*

14  
 15 **Item No. 5. Consider a motion to confirm and appoint President Lienau's nomination of**  
 16 **qualified citizens to fill vacancies on Committees, Commissions and Boards in the Village:**

17 Lienau noted that he didn't have any new Committee, Commission or Board appointments to  
 18 recommend.

19  
 20 **Item No. 6. Report on County activities from the County Supervisor, Dave Lienau:**

21 Lienau gave the following oral report regarding Door County activities:

- 22 • The County's Finance Committee met yesterday and approved the CIP for the next five  
 23 years. Included in that CIP are expenditures for two large projects – Construction of a  
 24 Human Services Resource Center and two new Emergency Services Buildings. Some  
 25 public/private donations will be accepted for the new buildings.
- 26 • Today Ken Pabich, who had been working as the Planning and Economic Development  
 27 Director for the City of DePere, was named as the new County Administrator. He will  
 28 be coming on board on August 1, 2015.

29  
 30 Nancy Grube asked if this was an appropriate time for her to ask a few questions, and Lienau  
 31 allowed it.

32  
 33 Grube asked when the "quiet time" was moved from 10:30 P.M. to 11:00 P.M. Lienau  
 34 responded that the Board made that determination this evening. Negotiations were entered into  
 35 with the Class B License holders, and the parties have come to an agreement which will  
 36 include noise limits. Grube asked why the members of the public didn't have an opportunity to  
 37 comment on this issue. Lienau pointed out that he clearly asked for comments regarding liquor  
 38 licenses and noise issues at the beginning of the meeting, but no one responded. Grube then  
 39 asked why the members of the public weren't informed that the Board was even considering  
 40 changing the time limit for outdoor service. She also asked if a specific number of parking  
 41 spaces must be provided for businesses holding liquor licenses. Jackson responded that parking  
 42 regulations are contained in the Zoning Code, and indicated that he would be happy to meet  
 43 with Grube at a later time to discuss this issue.

44  
 45 Shena Zielke asked for clarification of the decibel levels which will be allowed in the Village  
 46 and Jackson provided that information.

47  
 48 Louise Robbins stated that she believes the business owners who will be affected by the change  
 49 in outdoor service time limits should have been informed that the Board members were even

1 considering such action. She is very disappointed in the manner in which this issue was  
 2 handled. It is her contention that one can't ask a question about something when they don't  
 3 know it is even being considered.

4  
 5 **Item No. 7. Review of the financial statements and consideration of a motion to approve the**  
 6 **monthly bills:**

7 Payment Approval Reports for the period May 20, 2015 through June 16, 2015 were included  
 8 in the meeting packets, and the Board members jointly reviewed those documents.

9  
 10 *A motion was made by Baker, seconded by Duffy that the monthly bills depicted on the reports*  
 11 *which were included in the meeting packets totaling \$201,416.81 are all approved. Motion*  
 12 *carried – All ayes.*

13  
 14 **Item No. 8. Discussion regarding matters to be placed on a future agenda or referred to a**  
 15 **committee, official or employee:**

16 Jackson pointed out that only one of the stated agenda items was actually addressed during the  
 17 closed session which was conducted at the beginning of this meeting. The Board will again  
 18 convene into closed session to discuss the remaining items at the end of the meeting.

19  
 20 He also gave the following oral report:

- 21 • Nearly all the downtown overhead utility lines have been removed. Temporary lighting
- 22 will be provided for a short time yet.
- 23 • Progress continues to be made on the Beach Project. A 42,000 pound precast concrete
- 24 structure has been installed. He was very impressed by the work which was done on
- 25 that project by Mike Kahr and his crew members.
- 26 • Sip & Savor/Paddlefest and the Goat Parade were conducted on June 13, 2015. He
- 27 checked the traffic counter, and it revealed that 14,000 vehicles passed over the
- 28 targeted area on that weekend!!!

29  
 30 Paige Funkhouser, the SBAA Coordinator, reported that representatives of Bay Shore Outdoor  
 31 reported that there were approximately 200 people who participated in Paddlefest, but there  
 32 were many more people who watched the participants. The attendance at Sip & Savor was also  
 33 up over last year and there were a number of people who watched the Goat Parade. All in all  
 34 the weekend's events were very successful. Funkhouser pointed out that she and the members  
 35 of the SBAA Board of Directors are very grateful to the contractors who made accommodations  
 36 for those who attended Sip & Savor/Paddlefest.

37  
 38 **Committee Reports:**

39 **(1) Administrative Committee:**

40 The Administrative Committee has not met recently.

41  
 42 **(2) Bay Shore Drive Reconstruction Oversight Ad Hoc Committee:**

43 The Bay Shore Drive Reconstruction Oversight Ad Hoc Committee has not met recently.  
 44 D.O.T. business meetings will be conducted every two weeks. The first such meeting will  
 45 be conducted on June 30, 2015. At those meetings business owners as well as citizens  
 46 will have an opportunity to meet with D.O.T. officials and discuss any issues which may  
 47 arise. Regular updates will also be provided on the status of the Bay Shore Drive  
 48 Reconstruction Project.

- 1   **(3) Communication and Technology Committee:**  
 2       The Communication and Technology Committee has not met recently. The next meeting  
 3       of that Committee has been scheduled for Tuesday, June 23, 2015 at 2:00 P.M.  
 4
- 5   **(4) Door County Coastal Byways Commission:**  
 6       The Coastal Byways Commission will be meeting in Baileys Harbor at 8:30 A.M. on June  
 7       18, 2015.  
 8
- 9   **(5) DCEDC:**  
 10       No action based on the minutes which were included in the meeting packets. A DCEDC  
 11       meeting was also conducted on June 8, 2015, but the minutes for that meeting have not  
 12       been completed yet.  
 13
- 14   **(6) Economic Development Committee:**  
 15       The Economic Development Committee has not met recently.  
 16
- 17   **(7) Finance Committee:**  
 18       No action based on the minutes which were included in the meeting packets. A meeting  
 19       will be scheduled in the near future as the 2016 CIP will have to be addressed.  
 20
- 21   **(8) Fire Board and Fire District Exploratory Committee:**  
 22       The Fire Board has not met recently.  
 23       The Fire District Exploratory Committee also has not met recently.  
 24
- 25   **(9) Historical Society:**  
 26       The Annual Meeting of the Historical Society will be conducted on June 25, 2015.  
 27       Jackson will be the featured speaker at that meeting, and a potluck will be conducted.  
 28       Movies will now be displayed at The Corner of the Past. The first movie to be displayed  
 29       will be "The Wizard of Oz".  
 30
- 31   **(10) Library Commission:**  
 32       The Library Commission met on June 9, 2015, but the minutes for that meeting have not  
 33       been completed yet. Outdoor checkers have now been ordered and will be checked out  
 34       to Library patrons who wish to use the giant checkerboard in the garden.  
 35
- 36   **(11) Marina Committee and Marina Fest Committee:**  
 37       No action based on the minutes which were included in the meeting packets. The next  
 38       meeting of the Marina Committee will be conducted on June 24, 2015 at 8:00 A.M.  
 39  
 40       Work is ongoing on planning for Marina Fest. The Marina Fest Executive Committee met  
 41       this morning and things seem to be shaping up quite well. A Lumberjack Show will be  
 42       conducted on the Sunday of Labor Day, so Marina Fest will now be a two day event.  
 43       There is a vacancy on the Marina Fest Committee for a citizen member. The next  
 44       meeting is scheduled for June 30, 2015 at 7:00 P.M. At least one representative of each  
 45       of the organizations participating in that event will be expected to attend.  
 46
- 47   **(12) Marketing Committee:**  
 48       Due to lack of a quorum the June 12, 2015 meeting of the Marketing Committee was  
 49       cancelled.  
 50

1 **(13) Parks:**

2 No action based on the minutes which were included in the meeting packets. By creating  
3 the sledding hill out of materials which were removed from the beach savings of  
4 approximately \$40,000 have been realized. Additional grading does still have to be done  
5 on the hill, and measures will be taken to prevent sleds and tubes from entering the  
6 roadway.

7  
8 **(14) Personnel Committee:**

9 The Personnel Committee has not met recently.

10

11 **(15) Plan Commission:**

12 No action based on the minutes which were included in the meeting packets.

13

14 **(16) SBAA:**

15 No action based on the minutes which were included in the meeting packets.

16

17 **(17) Teen Center:**

18 The Teen Center Board has not met recently.

19

20 **(18) Tourism Zone Commission:**

21 No action based on the minutes which were included in the meeting packets. The  
22 Tourism Zone Commission Annual Meeting will be conducted on June 18, 2015.

23

24 **(19) Utilities – Water, Sewer, and Storm Sewer Committees:**

25 The Utilities and Water, Sewer and Storm Sewer Committees have not met recently.

26

27 **(20) Administration/Compensation Oversight:**

28 The Administration/Compensation Oversight Committee has not met recently.

29

30 **(21) Waterfront Oversight**

31 The Waterfront Oversight Committee has not met recently.

32

33 **Continuation of Item No. 1. Consider a motion to convene into closed session pursuant to**  
34 **Wis. Stats., §19.85(1)(c) to discuss personnel and employee benefits, §19.85(1)(e) to**  
35 **deliberate or negotiate the purchase of public properties, the investment of public funds, or**  
36 **conduct other specified public business, whenever competitive or bargaining reasons require**  
37 **a closed session, and §19.85(1)(g) to confer with legal counsel, who either orally or in writing**  
38 **will advise the governmental body on a strategy to be adopted with respect to current or**  
39 **likely litigation:**

40 *At 10:13 P.M. a motion was made by Lienau, seconded by Baker that the Village Board*  
41 *convene into closed session pursuant to Wis. Stats., §19.85(1)(c) to discuss personnel and*  
42 *employee benefits, §19.85(1)(e) to deliberate or negotiate the purchase of public properties,*  
43 *the investment of public funds, or conduct other specified public business, whenever*  
44 *competitive or bargaining reasons require a closed session, and §19.85(1)(g) to confer with*  
45 *legal counsel, who either orally or in writing will advise the governmental body on a strategy to*  
46 *be adopted with respect to current or likely litigation. A roll call vote was taken on that motion,*  
47 *and the Board members voted in the following fashion:*

48 Baker – Aye; Clove – Aye; Duffy – Aye; Enquist – Aye;  
49 Lienau – Aye; Solomon – Aye; Zacek – Aye.

50 *Motion carried.*

1 **Continuation of Item No. 2. Consider a motion to reconvene into open session:**

2 *At 11:18 P.M. a motion was made by Lienau seconded by Baker that the Village Board*  
 3 *reconvene into open session. Another roll call vote was taken, and the Board members voted in*  
 4 *the following fashion:*

5 *Baker – Aye; Clove – Aye; Duffy – Aye; Enquist – Aye;*  
 6 *Lienau – Aye; Solomon – Aye; Zacek – Aye.*

7 *Motion carried.*

8

9 **Item No. 3. Consider a motion to take action, if required:**

10 *A motion was made by Duffy, seconded by Zacek that at the Village Administrator's discretion*  
 11 *up to a maximum of \$18,300 shall be allocated to augment the Parks Department for the*  
 12 *remainder of 2015 through a combination of contracting out work, hiring temporary workers,*  
 13 *schedule adjustments and implementation of "on call" pay. Motion carried – All ayes.*

14

15 *A motion was made by Lienau, seconded by Zacek that since the Finance Director has retired*  
 16 *and a replacement has not yet been hired, the Village Administrator shall see that the related*  
 17 *duties are performed by existing staff members. To that end, additional work assignments shall*  
 18 *be made, and associated labor costs allocated in accord with the budget which has been*  
 19 *established for that position. Motion carried – All ayes.*

20

21 **Adjournment:**

22 *A motion was made by Clove, seconded by Baker to adjourn the meeting of the Board of*  
 23 *Trustees at 11:21 P.M. Motion carried – All ayes.*

24

25 *Respectfully submitted,*



26

27 *Janal Suppanz,*

28 *Assistant Administrator*

2015

CLASS A BEER & LIQUOR LICENSES

Bhirdo's by the Bay  
 Top Shelf Cafe & Gourmet  
 Shopko  
 Piggly Wiggly

AGENT/OWNER

Denise L Bhirdo  
 Anne Alberts  
 Christopher Schramm  
 Jay Kita

CLASS B BEER & LIQUOR LICENSES

Husby's  
 Sister Bay Bowl

John Sawyer  
 Sharon Daubner

SPECIAL B

Little Sister Resort

Greg Sunstrom

300 SEAT B

Mission Grill  
 Northern Grill

J Gary Guterman  
 Ron MacDonald

CLASS A BEER LICENSES

Voight's Country Walk Amoco  
 Sister Bay Mobil

Dennis & Lisa Voight  
 Dave Lienau

CLASS B BEER & CLASS C WINE LICENSES

Al Johnson's Swedish Restaurant  
 Church Hill Inn  
 Grasse's Grill  
 Inn at Kristophers  
 Chop  
 Bier Zot  
 Drink Coffee  
 Klaud's Kitchen  
 Bayridge Golf Course  
 Door County Creamery  
 Harbor Pie

Lars Johnson  
 Mike Goldstone  
 Jim Grasse  
 Mark Antczak  
 Patsy Wuollett  
 John Britton Unkefer  
 Rachel Lohman  
 Klaudia Crawford ell  
 Erik Anderson  
 Jesse Johnson  
 Sara Zacek

2015

SODA LICENSES

Bayridge Golf  
 Bhirdo's By the Bay

Carroll House  
 Klaudes Kitchen.  
 Chop  
 Church Hill Inn  
 Coachlight Inn  
 Country Walk Amoco  
 Door County Creamery  
 Drink Coffee  
 Grasse's Grill  
 Husby's  
 Inn at Kristofers  
 Al Johnson's  
 Little Sister Resort  
 Mission Grill & Games  
 Northern Grill  
 Open Hearth Lodge  
 Patio Drive-Inn & Motel  
 Piggly Wiggly  
 Pirate's Cove  
 Shopko  
 Sister Bay Bowl  
 Sister Bay Cafe Inc  
 Sister Bay Mobil  
 Sister Bay/Liberty Grove Fire Dept (2)  
 Top Shelf Cafe & Gourmet  
 Bier Zot  
 Harbor Pie

CIGARETTE LICENSES

Bhirdo's  
 Top Shelf Cafe & Gourmet  
 Sister Bay Mobile  
 Country Walk Amoco  
 Piggly Wiggly

2015 OPERATOR'S LICENSES

## AGENT/OWNERS PRESENT

Christopher Janisse	Husby's	John Sawyer
James Larson	Husby's	
Alex Higginbotham	Husby's	
Andrea Keller	Husby's	
Chad Kodanko	Husby's	
Todd Strojny	Husby's	
Art Turnquist	Husby's	
Carlin Hatch	Husby's	
Adam Hutchinson	Husby's	
Janet Jenisse	Husby's	
Matt Stone	Husby's	
Kala Larsen	Husby's	
Andrea Erickson	Bhirdo's	Denise L. Bhirdo
Michele Bhirdo-Pluff	Bhirdo's	
Rachel Korn	Bhirdo's	
Dolly Zahn	Piggly Wiggly	Jay Kita
Heike Tavenner	Piggly Wiggly	
Sandra Zak	Piggly Wiggly	
Jay Kita	Piggly Wiggly	
Gary Willems	Sister Bay Bowl	Sharon Daubner
Penny L. Anschutz	Sister Bay Bowl	
Brett C. Anschutz	Sister Bay Bowl	
Clark Lundquist	Sister Bay Bowl	
Lexi Toursas	Sister Bay Bowl	
Zoey Toursas	Sister Bay Bowl	
Eric Rockwell	Sister Bay Bowl	
Katherine Rispens	Sister Bay Bowl	
Christopher Clark	Sister Bay Bowl	
Oliva Lowery	Sister Bay Bowl	
John Voight	Country Walk Amoco	Dennis & Lisa Voight
Gary Miller	Country Walk Amoco	
Richard Larson	Country Walk Amoco	
Kendall Koehler	Country Walk Amoco	
Carl Heine	Country Walk Amoco	
Sherry Lettie	Country Walk Amoco	
Mike Goldstone	Church Hill Inn	Mike Goldstone
Lars Johnson	Al Johnson's	Lars Johnson
Annika Johnson	Al Johnson's	
Tonda Gagliardo	Mission Grill	J Gary Guterman
Elly Marie Polomis	Sister Bay Mobil	Dave Lienau
Monica Pepkote	Sister Bay Mobil	
Simona Domzaite	Sister Bay Mobil	
Rzymoda Ibragimova	Sister Bay Mobile	
Jessica Grasse	Grasse's Grill	James Grasse
Carla Krist	Shopko	Christine Wilson
Christopher Schramm	Shopko	
Tiffany Porter	Shopko	
Shirley Jacobs	Shopko	
Kandie Skippon	Shopko	
Greg Sunstrom	Little Sister Resort	Greg Sunstrom
Bob Hermen	Little Sister Resort	
Gene Lhost	Little Sister Resort	
Retko Hristor	Little Sister Resort	
Claudia Klaubauf	Little Sister Resort	
Joseph Weisenritter	Northern Grill	Ron Mac Donald
Diane Trenchard	Bayridge Golf Course	Diane Trenchard
Chaloner Brown		

Patsy Wuollett

Sara Zacek

Rachael Johnson

Larry Gajda  
Richard Stultz  
Dennis Paschke  
Richard Staver

Anastasia Bell

Rachel Lohman

Daniel Eggert II  
Brain Hackbarth

Chop

Harbor Pie Co

Door County Creamery

Sister Bay Lions  
Sister Bay Lions  
Sister Bay Lions  
Sister Bay Lions

SB/LBG Firefighters

Drink Coffee

Bier Zot  
Bier Zot

Patsy Wuollett

Sara Zacek

Jesse Johnson

Chris Hecht

Rachel Lohman

Britt Unkefer



Forbes Funeral Home  
Sturgeon Bay, Wisconsin

Thank you so much for the donation which was made to the Door County Humane Society in memory of my Mom, Jan Augsburg. She loved animals & would be honored to know that she will be helping to care for abused or homeless dogs & cats.

Thanks also for the kind words & get well wishes during the past few months. It meant a lot, Take Care! *Carol*

*The family of  
Janice Augsburg  
thanks you  
for your kind expression  
of sympathy.*



## Village of Sister Bay BOARD REPORT

**Meeting Date 07/21/15**

**Item No.: 4**

**Recommendation:** Accept a recommendation of the Parks Committee and grant approval for an operating Agreement with the SBAA.

**Background:** In 2009, the Village debated a request from then President Birdho to increase the funding under support to other organizations, the SBAA, from \$25,000 to \$50,000, in order to hire a full time Marketing Director. One of the reasons cited was the economic development work that the SBAA performed. It was also contemplated that, given the number of Liberty Grove businesses that were members of the SBAA, that President Birdho and SBAA would pursue funding from the Town of Liberty Grove; the Finance Committee (Oct. 19, 2009) passed a recommendation that Liberty Grove businesses should not benefit from membership in SBAA if the Town does not agree to help with funding (Motion by Lienau, 2<sup>nd</sup> by Church). This was subsequently passed at the Village's budget hearing for 2009.

As a condition of the appropriation, SBAA was to produce a set of stated goals and desired outcomes for 2010.

While the community recognizes the value that the SBAA provides through festivals, events, and promotion, this initial motion to increase funding seems to have driven a number of spin-off ideas and opinions related to the relationship of SBAA and the Village. After many discussions at various committees about what exactly that relationship should be, staff proposed that the relationship should be memorialized in an agreement that all parties could examine in order to determine what obligations and responsibilities each party had to the other.

Staff sought council of other municipal administrators on how their municipalities handled the relationship between their respective organizations; Egg Harbor provided the written agreement between the Village of Egg Harbor and the Egg Harbor Business Council. The Marketing Committee has worked in 2015 with the SBAA to develop an agreement that will work in Sister Bay from that starting document. 12 versions of an operating have been drafted over dozens of discussions; the version before you now is the result of that work.

It has been approved by the Chairman of the Marketing Committee (Quorum was not met for full committee approval) and was approved by the Parks Committee.

**Fiscal Impact:** unknown for the future.

Respectfully submitted,

Zeke Jackson  
Village Administrator

## AGREEMENT BETWEEN VILLAGE OF SISTER BAY & SISTER BAY ADVANCEMENT ASSOCIATION

THIS AGREEMENT is made and entered into by and between the VILLAGE OF SISTER BAY, a public body corporate and politic duly created under the laws of the State of Wisconsin (the "Village") and the SISTER BAY ADVANCEMENT ASSOCIATION, a Wisconsin non-profit, 501(c)6 non-stock corporation (the "Association").

### RECITALS

WHEREAS, pursuant to the provisions of Section 61.34(1) of the Wisconsin Statutes the Village Board of and for the Village of Sister Bay has the authority and power to act for the government of the Village and for its peace and good order as well as its health, safety, welfare and convenience; and

WHEREAS, the Association, among other things, provides its members and the Village of Sister Bay with promotional services and events; and

WHEREAS, the Village is willing to provide a financial contribution to the Association to assist in facilitating commerce, promote tourism, recreation and promote and support capital investment in the community. Under and pursuant to the terms, conditions, limitations and provisions of this Agreement through the promotion of SBAA members and the amenities of the Village of Sister Bay;

NOW, THEREFORE, the Parties hereto, by their respective authorized agents and representatives do hereby agree in and to the following:

### ARTICLE I: TERM AND TERMINATION

**Section 1.1 – Term:** The term of this Agreement shall be for a period commencing as of the effective date of signature hereof and ending December 31, 2015.

**Section 1.2 – Renewal:** This Agreement shall not automatically renew but may be renewed upon the mutual agreement of the Parties hereto.

**Section 1.3 – Termination:** This agreement may be terminated by either party hereto at any time upon 180 days prior written notice to the other party. No further funding will be paid by the Village to the Association after the 180 day notice period terminates.

### ARTICLE II: PROMOTIONAL SERVICES

**Section 2.1 – General Statement of Services:** The Association shall in a professional and businesslike manner promote the artistic and cultural heritage through producing events in such manner as the Association shall determine subject to the terms, conditions, limitations and provisions of this Agreement.

**Section 2.2 – Promotion and Event Production:** Subject to annual approval by the Village, the Association shall carryout promotion and the production of events, such as, but not limited to shows, exhibits, plays, music, events, dance events, storytelling and festivals during the term of this Agreement. Such events may be held on property controlled or owned by the Village and at such locations as shall be approved by the Village Parks, Properties and Streets Committee.

For this contract year, the Association agrees to continue to sponsor their promotional events, including, but not limited to the following:

- Sip and Savor/Paddlefest
- Door County Festival of Fine Arts
- Fall Fest
- Capture the Spirit

**Section 2.3 – Promotion Through Visitor Services:** The Association shall operate a Visitor Center in a facility located in the Village of Sister Bay. Services rendered through the Visitor Center shall include but not be limited to production of publications, distribution, administrative, and other activities related to the operation and provision of services related to tourism development, enhancement and promotion of SBAA Members and the Village of Sister Bay.

**Section 2.4 – Membership:** The Association shall include and market the amenities of the Village of Sister Bay in such annual marketing materials as the Sister Bay brochure and website, amenities identified as the Sister Bay Marina, the Sister Bay Waterfront Park, the Sister Bay Stage, Village Hall, Sports Complex, Ice Rink, Library and other facilities owned or controlled by the Village of Sister Bay. Individual units of business owned or controlled by the Village may, at their discretion, become individual members of the Association and receive the additional privileges and promotional services as other individual business members.

**Section 2.5 – Leverage of local Funds:** The Association shall make every effort to maximize funds under its control in order to enhance and expand its own operations, staffing capabilities, number and size of events, market reach and penetration. The Association shall make at least one grant application annually to support existing or new event development/promotion. The Association shall actively seek additional sponsorship and grant opportunities, including regional and national brand sponsors for Sister Bay Events.

### **ARTICLE III: USE OF PUBLIC FACILITIES**

**Section 3.1 – Use of Public Facilities:** For purposes of the provisions of Section 2.2 of this Agreement, the Village shall, upon prior notice, make available facilities and improvements for Association use. The Association shall, by March 1, provide a list of dates for promotional events to be held in/on Village facilities by the Association. Reservations shall be made in advance with priority given to events hosted by the Association.

**Section 3.2 – Waterfront Park, Sister Bay Stage, and other Village Facilities:** The use and availability of space and facilities in the Village of Sister Bay by the Association for events sponsored in whole or in part by the Association shall be subject to the following site specific restrictions and limitations:

**(a) Performances and Displays:** Public performance events may begin no earlier than 8 a.m. and conclude no later than 9 p.m. Set up for the event may not begin earlier than 6 a.m. and take down must be concluded by no later than 12:00 a.m. (midnight). Any exceptions may and must be granted by the Village Parks, Properties and Streets Committee.

**Section 3.3 – Fees:** For events sponsored in whole or in part by the Association under this Agreement, the Village shall provide access to, and use of, Village Facilities without fee.

**Section 3.4 – Wristbands:** Festival attendees of legal age consuming alcohol during festivals organized and operated by the Association shall be wristbanded while consuming alcohol on Village controlled property (State or local rights of way, public parks/facilities, public parking lots, and properties with control agreements with the Village). Attendees

must provide proof of identification to verify legal age. The Association shall be responsible for ensuring that businesses and vendors in the event area comply with this provision for events operated by the Association. Wristband use will be enforced at the following events organized and operated by both the Association and the Village:

Sister Bay Car & Cycle Show  
 Sip & Savor  
 Independence Day celebration  
 Midwest SunSplash  
 Marina Fest  
 Fall Fest

**Section 3.5 – Signage:** For events sponsored in whole or in part by the Association under this Agreement, the Village shall provide access to and the use of the designated temporary banner locations located throughout the Village without fee or charge. Where practical, the Village and Association shall jointly produce and share costs of co-located banners where and when events produced by the Association and Village fall on similar days.

#### **ARTICLE IV: INSURANCE AND INDEMNIFICATION**

**Section 4.1 – Insurance:** The Association agrees, both generally and specifically with respect to the services to be provided hereunder, that it will procure and maintain insurance against such risks in such amounts as are customarily insured for such services. Such insurance shall be obtained by purchasing and maintaining in place during and for such time as it has an obligation to the Village under this Agreement a policy or policies of insurance issued by licensed and reputable insurance companies authorized and qualified to underwrite such risks. The Association shall further require all contractors, co-sponsors of events or others with whom it may partner in connection with the promotional services to be provided hereunder, to have, carry and maintain general liability and workers compensation insurance coverage consistent with the nature and extent of such third party's interest and involvement in any project or event arising under this Agreement. The Association shall name the Village of Sister Bay as additionally insured. In turn, the Village will procure and maintain its own insurance, against such risks in such amounts as are customarily insured for such services.

#### **ARTICLE V: Annual Contribution**

##### **Section 5.1 – Annual Contribution:**

- Direct Contribution: FIFTY THOUSAND and 00/100 (\$50,000.00) DOLLARS
- Other remuneration including: continued event support for traffic control, signage, solid waste removal from event grounds, Village Utilities on event grounds (where available) and use of the Gateway Park Visitor Center.

**Section 5.2 – Payment:** The Association shall receive payment from the Village quarterly upon submission and review of Association financial statements. The Association shall provide documentation such as: quarterly budget reports, statement of expenses, or written report of activities to date.

**Section 5.3 – Annual Reporting:** The Association shall report to the Village on an annual basis (submitted by February 1) the success of the events sponsored in the previous year by SBAA under this agreement. This report will include: event revenue, expenses, traffic counts using the Village's traffic counter, and an observation summary of weather per event.



**VILLAGE OF SISTER BAY**

BY: \_\_\_\_\_ Date  
Dave Lienau, President, Village of Sister Bay

ATTEST: \_\_\_\_\_  
Christy Sully, Clerk/Treasurer

**SISTER BAY ADVANCEMENT ASSOCIATION**

BY: \_\_\_\_\_ Date  
Drew Bickford, President, SBAA

\_\_\_\_\_  
Paige Funkhouser, Coordinator, SBAA



## Village of Sister Bay BOARD REPORT

**Meeting Date 07/21/15**

**Item No.: 5**

**Recommendation:** Accept a recommendation of the Parks Committee and grant approval for an Alcohol Sales Agreement with the SBAA for Midwest Sunsplash.

**Background:** As a part of our agreement with the promoters of Midwest Sunsplash, we are entitled to first right of refusal for an alcohol vendor for the Midwest Sunsplash Festival. After much discussion at the Marketing Committee, it was recommended that the SBAA would be the organization to sell alcohol, exclusively, at the Midwest Sunsplash Festival.

The promoters support this decision.

The Marketing Committee Chairman has approved of the agreement (quorum was not met), as has the Parks Committee.

**Fiscal Impact:** The Village receives recompense on a proportional basis from all potential revenue sources in order to recover the \$15,000 dedicated under the Marketing Fund/CIP for this event.

There is an additional \$5800 in grant matching funds that the Village would recover from sources other than alcohol, assuming the event is commercially successful; the Department of Tourism will reimburse \$25,500 toward advertising costs.

Respectfully submitted,

Zeke Jackson  
Village Administrator

EVENT ALCOHOL SALES AGREEMENT between Village of Sister Bay & Sister Bay Advancement Association for Sales of Alcohol at Midwest Sunsplash Music Festival

**1.0 Recitals**

THIS AGREEMENT made and entered into this \_\_\_ day of \_\_\_\_\_, 2015, by and between Sister Bay Advancement Association hereinafter referred to as “SBAA” and the Village of Sister Bay hereinafter referred to as the “Village”.

SBAA agrees to set up facilities, staff and sell all alcohol sold at the Midwest Sunsplash Music Festival (hereinafter referred to as the “event”) in the Village of Sister Bay for the following purpose, and only on the following dates and times:\_\_\_\_\_

Purpose(s): Fundraising and participation in “Midwest Sunsplash Music Festival” as an annual event to help make the event successful, provide consistency in vendor relations, provide a pool of people to staff the alcohol vending set up, provide accountability and security in regards to ID checking and sales to people of legal drinking age, and raise funds for SBAA operations.

Date(s): Event – August 7-8, 2015  
Set up – begins August 6, and as appropriate  
Tear down – August 9 by 5pm

Event Time(s): Gates will open to the public from Friday 4:00 p.m. - 9:00 p.m. and Saturday from 2:00 p.m. - 12:00 a.m.

**2.0 Financial**

**2.1 – Purchase of goods for sale:** Purchase and acquisition of all alcohol to be sold, all dry goods needed for sale and distribution (e.g. cups, wristbands, napkins, ice), alcohol service vehicles (such as beer wagons) and coolers, materials for construction of bar/service tables as needed, will be purchased or acquired by the event.

**2.2 – Staffing:** If necessary, the event will pay for any hourly paid employees required to staff the event bar.

**2.3 – Profit distribution:** The Village shall recover the first \$15,000 in monies (recovery amount) from the event, regardless of funding source, before any monies will be paid to SBAA for **gross** alcohol sales. The determination of recovery will be determined on a proportional percentage basis from all sources, including ticket sales, sponsorship, vendor space and alcohol sales. These 4 revenue areas will pay the \$15,000 on a proportional percentage basis. Example: If 40% of **gross** revenue at the event comes from ticket sales, then 40% of the \$15,000 (a sum of \$6000.00) will be paid from that revenue source to the Village for recovery on its invested funds, with the other categories returning proportionally the balance of the \$15,000 (in this example, a remaining \$11,000). After the Village has recovered its initial \$15,000 in monies, SBAA is entitled to 50% of all **net** alcohol sales, with the other 50% being paid to the promoters of Midwest Sunsplash through the Village, per the contract with promoters.

SBAA will have a period of 5 business days to make payment to the Village for these monies, once notice is given on the proportional percentage recovery amount.

**3.0 Vendors**

SBAA will provide proof of applicable State and County licenses or permits for Sales and Use tax and Certified Beverage Server certifications, and of liability insurance.

**4.0 Administration**

The Village will manage and pay for set up, tear down and cleaning costs related to all non-entertainment related aspects of the event in coordination with the SBAA, as well as waive all facility fees related to the event. Village will provide adequate waste disposal, toilet, water and facilities before, during and after the event. The Village will provide adequate electrical for event needs. Village will coordinate the needed lighting in affected area as needed for safety during the event in areas not lit by the stage.

The Village will coordinate minimum security as necessary to protect the event and attendees or per local ordinances for public safety; per the agreement with the Promoter.

The Village will arrange for rental of barricades or other fencing that is required for this event. Location will be subject to final plan mutually agreed upon prior to event.-The fund will pay for expenses associated with this paragraph according to agreement with Promoter.

Village shall provide an emergency plan which could include a first aid station equipped with Emergency Medical Technicians on standby throughout the scheduled event hours if needed, the fund will pay for expenses associated with this paragraph according to agreement with Promoter.

Portable generators or electric service will be provided by the Village if necessary to provide all electrical service required for stage and sound; the fund will pay for expenses associated with this paragraph according to agreement with Promoter. User will ensure that installation of generators does not affect the community near the park with either noise or fumes.

Village will provide public liability and property damage insurance for its premises to indemnify the Village. The SBAA is responsible for providing adequate event insurances for the activities it participates in.

The Village and SBAA agree to hold and save each other harmless from all claims, costs, loss, or damage of any kind or nature whatsoever arising out of the scheduled event which may be sustained by reason of Acts of God, or Terrorism.

IN WITNESS WHEREOF, the parties have signed this Agreement on the year and day first above written.

SBAA

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Drew Bickford

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Paige Funkhouser

VILLAGE

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Shane Solomon, Chair, Marketing Comm.

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
10005	ACTION ELECTRIC INC	29445	BSD Sister Bay Bowl	05/31/2015	20,452.46	20,452.46	06/18/2015
		29484	Hendrickson Park - Hand Dryer	05/31/2015	58.00	58.00	07/16/2015
			locate wire info booth		165.00	165.00	07/16/2015
			Hendrickson Park - Hand Dryer		757.75	757.75	07/16/2015
		29506	BSD Casperson	06/02/2015	520.36	520.36	07/16/2015
		29609	maintenance - A Dock lights	06/30/2015	266.49	266.49	07/16/2015
	Total 10005				22,220.06	22,220.06	
10007	ACTION APPRAISERS INC	1469	Assessor	07/06/2015	2,875.00	2,875.00	07/09/2015
	Total 10007				2,875.00	2,875.00	
10110	AFLAC	539437	Employee-funded premium	06/12/2015	199.20	199.20	06/18/2015
		928220	Employee-funded premium	07/12/2015	199.20	199.20	07/16/2015
	Total 10110				398.40	398.40	
10210	BAYLAKE BANK	566963	Interest - Garot Project Loan	07/03/2015	3,435.56	3,435.56	07/10/2015
	Total 10210				3,435.56	3,435.56	
10214	SCOTT BAKER	QTR - 2	Reimb - mileage	06/30/2015	165.60	165.60	07/02/2015
	Total 10214				165.60	165.60	
10216	MARTHA BAKER	63015	Reimb mileage	06/30/2015	136.85	136.85	07/02/2015
			Reimb food Juli's ret bash		300.00	300.00	07/02/2015
			Reimb meals conference		86.76	86.76	07/02/2015
	Total 10216				523.61	523.61	
10218	BAUDHUIN INC	34733	Beach Staking	06/24/2015	1,474.50	1,474.50	07/02/2015
	Total 10218				1,474.50	1,474.50	
12228	BLUE TARP FINANCIAL INC	33309472	Socker net wheels	07/06/2015	85.41	85.41	07/09/2015
	Total 12228				85.41	85.41	
12900	ANDERSON BROS. & JOHNSON INC	184259	Rip Rap/Materials	04/30/2015	22,223.95	22,223.95	07/16/2015
	Total 12900				22,223.95	22,223.95	
13260	BHIRDO'S BY THE BAY	15790	Village gas -	05/31/2015	536.23	536.23	07/02/2015
	Total 13260				536.23	536.23	
13505	BURKART-HEISDORF INS INC	247397	General Liability - Village	07/01/2015	1,273.17	1,273.17	07/02/2015
			General Liability - Marina		314.41	314.41	07/02/2015
			General Liability - Ice Rink		59.89	59.89	07/02/2015
			General Liability - Utilities		295.57	295.57	07/02/2015
			General Liability - Utilities		435.15	435.15	07/02/2015
			General Liability - Utilities		527.81	527.81	07/02/2015
			Auto - Village		695.22	695.22	07/02/2015
			Auto - Utilities		83.73	83.73	07/02/2015
			Auto - Utilities		532.47	532.47	07/02/2015
			Auto - Utilities		25.58	25.58	07/02/2015
			W/C - Board		7.36	7.36	07/02/2015

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
			W/C - Admin		45.46	45.46	07/02/2015
		24797	W/C - Parks/Rec	07/01/2015	3,131.74	3,131.74	07/02/2015
			W/C - Marina		1,237.08	1,237.08	07/02/2015
			W/C - Ice Rink		174.13	174.13	07/02/2015
			W/C - Utilities - Water		791.32	791.32	07/02/2015
			W/C - Utilities - Wastewater		1,989.91	1,989.91	07/02/2015
			W/C - Utilities - Collection		413.00	413.00	07/02/2015
	Total 13505				12,033.00	12,033.00	
14309	CARDMEMBER SERVICE	1375	Finance Class - JS + MB	06/09/2015	320.00	320.00	07/16/2015
		1542	BOR training - Christy	05/26/2015	32.00	32.00	07/16/2015
		1760	Reimb Zeke for meals	05/27/2015	95.00	95.00	07/16/2015
		1765	Repair dryer in Boathouse	06/09/2015	104.87	104.87	07/16/2015
		2451	dot.gov registration	06/05/2015	125.00	125.00	07/16/2015
		2685	Dock Box cost to be reimb	06/10/2015	628.95	628.95	07/16/2015
		290530853168	Vendor signs for special events	05/22/2015	263.89	263.89	07/16/2015
		3625	Refund of postage by PO	05/22/2015	8.95	8.95	07/16/2015
		4246	Computer supplies	05/25/2015	116.04	116.04	07/16/2015
		4369	Postage - cert letters Utilities	06/02/2015	33.70	33.70	07/16/2015
		4473	Commercial banners special events	06/17/2015	268.74	268.74	07/16/2015
		7667	Handle for launch ramp	06/10/2015	77.63	77.63	07/16/2015
	Total 14309				2,074.77	2,074.77	
14310	CAPTAIN COMMODES INC	26038	Commode rental - Dog Park	06/26/2015	75.00	75.00	07/09/2015
	Total 14310				75.00	75.00	
17501	CHARTER COMMUNICATIONS	JUL15	internet - Marina	06/13/2015	145.00	145.00	06/25/2015
		JUL15BH	Boathouse - charter TV	07/08/2015	179.96	179.96	07/16/2015
		JUL15VIL	internet/ adm bldg	07/01/2015	149.99	149.99	07/02/2015
		JUN15BH	Boathouse - charter TV	06/08/2015	186.48	186.48	06/18/2015
		MILL RD	Line burial	06/11/2015	3,443.90	3,443.90	06/18/2015
	Total 17501				4,105.33	4,105.33	
17506	CELLCOM	534962	Cell phone - Administrator	06/05/2015	54.48	54.48	06/18/2015
			Cell phone - Marketing mgr.		54.48	54.48	06/18/2015
			Cellphone - Marina manager		44.49	44.49	06/18/2015
			Cellphone - Marina asst. manager		45.48	45.48	06/18/2015
			Cellphones - Parks employees		228.97	228.97	06/18/2015
		664627	Cell phone - Marketing mgr.	07/05/2015	54.72	54.72	07/16/2015
			Cellphone - Marina asst. manager		45.72	45.72	07/16/2015
			Cellphone - Marina manager		44.73	44.73	07/16/2015
			Cell phone - Administrator		54.72	54.72	07/16/2015
			Cellphones - Parks employees		230.92	230.92	07/16/2015
	Total 17506				858.71	858.71	
17509	CROWN TROPHY	8138	Trophies broomball	03/04/2015	195.40	195.40	07/02/2015
	Total 17509				195.40	195.40	
17519	COUNTRY WALK BP-AMOCO	1213	Village gas	06/30/2015	343.22	343.22	07/16/2015
	Total 17519				343.22	343.22	
17526	CUMMINS NPOWER LLC	802-26022	Generator inspection - fire station	07/02/2015	727.00	727.00	07/16/2015

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
Total 17526					727.00	727.00	
20007	DELTA DENTAL OF WIS	805760	Dental Insurance	06/22/2015	1,007.70	1,007.70	06/25/2015
Total 20007					1,007.70	1,007.70	
20399	DONOHUE & ASSOC	12032-46	Construction - Gateway Construction - Gateway	06/11/2015	450.00 675.00	450.00 675.00	06/25/2015 06/25/2015
Total 20399					1,125.00	1,125.00	
20443	DEATH'S DOOR MARINE INC	7915 REQUEST 3	sand Trucking invoice Beach Expansion	07/09/2015 06/26/2015	1,447.60 76,302.00	1,447.60 76,302.00	07/16/2015 07/16/2015
Total 20443					77,749.60	77,749.60	
20451	DOOR COUNTY HWY DEPT	40010822	Painting Sidewalk repairs - line burial.	06/08/2015	1,804.00 59,029.43	1,804.00 59,029.43	06/18/2015 06/18/2015
Total 20451					60,833.43	60,833.43	
20452	DOOR COUNTY IT DEPT	40010908	Admin Fee Tech Support - Village Tech Support - Marina	06/30/2015	9.86 179.43 67.16	9.86 179.43 67.16	07/16/2015 07/16/2015 07/16/2015
Total 20452					256.45	256.45	
20453	DOOR COUNTY CO-OP	75347	Grass seed - Restoration	06/17/2015	292.00	292.00	07/09/2015
Total 20453					292.00	292.00	
20457	DOOR COUNTY REGISTER OF DEEDS	B619	Recording fee	06/19/2015	30.00	30.00	06/25/2015
Total 20457					30.00	30.00	
20462	DOOR COUNTY HUMANE SOCIETY	AUGSBURGER	Memorial - Janal's mom	07/05/2015	50.00	50.00	07/09/2015
Total 20462					50.00	50.00	
20474	DOOR COUNTY DAILY NEWS.COM	15060285	Movies in the park	06/15/2015	1,872.00	1,872.00	06/25/2015
Total 20474					1,872.00	1,872.00	
20502	KATHY D ENQUIST	61615	Reimb for BOR training	06/16/2015	32.00	32.00	06/25/2015
Total 20502					32.00	32.00	
20504	EMPLOYER SERVICES LLC	E3945	Claims Management - HRA Health Insurance Policies	06/16/2015	3,150.00 11,096.86	3,150.00 11,096.86	06/25/2015 06/25/2015
Total 20504					14,246.86	14,246.86	
20505	EMPLOYEE BENEFITS CORP.	1257640 1262933 1262933A	Dependent Care - FSA Health Care FSA FSA fee Minimum Fee Benny Fee Minimum Fee	06/10/2015 05/31/2015 06/15/2015	433.82 294.00 50.00 2.25 2.25 50.00	433.82 294.00 50.00 2.25 2.25 50.00	07/16/2015 07/16/2015 06/18/2015 06/18/2015 06/18/2015 06/18/2015

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
		1281409	Dependent Care - FSA	07/13/2015	433.82	433.82	07/16/2015
			Health Care FSA		294.00	294.00	07/16/2015
	Total 20505				1,560.14	1,560.14	
20507	EAGLE MECHANICAL INC	62617	Test RP valves - Fire Station	06/26/2015	168.00	168.00	07/02/2015
		62707	Test RP valve Marina	05/19/2015	87.17	87.17	07/16/2015
			Test RP valve Maint. Bldg		87.17	87.17	07/16/2015
			Test RP valve TKH		87.16	87.16	07/16/2015
	Total 20507				429.50	429.50	
20512	EFTPS - ONLINE 941 PAYMENT	PR0620150	PRINT PAPER CHECK TO UPDATE GL /	06/25/2015	3,889.30	3,889.30	06/30/2015
			PRINT PAPER CHECK TO UPDATE GL /		909.58	909.58	06/30/2015
			PRINT PAPER CHECK TO UPDATE GL /		2,901.85	2,901.85	06/30/2015
		PR0627150	PRINT PAPER CHECK TO UPDATE GL /	06/30/2015	1,058.96	1,058.96	06/30/2015
			PRINT PAPER CHECK TO UPDATE GL /		247.66	247.66	06/30/2015
			PRINT PAPER CHECK TO UPDATE GL /		46.50	46.50	06/30/2015
		PR0704150	PRINT PAPER CHECK TO UPDATE GL /	07/09/2015	4,045.42	4,045.42	07/10/2015
			PRINT PAPER CHECK TO UPDATE GL /		946.08	946.08	07/10/2015
			PRINT PAPER CHECK TO UPDATE GL /		3,060.25	3,060.25	07/10/2015
	Total 20512				17,105.60	17,105.60	
20515	FERRELL GAS	1087735121	propane fire station	06/03/2015	321.21	321.21	07/09/2015
		1087775740	propane Library	06/08/2015	196.41	196.41	07/09/2015
	Total 20515				517.62	517.62	
20517	FLS BANNERS	76632	Rummage Sale Banner	05/08/2015	116.75	116.75	06/25/2015
			Car Show Banner		116.75	116.75	06/25/2015
			"No carry ins" banner		116.75	116.75	06/25/2015
	Total 20517				350.25	350.25	
20599	EVENSON LAUNDRY INC	690515	Entrance mats - Admin Bldg	05/21/2015	28.00	28.00	06/25/2015
			Entrance mats - Fire Station		72.00	72.00	06/25/2015
		691653	Entrance mats - Admin Bldg	06/16/2015	28.00	28.00	07/09/2015
			Entrance mats - Fire Station		72.00	72.00	07/09/2015
	Total 20599				200.00	200.00	
30609	FASTENAL	WISTU94166	Safety Equipment	06/11/2015	127.67	127.67	06/25/2015
		WISTU94577	Shop supplies	06/25/2015	5.92	5.92	07/09/2015
	Total 30609				133.59	133.59	
30701	FRONTIER	JUL15 - VIL	Admin Bldg phone	06/25/2015	145.08	145.08	07/02/2015
		JUL15-MARINA	Marina phone	07/07/2015	58.17	58.17	07/16/2015
		JUL15SPTSPLX	Sports Cplx phone	06/25/2015	95.72	95.72	07/02/2015
		JUN15MARINA	Marina phone	06/07/2015	62.23	62.23	06/18/2015
	Total 30701				361.20	361.20	
30704	GANNETT WI NEWSPAPERS	9049652	Legal notices - Village liquor notices	06/28/2015	34.66	34.66	07/16/2015
			Job notices - Parks		118.25	118.25	07/16/2015

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
Total 30704					152.91	152.91	
30706	GREAT LAKES SCUTTLEBUTT	533330	Marina ad - 2 issues	06/10/2015	1,100.00	1,100.00	07/16/2015
Total 30706					1,100.00	1,100.00	
30750	GOING CO INC	123964-615	recycling - Marina garbage - Marina	06/30/2015	40.90 677.56	40.90 677.56	07/09/2015 07/09/2015
		123997-615	recycle - Village garbage - Village	05/31/2015	611.33 8,177.97	611.33 8,177.97	06/25/2015 06/25/2015
		123997-615A	recycle - Village garbage - Village	06/30/2015	641.06 11,437.74	641.06 11,437.74	07/09/2015 07/09/2015
		125521-615	garbage - Parks Bldg	06/30/2015	129.29	129.29	07/09/2015
		325803-615	recycling - Fire Station	06/30/2015	48.10	48.10	07/09/2015
Total 30750					21,763.95	21,763.95	
30751	GREAT-WEST	PR0620150	Great West Deferred Comp. DEFERRED	06/25/2015	1,148.20	1,148.20	06/26/2015
			Great West Deferred Comp. EMPLOYER		336.80	336.80	06/26/2015
		PR0704150	Great West Deferred Comp. DEFERRED	07/09/2015	1,148.20	1,148.20	07/10/2015
			Great West Deferred Comp. EMPLOYER		336.80	336.80	07/10/2015
Total 30751					2,970.00	2,970.00	
31815	HERLACHE SMALL ENGINE INC	129369	weedwacker repair	06/24/2015	44.94	44.94	07/09/2015
Total 31815					44.94	44.94	
31825	HOLIDAY WHOLESALE	7377084	Coffee supplies - Marina	05/20/2015	222.40	222.40	06/18/2015
Total 31825					222.40	222.40	
34850	HOCKERS EXCAVATING INC	281	Post Office propane repair	05/29/2015	882.00	882.00	06/25/2015
		282	restoration for line burial	05/29/2015	1,200.00	1,200.00	06/25/2015
		311	Screened Top Soil - Beach	07/07/2015	1,800.00	1,800.00	07/16/2015
Total 34850					3,882.00	3,882.00	
40956	INNOVATIVE PRINTING LLC	19555	Launch Pass - Marina	06/30/2015	89.00	89.00	07/16/2015
		19575	Cards for boater transcient board	06/30/2015	45.00	45.00	07/16/2015
Total 40956					134.00	134.00	
40963	INSPECTION SPECIALIST LLC	MAY2015	Building Inspection	05/31/2015	139.50	139.50	06/18/2015
Total 40963					139.50	139.50	
40965	ISTHMUS PUBLISHING	7115	Ads - Sunsplash	07/01/2015	3,700.00	3,700.00	07/02/2015
Total 40965					3,700.00	3,700.00	
41001	MATTHEW JACKSON	SUNSPLASH	Reimb for Sunsplash signs	07/02/2015	3,900.00	3,900.00	07/08/2015
Total 41001					3,900.00	3,900.00	
41010	JERRY'S FLOWERS	688	Flowers - Village Beautification	06/30/2015	2,971.89	2,971.89	07/16/2015

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
Total 41010					2,971.89	2,971.89	
41090	JUNGWIRTH'S ACE HARDWARE	2294-615	Maintenance - Admin Bldg	06/30/2015	19.96	19.96	07/16/2015
			Maintenance - Village Hall		10.47	10.47	07/16/2015
			Maintenance - Pavilion		4.77	4.77	07/16/2015
			supplies - Office Parks		1.79	1.79	07/16/2015
			supplies - Custodial		15.98	15.98	07/16/2015
			supplies - Shop supplies		57.97	57.97	07/16/2015
			supplies - Memorial bench		9.49	9.49	07/16/2015
			Maintenance - Grounds		75.93	75.93	07/16/2015
			Maintenance - Grounds		57.45	57.45	07/16/2015
			Maintenance - Parks		20.43	20.43	07/16/2015
			Maintenance - Sports Complex		4.80	4.80	07/16/2015
			Maintenance - Vehicle		2.49	2.49	07/16/2015
			Maintenance - Equipment Village		9.99	9.99	07/16/2015
			Maintenance - Dock Building		65.46	65.46	07/16/2015
			Banners - Sledding Hill		14.32	14.32	07/16/2015
			BSD - Reconstruction		75.95	75.95	07/16/2015
			Due from SB Utility		12.99	12.99	07/16/2015
			Maintenance - Street		.99	.99	07/16/2015
		MAY15	Maintenance - Village Hall	05/31/2015	4.07	4.07	06/18/2015
			supplies - Shop supplies		10.09	10.09	06/18/2015
			Tools/Minor Equip - Village		30.98	30.98	06/18/2015
			recreational equip/splys		9.36	9.36	06/18/2015
			Maintenance - Parks		33.45	33.45	06/18/2015
			Maintenance - Sports Complex		5.78	5.78	06/18/2015
			Maintenance - Signs		6.63	6.63	06/18/2015
			Maintenance - Dock Building		55.02	55.02	06/18/2015
			Maintenance - Dock		13.98	13.98	06/18/2015
			Overhead line burial		11.99	11.99	06/18/2015
Total 41090					642.58	642.58	
41100	K-TECH	99431	Boathouse carpet cleaning	06/02/2015	223.30	223.30	06/25/2015
Total 41100					223.30	223.30	
41103	KANSAS CITY LIFE	21018-715	Disability Insurance	06/10/2015	410.20	410.20	06/18/2015
Total 41103					410.20	410.20	
41106	NICOLE KRAUEL	0008	Marina Mgr Contracted Services	06/15/2015	925.00	925.00	06/18/2015
		0009	Marina Mgr Contracted Services	06/22/2015	925.00	925.00	06/25/2015
		0010	Marina Mgr Contracted Services	06/29/2015	925.00	925.00	07/02/2015
		0011	Marina Mgr Contracted Services	07/06/2015	925.00	925.00	07/09/2015
		0012	Marina Mgr Contracted Services	07/13/2015	925.00	925.00	07/16/2015
Total 41106					4,625.00	4,625.00	
41205	LAMPERT'S LUMBER	20344822CM	CM drainage tile dog park	05/30/2015	67.98 -	67.98 -	07/09/2015
		20345206	Maintenance - Sports Complex	04/27/2015	5.29	5.29	06/18/2015
		20345226	supplies - Banners	04/27/2015	18.81	18.81	06/18/2015
		20345271	Maps	04/27/2015	13.50	13.50	06/18/2015
		20345293	Maintenance - Streets	04/28/2015	12.99	12.99	06/18/2015
		20346336	MInor Equipment	05/07/2015	119.98	119.98	06/18/2015
		20346573	Swim Bouys	05/11/2015	58.65	58.65	06/18/2015
		20346626	Beach Project	05/11/2015	3.91	3.91	06/18/2015
		20347419	Line Burial	05/19/2015	74.69	74.69	06/18/2015

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
		20347562	Maintenance - Street Signs	05/20/2015	22.99	22.99	06/18/2015
		20348124	Maintenance - Dock	05/23/2015	22.62	22.62	06/18/2015
		20349104	supplies - Misc Shop	06/03/2015	29.99	29.99	07/09/2015
		20349503	Maintenance - Marina Grounds	06/08/2015	16.75	16.75	07/09/2015
		20349561	Replace split rail fence	06/08/2015	161.53	161.53	07/09/2015
		20349618	Replace split rail fence	06/09/2015	34.92	34.92	07/09/2015
		20349920	Maintenance - Marina Grounds	06/11/2015	18.58	18.58	07/09/2015
		20350006	supplies - Misc Shop	06/11/2015	78.96	78.96	07/09/2015
		20350336	supplies - Shop office	06/15/2015	3.49	3.49	07/09/2015
			Maintenance - Street Signs		112.86	112.86	07/09/2015
		20350450	Memorial Bench Supplies	06/16/2015	78.20	78.20	07/09/2015
		20350480	Memorial Bench Supplies	06/16/2015	105.57	105.57	07/09/2015
		20350644	Maintenance - Marina Grounds	06/17/2015	23.46	23.46	07/09/2015
		20350770	Maintenance - Street Signs	06/18/2015	10.48	10.48	07/09/2015
		20350777	Replace split rail fence	06/18/2015	78.20	78.20	07/09/2015
		20351055	Crowd control fence	06/22/2015	333.84	333.84	07/09/2015
		20351221	Crowd control fence	06/23/2015	218.96	218.96	07/09/2015
		20351222	Crowd control fence	06/23/2015	228.00	228.00	07/09/2015
		20351333	Crowd control fence	06/24/2015	503.77	503.77	07/09/2015
		20351573	CM concrete mix	06/25/2015	39.10 -	39.10 -	07/09/2015
		62515	Crowd control fence	06/25/2015	173.20	173.20	07/09/2015
		Total 41205			2,457.11	2,457.11	
41212	ROBERT E LEE & ASSOC INC	69255	Premier to reimb Village	06/26/2015	5,641.99	5,641.99	07/02/2015
		Total 41212			5,641.99	5,641.99	
41316	MARCO INC	17256920	Public copies	07/13/2015	2.58	2.58	07/16/2015
			General copies		452.70	452.70	07/16/2015
			Marina copies		6.19	6.19	07/16/2015
			Utilities' copies		15.92	15.92	07/16/2015
			Utilities' copies		23.65	23.65	07/16/2015
			Utilities' copies		5.91	5.91	07/16/2015
			Fax		101.46	101.46	07/16/2015
		Total 41316			608.41	608.41	
41319	MAY'S SPORT CTR	114726	Toro lawnmower - blades	06/19/2015	95.70	95.70	07/09/2015
		Total 41319			95.70	95.70	
41320	MAXWELL J MCHUGH	62215	Reimb Marina custodial splys	06/22/2015	18.41	18.41	06/25/2015
		Total 41320			18.41	18.41	
42107	LA VINE'S ICE LLC	12402	Marina - ice	06/15/2015	36.00	36.00	06/18/2015
		12606	Marina - ice	06/29/2015	160.00	160.00	07/16/2015
		Total 42107			196.00	196.00	
51330	MINNESOTA LIFE	AUG15	Life Insurance -	07/07/2015	246.59	246.59	07/16/2015
		Total 51330			246.59	246.59	
51413	NSIGHT TELS SERVICES	IVC394	Line Burial	06/30/2015	20,035.86	20,035.86	07/16/2015

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
Total 51413					20,035.86	20,035.86	
51425	NORTH WOODS	95554	Custodial supplies	06/18/2015	360.52	360.52	06/25/2015
Total 51425					360.52	360.52	
61536	OFFICE DEPOT CREDIT PLAN	JUN15	Office Supplies - Village	06/30/2015	156.92	156.92	07/02/2015
			Paper /pens/etc - Marina		15.15	15.15	07/02/2015
			Paper /pens/etc - Marketing		4.00	4.00	07/02/2015
			Paper /pens/etc.		4.89	4.89	07/02/2015
			Paper /pens/etc. - Utilities		7.20	7.20	07/02/2015
			Paper /pens/etc. - Utilities		1.50	1.50	07/02/2015
Total 61536					189.66	189.66	
61547	ORKIN PEST CONTROL INC	10306371	spray Firestation	06/16/2015	77.88	77.88	07/16/2015
		103064267	carpenter ants - Info Booth	06/16/2015	80.96	80.96	07/16/2015
		13063057	spray Marina	06/16/2015	72.65	72.65	07/16/2015
		13063367	spray Admin Bldg	06/16/2015	77.32	77.32	07/16/2015
Total 61547					308.81	308.81	
61601	PAPER WORKS PLUS LLC	37272	Car show print	06/11/2015	1.99	1.99	06/25/2015
Total 61601					1.99	1.99	
61633	PINKERT LAW FIRM LLP	103	Premier Real Estate	05/31/2015	1,600.00	1,600.00	07/09/2015
			Jungwirth Ct /Johnson easement		880.00	880.00	07/09/2015
			General legal issues		298.63	298.63	07/09/2015
			Braun property purchase		400.00	400.00	07/09/2015
			Gokey re Mill Rd. property		150.00	150.00	07/09/2015
			Records request		175.00	175.00	07/09/2015
			Quarry lawsuit		575.00	575.00	07/09/2015
			West Capitol		100.00	100.00	07/09/2015
			Beach project		625.00	625.00	07/09/2015
			Downtown devel.		575.00	575.00	07/09/2015
			Mill Rd/DOT		300.00	300.00	07/09/2015
			Water Tower Impact Fees		150.00	150.00	07/09/2015
Total 61633					5,828.63	5,828.63	
61637	PITNEY BOWES	62515	Postage for Meter	06/25/2015	300.00	300.00	07/02/2015
		7255326-JN15	Term Rental - Village	06/30/2015	75.25	75.25	07/16/2015
			Term Rental - Marina		51.06	51.06	07/16/2015
			Term Rental - Utilities		12.71	12.71	07/16/2015
			Term Rental - Utilities		11.43	11.43	07/16/2015
			Term Rental - Utilities		2.64	2.64	07/16/2015
		JKP	Postage for Meter	06/16/2015	300.00	300.00	06/18/2015
		MB.	Postage for Meter	06/16/2015	200.00	200.00	06/18/2015
Total 61637					953.09	953.09	
61639	JASON POLECHECK	62715	Reimb for Marina BBQ music	06/27/2015	150.00	150.00	07/02/2015
Total 61639					150.00	150.00	
61640	QUALITY STATE OIL	921825	Fuel Oil - Village Hall	06/16/2015	726.03	726.03	06/25/2015
		921826	Fuel Oil - Old Fire Station	06/16/2015	167.99	167.99	06/25/2015

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
					894.02	894.02	
61963	PREMIER CONCRETE INC	1335813	Sister Bay Beach Expansion	07/09/2015	166,913.00	166,913.00	07/16/2015
					166,913.00	166,913.00	
61981	ROLYAN BUOYS	3631991	Swim Area Buoys	05/27/2015	517.08	517.08	06/25/2015
					517.08	517.08	
71909	SIGNATURE THREADS	1467	Uniforms - Marina summer crew	06/10/2015	493.00	493.00	06/18/2015
					493.00	493.00	
71914	SHOPKO STORES LLC	1862	Car show poker run	05/15/2015	20.88	20.88	06/25/2015
		3687	Flags for car show	05/22/2015	11.94	11.94	06/25/2015
		5766	Marina BBQ	06/25/2015	107.96	107.96	07/09/2015
		596	Car show picture frame	06/11/2015	4.79	4.79	07/09/2015
		6699	Marina BBQ	06/27/2015	138.27	138.27	07/09/2015
					283.84	283.84	
71920	SISTER BAY ADVANCEMENT	6915	reimb for car show ads	05/31/2015	484.50	484.50	06/18/2015
			reimb for recycling ad		165.75	165.75	06/18/2015
			reimb for recycling ad		99.45	99.45	06/18/2015
					749.70	749.70	
71925	SISTER BAY AUTO	69820	equipment battery	06/04/2015	56.75	56.75	07/09/2015
					56.75	56.75	
71926	SISTER BAY SEWER & WATER	1281	Staff time on stormsewer	06/30/2015	961.10	961.10	07/16/2015
			Staff time on stormsewer		113.09	113.09	07/16/2015
			Reimb for Diggers Hotline		14.00	14.00	07/16/2015
			Reimb for Ace Inv 181600		18.27	18.27	07/16/2015
			Consulting - BSD project		274.60	274.60	07/16/2015
					1,381.06	1,381.06	
71927	SISTER BAY/LIBERTY GROVE FIRE	QTR3	Support	07/01/2015	28,830.42	28,830.42	07/02/2015
					28,830.42	28,830.42	
71930	SISTER BAY/LIBERTY GROVE LIBRA	62	3rd Qtr Support	07/08/2015	7,605.50	7,605.50	07/16/2015
					7,605.50	7,605.50	
71931	SISTER BAY MOBIL	2014/2015	Village gas -	06/12/2015	1,298.19	1,298.19	06/25/2015
					1,298.19	1,298.19	
71982	CHRISTY SULLY	7615	Reimburse mileage	07/06/2015	39.10	39.10	07/09/2015
			Reimburse for photo copy		3.00	3.00	07/09/2015
					42.10	42.10	
71997	JANAL SUPPANZ	63015	reimb meals conference	06/30/2015	50.67	50.67	07/02/2015

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
			reimb Car Show exp		9.78	9.78	07/02/2015
Total 71997					60.45	60.45	
71998	SWANK MOTION PICTURES INC	1251173	3 movies	07/16/2015	636.00	636.00	07/16/2015
		1252968	July Movies SBAA	07/16/2015	627.60	627.60	07/16/2015
			July Movies		418.40	418.40	07/16/2015
		1252969	3 movies	07/16/2015	636.00	636.00	07/16/2015
Total 71998					2,318.00	2,318.00	
72017	3W DESIGN INC	12778	Marina fest	07/04/2015	843.75	843.75	07/16/2015
Total 72017					843.75	843.75	
72030	TUI PRODUCTIONS	27469	Reimb for Shepherd inv	07/09/2015	697.50	697.50	07/16/2015
		415001	Radio Spots	07/13/2015	4,985.00	4,985.00	07/16/2015
		415002	Shepherd Express Ads	07/13/2015	2,790.00	2,790.00	07/16/2015
		415003	Facebook Promotion Boosts	07/13/2015	1,500.00	1,500.00	07/16/2015
		51415	Reimb for Safe Ship inv	05/14/2015	100.00	100.00	06/18/2015
		52015	Reimb for Safe Ship inv	05/20/2015	315.00	315.00	06/18/2015
		60915	Reimb for Safe Ship inv	06/09/2015	125.00	125.00	07/02/2015
		62415	Reimb for Safe Ship inv	06/25/2015	500.00	500.00	07/02/2015
Total 72030					11,012.50	11,012.50	
72051	TRUGREEN*CHEMLAWN	35080815	Lawn treatment	06/30/2015	2,011.00	2,011.00	07/16/2015
Total 72051					2,011.00	2,011.00	
72997	VAN'S FIRE & SAFETY INC	4074025	Annual maint. - Admin Bldg	06/16/2015	8.59	8.59	07/02/2015
			Annual maint. - Old Fire Station		51.47	51.47	07/02/2015
			Annual maint. - Village Hall		51.47	51.47	07/02/2015
			Annual maint. - Sports Complex		51.47	51.47	07/02/2015
		4074026	Annual maint. - Marina office	06/16/2015	21.70	21.70	07/02/2015
			Annual maint. - Marina Boathouse		21.70	21.70	07/02/2015
			Annual maint. - Marina Docks		151.92	151.92	07/02/2015
Total 72997					358.32	358.32	
73003	VERIZON NORTH	06868585	Village phone - long distance	06/10/2015	29.18	29.18	06/18/2015
			Telephone - Marina		7.75	7.75	06/18/2015
		7803094	Village phone - long distance	07/10/2015	35.95	35.95	07/16/2015
			Marina Phone - long distance		1.51	1.51	07/16/2015
Total 73003					74.39	74.39	
81988	WARNER-WEXEL WHOLESALE	129919	custodial supplies - Village	06/04/2015	3,075.30	3,075.30	07/09/2015
		129920	custodial supplies - Marina	06/04/2015	1,255.38	1,255.38	06/18/2015
		130278	custodial supplies - Village	06/10/2015	75.84	75.84	07/09/2015
		130792	custodial supplies - Village	06/17/2015	79.66	79.66	07/09/2015
		131696	custodial supplies - Village	06/30/2015	69.36	69.36	07/09/2015
Total 81988					4,555.54	4,555.54	
82350	WI PUBLIC SERVICE	JUN	Street Lights	06/30/2015	2,095.74	2,095.74	07/02/2015
			Fire Station		712.36	712.36	07/02/2015
			Parks Lights		124.13	124.13	07/02/2015
			Sports Complex		242.28	242.28	07/02/2015

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Armt	Amount Paid	Date PD
			Dock		1,060.84	1,060.84	07/02/2015
			J Dock		158.28	158.28	07/02/2015
			Boathouse		99.80	99.80	07/02/2015
			Old Fire Station		160.48	160.48	07/02/2015
			Swale Pump		43.34	43.34	07/02/2015
			Admin Bldg		166.46	166.46	07/02/2015
			Village Hall		196.84	196.84	07/02/2015
			Bike Trail Lights		145.60	145.60	07/02/2015
Total 82350					5,206.15	5,206.15	
90107	NORA ZACEK	QTR -2	Reimb mileage	06/30/2015	40.25	40.25	07/09/2015
Total 90107					40.25	40.25	
99998	ONE TIME VENDOR	62715	Marina BBQ	06/27/2015	1,465.00	1,465.00	07/02/2015
		UMENT PRESS	Sunsplash - Ad	07/01/2015	2,000.00	2,000.00	07/16/2015
		REACTIVE SIGN	Van wrap - Sunsplash	07/07/2015	3,542.00	3,542.00	07/16/2015
		SAIL & POWER	Boater's safety training	06/26/2015	80.00	80.00	07/16/2015
		LEWAUNE FAIR	Booth rental for ticket sales	06/24/2015	250.00	250.00	07/16/2015
		MAXIMUM INK	Sunsplash Inv 2018	07/06/2015	1,390.00	1,390.00	07/16/2015
Total 99998					8,727.00	8,727.00	

Total Paid: 580,751.14  
 Total Unpaid:                     -  
 Grand Total:                     580,751.14

Dated: \_\_\_\_\_

Staff: \_\_\_\_\_

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
17506	CELLCOM	539386	cellphones	06/05/2015	43.49	43.49	06/17/2015
			cellphones		64.03	64.03	06/17/2015
			cellphones		13.29	13.29	06/17/2015
		669031	cellphones	07/05/2015	44.49	44.49	07/15/2015
			cellphones		65.50	65.50	07/15/2015
			cellphones		13.60	13.60	07/15/2015
Total 17506					244.40	244.40	
17528	CON-TRONIX ENVIRONMENTAL SERV	1936SB	computer support	05/31/2015	601.14	601.14	06/24/2015
			computer support		885.02	885.02	06/24/2015
			computer support		183.68	183.68	06/24/2015
Total 17528					1,669.84	1,669.84	
17540	CORROSION CONTROL	54682	lift station maintenance	06/30/2015	197.38	197.38	07/08/2015
		54715	lift station maintenance	07/07/2015	65.86	65.86	07/15/2015
		54740	lift station maintenance	07/10/2015	120.83	120.83	07/15/2015
Total 17540					384.07	384.07	
17600	CTW CORPORATION	22568	cl2 feed repair	06/12/2015	2,420.64	2,420.64	06/17/2015
		22609	chlorine feeder parts	07/10/2015	1,113.75	1,113.75	07/15/2015
Total 17600					3,534.39	3,534.39	
20008	DIGGERS HOTLINE INC	150638501 PP2	locater service - prepayment	06/10/2015	270.10	270.10	06/24/2015
Total 20008					270.10	270.10	
20010	RONALD M SMITH	JUNE 2015	lawn maintenance	06/30/2015	60.00	60.00	07/08/2015
			lawn maintenance		320.00	320.00	07/08/2015
			lawn maintenance		240.00	240.00	07/08/2015
Total 20010					620.00	620.00	
20014	DOOR COUNTY BROADBAND	40604	new router set-up	06/19/2015	203.40	203.40	07/08/2015
			new router set-up		299.45	299.45	07/08/2015
			new router set-up		62.15	62.15	07/08/2015
Total 20014					565.00	565.00	
20515	FERRELLGAS	29270	WWTP propane	06/03/2015	589.71	589.71	07/01/2015
Total 20515					589.71	589.71	
30400	FERGUSON WATERWORKS #1476	0168124	distribution parts - water	04/28/2015	1,117.00	1,117.00	07/08/2015
Total 30400					1,117.00	1,117.00	
30641	FRONTIER	JULY 2015	plant phones	07/01/2015	84.97	84.97	07/15/2015
			plant phones		84.97	84.97	07/15/2015
Total 30641					169.94	169.94	
30642	FRONTIER COMMUNICATIONS	7/2015	telemetry allocation	07/01/2015	1.28	1.28	07/08/2015
			telemetry allocation		1.28	1.28	07/08/2015
			telemetry allocation		.64	.64	07/08/2015
		JULY 2015	telemetry allocation	06/25/2015	56.80	56.80	07/01/2015

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
			telemetry allocation		56.80	56.80	07/01/2015
			telemetry allocation		28.40	28.40	07/01/2015
		JUNE2015	telemetry allocation	06/19/2015	5.44	5.44	06/24/2015
			telemetry allocation		5.44	5.44	06/24/2015
			telemetry allocation		2.72	2.72	06/24/2015
	Total 30642				158.80	158.80	
30750	GOING CO INC	JUNE 2015	WWTP rubbish disposal	06/30/2015	81.68	81.68	07/08/2015
	Total 30750				81.68	81.68	
31805	HAMMERSMITH TV	10067968	power supply for plant computer	05/31/2015	25.20	25.20	06/17/2015
			power supply for plant computer		37.09	37.09	06/17/2015
			power supply for plant computer		7.70	7.70	06/17/2015
	Total 31805				69.99	69.99	
31816	HAWKINS INC	3736938 RI	chemicals - Water	06/08/2015	127.75	127.75	06/17/2015
		3749204 RI	chemicals - WWTP	07/07/2015	744.49	744.49	07/15/2015
	Total 31816				872.24	872.24	
40950	INNOVATIVE PRINTING LLC	19594	cross connection forms	06/25/2015	121.50	121.50	07/08/2015
	Total 40950				121.50	121.50	
40963	ITU ABSORB TECH	6002261	WWTP laundry service	05/12/2015	75.37	75.37	06/17/2015
		6014317	WWTP laundry service	06/09/2015	75.37	75.37	07/08/2015
	Total 40963				150.74	150.74	
41005	STEVEN JACOBSON	JUNE 2015	postage	06/30/2015	29.95	29.95	07/08/2015
			mileage		51.34	51.34	07/08/2015
			mileage		62.40	62.40	07/08/2015
			mileage		22.13	22.13	07/08/2015
			mileage - Green Bay DOT re: BSD		46.48	46.48	07/08/2015
			mileage - Green Bay DOT re: BSD		46.48	46.48	07/08/2015
			mileage - re: BSD Stormsewer		23.24	23.24	07/08/2015
			mileage - re: Village stormsewer		2.89	2.89	07/08/2015
	Total 41005				284.91	284.91	
41090	JUNGWIRTH'S ACE HARDWARE	JUNE 2015	tools - transmission & distribution	06/30/2015	15.43	15.43	07/08/2015
			misc. other supplies T&D op		3.99	3.99	07/08/2015
			cleaning supplies		27.98	27.98	07/08/2015
			tools		24.84	24.84	07/08/2015
			lawn maintenance		16.99	16.99	07/08/2015
			WWTP structure maintenance		54.62	54.62	07/08/2015
			WWTP equipment maintenance		92.14	92.14	07/08/2015
			main lift station		80.40	80.40	07/08/2015
			tools		8.18	8.18	07/08/2015
			lawn maintenance		16.99	16.99	07/08/2015
			lift station/force main maint		6.49	6.49	07/08/2015
		MAY 2015	due from VofSB - comm garden	05/31/2015	18.27	18.27	06/17/2015
			distribution parts		6.38	6.38	06/17/2015
			tools - transmission & distribution		3.99	3.99	06/17/2015
			misc. other supplies T&D op		3.99	3.99	06/17/2015
			lawn maintenance		39.98	39.98	06/17/2015

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
			water plant maintenance		10.44	10.44	06/17/2015
			hydrant maintenance		67.88	67.88	06/17/2015
			vehicle maintenance		4.31	4.31	06/17/2015
			cleaning supplies		23.98	23.98	06/17/2015
			misc. other supplies		26.97	26.97	06/17/2015
			WWTP structure maintenance		4.99	4.99	06/17/2015
			WWTP equipment maintenance		27.32	27.32	06/17/2015
			vehicle maintenance		6.35	6.35	06/17/2015
			collection system maintenance		18.77	18.77	06/17/2015
			vehicle maintenance		1.32	1.32	06/17/2015
Total 41090					612.99	612.99	
41196	LAKESHORE WASTE SYSTEMS INC	40370	sludge - hauling	06/03/2015	868.00	868.00	06/17/2015
Total 41196					868.00	868.00	
41198	ROBERT LANG	JULY 2015	safety equip - shoes	07/04/2015	36.00	36.00	07/15/2015
			safety equip - shoes		53.00	53.00	07/15/2015
			safety equip - shoes		11.00	11.00	07/15/2015
Total 41198					100.00	100.00	
41205	LAMPERT'S	20349827	Water repair - blacktop patch	06/10/2015	37.94	37.94	07/01/2015
		20351525	WWTP structure maintenance	06/25/2015	5.94	5.94	07/01/2015
Total 41205					43.88	43.88	
51435	NORTH WOODS SUPERIOR CHEMICAL	95606	chemicals	06/18/2015	38.94	38.94	06/24/2015
			chemicals		57.34	57.34	06/24/2015
			chemicals		11.90	11.90	06/24/2015
		96118	chemicals - water	06/23/2015	188.36 -	188.36 -	07/01/2015
			chemicals Main LS		60.90 -	60.90 -	07/01/2015
			collection system chemicals		12.64 -	12.64 -	07/01/2015
		96399	collection system chemicals	06/26/2015	765.17	765.17	07/01/2015
Total 51435					611.45	611.45	
51436	NORTHERN LAKE SERVICES INC	277057	WWTP sample testing	06/15/2015	18.00	18.00	06/17/2015
Total 51436					18.00	18.00	
51550	PATRICK JOHNSON	JUNE 2015	work shoes	06/12/2015	36.00	36.00	06/17/2015
			work shoes		53.00	53.00	06/17/2015
			work shoes		11.00	11.00	06/17/2015
Total 51550					100.00	100.00	
61977	STURGEON BAY UTILITIES	010100	sludge processing	06/10/2015	1,120.00	1,120.00	06/17/2015
Total 61977					1,120.00	1,120.00	
71905	MIKE SCHELL	2015 MAY	shoes	05/30/2015	36.00	36.00	06/17/2015
			shoes		53.00	53.00	06/17/2015
			shoes		11.00	11.00	06/17/2015
Total 71905					100.00	100.00	
71922	TOP SHELF CAFE & GOURMET	10938	UPS shipping	06/03/2015	25.92	25.92	07/08/2015

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
Total 71922					25.92	25.92	
71925	SISTER BAY AUTO	69768	trailer lamp	06/04/2015	21.95	21.95	07/08/2015
			trailer lamp		32.30	32.30	07/08/2015
			trailer lamp		6.71	6.71	07/08/2015
		69999	'03 Chevy oil change	06/19/2015	18.63	18.63	07/08/2015
			'03 Chevy oil change		27.42	27.42	07/08/2015
			'03 Chevy oil change		5.69	5.69	07/08/2015
		70000	'07 Ford oil change	06/19/2015	27.29	27.29	07/08/2015
			'07 Ford oil change		40.17	40.17	07/08/2015
			'07 Ford oil change		8.34	8.34	07/08/2015
		70003	'01 Ford oil change	06/19/2015	19.69	19.69	07/08/2015
			'01 Ford oil change		28.99	28.99	07/08/2015
			'01 Ford oil change		6.01	6.01	07/08/2015
Total 71925					243.19	243.19	
71931	SISTER BAY MOBIL	2014/2015	vehicle fuel allocation - W	06/23/2015	351.09	351.09	06/24/2015
			vehicle fuel allocation - WW		521.61	521.61	06/24/2015
			vehicle fuel allocation - C		130.40	130.40	06/24/2015
			equipment fuel allocation - W		5.19	5.19	06/24/2015
			equipment fuel allocation - WW		7.71	7.71	06/24/2015
			equipment fuel allocation - C		1.93	1.93	06/24/2015
Total 71931					1,017.93	1,017.93	
72053	POSTMASTER	2TR 2015 BULK	quarterly billing - SB	07/07/2015	148.75	148.75	07/07/2015
			quarterly billing - SB		89.25	89.25	07/07/2015
			quarterly billing - SB		59.50	59.50	07/07/2015
			quarterly billing - LG		23.45	23.45	07/07/2015
			quarterly billing - LG		23.45	23.45	07/07/2015
Total 72053					344.40	344.40	
72054	USA BLUEBOOK	677060	distribution system parts	06/22/2015	468.78	468.78	07/01/2015
Total 72054					468.78	468.78	
72997	VAN'S FIRE & SAFETY	4074392	inspect and repair extinguishers	06/26/2015	22.54	22.54	07/08/2015
			inspect and repair extinguishers		58.50	58.50	07/08/2015
			inspect and repair extinguishers		5.96	5.96	07/08/2015
Total 72997					87.00	87.00	
73007	VOIGHT'S COUNTY WALK BP	1210	vehicle fuel allocation	05/31/2015	158.96	158.96	06/17/2015
			vehicle fuel allocation		236.17	236.17	06/17/2015
			vehicle fuel allocation		59.04	59.04	06/17/2015
		1220	vehicle fuel allocation	06/30/2015	42.08	42.08	07/15/2015
			vehicle fuel allocation		62.51	62.51	07/15/2015
			vehicle fuel allocation		15.63	15.63	07/15/2015
Total 73007					574.39	574.39	
80025	WI RURAL WATER ASSOC	W1117	membership dues	07/01/2015	40.00	40.00	07/08/2015
Total 80025					40.00	40.00	
82350	WI PUBLIC SERVICE	06625484-00000	electricity - water system	06/23/2015	892.23	892.23	07/01/2015

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
			electricity - wastewater plant		4,542.26	4,542.26	07/01/2015
			electricity - lift stations		344.01	344.01	07/01/2015
			electricity - info booth		.00		
Total 82350					5,778.50	5,778.50	
82351	WIS PUBLIC SERVICE	JUNE 2015	Well #3 - LGUD	06/12/2015	212.84	212.84	06/17/2015
			Well #3 - Sister Bay		638.52	638.52	06/17/2015
Total 82351					851.36	851.36	

Total Paid: 23,910.10  
Total Unpaid: -  
Grand Total: 23,910.10

Dated: \_\_\_\_\_

Staff: \_\_\_\_\_



## Village of Sister Bay BOARD REPORT

**Meeting Date 07/21/15**

**Item No.: 9**

### Activities:

Line Burial-Work on the Bay Shore Dr. Line Burial project is substantially completed. Crews from WPS will still need to remove the temporary lighting that is present at the end of the DOT project, after decorative lighting is installed. We will need to inspect and complete any remaining restoration in the summer of 2016, after DOT has completed its work, and the disturbed areas have had time to settle. We do not have a final cost for the project, and anticipate billing to be completed by September. This project is likely to have exceeded original estimates by approximately \$100,000.

Sledding Hill- Work starts and stops on the project, largely around the Beach and excavation of materials there. Roughly 1000 yards of cobble still needs to be removed from the beach to make way for the new sidewalk. Hockers will complete this project after the Beach has been completed.

Beach- The anticipated substantial completion date for the project is August 6. The project was scheduled for an approximate \$165,000 cost under-run. The Parks Committee decided to use approximately \$105,000 of these monies to construct a reclaimed paver sidewalk around the entire beach, using pavers that would have been destroyed by the installation of the new Mill Rd. West Parking lot (DOT Staging Area). Staff had to make urgent decisions (with consultation with the Village President) concerning grading on 7/17/15. The cost of these changes is unknown at this time, and were made to preserve seating area at the Sister Bay Stage. We still have outstanding litigation risk from the DNR as well as the Sister Bay Yacht Club.

Sunsplash- Sunsplash is scheduled to take place on August 7<sup>th</sup> and 8<sup>th</sup>. As of this writing, all media from the Department of Tourism JEM Grant had been placed (\$25,500 grant and \$5800 local match). Vendors are heavily beginning to call, and ticket sales have increased steadily. Due to a restriction in the grant, no advertising could be placed until July 1. It has been interesting to see how much action has taken place since that date.

Niagara Ridge- Construction is underway, and we look forward to 36 new apartments soon.

Harbor View-Preliminary plans have been reviewed by Plan Commission, and I am in possession of a re-submittal for review at the July 28<sup>th</sup> meeting.

Stony Ridge- Mr. Garot has not met deadlines agreed to in the development agreement. Engineering work has been completed. An email from 7/14 to him and his expeditor has not been returned. A cease and desist order was served by I and the State Building Inspector on one of Mr. Garot's condo properties that was sold and subsequently occupied without final state inspection, or a certificate of occupancy issued by our offices.

Personnel- The search for a new finance director will resume with advertising being placed again at the end of July. Also, a Parks Department employee is on medical leave for 3-4 months. Joe Balderotta will return as Ice Rink Manager this coming season, and will begin preparation work appropriately.

Marina- Significant accounting issues are being worked through. The good news is that sales look to be up substantially across all categories. The "Marina Guest Events" have been a huge success with guests, and

17 reported coming for, or staying extra nights because of our Fish Boil on 7/15. Our final advertising piece is scheduled to go out at the end of July to target early fall boaters.

Marketing- Movies in the Park are a project that we need to run for a full year to determine best fit programming. Willy Wonka had approximately 120 attendees. Night of the Living Dead, 56. Crybaby, a SBAA film, had 28. We will know how better to select programming after our run this year.

Other marketing efforts center around Marinafest, and the Ice Rink.

We have rebuilt the Village's website, [www.sisterbaywi.gov](http://www.sisterbaywi.gov) some kinks still need to be worked out technically, and we await the County IT department to be able to complete those (issues with our internal server).

We have written a newsletter, and recommend that the Board approve funding to complete one of those each quarter. The Summer 2015 letter is being sent as a promotion for Sunsplash and Marinafest and covered with funds from those areas. It is attached, and staff would love to see a column rotated as a message from our elected officials....something like "representatives message". Staff has also started to look into a "neighborhood ombudsman" program.

**Fiscal Impact:** unknown for the future.

Respectfully submitted,

Zeke Jackson  
Village Administrator

WWW.SISTERBAYWI.GOV

Village of Sister Bay  
2383 Maple Dr  
Sister Bay, WI, 54234

For questions or concerns, contact Village Administrator Zeke Jackson  
Contact: zeke.jackson@sisterbaywi.gov



Unplug and Play in Sister Bay

## Marinafest set to Expand

Marinafest is long anticipated each year by boating enthusiasts and those that love life by the water each year. On Labor Day weekend for many years, the Sister Bay Marina has "given back" to the community through the annual production of Marinafest. It is also an event at which many of our community's non-profit organizations raise a substantial portion of the funds that allow them to operate and deliver the services that are in need in our community.

In an effort to make the event more sustainable, and to attract more visitors to the Village, Marinafest will expand this year to a two day event, spanning both Saturday and Sunday of Labor Day weekend. The first day will feature the classic set up that we have all come to love

and expect from Marinafest: live music, food and beverages from area nonprofits, a performance by the Waterboard Warriors...and an even-



ing capped off with a fireworks show. This year, a second day of celebration will continue the fun,

focusing on the logging and maritime heritage of Sister Bay. DLW-Timberworks Logging Show Ltd. will put on a display competition featuring log rolling, speed sawing and many other timbersports events spread throughout the day.

Look forward to more awesome food and fun on the second day. The Village is soliciting additional vendors, childrens entertainers, a petting zoo and carnival rides to fill out the event this year.

www.sisterbaywi.gov

# Sister Bay Newsletter



Summer, 2015

## Sister Bay Beach

After receiving approval for \$534,285 in grant monies, and many months of hard work, the Sister Bay Beach project is scheduled for substantial completion just in time for the July 4th weekend. The Project was originally scheduled for completion in May, however, a lengthy grant approval process as well as additional DNR requirements to protect the Bay were imposed, delaying the project for months. Despite delays, the project is

scheduled to come in under budget by approximately \$15,000. Mike Kahr of Death's Door Marine has been on the scene, putting in many hours of overtime to bring the project to fruition as quickly as possible. At the suggestion of the citizens, the Village approved a change order on the project to include a 6' sidewalk, built from reclaimed pavers from the old Helm's Cottage property. The Parks Com-

mittee has approved the relocation of volleyball nets to the beach, and approved a contract with the YMCA to run a series of pickup Volleyball games. Daycampers from the YMCA camp at the Village Hall will begin kayak lessons on the new beach on July 15. Other Beach programming will include yoga classes offered by Alyssa Jacobson of Bodyworks Yoga.



### Inside this issue:

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## Midwest Sunsplash

A new music festival is coming to Sister Bay to celebrate the opening of our (almost) completed waterfront park. Scheduled for August 7-8, just before school starts back for the 2015-2016 year, Sunsplash is planned to be a fun, family event targeted to 25-45 year olds with active families. With tourism being

the 2nd biggest industry in the state, and the single biggest industry in Sister Bay, The Wisconsin Department of Tourism recognized the need of Sister Bay to attract up and coming generations of tourists by awarding a \$25,550 grant to promote the event in select markets. With a lineup of 9 acts from

across 3 states, there is something for everyone to appreciate. Scheduled for the same weekend as our long-running Festival of the Arts, it is sure to engage the senses of all that attend. Tickets start at \$30 and are available at [www.midwestsunsplash.com](http://www.midwestsunsplash.com)

## Bay Shore Drive Reconstruction Project

The culmination of a multi year planning effort, the HWY 42/Bay Shore Drive Reconstruction Project by the Wisconsin Department of Transportation, completes all of the major public works projects in our downtown.

The Project will include:

- An upgraded, 54" Storm Sewer Main and Connecting Laterals
- Widened 6' Sidewalks
- Multi-Purpose "Bike" Lane
- Decorative Street Lighting
- An Enhanced, Steel Reinforced, Concrete Road Base
- Colored Concrete Crosswalks

The project is scheduled to be com-

pleted in May of 2016.

Vinton Construction is the successful bidder for the work, and in the company's 65 year history "has never been late on the job, nor has paid one cent in liquidated damages for being late" in a statement by Vinton President, Jim Maples.

The concrete road base is expected to have a 50 year life span, ensuring that this is truly a once in a lifetime experience for most members of the community. Work will begin with HWY 57 in July and August, then will move over to the top of the hill on HWY 42 for September and October. Block by block closures of Bay Shore Drive will occur between Labor Day and Pumpkin Patch weekends. Vinton will completely repave the road surface with tempo-

rary asphalt to help the community deal with the extraordinary traffic flow from Pumpkin Patch weekend through Fallfest Weekend, after which time, Vinton will work in the downtown until winter closure (anticipated late November). Construction will start again in Spring (March, hopefully) and continue until project completion in May of 2016. For the downtown work periods, northbound traffic will continue, and detour routes will be posted.

For updates and traffic information, please visit:

<http://projects.511.gov/wis42/>

## Overhead Utility Line Burial

Legend has it that in 1973, the Village Board inquired into the idea of burying all of the lines located on utility poles throughout the Downtown. At the time, the project was estimated to cost over \$70,000. Being more concerned with the new Water and Sanitary Sewer systems, the Board elected to place the project on hold. In 2015, over 30 years later, the Village has completed a major milestone in enhancing aesthetic beauty, reduced hazards to loss of power, and promoting economic develop-

ment by burying all overhead utility lines. The Village Board and Staff have worked diligently to balance the public demand for completion of projects from the Downtown Redevelopment Plan, with the associated costs of rapid implementation. Over the last two years,

the Village has sold \$890,000 in real estate, earmarked to pay for this project, as well as placed an additional \$100,000 into the Village's Capital Savings accounts; based on original engineering estimates, these monies will almost completely pay for the project.

*Sitting in the "Coffee Klutch" in 1973, Greg Diltz recalls "Big Dave Anderson told me it would be ridiculous to pay \$78,000 to bury the Overhead lines...the same year I bought a new Ford for \$5000"*

## Sledding Hill

The Sister Bay Sledding Hill is taking shape at the Sister Bay Sports Complex. Originally conceived as a long term capital project, the hill got a boost up on the implementation timeline when the beach project needed to find ways to save on costs. The Parks Committee was faced with a dilemma: Ship the excavated material from the Beach to a fill site at a cost of over

\$40,000, or, put the material up at the sports complex to make a sledding hill. The hill was an excellent way to save money, and to provide an addition to the Sports Complex for winter users., so the Parks Committee made the decision to move ahead with its installation. When finished, the hill will be covered with grass, and will grade to a safety stop should users go to fast.



## Movies in the Park

This summer, get ready for something else new on the Sister Bay Waterfront. In an effort to further distinguish ourselves from the other communities in Door County, the Village Marketing Committee has purchased a 20' outdoor movie screen and projector set in order to put on "Movies in the Park".



Schedule			
7/11	Willy Wonka	9/5	Pirates of the Caribbean
7/15	Cry Baby	9/12	American Flyers
7/18	Houseboat	9/19	Freaks
7/25	Annie Hall	9/26	Casablanca
7/29	Jaws		
8/1	Goonies		
8/12	The Men Who Stare at Goats		
8/15	Blazing Saddles		
8/22	Neverending Story		
8/29	Caddyshack		

All movies will start at sunset in waterfront park. For movies with ratings higher than PG-13, or for inclement weather, movies will be shown inside the Village Hall. Movies were selected to have a wide range of appeal across demographic groups for the season, with selections coming from the SBAA and Village. For more info, please visit [www.cometosisterbay.com](http://www.cometosisterbay.com)

## Dog Park

The Sister Bay Dog Park is an amenity that is appreciated by residents and visitors alike. During the last week of June, Dog Park regulars got together at the Sister Bay Historical Society for fellowship around a potluck lunch. These kinds of meeting are touching in that it shows the level of community engagement that we have in Sister Bay.....and it's going to the dogs in a good way! The Dog Park receives a phenomenal amount of use, going through approximately \$2000 in disposal

costs annually; the visitors there certainly are being good neighbors by cleaning up after themselves. In spring, the Parks Department installed a French drain and gravel through the park to help keep the area dry, a much needed improvement. Also, a donation box was fabricated by Steve Mann and the Parks Crew. To date, \$985 has been collected in donations for the Dog Park.

*"To catch the reader's attention, place an interesting sentence or quote from the story here."*

## Finance Director, Neuman Retires

Juliana Neuman came to work for the Village of Sister Bay over eight years ago. She was hired by then Administrator, Bob Kufirin, to handle the Utilities billing, and other related matters. Ms. Neuman's attention to detail and sharp mind for figures placed her at the top of the list of candidates when the Village

decided to expand its administrative capacity by hiring a Finance Director. Ms. Neuman was appointed to the post, and has been responsible for handling the Village's payables, receivables, and working with the Finance Committee, Village Board, Village Administrator, and Department Heads to develop and

implement the Village's annual budget. As the first Village's first and only Finance Director, Ms. Neuman has been responsible for enhancing accountability and record keeping. She has done an outstanding job for the community, and will be greatly missed. Good luck in retirement Juliana!



## Village of Sister Bay BOARD REPORT

**Meeting Date 07/21/15**

**Item No.: 9**

**Recommendation:** We should distribute a community input survey, and consider next steps following completion of major projects.

**Background:** The first step in any public planning initiative is to determine from as broad of a base of citizens and users how they perceive the current and future state of things in our community. The attached, draft, 2015 Citizen Survey seeks to determine a base level of data on a number of parameters in order to discern how the public perceives our community, and what we should be doing to develop public policies as well as implementation of them.

As we consider projects over the next 5 years, especially given our current debt load, we should take on no more than can be paid for from cash on hand, or with anticipated revenues from asset sales, or General Fund Revenue sources such as taxes. There is roughly a \$300,000 reduction in annual debt service costs anticipated in FY 2020. At that time, we will be able to take on that level of short term debt service payments without any noticeable impact to the taxpaying public.

This time period would be fruitful for debt refinancing, accelerated payoff, or capital projects that have languished when opportunity cost of completing the Waterfront, BayShore Dr. and Redevelopment Projects became attractive.

Much Village Infrastructure is in need of evaluation. Many of our roads have not been repaired in decades:

1976-S. Spring  
1961-Bluffside  
1985-Sunset Dr.  
1987-Sunny Ct.  
1990-Forest Ln.  
1995- Mill Rd. (Woodcrest to Fire Station)

Some of these roads have associated Storm Sewer infrastructure that has gone without maintenance since installation, or has been minimally maintained (such as the event of a cave in/pipe failure on Bluffside in 2014).

While we should be incredibly proud of the projects we have recently completed, the job of growing and maintaining a community is never over, and beginning the planning process for our next five years of action should be our focus in 2016.

**Fiscal Impact:** unknown for the future.

Respectfully submitted,

Zeke Jackson  
Village Administrator



## 2015 Stakeholder Survey

Thank you for your participation in this survey. Please take a few minutes to share your opinion. All answers will remain completely confidential and anonymous- no personal information will be shared.

**1. First, think about the Sister Bay Village Government and rate it on the following attributes, using a scale from 1 to 5, where 1 means "Poor" and 5 means "Excellent"**

	"Poor"	1	2	3	4	5	"Excellent"
Has leaders that are trustworthy	<input type="checkbox"/>						
Offers services that are well managed	<input type="checkbox"/>						
Has Employees that are well trained	<input type="checkbox"/>						
Ensures quality neighborhoods	<input type="checkbox"/>						
Is open to citizen ideas and involvement	<input type="checkbox"/>						
Drinking Water Quality	<input type="checkbox"/>						
Stormwater Control	<input type="checkbox"/>						
Garbage Collection	<input type="checkbox"/>						

**2. Rate the Economic Health of Sister Bay on the following aspects:**

	1	2	3	4	5
Cost of living	<input type="checkbox"/>				
Affordability of housing	<input type="checkbox"/>				
Stability of property values	<input type="checkbox"/>				
Strength of local economy	<input type="checkbox"/>				
Quality of jobs	<input type="checkbox"/>				

3. Rate the following services in terms of priority, with 1 being “low priority”, and 5 being “high priority”:

	1	2	3	4	5
Parks and Recreation	<input type="checkbox"/>				
Economic Development	<input type="checkbox"/>				
Utilities	<input type="checkbox"/>				
Roads	<input type="checkbox"/>				
Festivals and Events	<input type="checkbox"/>				
Internet	<input type="checkbox"/>				

4. On a scale where 1 is “strongly disagree” and 5 is “strongly agree”, to what degree do you agree or disagree that Sister Bay is:

	1	2	3	4	5
A safe place to live	<input type="checkbox"/>				
Enjoyable place for children	<input type="checkbox"/>				
Enjoyable place for young adults	<input type="checkbox"/>				
Enjoyable place for Senior Citizens	<input type="checkbox"/>				
Enjoyable place for everyone else	<input type="checkbox"/>				
A great place to live	<input type="checkbox"/>				
A great place to have a business	<input type="checkbox"/>				
A safe place to bike and walk	<input type="checkbox"/>				
A safe place to walk at night	<input type="checkbox"/>				
A perfect community for me	<input type="checkbox"/>				

5. Compared to 5 years ago, would you say the following have Gotten Worse, Stayed the Same or Gotten Better? Rate 1 as “Gotten Much Worse” and 5 as “Gotten Much Better”.

	1	2	3	4	5
The quality of life on your street	<input type="checkbox"/>				
The “business friendliness” of government	<input type="checkbox"/>				
The image of Sister Bay in Door County	<input type="checkbox"/>				

6. Like all families, the Village of Sister Bay needs to live within its budget. What this means in planning for the Village Budget is the need to establish priorities. In recent years, the prioritization process has become more challenging due to levy limits. Going forward, revenues to fund core Village services (taxes, fees, ect.) may not keep pace with the cost of providing such services. If revenues were not adequate to maintain Village services at current levels, please indicate the budgeting strategies or approaches that you would support for each of the services listed below. (Mark all that apply).

	Reduce Service Level	Raise Taxes	Raise User Fees	Combine with another town	Privatize/Contract
Utilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Festivals/Events	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trash Service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Affiliate Organizations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Parks Maintenance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Road Maintenance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Economic Development	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marina	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

7. If Sister Bay were to tackle new projects over the next 5 years, which projects would you think were the most important, with "1" being "least important" and 5 being "most important"

	1	2	3	4	5
Road Maintenance	<input type="checkbox"/>				
Village Hall Remodeling	<input type="checkbox"/>				
Marina Docks	<input type="checkbox"/>				
Marina Fuel System	<input type="checkbox"/>				
Storm Sewer System	<input type="checkbox"/>				
Road Repair	<input type="checkbox"/>				
Public Wifi	<input type="checkbox"/>				
Enhanced Dog Park	<input type="checkbox"/>				
Festivals and Events	<input type="checkbox"/>				
Reducing Debt	<input type="checkbox"/>				

8. What do you feel are the greatest challenges that Sister Bay faces “1” being “least challenging” and 5 being “most challenging

	1	2	3	4	5
Aging Infrastructure	<input type="checkbox"/>				
Aging Population	<input type="checkbox"/>				
Workforce Housing	<input type="checkbox"/>				
Internet	<input type="checkbox"/>				
Public Parking	<input type="checkbox"/>				
Lack of Renewable Energy	<input type="checkbox"/>				
Water Quality of Bay	<input type="checkbox"/>				
Property Values	<input type="checkbox"/>				
Festivals and Events	<input type="checkbox"/>				
Public Debt Level	<input type="checkbox"/>				

9. Demographic Information (optional) Please tell us about yourself, circle the appropriate answer:

Yearly Household Income: Less than \$25,000 \$25,001-49,999 Over \$50,000

Do you own or rent your residence: Own Rent

Approximately how many years have you been a resident of Sister Bay: 0-5 Over 5

Are you, or anyone in your home younger than 50 years old: Yes No

Are you, or anyone in your home younger than 25 years old: Yes No

Do you own a business in Sister Bay: Yes No

Do you currently work in Sister Bay: Yes No

Your Crazy Idea for Sister Bay: \_\_\_\_\_

**Thank you** for your help in making Sister Bay a better community for all of us to call home. Your opinion is important to us in making decisions about the future of our Town. Please return this survey to the Administrative Offices, or mail to PO Box 769 Sister Bay, WI 54234.

**Door County Economic Development Corporation  
Board of Directors Meeting  
11:30 a.m., Monday, June 8, 2015  
at DOOR COUNTY BUSINESS DEVELOPMENT CENTER**

*The Door County Economic Development Corporation is a public/private partnership dedicated to improving the economic vitality of the County and its residents.*

**Minutes**

**I. Call to order**

Mike Baudhuin called the meeting to order at 11:46 a.m.

**Directors Present:** Kathy Schultz, Thad Birmingham, Jan Campbell, Scott Baker, Leslie Gast, Patti Vickman, Mike Baudhuin, Darren Voigt, Jerry Worrick and Ron Flittner.

**Ex-Officio Directors Present:** Bill Chadoir, Cheryl Tieman, Jim Stawicki, Rob Burke, Pam Seiler and Jack Money penny.

**Not Present:** Charles Brann, Steve McNeil, Grant Thomas, Zeke Jackson and Dale Swanson.

**Others Present:** Sam Perlman and Paula Sullivan – DCEDC, Cora Baudhuin - Wiretech, Susan Kohout and Greg Meissner – Sister City Delegation.

**II. Adoption of Agenda**

**Kathy Schultz made a motion to accept the Agenda. Darren Voigt seconded. Motion Carried.**

**III. Action**

**A. Adoption of Minutes of Previous Meeting, May 11, 2015.**

**Scott Baker made a motion to accept the minutes from the May 11, 2015 board meeting. Jan Campbell seconded. Motion carried.**

**B. Treasurer's Report**

**1. Consideration: May 2015 Financial Report.**

Leslie Gast presented the financial reports for the month of May 2015.

**Darren Voigt made a motion to accept the May 2015 financial reports. Scott Baker seconded. Motion carried.**

**2. Major Purchases – Insight Ad - \$775.00 (included in the Budget)**

**Kathy Schultz made a motion to accept the purchase of the Insight Ad. Ron Flittner seconded. Motion carried.**

**C. Consideration: Investment Committee Recommendation**

Bill summarized the meeting of the investment committee held directly before this board meeting. Our investment advisor recommended moving some funds from the Harford Midcap fund to American Funds Euro Pacific fund to take advantage of growing international markets. Bill also mentioned that funds to cover the DC YPN – if approved – would need to come from the Board Designated Funds.

The following was recommended by the investment committee:

“Greg Stephan made a motion to withdraw \$10,000 from the Moderate to Aggressive funds – approximately 10% from each fund, to fund the Young Professional Network Contract if approved by the DCEDC Board of Directors. Further the motion states that \$15,000 should be moved from the Harford Midcap Fund to the American Funds – Euro Pacific fund. Realizing and accepting the fact that the fund balances are slightly outside of the risk tolerance guidelines set in the Investment Policy. Jim Stawicki seconded. Motion carried.”

**Scott Baker made a motion to approve the Investment Committee’s recommendation as presented. Patti Vickman seconded. Motion carried.**

**D. Consideration: Door County Young Professionals Network (YPN)**

**1. Accept \$1,000 Sturgeon Bay Rotary club grant to support DC YPN**

**Kathy Schultz made a motion to accept the grant from Sturgeon Bay Rotary club. Patti Vickman seconded. Motion carried.**

**2. Contract to engage Caitlin Oleson to facilitate creation of DC YPN**

**Thad Birmingham made a motion to accept the contract with Caitlin Oleson not to exceed \$10,000.00. Jan Campbell seconded. Motion carried.**

**E. Presentation: Jingdezhen Sister City Program - Susan Kohout and Greg Meissner**

Susan and Greg summarized their recent trip to Jingdezhen, China. Susan said they had three goals for the trip. 1. Share the story with the community – done with help of a journalist from Gannett on the trip. 2. Establish a relationship with DC Ministry Medical Center. 3. Further the DC Square Project. The Square will be in Jingdezhen and represent Door County/Sturgeon Bay with shops selling local products and art displays representing the Great Lakes and Shipbuilding. Representatives from China are coming here July 13-16, 2015 this visit will have an emphasis on learning more about Health care systems in the U.S. and Door County.

**F. Update regarding Door County/Sturgeon Bay Hosting of Bassmaster Elite Series Fishing Tournament, Sept. 17 – 20, 2015 – Pam Seiler, SBVC**

Pam Seiler updated the group on the Bassmaster planning. Sponsors for the VIP events are still needed. Also, you can adopt an angler for \$250.00!! If you would like

to sponsor or volunteer - please contact the Sturgeon Bay Visitor Center. Only 100 days until the Tournament!!!

**G. Consideration: Wisconsin Unemployment Insurance Program**

**1. Current rules governing unemployment compensation**

**2. Legislative reform proposals**

Bill presented information regarding the current rules and reform proposals. We hope to have a speaker from DWD at the July meeting. Please review the handouts and have your questions ready.

**IV. Informational**

**A. Executive Director's Report**

Bill reviewed his report for May.

**B. Workforce/Housing/Technology/Retention Report**

Sam Perlman reviewed the Workforce/Housing/Technology Report for May.

**V. Next Meeting –Monday, July 13, 2015– Door County Business Development Center**

**VI. Adjournment - Meeting adjourned at 1:07 p.m.**

**(Senator Frank Lasee stopped by and addressed the group until 1:30 p.m.)**

Respectfully Submitted,  
William D. Chaudoir, Secretary

**SISTER BAY HISTORICAL SOCIETY****ANNUAL MEETING MINUTES, June 26, 2014****Call to order**

President Fred Johnson called the annual meeting to order at 6:50pm.

**Minutes**

Motion to approve by Cal Pierson, second by Karen Sunstrom. Motion carried.

**Financial Report**

Motion to approve the 2013-2014 report by John Fletcher, second by Cal Pierson, motion carried.

Motion to approve the 2014 budget by Don Howard, second by Cal Pierson, motion carried.

Jill Lhost reported on the endowment fund managed by the Door County Community Foundation.

\$81,000 invested operating reserve, balance March 2014 is \$112,116.00

**Election of Directors – Nomination committee**

Motion by Jim Springer second by Darlene Kolp to elect the following to the board of directors;

Pat Wisner, Lynnea Hickey, Jill Lhost, Linda Johnson, Roberta Champeau. Motion carried.

Eugene Jarvis will retire from the board but will continue to work on the gardens.

Thank you to Gene for all of the hard work put in to the Corner of the Past.

**New Business**

Fred Johnson went over the upcoming events, the Garden Walk, Ice Cream Social, and Antiques Appraisal.

Cal Pierson spoke of the upcoming woodworking event, on July 19, 2014, 9:30-12:30 during the farmer's market. The Jazz Ensemble will also perform.

Members to serve on committees are needed.

Member emails are needed .

Motion to Adjourn made by Eliose Lindem, second by Don Howard. Motion carried.

**Adjourn at 7:15pm**

Respectfully submitted, Lynnea Hickey, Recording Secretary

## President's Report

Welcome to another busy year for the Sister Bay Historical Society. Work is continuing on the restoration of the Olson Log Cabin with re-chinking and electrical work currently being done. The Corner of the Past is again open Tuesday through Saturday 10am-3pm with a new head docent this year. We also have a new assistant to our curator working on the computer cataloging of the Museum's collection into our PastPerfect program. When complete the entire collection will be cross-referenced and searchable by many qualifications.

A few new items were added to the Museum's collection this summer as we were given the artifacts dug up by the state archaeologists in the area of the Village Hall last summer. A presentation on the dig was given by the archaeologist at the Historical Society's Spring Social.

The Society is still looking for photos and documents to add to our archives. You do not have to give up the photos, unless you wish to donate them, we will scan them for the digital collection. If you have items to scan contact Fred Johnson or Roberta Kutlik. And we are always looking for anyone interested in giving a presentation on family or area histories at the Museum.

Eloise Lindem reports the 2015 membership/renewal and fund raiser has had good response, but we continue to encourage members to renew and we are wanting NEW MEMBERS. We accept monetary donations at any time of the year. Please contact Eloise Lindem 854-4458 if you know of anyone who may be interested in joining and she will contact them.

## SISTER BAY HISTORICAL SOCIETY

## TREASURER'S REPORT

Fiscal Year 2014

December

## CASH:

Checking	\$994.99
Savings	\$30,057.64
C/D	
Cash on Hand 12/31/2014	<u>\$31,052.63</u>

Balance on Hand 11/30/2014

\$31,667.02

## INCOME:

	<u>December</u>	<u>YTD</u>	<u>Budget</u>	
1. Membership	\$0.00	\$2,435.00	\$2,600.00	
2. Donations	255.00	15,174.03	3,750.00	
3. Interest	3.06	43.20	50.00	
4. Village of Sister Bay Support	0.00	5,000.00	5,000.00	
5. Farm Market	0.00	2,710.10	3,000.00	
6. Garden Walk	0.00	1,598.30	2,700.00	
7. Ice Cream Social	0.00	203.46	400.00	
8. Marina Fest	(37.20)	334.83	1,500.00	
9. Quilt Show	0.00	270.97	300.00	
10. Sales	0.00	3,594.55	800.00	
11. Museum Admissions	0.00	1,525.00	2,500.00	
12. LT Fundraising	0.00	456.11	1,500.00	
13. Other Income	0.00	103.70	-	
14. Retained Earnings	0.00	0.00	27,100.00	
Total Income	<u>\$220.86</u>	<u>\$33,549.25</u>	<u>\$51,200.00</u>	\$220.86

## EXPENSES:

1. Construction & Buildings	\$0.00	\$4,187.64	\$8,000.00	
2. Clerical & Publications	6.25	11,652.82	11,200.00	
3. Curatorss Expense	0.00	362.35	2,000.00	
4. Garden & Lawn	281.46	3,681.00	4,600.00	
5. Insurance	0.00	960.00	1,000.00	
6. Membership Expense	0.00	22.77	400.00	
7. Museum Operating Expense	382.40	3,497.95	3,000.00	
8. Communication	107.05	1,450.36	1,700.00	
9. Electric	329.55	3,790.78	3,300.00	
10. Advertising	0.00	4,741.70	4,000.00	
11. Employee Expense	0.00	5,526.42	12,000.00	
12. Other Expense			-	
Total Expenses	<u>\$825.25</u>	<u>\$39,873.79</u>	<u>51,200.00</u>	\$825.25

Balance on Hand 12/31/2014

\$31,667.02

# Sister Bay Historical Society

## Proposed Budget 2015

### Income:

Membership	2600.00
Donations	4000.00
Interest	50.00
Village of Sister Bay Support	5000.00
Fundraisers	
Farm Market	3000.00
Garden Walk	2100.00
Ice Cream Social	400.00
Marina Fest	1000.00
Quilt Show	300.00
Sales	2000.00
Museum Admissions	2000.00
LT Fundraising	750.00
Other Income	-0-
Retained Earnings	<u>14900.00</u>

Total Income	38100.00
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## Sister Bay Historical Society

## Proposed Budget 2015

Expenses:

Construction & Building	5000.00
Clerical & Publications	2000.00
Curator Expense	1000.00
Garden & Lawn	4600.00
Insurance	1000.00
Museum Operating Expense	4000.00
Communication	1700.00
Electric	3800.00
Advertising	5000.00
Employee Expense	10000.00
Other Expense	<u>-0-</u>

Total Expenses 38100.00

## Treasurers Report

### Summary of Income and Expenses

As you see we were pretty close with the membership again this year. Eloise always does great with the membership and dues. Along with the membership we receive a lot of donations. We were also the recipients of a donation from Peg Fosters Trust. The Village of Sister Bay also supports us with an annual donation, which we really appreciate.

Our fund raisers are one of our other major money makers for the organization. If you are able please continue to volunteer and support these events.

One of the income categories we hope to increase is our admissions and sales. With the additional hours we are open and the printing of the Centennial book we hope that will bring some additional income.

One of the big expenses last year was under clerical and publication due to the printing of the book. We also increased the garden and lawn expense due to having to hire someone to cut and maintain the grass.

One of the other expenses was for the first time we had a paid employee here which allowed us to be open 5 days a week.

We had budgeted \$27,100 from our retained earnings ( savings) I am happy to report we had to only use about \$6,325.

As we look forward to the 2015 season we will again be doing our fund raising events please consider volunteering, if everyone takes on one job we will accomplish a lot!

**Sister Bay / Liberty Grove Library Commission  
Meeting June 9, 2015**

The meeting of the Sister Bay / Liberty Grove Library Commission was called to order by Virginia Phelan at 9:00 A.M.

**Members Present:** Virginia Phelan, Allen Strack, Henry Timm, Kathy Enquist, Margot Warch, Betty Curzon and Ralph Blankenburg.

**Absent:** Liberty Grove Representative

**Public Input:** Henry Timm presented two copies of a book of poetry titled The Soundings to the Sister Bay Liberty Grove Library. The Door County Poet's Collective assembled the book which was written by 55 poets. It contains 88 poems about Door County.

**Review and Approve the Minutes of the May 5, 2015 Meeting:**

Kathy Enquist moved and Margot Warch seconded a motion to approve the minutes of the May 5, 2015 meeting. The motion passed 5-0.

**Review and Payment of the Bills:**

Frontier Communications	Telephone	\$130.95
Jungwirth Ace Hardware	Flush Handle	\$4.49
Lundquist Plumbing	Repair Toilet	\$106.96
Schenck SC	Audit	\$1,800.00
Curzon Electric	Light Bulbs	\$220.20
Wisconsin Public Service	Electric	\$457.45
Lakeshores Landscape	Spring cleanup	\$6,000.00
Village of Sister Bay	Propane	\$174.69
Sparkle Cleaning Service	General Cleaning	\$900.00
Curzon Electric	Light Bulbs	\$179.94
Frontier Communications	Telephone	\$130.66
Total		\$10,105.34

Kathy Enquist moved and Henry Timm seconded the motion to approve the payment of the bills. The motion passed 5-0.

**Librarians Report:**

Betty Curzon reported:

**Circulation:**

2014 4398  
2015 4332

**Library Visits:**

May 2014 3175  
May 2015 3269

**People/Programs:**

2014	4 Programs	Total attendance:	26 Adults; 21 Juveniles
2015	4 Programs	Total attendance:	14 Adults; 23 Juveniles

**Wireless:**

2014. 762 Devices  
 2015. 577 Devices

**Computers:**

SAM(Public)

2014: 431 sessions for a total of 12630 minutes  
 2015: 342 sessions for a total of 10061 minutes

**Overdrive:**

2014: 198 e-book uses                    57 Audio book uses  
 2015: 247 e-book uses                    100 Audio book uses

You may also be interested to know that we have issued nearly 5,000 library cards at this location. By comparison, Sturgeon Bay has issued just under 15,000 and Baileys Harbor 1,674.

I have proctored several exams for college students the past few weeks. They are always very appreciative of our ability to help them in this way.

We have been on our longer 'seasonal' hours since May 26, which makes our customers very happy. It is helpful to be able to tell people that we open at 10:00 a.m. every day except Sunday.

The Summer Reading Programs began June 1st with kids and adults signing up to participate. Our kid's prizes went on display yesterday and the first raffle for a prize basket for adults and teens will be held on Monday, June 15th. Amos will be here every Thursday starting June 16th and our special programs for kids will be held every Tuesday beginning June 26th. Sounds like another busy summer!

**Yard:****Checkers:**

It was moved by Allen Strack and seconded by Margot Warch to purchase a set of checkers for not to exceed \$300. The motion passed 5-0.

It was decided that we should have a sign out sheet and take a drivers license or library card until they return the check set.

**Maintenance Contract:**

Ralph Blankenburg reported that he had spoken to John Meredith of Lakeshore Landscape about a new three (3) year contract for the maintenance of the library landscaping.

**Committee Reports:**

Ralph Blankenburg reported that the men's toilet was not flushing and that he called Lundquist Plumbing to check the problem since they repaired it before.

Ralph Blankenburg also reported that he was called in because of a noise coming from the maintenance closet. It turned out that the lawn sprinkler system was turning on and right off and a warning light was on. He checked the manual and it indicated that one or more of the solenoids were not working. Ralph called John Meredith and he will have his sprinkler person check it out. Ralph turned the system off until it can be repaired.

**Next Meeting:**

July 14, 2015 @ 1:00 p.m.

**Adjourn:**

It was moved by Kathy Enquist and seconded by Margot Warch to adjourn at 10:10 a. m. The motion passed 5-0.

Submitted by: Ralph Blankenburg.



1                   **PARKS, PROPERTIES & STREETS COMMITTEE MEETING MINUTES**  
2   **WEDNESDAY, JULY 1, 2015**  
3                   **SISTER BAY-LIBERTY GROVE FIRE STATION – 2258 MILL ROAD**  
4   **(APPROVAL PENDING)**

5  
6     *The July 1, 2015 meeting of the Parks, Properties and Streets Committee was called to*  
7     *order by Committee Chair Dave Lienau at 2:20 P.M.*

8  
9     **Present:** Committee Chair Dave Lienau and members John Clove, Sharon Doersching and  
10    Scott Baker.

11  
12    **Staff Members:** Village Administrator Zeke Jackson, Facilities Manager Steve Mann,  
13    Marketing Director Jason Polecheck and Assistant Administrator Janal Suppanz.

14  
15    **Others:** Sheriff Steve Delarwelle, Chris Hecht, Ron Kane, Marge Grutzmacher, Jamie  
16    Blossom, Rob Zoschke, Drew Bickford, Judith Stevenson, Paige Funkhouser, and Jennifer  
17    Sitte.

18  
19    **Comments, correspondence and concerns from the public:**

20    Lienau noted that a thank you note had been received from the Sip & Savor, Paddlefest &  
21    Goat Parade Committee, and passed that note around for all the Committee members to  
22    review.

23  
24    Jackson noted that he received a letter from representatives of the Sister Bluff Estates  
25    Owner's Association. In that letter the representatives state that they would like to see  
26    Village-wide WiFi services provided.

27  
28    Lienau then asked if anyone wished to comment regarding a non-agenda item.

29  
30    Jennifer Sitte indicated that she has noticed that there is a lack of notification to visitors that  
31    construction projects are going on and what the end result will be. She believes a "Pardon  
32    Our Mess" Notification Project should be initiated, and also believes the Village's web site  
33    should contain complete information about any and all ongoing projects. She also noted  
34    that she has concerns that the cement post holders which are being used for the volleyball  
35    nets and banner posts are not safe or aesthetically pleasing, and indicated that "it drives  
36    her insane" that people are allowed to park in the "No Parking" zones downtown. It is her  
37    understanding that some employees of the commercial vendors park in the prime parking  
38    spaces downtown on a regular basis, and she simply does not believe this is right.

39  
40    Lienau and Jackson noted that detour signage as well as a "We're In This Together" sign  
41    will be erected soon. Informational fliers have also been provided to all the local business  
42    owners, and those documents will be distributed to homeowners soon. Work is also  
43    ongoing on creation of a new, much more dynamic Village website. Jackson will contact  
44    the commercial vendors and inform them that their employees should not be parking in the  
45    prime parking spots downtown.

46  
47    Jamie Blossom indicated that she is happy to hear that informational signage will be  
48    installed regarding the Bay Shore Drive Reconstruction Project, but can't understand why

1 something like that wasn't done for the other Village projects.

2  
3 To date \$985.00 in donations has been received for the Dog Park. Jackson and Suppanz  
4 recently attended a Dog Park Group gathering, and the main comment they heard at that  
5 gathering was that it would be nice to have a readily available water source at the park.

6  
7 Doersching expressed concerns that the Marina commercial vendors are allowed to  
8 advertise in two locations on Village parkland. It was the consensus that one of the signs or  
9 banners should be removed, and, if necessary a referral shall be made to the Plan  
10 Commission.

11  
12 Doersching asked what the status of the Teen Center is, and also pointed out that some  
13 issues have arisen with skateboarders being in Waterfront Park.

14  
15 **Approval of Agenda:**

16 *A motion was made by Clove, seconded by Doersching that the Agenda for the July 1,*  
17 *2015 meeting of the Parks Committee be approved as presented. Motion carried – All ayes.*

18  
19 **Approval of minutes as published:**

20 *Clove indicated that he believes the sentence which begins on Line 47 – Page 2 of the June*  
21 *3, 2015 Parks Committee Meeting Minutes should read, "Clove stated that he didn't make*  
22 *the comments Zoschke referred to, and also indicated that it is his understanding that the*  
23 *SBAA would like to be the sole alcohol purveyor at "Midwest Sunsplash".*

24  
25 *A motion was made by Clove, seconded by Baker that the minutes for the June 3, 2015*  
26 *meeting of the Parks, Properties & Street Committee be approved as corrected. Motion*  
27 *carried – All ayes.*

28  
29 **Business Items:**

30 **Item No. 1. Report from the Door County Sheriff's Department regarding patrols in the**  
31 **Village:**

32 Sheriff Steve Delarwelle indicated that the employees in the Village Administration Office  
33 contacted him regarding the security concerns which were voiced about "Midwest  
34 Sunsplash". He doesn't believe any "big problems" should arise with that event, but has  
35 seen that preventative measures will be taken. To that end, on Friday, August 7<sup>th</sup> one  
36 Deputy will patrol the festival grounds from 5:00 P.M. to 9:00 P.M. and two Deputies will  
37 be doing patrols in the Village from 9:00 P.M. to midnight. On Saturday two Deputies plus  
38 the Deputy who is doing the regular Northern Door patrols will be in the Village from 5:00  
39 P.M. to 2:00 A.M. It is also his understanding that private security officers will be on site  
40 for the duration of the festival. No one will be allowed to leave the fenced in festival  
41 grounds with alcoholic beverages, and he has suggested that shuttle services be provided.

42  
43 *At 2:47 P.M. a brief recess was taken and the Committee reconvened at 3:01 P.M.*

44  
45 **Item No. 2. Discussion regarding the "Midwest Sunsplash" Festival; and consider a**  
46 **motion for action if appropriate:**

47 Lienau noted that "Midwest Sunsplash" is an event which was formally approved by the  
48 Marketing Committee and the Village Board. At the present time music is scheduled to be  
49 played until 9:00 P.M. on Friday, August 7, 2015 and midnight on Saturday, August 8,

1 2015. When issuance of annual liquor licenses was addressed by the Village Board the  
 2 permitted hours for outdoor entertainment were adjusted to 11:00 P.M., but businesses will  
 3 be allowed to submit twelve applications for special events with alternate time limits for  
 4 outdoor entertainment. There are some logistical issues which still have to be addressed  
 5 regarding "Midwest Sunsplash", and they will all be addressed in a formal contract with  
 6 the festival organizers. Based upon the comments which have been made to date allowing  
 7 camping at the Sports Complex and the related activities appear to be the main area of  
 8 concern, but at this time only seventeen camping sites have been reserved.

9  
 10 Doersching suggested that the time limit for music to be played at "Midwest Sunsplash" be  
 11 adjusted to 11:00 P.M., but Clove and Baker indicated that they believe midnight is more  
 12 appropriate.

13  
 14 Mann voiced concerns about cleaning up after a fireworks presentation, especially since  
 15 The Bays will be playing at home on Sunday, August 9, 2015. All the Committee members  
 16 voiced concerns about the safety issues which could arise if campfires are allowed at the  
 17 campgrounds.

18  
 19 *A motion was made by Baker, seconded by Clove that the organizers of Midwest*  
 20 *Sunsplash shall be asked if they would be willing to establish an 11:00 P.M. time limit for*  
 21 *playing of music on Saturday, August 8, 2015. Further,*

- 22 • *The Midwest Sunsplash fireworks display shall be cancelled;*
- 23 • *Camping numbers shall be limited to 100 sites, including the vendors who*  
 24 *participate in the festival;*
- 25 • *Only one bonfire/campfire will be allowed at the campgrounds; and,*
- 26 • *No vending will be allowed at the Sports Complex.*

27 *Motion carried – All ayes.*

28  
 29 **Item No. 3. Discussion regarding a request from Connor MacDonald and Dan Jacobs to**  
 30 **conduct an amplified music concert in the Performance Pavilion on July 31, 2015; and**  
 31 **consider a motion for action if necessary:**

32 Suppanz indicated that Connor MacDonald and Dan Jacobs had expressed interest in  
 33 conducting an amplified music concert in the Performance Pavilion on July 31, 2015 and  
 34 were instructed to submit a written proposal for inclusion in the meeting packets, but  
 35 recently informed her that they decided to withdraw their request.

36  
 37 **Item No. 4. Discussion regarding Ram Rojas' and Ron Myers' proposed fundraising**  
 38 **project for the public art/Boathouse Mural Project; and consider a motion for action if**  
 39 **necessary:**

40 Jackson noted that Ram Rojas and Ron Myers brought in a display rack and bottles which  
 41 will bear Sister Bay Beach sand and would like to distribute a number of them throughout  
 42 the Village as a fund raising project for the public art/Boathouse Mural Project. He then  
 43 presented that rack and bottles.

44  
 45 The Committee members indicated that they like Rojas and Myers suggestion, but would  
 46 like to see a shoebox size display rack utilized. They also would like to see the term "Sister  
 47 Bay Mural Project" added to the informational sign.

48  
 49

1 **Item No. 5. Discussion regarding event fencing in Waterfront Park; and consider a**  
 2 **motion for action if necessary:**

3 The split rail event fencing which has been installed in Waterfront Park is a replacement  
 4 for already existing fencing, and on the days when special events are conducted removable  
 5 flexible fencing will be utilized. On days when large events are conducted it may be  
 6 necessary to close Mill Road. Clove voiced concerns that the standard  
 7 removable/flexible/temporary fencing is not aesthetically pleasing and asked if it would be  
 8 possible to install sleeves for a rope fence. It was eventually the consensus that over the  
 9 next year other options for removable fencing shall be investigated. This issue will be  
 10 addressed again in the spring of 2016.

11  
 12 *A motion was made by Doersching, seconded by Baker that fencing for special events,*  
 13 *whether ticketed or not shall be of a flexible/removable/temporary nature. Motion carried –*  
 14 *All ayes.*

15  
 16 **Item No. 6. Discussion regarding the Operating Agreement between the Village of Sister**  
 17 **Bay and the SBAA; and consider a motion for action if necessary:**

18 A draft of the Operating Agreement between the Village of Sister Bay and the SBAA as well  
 19 as a draft of an Alcohol Sales Agreement for “Midwest Sunsplash” were included in the  
 20 meeting packets and the Committee members jointly reviewed both of those documents. A  
 21 few grammatical revisions were suggested for the Operating Agreement and Jackson took  
 22 note of all of them.

23  
 24 *A motion was made by Clove, seconded by Baker that the Parks Committee recommends*  
 25 *that the Operating Agreement between the Village of Sister Bay and the SBAA as well the*  
 26 *Event Alcohol Sales Agreement between the Village of Sister Bay and the SBAA be*  
 27 *approved as amended. Motion carried – All ayes.*

28  
 29 *At 4:21 P.M. another brief recess was taken and the Committee reconvened at 4:24 P.M.*

30  
 31 **Item No. 10. Report from Steve Mann on activities:**

32 Mann gave the following oral report:

- 33  
 34
- 35 • The bottom steps on “D” Dock have been removed.
  - 36 • The Marina crew hasn’t had time to work on the concrete work which is required  
 37 on “A” Dock. Therefore, the Parks Department employees will be working on that  
 38 project.
  - 39 • The Marina crew members as well as the Parks Department crew members will be  
 40 touching up the paint on the Marina Office Building.
  - 41 • The Swim Buoy Permit Application has been submitted.
  - 42 • The beach seems to be staying relatively clean. Regular raking will start soon.
  - 43 • Representatives of The Sprinkler Company will be coming up to work on the  
 44 sprinkler system at the Sports Complex and Waterfront Park soon.
  - 45 • So that people could get into Waterfront Park in a timely fashion the contractors  
 46 who were doing the landscaping on the Beach Project were told to halt their work  
 47 until Fall. For the time being the areas which are unfinished will be covered with  
 48 wood chips.

- 1       • *The Dog Park donation box has been very well accepted. Mann is suggesting that a*  
 2       *similar box be placed at the Ice Rink. It was the consensus that this shall occur.*  
 3       • *Joe Felhofer sustained a back injury which will require surgery. He will be out of*  
 4       *work for two to three months.*

5  
 6       **Item No. 7. Consider a motion to convene into closed session pursuant to Wis. Stats.,**  
 7       **§19.85(1)(e) to deliberate or negotiate the purchase of public properties, the investment**  
 8       **of public funds, or conduct other specified public business, whenever competitive or**  
 9       **bargaining reasons require a closed session:**

10      *At 4:40 P.M. a motion was made by Clove, seconded by Doersching that the Parks*  
 11      *Committee convene into closed session pursuant to Wis. Stats., §19.85(1)(e) to deliberate*  
 12      *or negotiate the purchase of public properties, the investment of public funds, or conduct*  
 13      *other specified public business, whenever competitive or bargaining reasons require a*  
 14      *closed session.*

15  
 16      *A roll call vote was taken on the motion and the Committee members voted in the*  
 17      *following fashion:*

18  
 19            *Baker – Aye       Clove – Aye       Doersching – Aye       Lienau – Aye*

20  
 21      *Motion carried.*

22  
 23      *At 4:54 P.M. Clove indicated that he had another obligation and left the meeting.*

24  
 25       **Item No. 8. Consider a motion to reconvene into open session:**

26      *At 4:59 P.M. a motion was made by Baker, seconded by Doersching that the Parks*  
 27      *Committee reconvene into open session.*

28  
 29      *Another roll call vote was taken on that motion and the Committee members again voted*  
 30      *in the following fashion:*

31  
 32            *Baker – Aye       Clove – Aye       Doersching – Aye       Lienau – Aye*

33  
 34      *Motion carried.*

35  
 36       **Item No. 9. Consider a motion to take action, if required:**

37      *No formal action was taken.*

38  
 39       **Item No. 11. Discussion regarding other parks and streets activities:**

40      *No other parks and streets activities were addressed.*

41  
 42       **Item No. 12. Discussion regarding matters to be placed on a future agenda or referred to**  
 43       **a committee, official or employee:**

44      *It was the consensus that the following issues shall be addressed at a future meeting of the*  
 45      *Parks Committee:*

- 46  
 47       • *Discussion regarding the status of the Teen Center.*  
 48       • *Discussion regarding skateboarding in the Village.*  
 49

1 **Adjournment:**

2 *A motion was made by Doersching, seconded by Baker to adjourn the meeting of the*  
3 *Parks Committee at 5:11 P.M. Motion carried – All ayes.*

4

5 Respectfully submitted,



6

7 Janal Suppanz,

8 Assistant Administrator

1 PLAN COMMISSION MEETING MINUTES  
2 WEDNESDAY, JUNE 24, 2015  
3 Sister Bay Village Hall – 10693 N. Bay Shore Drive  
4 UNAPPROVED VERSION  
5

6 The June 24, 2015 meeting of the Plan Commission was called to order by Chairperson Dave  
7 Lienau at 5:39 P.M.

8  
9 **Present:** Chairperson Lienau, and members Shane Solomon, Scott Baker, Don Howard, Marge  
10 Grutzmacher, Eric Lundquist and Nate Bell.

11  
12 **Others:** Pat Duffy, Brandon Small, Attorney Charles Koehler, and Denise Bhirdo.

13  
14 **Staff Members:** Village Administrator Zeke Jackson, Village Attorney Randy Nesbitt and  
15 Consultant Robert Kufrin.

16  
17 **Comments, correspondence and concerns from the public:**

18 Lienau asked if anyone wished to comment regarding a non-agenda item. No one responded.  
19 He then noted that no new correspondence had been received.

20  
21 **Approval of the agenda:**

22 *A motion was made by Grutzmacher, seconded by Baker that the Agenda for the June 24,*  
23 *2015 meeting of the Plan Commission be approved as presented. Motion carried – All ayes.*

24  
25 **Approval of minutes as published:**

26 **As to the minutes for the April 28, 2015 meeting of the Plan Commission:**

27 *A motion was made by Baker seconded by Grutzmacher that the minutes for the April 28, 2015*  
28 *meeting of the Plan Commission be approved as presented. Motion carried – All ayes.*

29  
30 **Business Items:**

31 **Item No. 1. Consider a motion to proceed to public hearing to change the language of the**  
32 **B-1 General Business District to allow quarries as a conditional use:**

33 **Item No. 2. Consider a motion to proceed to public hearing to approve a Development**  
34 **Agreement and Conditional Use Permit for the Sister Bay Properties, LLC quarry located at**  
35 **2581 S. Bay Shore Drive:**

36 Kufrin explained that the zoning history of the quarry property located at 2581 S. Bay Shore  
37 Drive goes back decades and pre-dates the approval of the original Zoning Code, which  
38 occurred in 1974. The very first Zoning Code did not permit quarries, so the quarry operation at  
39 2581 S. Bay Shore Drive was deemed to be “a pre-existing non-conforming use”, and was  
40 grandfathered. Originally there was a very low level of rock removal being conducted at the  
41 quarry. Around 2006 the quarry was sold, and since Village officials determined that the rock  
42 removal operation had not ceased, it was still considered to be “a pre-existing non-conforming  
43 use”. After the quarry was sold the level of rock removal increased dramatically, and the  
44 neighbors began complaining about dust, noise and blasting operations. By April of 2008 the  
45 dust, noise and blasting complaints were referred to the Village Board, and the Board  
46 subsequently authorized the Village Attorney to take formal legal action against the owner of  
47 the quarry. The Village Attorney eventually took the owner of the quarry to court in an attempt  
48 to shut the quarry down, but the Judge who heard the case ruled that the violations were not  
49 serious enough to warrant such action and directed Village officials to mediate the dispute.  
50 There were a series of mediation sessions conducted, and they resulted in a draft Memorandum

1 of Understanding being prepared. By August of 2012, Brandon Small, the son of the man who  
2 owns the quarry, had developed a specific proposal for the operation of the existing quarry and  
3 asked that he be allowed to expand the quarry operations onto an adjacent parcel. The matter  
4 was referred to the Plan Commission, and the Commission members eventually requested that a  
5 series of talking points be prepared with respect to this issue. That document was prepared, and  
6 Brandon Small met with the Plan Commission in May and September of 2013. A number of  
7 citizens attended the meetings at which the talking points were addressed, and they provided  
8 input on the issue. Small was eventually instructed to contact Kufrin when he was ready to  
9 present a new proposal which addressed the comments which had been made by the  
10 Commission members as well as neighboring property owners. In June of 2014 Small did  
11 present a new proposal, but Village officials determined that there were a number of issues with  
12 the proposed language. Since that time there have been numerous versions of different  
13 proposals exchanged between the parties, and finally, by May of 2015 a revised Development  
14 Plan was submitted by Small. That document was included in the meeting packets. Basically  
15 Small is proposing that he be allowed to operate an expanded dimension stone quarry in the  
16 Village for ten years, at which time the operation will cease and the land will be reclaimed. His  
17 proposed Reclamation Plan would have to be approved by the Door County Soil & Water  
18 Department. If the Plan Commission determines that Small's proposal has merit, Zoning Code  
19 amendments which indicate that a quarry will be allowed as a conditional use in the B-1  
20 District will be required. A Development Agreement would also have to be approved. Before  
21 any of that can occur public hearings will be required.

22  
23 Kufrin noted that drafts of an Ordinance which amends the Zoning Code as well as a  
24 Conditional Use Permit/Development Agreement and an applicable Resolution were included  
25 in the meeting packets, and the Commission members jointly reviewed all of that  
26 documentation.

27  
28 The Village Attorney, Randy Nesbitt, indicated that from a legal standpoint whenever an  
29 application is submitted the Village has an obligation to consider that application and allow the  
30 applicant to be heard. If the determination is made that the application is complete it must be  
31 considered, but if the determination is made that the application is not complete, the applicant  
32 must be informed of what is missing. Because a law suit is pending against Sister Bay  
33 Properties, LLC, and the Judge issued a Mediation Order, it is quite likely that the Village would  
34 have a very difficult time prevailing in Court if Small's new application is not considered.

35  
36 The question arose as to whether or not new application fees could be imposed, and Nesbitt  
37 responded that since it is a continuing process he would not recommend that any additional  
38 fees be charged. Of course, before the matter proceeds to public hearing a determination  
39 should be made that all applicable fees have been paid.

40  
41 Kufrin noted that to his knowledge no Zoning Code text change or Conditional Use Permit  
42 Application fees were ever imposed since the matter was still being negotiated.

43  
44 Attorney Charles Koehler, who represents the Small family, indicated that he believes all the  
45 required conditions are contained in the documentation which was included in the meeting  
46 packets, and he is recommending that the matter proceed to public hearing. There seems to be  
47 considerable value in having a ten year time limit on the quarry operations, and the Smalls  
48 basically "want to make peace".

49  
50

1 *A motion was made by Solomon, seconded by Grutzmacher, that the Plan Commission shall*  
 2 *proceed to public hearing on Brandon Small's request to change the language of the Zoning*  
 3 *Code in such fashion that quarries are allowed as a conditional use in the B-1 District. That*  
 4 *hearing shall be conducted at 5:30 P.M. on Tuesday, July 28, 2015. Motion carried – All ayes.*

5  
 6 *A motion was made by Bell, seconded by Baker that if the Plan Commission approves Brandon*  
 7 *Small's Zoning Code text amendment request, a public hearing shall be conducted on Small's*  
 8 *request to approve a Development Agreement and Conditional Use Permit for the Sister Bay*  
 9 *Properties, LLC quarry located at 2581 South Bay Shore Drive. That hearing shall be conducted*  
 10 *at 5:30 P.M. on Wednesday, August 26, 2015. Motion carried – All ayes.*

11  
 12 **Item No. 3. Consider a motion to grant an Accessory Use Permit to Paul VanderMaazen of**  
 13 **10397 STH 57 for placement of a fence in a front yard:**

14 Jackson indicated that Paul VanderMazzen has requested that he be allowed to place a fence in  
 15 the front yard of his residence located at 10397 STH 57. The Zoning Code does not allow  
 16 fencing in the front yard unless the Plan Commission grants approval. VanderMazzen would  
 17 like to install an 8' fence on top of already existing berms which surround his garage as he  
 18 believes the fencing would help eliminate highway noise and would allow for more privacy.

19  
 20 *The Commission members indicated that before making a decision on this issue they would like*  
 21 *to see further information regarding the specific type of fencing VanderMaazen would like to*  
 22 *install.*

23  
 24 **Item No. 4. Consider a motion to grant preliminary approval to Harbor View, LLC, for**  
 25 **development and CSM plans for the Old School Property at the intersection of STH 57 and**  
 26 **STH 42:**

27 Preliminary Site Plans, Utility Plans, Grading and Drainage Plans and drafts of two CSM's  
 28 which were submitted by Harbor View, LLC for the Old School Property at the intersection of  
 29 STH 57 and STH 42 were included in the meeting packets, and the Commission members  
 30 jointly reviewed all of that documentation. Basically the developer is requesting that his land be  
 31 rezoned from R-2 Multi-Family to R-2 with a Planned Unit Development (PUD) Overlay.  
 32 (Because of the property's close proximity to the highway, D.O.T. setback requirements must  
 33 be satisfied for subdivisions consisting of five or more lots, but if both CSM's are approved one  
 34 parcel will contain four lots and the other will contain three.) The seven lots would be served  
 35 by a 24' wide private road, and public sewer and watermain would be installed within a  
 36 proposed 54' ingress/egress and utility easement, but three of the lots will be considered an  
 37 outlot and will not be developed for five years. If the PUD is approved there will be departures  
 38 from the normal R-2 District standards. (Normally a minimum lot size of 20,000 square feet and  
 39 a minimum lot width of 75 feet is required; a minimum front yard setback of at least 40 feet  
 40 from the edge of an easement or the edge of the pavement is required; a minimum rear yard  
 41 setback of at least 30 feet is required; and all dwelling units must be served by public streets.)  
 42 Jackson also doesn't believe adequate drainage has been provided. Jackson did send Al Gokey  
 43 a letter concerning these issues.

44  
 45 *A motion was made by Grutzmacher, seconded by Howard that the Plan Commission*  
 46 *members would like to see plans depicting a five lot subdivision on the Old School Property,*  
 47 *and would also like to see the private road depicted on those plans converted to a public road.*  
 48 *Further, they would like to see all the compliance issues which are mentioned in the letter from*  
 49 *Zeke Jackson to Al Gokey addressed. Motion carried – All ayes.*

50

1 **Item No. 5. Consider a motion to discuss the role of the Plan Commission in future economic**  
 2 **development:**

3 Grutzmacher stated that she is concerned that some recent construction/development projects  
 4 weren't referred to the Plan Commission for review and approval. In the past that always  
 5 occurred. Specifically she is referring to the construction of the Performance Pavilion,  
 6 expansion of the beach, creation of the sledding hill, and remodeling of a couple of businesses  
 7 in the Village, as she believes a change of use occurred at one of them.

8  
 9 Lienau responded that there never was an intention to slight any of the Commission members.  
 10 The former Administrator, Bob Kufrin, informed him that it was not necessary to refer the  
 11 Performance Pavilion plans to the Plan Commission as that project fell under the purvue of the  
 12 Parks Committee. (The Parks Committee is charged with making recommendations to the Board  
 13 with respect to any improvements which are made on Village owned property.) He also noted  
 14 that the Performance Pavilion Construction Project, the Beach Expansion Project, and the  
 15 Sledding Hill Project were addressed at a number of Parks Committee and Village Board  
 16 meetings.

17  
 18 Discussion took place regarding the definition of "change of use", and during that time Jackson  
 19 noted that Village officials have informed him that they want the Village to be "business  
 20 friendly" and do not want to make business owners "jump through hoops". Therefore, he will  
 21 only make new business owners come before the Plan Commission if a specific business  
 22 operation is not delineated as being permitted in the Zoning Code.

23  
 24 Several of the Commission members pointed out that quite often citizens ask them about recent  
 25 development in the Village, and at the very least they would like to be informed of what is  
 26 going on. Jackson promised to make a concerted effort to do that in the future. To that end he  
 27 will provide development/project/construction status reports at the monthly Plan Commission  
 28 Meetings.

29  
 30 **Item No. 6. Consider a motion to convene in to closed session pursuant to Wis. Stats.,**  
 31 **§19.85(1)(g) to confer with legal counsel, who either orally or in writing will advised the**  
 32 **governmental body on a strategy to be adopted with respect to current or likely litigation:**

33 **Item No. 7. Consider a motion to reconvene into open session:**

34 **Item No. 8. Consider a motion to take action, if required:**

35 None of these agenda items were addressed.

36  
 37 **Item No. 9. Report by the Zoning Administrator regarding development activities, various**  
 38 **enforcement actions, and issuance of Sign and Zoning Permits:**

39 Jackson noted that he didn't have anything further to report.

40  
 41 **Item No. 10. Discussion regarding matters to be placed on a future agenda or referred**  
 42 **to a committee, Village official or employee:**

43 There were no matters to be placed on a future agenda or referred to a committee,  
 44 Village official or employee.

45  
 46 **Adjournment:**

47 *A motion was made by Grutzmacher, seconded by Howard to adjourn the meeting of the Plan*  
 48 *Commission at 8:42 P.M. Motion carried – All ayes.*

49  
 50

1 Respectfully submitted,

2 

3

3 Janal Suppanz,

4 Assistant Administrator

DOOR COUNTY TOURISM ZONE  
COMMISSION and EXECUTIVE COMMITTEE MEETING  
Minutes of May 21st, 2015 9:00 a.m.  
Town of Egg Harbor, 5242 CTH I

ACTION ITEMS:

Starr moved and LeClair seconded to approve the agenda. Motion carried.

LeClair moved and Starr seconded to approve the April 16<sup>th</sup>, 2015 minutes. Motion carried.

Starr moved and LeClair seconded to adjourn the Executive Committee Meeting. Motion carried.

LeClair moved and Dannhausen seconded to approve reports and payables plus receipts. Motion carried

Holtz moved and Olsen seconded to approve and accept the 2014 Door County Tourism Zone Commission Audit. Motion carried.

Starr moved and Dannhausen seconded to approve the Baylakes Information System proposal to upgrade the DCTZC back office program contingent on sorting out ownership rights. Motion carried.

Nelson moved and Boston seconded to approve the revised ordinance amendment. Motion carried.

Nelson withdrew his previous motion.

Nelson moved and LeClair seconded to consult with attorney Vande Castle on the following: can the definition of "hotel and motel" broadened, can no less than \$25 be added to section 3(f)(2) and does their need to be a reference to the Intergovernmental Agreement on page II in Section 5(a). Motion carried.

Consider motion to convene into Closed Session pursuant to Wisconsin State Statutes, Section 19.85(1)(a)(f) or (g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or likely to become involved; to wit: enforcement actions against lodging providers who have failed to obtain lodging permits and to timely remit monthly room tax report and tax payments. Dannhausen moved to convene into Closed Session as per statutes named; Tice seconded. Motion carried

Dannhausen moved to reconvene into Open Session; LeClair seconded. Motion carried.

Tice moved and Weddig seconded that Roberts take action and proceed with consulting Attorney Vande Castle regarding delinquent properties and pursue action as advised. Motion carried.

Starr moved to adjourn; Boston seconded. Motion carried.

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Committee Members Present by Roll Call: Mary Boston, Dave Holtz, Bryan Nelson, Josh Van Lieshout, Myles Dannhausen, Nancy Robillard, Bill Weddig, Dick Skare, Elizabeth LeClair, Tom Olsen, Chuck Tice, Bob Starr, and Pam Seiler.

Excused: Fred Anderson, Zeke Jackson, Richard Briggs, Jeff Larson and Linda Elmore

Absent: Mike Johnson, Keith Krist, Nora Zacek, and Deb Jeanquart.

Also in Attendance: Michelle Rasmussen/DCVB, Jon Jarosh/DCVB, Dianne Lensert/Kerber Rose, Kim Roberts /Administrative Assistant DCTZC, Paul Denis/Schenck, S.C., Josh Swanson/Schenck, S.C., Justin Borkovetz/ Bay Lakes Information Systems, LLC., and Kevin Koehne/ Bay Lakes Information Systems, LLC.

Call to Order

Chair Van Lieshout called the meeting to order at 9:04 a.m. Due to a lack of quorum of the full Commission an Executive Committee meeting was called to order.

Approval of the Agenda

Starr moved and LeClair seconded to approve the agenda as submitted. Motion carried.

47

1 Approval of the minutes of April 16<sup>th</sup>, 2015

2 LeClair moved and Starr seconded to approve the April 16<sup>th</sup>, 2015 minutes. Motion carried.

3 Report by the Door County Visitor Bureau on Marketing Efforts

4 Moneyppenny noted that the DCVB Audit would be available at the June meeting. He went on to talk about  
5 the segment on the Today show that aired on Monday May 18<sup>th</sup>, 2015 that features four (4) great places to  
6 visit for Memorial Day. Moneyppenny shared his excitement that the spot highlighted Door County for fifty  
7 two (52) seconds of coverage on national TV; it was great exposure. He went on to say a local inn was  
8 mentioned, Chanticleer Guest House.

9 Moneyppenny said the website is coming along and that the visitor center building is ready for season. He  
10 added that the lobby has been very busy. He stressed that businesses need to get brochures to the lobby;  
11 empty rack boxes don't help the DCVB, Door County or individual businesses.

12 Rasmussen said that website has been her focus. Web visits had been up twenty one (21%) percent over LY  
13 for April. She felt that it was a result of well placed SEO. She went on to say that the e-newsletters for the  
14 season of blossoms had an open rate of fifty three (53%) percent. The winter guide planning has begun and  
15 said that requests had been sent out for hours and ads so that the guide can be distributed a month earlier  
16 this year. April ad impression ended at nine point nine (9.9) million impressions. Rasmussen concluded  
17 her report by sharing that the DCVB has partnered with Trail Genius. The company has already mapped  
18 Potawatomi State Park and area marinas. The project will continue and maps will be put online as they  
19 complete work.

20 Jarosh reported that since the media marketing program began (Geiger) the program has generated twelve  
21 million two hundred seventy four and eight hundred eighty eight dollars (\$12,274,888) worth of earned  
22 media coverage in Door County including three hundred thirty thousand six hundred seven dollars  
23 ( \$330,607) for April. The weather channel will feature a spot about Door County and last minute road trips;  
24 a great national spot. Jarosh added that in April the DCVB assisted twenty three (23) journalists and or  
25 media outlets. Jarosh highlighted some of the Door County based articles and media that included  
26 Milwaukee Journal Sentinel, FoxNews.com, TravelWisconsin.com, BRAVA Magazine, Chicago Tribune and  
27 Wisconsin Public Television. Jarosh completed his report by mentioning that the handouts from National  
28 Tourism Week were available on the website and to take home.

29 Van Lieshout mentioned that AJ Frank thought the media tours were the best darn thing that the DCVB  
30 does and sent his thanks.

31 Moneyppenny mentioned that Destination Marketing Association International, a partner in destination  
32 marketing, holds a thirty under thirty program each year. For 2015, Moneyppenny said that he nominated  
33 Laura Bradley. She was selected and is being featured in the national spotlight. Bradley will represent the  
34 DCVB in Austin, Texas at the DMAI annual convention.

35 Seiler commented that she has heard great feedback out of the Chicago market on the great ads featuring  
36 Door County.

37 Van Lieshout asked if the DCVB had any thoughts as to why requests and or distribution of visitor guides  
38 were down. Moneyppenny replied that they have supplied Paper Boy with less than last year which is a big  
39 portion of the decrease, but added that online formats are being used more and more for planning. He went  
40 on to say that this is a trend that will probably continue.

41 Starr moved and LeClair seconded to adjourn the Executive Committee Meeting. Motion carried.

42 Call to Order

43 Van Lieshout called to order a meeting of the full Commission at 9:24 AM.

44 Roll Call

45 Report from Administrative Assistant on current activities, projects and issues associated with  
46 permitting new members.

47 Roberts reported that she sent out twenty (20) no report letters for the report month of February on April  
48 16<sup>th</sup>, 2015. She added that as of May 14th, 2015, six (6) properties remain to report for February 2014.

49 The total outstanding due in unpaid taxes, fees and penalties is fifty dollars and ninety eight cents (\$50.98)  
50 from one (1) permit holder.

1 Roberts said that she had permitted fifteen (15) new properties since the meeting in April. Roberts went on  
2 to say that Van Lieshout had asked her to provide an example of the issues involving agents and larger  
3 properties that concerned her with regards to the update process. Roberts went over the example and her  
4 concerns; if a report such as the example was loaded online as proposed with the upgrade, it could greatly  
5 affect the statistics. She pointed out that there were numerous errors with nights rented and no tax due. All  
6 of this work is currently done by Kerber Rose when the reports come in and are manually fixed when  
7 entered or the property and or agent are contacted to correct the issue. Borkovetz felt that the programming  
8 could be written to not allow the report to be loaded until the user corrected the information.

9 Dannhausen asked if a penalty or refusal of the reporting sent in like this was possible. Nelson suggested  
10 that a letter go out to each agent and or property with example of their reporting to give them a chance to fix  
11 the issue. Starr felt that six (6) months to learn and correct was adequate and at that point we can review to  
12 see if we need to begin refusing or penalizing those who send in reports requiring such labor intensive entry  
13 into the system.

#### 14 Discussion on Current Comparable Occupancy numbers for 2013

15 Lennsert commented that as we moved through the slower months reporting is up 5.2% year to date. For  
16 March itself reporting is up 4.1% and said that the year was off to a good start.

#### 17 Consideration of approving reports and payables plus receipts

18 LeClair moved and Dannhausen seconded to approve reports and payables plus receipts. Motion  
19 carried.

#### 20 Report from Commissioners on feedback from local boards on recent issues.

21 There was no news or comments from local boards.

#### 22 Audit Presentation

23 Paul Denis and Josh Swanson were in attendance from Schenck, S.C. to review the 2014 audit. Denis  
24 provided a brief summary of the Financial Statement and reported that the results were favorable. He noted  
25 that collections went from three point six million (3.6 million) in 2013 to three point eight million (3.8  
26 million) in 2014. He went on to say that there was positive cash flow in the amount of forty four thousand  
27 dollars (\$44,000). Denis asked everyone to review page ten (10) of the financial statement and said that this  
28 was a very positive analysis (schedule of room tax revenue by municipality for the years ended in December  
29 31, 2014, 2013, 2012, 2011 and 2010.)

30 Swanson reviewed the management communications portion of the audit. He went through page two (2) of  
31 the report stressing that there were no deficiencies in internal controls nor were there any weaknesses. He  
32 said policies were consistent and that there were no new policies. He added that there was no difficulty in  
33 conducting the audit nor were there any disagreements.

34 Nelson asked Swanson's opinion of the nature of the DCTZC controls and their uniqueness. Swanson said  
35 there is no right or wrong way and it'll never be perfect. However, he said that when ideas are offered by his  
36 team he felt they were communicated by Roberts to the DCTZC and implemented. Denis added that it is  
37 impossible to be in perfect control, but that these discussions are important because they show how  
38 conscientious the DCTZC is about engaging in appropriate controls.

39 Lennsert stressed that there is never just two (2) people handling anything for the DCTZC. Each step of the  
40 process is separated by a different person on her team handling a different step in the process; not one  
41 person has anything do with the complete circle of the reporting process.

42 Holtz moved and Olsen seconded to approve and accept the 2014 Door County Tourism Zone  
43 Commission Audit. Motion carried.

#### 44 Upgrade proposal presentation by Bay Lakes Information

45 Borkovetz told the Commission that there were three (3) components to the system upgrade: First, to  
46 improve the quality of data, second to improve the ease of reporting for permit holders, and third to increase  
47 efficiency for the office. He asked if anyone had specific questions.

48 Dannhausen asked if there is more information or different reporting that should be looked at as we  
49 commence the upgrade. Borkovetz said yes, the DCTZC could look at similar actions that the DCVB took in  
50 getting permission from properties to utilize more data. Money Penny stressed that the data coming in is in

- 1 bulk and everything is anonymous. Dannhausen asked Money Penny what information don't you have that  
2 you want to know. Rasmussen replied that any additional information is helpful.
- 3 Weddig commented that any investment that provides more meaningful data in a form for better utilization  
4 is a wise investment to continue to track what is going on in Door County.
- 5 Nelson asked if we should be paying for the enhancements to Lodgical when we aren't utilizing the main  
6 Lodgical system.
- 7 Borkovetz said yes because it is providing the Commission the advantage to streamline the program for the  
8 Commission to save time.
- 9 Van Lieshout asked if we develop and pay for continued to upgrades to the program, who owns the program.
- 10 Borkovetz and Koehne said it is a good question. They both felt that it needed to be sorted out and put into  
11 writing.
- 12 **Starr moved and Dannhausen seconded to approve the Baylakes Information System proposal to  
13 upgrade the DCTZC back office program contingent on sorting out ownership rights. Motion carried.**
- 14 **Discussion of draft Ordinance Amendment**
- 15 Van Lieshout began the discussion in summarizing the process that has led to the final draft of the amended  
16 ordinance that was before the Commission. He noted that the permit process has been tightened up, the  
17 deactivation process is now part of the ordinance to allow for both an informal or administrative  
18 deactivation, the ten (10) day notice provision was deleted for late notices, annual renewals were deleted, a  
19 fraudulent filing provisions was added, an amended return provision was added and coverage for timeshare  
20 and membership language was added.
- 21 **Nelson moved and Boston seconded to approve the revised ordinance amendment. Motion carried.**
- 22 Discussion opened to include additional items that should be included in the amendment. Lensert asked  
23 that Section 3(f)(2) should have an addition of "but not less than \$25" added.
- 24 Dannhausen asked how the amended ordinance will go to the municipalities. Van Lieshout said he planned  
25 on attending board meetings to present the amendment, answer questions and ask the municipality to adopt  
26 it. The changes enable the DCTZC to do our job better which directly benefits the municipalities.
- 27 Le Clair said we need to start getting on agendas.
- 28 Tice said that it would be important to set a date to adopt and to include that there will be no changes to the  
29 amendment once it goes to the municipalities.
- 30 Starr asked that a letter be written to the municipalities to summarize the changes.
- 31 Money Penny asked that he be included in attending the Southern Door Meetings.
- 32 Tice asked that we check with attorney Vande Castle to see if the published posting can be combined as one  
33 posting or if each municipality will have to post it individually.
- 34 Starr said that he thought it would have to be done by each municipality.
- 35 Van Lieshout said you can do it as a group for elections.
- 36 Nelson noted that we would only need 2/3 to pass the ordinance, but really want this to be unanimous.
- 37 Tice stressed that we want everyone to be on the same page and in reality it is just an update to how the  
38 process works.
- 39 Skare commented that it would ensure revenues.
- 40 Dannhausen asked if the definition of "hotel and motel" should be broadened to include among others bed  
41 and boat. Tice said the definition comes straight from the state statute. Dannhausen felt the definition was  
42 not dynamic enough to keep up with the ever changing environment to cover everything you might see on  
43 sites such as Airbnb; this is the opportunity to close the loopholes.
- 44 Van Lieshout said that the legislatures need to broaden the definition and the WH&LA is looking to do so  
45 through the redefinition of the statute.

1 Weddig asked about page 11 and the reference to 66% as opposed to the 70% and whether a reference should  
2 be made to the Intergovernmental Agreement. Van Lieshout said he didn't think a reference was going to  
3 make a difference. Weddig felt that the DCTZC needs to state what puts aside the state statute.

4 Nelson withdrew his previous motion.

5 Nelson moved and LeClair seconded to consult with attorney Vande Castle on the following: can the  
6 definition of "hotel and motel" broadened, can no less than \$25 be added to section 3(f)(2) and does  
7 their need to be a reference to the Intergovernmental Agreement on page 11 in Section 5(a). Motion  
8 carried.

9 Discussion of officers

10 Van Lieshout advised the Commission that nominations were needed for officers so the vote could happen at  
11 next month's meeting.

12 Weddig said that he would like to continue to see a paid municipal employee hold the Chair position.

13 Van Lieshout said he would like to continue as Chair.

14 Nelson said he would like to continue as Treasurer, but would like to work with someone to mentor them  
15 for the next year to take over the position.

16 Van Lieshout noted that everyone in their current seats would be nominated to be voted in at next month's  
17 meeting as follows: Van Lieshout- Chair, Skare-Vice-Chair, LeClair-Secretary, and Nelson-Treasurer.

18 Consider motion to convene into Closed Session pursuant to Wisconsin State Statutes, Section  
19 19.85(1)(a)(f) or (g) to confer with legal counsel for the governmental body who is rendering oral or  
20 written advice concerning strategy to be adopted by the body with respect to litigation in which it is  
21 or likely to become involved; to wit: enforcement actions against lodging providers who have failed to  
22 obtain lodging permits and to timely remit monthly room tax report and tax payments.

23 Dannhausen moved to convene into Closed Session as per statutes named; Tice seconded. Motion  
24 carried

25 CLOSED SESSION

26 Consider a Motion to Reconvene into Open Session

27 Dannhausen moved to reconvene into Open Session; LeClair seconded. Motion carried.

28 Consider a motion to take action, if required.

29 Tice moved and Weddig seconded that Roberts take action and proceed with consulting Attorney  
30 Vande Castle regarding delinquent properties and pursue action as advised. Motion carried.

31 Adjournment

32 Starr moved to adjourn; Boston seconded. Motion carried.

33

34 Respectfully submitted,

35



36

37 Kim Roberts

38 Administrative Assistant

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40