

# VILLAGE OF EPHRAIM

FOUNDED 1853



## VILLAGE OF EPHRAIM BOARD MEETING AGENDA

**TUESDAY, DECEMBER 13, 2022, 7:00 PM**

**9996 Water Street**

**NOTE: THIS MEETING OF WILL BE SIMULTANEOUSLY HELD VIA TELECONFERENCING. STAFF, COMMITTEE MEMBERS AND THE PUBLIC ARE WELCOME TO PARTICIPATE IN THIS MANNER. TELECONFERENCING WILL BE AVAILABLE BY COMPUTER, PHONE, TABLET, OR DIAL IN. CONNECTION INFORMATION BELOW:**

1. **Call to Order**
2. **Quorum**
3. **Changes in Agenda**
4. **Visitor's Comments**
5. **Approval of Previous Minutes**
6. **President's Comments**
7. **Consent Agenda Items**
8. **Administration**
  - a. Discussion and update from Door County Tourism Zone representatives
  - b. Discussion regarding "Class A" alcohol ordinance
  - c. Discussion regarding Final Reports from Capital Projects Ad-Hoc Committee
  - d. Discussion and consideration regarding Resolution 04-2022 – Adoption of Door County Hazard Mitigation Plan
  - e. Discussion regarding Door County Broadband Infrastructure Project
9. **Physical Facilities**
  - a. Discussion and consideration regarding Village Hall landscaping plan
  - b. Discussion and consideration regarding contract with Stantec
10. **CPC**
  - a. Discussion and consideration regarding purchase of speed board
11. **Committee Minutes for review:**
12. **Visitors' Comments:**
13. **New Business for Next Meeting:**
14. **Adjournment**

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***\*\*Deviation from listed order may occur\*\****

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	<b>Date: <u>12/9/2022</u></b>
<b>Andrea Collak, Clerk</b>	<b><u>X</u> Village Administrative Office</b>
	<b><u>X</u> Visitors' Center</b>
	<b><u>X</u> Post Office</b>
<b>Kim Roberts, Deputy Clerk</b>	<b><u>X</u> Website <a href="http://www.ephraim-wisconsin.com">www.ephraim-wisconsin.com</a></b>
	<b><u>X</u> Emailed to WDOR Radio</b>
	<b><u>X</u> Emailed to Peninsula Pulse</b>

**VILLAGE OF EPHRAIM BOARD MEETING MINUTES  
CLOSED SESSION  
TUESDAY, NOVEMBER 8<sup>TH</sup>, 2022 – 6:30 PM  
9996 WATER STREET**



**Present:** Michael McCutcheon-Chair, Matt Meacham, Ken Nelson, and Tim Nelson.

**Absent:** Cindy Nelson.

**Staff:** Brent Bristol – Village Administrator

1. **Call to Order:** The meeting was called to order by Chairman McCutcheon at 6:30 PM.
2. **Quorum:** A quorum is present for this meeting.
3. **T. Nelson moved, K. Nelson seconded to convene into closed session per §19.85(1)(c). Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility: For the purpose of discussing 2023 staffing.**

**..and per §19.85(1) (g) Conferring 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 is likely to become involved: *For the purpose of discussing nuisance abatement.***

**A roll call vote was taken: Meacham aye, K. Nelson aye, T. Nelson aye, and McCutcheon aye. Motion carried.**

**T. Nelson moved, K. Nelson seconded to reconvene into open session. A roll call vote was taken: Meacham aye, K. Nelson aye, T. Nelson aye, and McCutcheon aye. Motion carried.**

4. **Please take notice pursuant to §19.85(2) Wis. Stats, the Village Board may entertain a motion and reconvene in open session and may address the matters considered in closed session and all other matters on the agenda.**

**T. Nelson moved, K. Nelson seconded to proceed as discussed in Closed Session, all ayes. Motion carried.**

5. **Adjournment:**

**T. Nelson moved, K. Nelson seconded to adjourn, all ayes. Motion carried.**

*Recorded by,  
Kim Roberts – Deputy Clerk*

**VILLAGE OF EPHRAIM BOARD MEETING MINUTES  
TUESDAY, NOVEMBER 8TH, 2022 -7:00 PM  
9996 WATER STREET**



**Action Items:**

**T. Nelson moved, K. Nelson seconded to approve the Closed Session minutes of October 11, 2022, all ayes, motion carried.**

**T. Nelson moved, K. Nelson seconded to approve the minutes of October 11, 2022, all ayes, motion carried.**

**T. Nelson moved, K. Nelson seconded to approve the minutes of October 12, 2022, all ayes, motion carried.**

**T. Nelson moved, K. Nelson seconded to approve the Closed Session minutes of October 12, 2022, all ayes, motion carried.**

**K. Nelson moved, Meacham seconded to approve the consent agenda items as presented, all ayes. Motion carried. T. Nelson abstained.**

**K. Nelson moved, T. Nelson seconded to open the Public Hearing for the 2023 Village of Ephraim Budget and Ordinance 07-2022, all ayes. Motion carried.**

**K. Nelson moved, T. Nelson seconded to close the Public Hearing for the 2023 Village of Ephraim Budget and Ordinance 07-2022, all ayes. Motion carried.**

**K. Nelson moved, T. Nelson seconded to approve the 2023 insurance including General, Auto, Liability, Crime, Boiler, and Worker's Compensation Insurance as presented, all ayes. Motion carried.**

**K. Nelson moved, T. Nelson seconded to approve the 2023 Fee Schedule as presented, all ayes. Motion carried.**

**T. Nelson moved, Meacham seconded to approve the 2023 Budget as presented, all ayes. Motion carried.**

**T. Nelson moved, K. Nelson seconded to approve Resolution 03-2022– Funds appropriation for the Fiscal Year 2023, all ayes. Motion carried.**

**K. Nelson moved, T. Nelson seconded to approve ordinance 07-2022 as presented, all ayes. Motion carried.**

**T. Nelson moved, K. Nelson seconded to adjourn at 9:08 PM, all ayes. Motion carried.**

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**Present:** Michael McCutcheon-Chair, Ken Nelson, Tim Nelson, and Matt Meacham.

**Absent:** Cindy Nelson.

**Staff:** Brent Bristol - Village Administrator, Justin MacDonald - Village Fire Chief, and Kim Roberts - Deputy Clerk.

**Guests Online (14):** James Kalney – Village Attorney, Tad Dukehart, Chuck Pearson, Ken Miller, BD Thorp, Susie Samson, Lane Methner, Anne Crowe, J. Larson, Caller 01, Caller 03, Jeff Lutsey, ALH, and Sarah Zamenick.

**Guests in Person (11):** Dennis Jewell, Lars Topelmann, Monique McClean, Elfie Johnson, Jessica Hatch- Door County Community Broadband Coordinator, Gary Soule, Andy Bartlet, Niles Weborg, Bob Richter, and two (2) other individuals in attendance.

1. **Call to Order:** The meeting was called to order by President McCutcheon at 7:00 PM.
2. **Quorum:** A quorum was present for this meeting.
3. **Changes in Agenda:** McCutcheon stated that the discussion with Jessica Hatch, Door County Broadband Coordinator would be discussed first, then the discussion regarding the “Class A” alcohol ordinance, followed by the Public Hearings, and the rest of the agenda would then follow.
4. **Visitors’ Comments:** There were no visitors’ comments.

**5. Approval of previous minutes:**

**T. Nelson moved, K. Nelson seconded to approve the Closed Session minutes of October 11, 2022, all ayes, motion carried.**

**T. Nelson moved, K. Nelson seconded to approve the minutes of October 11, 2022, all ayes, motion carried.**

**T. Nelson moved, K. Nelson seconded to approve the minutes of October 12, 2022, all ayes, motion carried.**

**T. Nelson moved, K. Nelson seconded to approve the Closed Session minutes of October 12, 2022, all ayes, motion carried.**

**6. President's Comments:**

McCutcheon described the recent rescue situation that occurred at Peninsula State Park on October 22, 2022. It was a complex and dangerous situation with a rope rescue that occurred in pure darkness. He recognized all departments involved that made the rescue effort run like clockwork.

McCutcheon introduced Village of Ephraim Fire Chief, Justin MacDonald and read the letter of commendation:

*Dear Chief MacDonald,*

*This letter of commendation is presented to you on behalf of the Ephraim Board of Trustees and the residents of the Village of Ephraim for the outstanding work performed by you as the Incident Commander during the Peninsula Park rescue on October 22, 2022.*

*Upon your arrival at the scene, you were assigned the Incidence Command duty by Gibraltar Fire Chief Andy Bertges. Over the next three hours, you expertly carried out your duties by successfully managing the MABAS system to bring to the scene the needed manpower and equipment. Your thinking was well ahead of the game, accurately calling for resources, and in a calm radio presence imparted confidence to those at the rescue site.*

*In addition, your knowledge of the situation was clearly evident during the After Action meeting as you reviewed decisions and evolving plans. This report was then presented to the members of the Ephraim Fire Department during the course of their monthly meeting. Your report proved to be an invaluable teaching resource both in the use of the MABAS system and the leadership necessary to manage the incident.*

*Our thanks and appreciation to you for a job well done!*

McCutcheon stated there was also praise from the Thedacare air medical team in appreciation of the airport facilities. There is a lot to be proud of, he said.

**7. Discussion with Jessica Hatch, Door County Broadband Coordinator:**

Jessica Hatch introduced herself and asked the Board if they had considered broadband. If so, she asked if they had taken any action or established a committee to look into broadband. She noted that there had been a broadband summit in June and provided to the Board workflow information that was distributed to help communities discuss broadband and best practices.

Hatch further discussed surveys, communities in the process of broadband efforts, service maps, and Public Service Commission grants.

McCutcheon stated that no action had been taken and asked what the first step would be.

Hatch stated that either the Board could tackle it or an Ad Hoc Committee could be established to work on broadband.



McCutcheon inquired how long it has taken communities to work through the process.

Hatch discussed Baileys Harbor and Clay Banks. She noted the pace is unique for each community and depends on what is in place. She further noted that she was in place to assist communities through the process.

McCutcheon noted it was up to the Village to get to work.

**8. Consent Agenda items:**

**K. Nelson moved, Meacham seconded to approve the consent agenda items as presented, all ayes.** Motion carried. T. Nelson abstained.

**9. Discussion regarding “Class A” alcohol ordinance:**

McCutcheon noted that the village attorney was in attendance to help address specific questions that the Board had from the last meeting. The decision to this point, he said, has been to issue two (2) “Class A” licenses. He added that the ordinance was still in the discussion stages and clarified what is being considered is not a bar which is a “Class B” license in which alcohol can be consumed on premises. What is being considered, he said, is a “Class A” license, which allows the retail sale of intoxicating liquor (distilled spirits and wine, including alcoholic cider) for consumption off the premises.

Anne Crowe withdrew her opposition based on further information received. She added that she was concerned about the future of the Village but knows the Board is working diligently. She thanked the Board for all of their hard work.

McCutcheon asked for comments from visitors. He noted that one of the issues Crowe experienced in the information she received was that there were going to be breweries, wineries, and/or distilleries in Ephraim. As we have learned from our experience with a proposed development in North Ephraim, we need to try to get ahead of projects like this. He added that he was not sure anybody on the Board considered those types of businesses when licensing was considered; no one has ever mentioned distilleries or breweries. The Plan Committee will look into this and speak with Attorney Kalney to determine if there is any way to prevent this. It is on our radar. He added that just because someone had a “Class A” license it would not open the door to then start brewing, fermenting, or distilling liquor. We will see if we can as a community simply say no through zoning laws to breweries, wineries, and distilleries.

Bartelt asked if we can, in fact actually, qualify the granting of a license to an establishment by some restriction on how much liquor they can sell with a relationship to their overall business. Whether we do that by square footage, space, or percentage of revenue. The attorney has said no but we can provide a list of preferences that would allow us to favor one application over another and that is what we seem to be working on. He asked if his understanding was correct.

Kalney stated that there are certain things that you can regulate. You don’t want to put into an ordinance that you can not have a liquor license unless it is combined with another building (use) by ordinance. I would suggest that it is a consideration in whether you want to grant a license. To downright deny it, you would run afoul due to the fact it is allowed by State law. If you are going to allow “Class A” licenses you are in a position to regulate the issuance of the license so long as you are looking at those public interests and whether those licenses will serve the public interest for reasons that we have seen in your ordinance.

Bartelt asked Kalney when he said we could not restrict this to another building if he misspoke.

Kalney clarified that he would be hesitant to advise that you can say you have to have an additional business (use) in order to get a “Class A” license. That would be a restriction on a “Class A” license that does not exist in state law; I would avoid that, he said. However, that does not mean you can’t regulate by only issuing to places that are combined (uses).

Bartelt stated that in other words, you don’t put it in writing but you have it as an internal list of priorities. He asked if you could actually deny an application on that basis.

Kalney stated yes.

Bob Richter stated that successful liquor businesses are big and require enormous inventory. He asked where this would be done and felt it should be restricted to just wine. He did not want a Binny's Liquor Store in Ephraim; it is not the spirit of Ephraim. He added that he was not against business, he just did not want a big liquor warehouse.

McCutcheon noted that "Class A" licenses could not be restricted to just wine.

Niles Weborg stated that he was not for the Class "B" license when it came to be and felt it was just another stepping stone to go to a "Class A". People said at that time, it would never happen in Ephraim. Here we are now and it is happening. He asked the Board to step up to the plate to treat this like it should have been treated from the start.

Bristol commenced reviewing the questions from the Board with responses from attorney Kalney. Can we regulate in some way tying out the percentage of sales concerning alcohol compared to another mixed-use on the property? Through considerations of a process tied to an intent statement, yes, we can carefully achieve the same result in the end.

Bristol reviewed the questions about permitted use. If someone is permitted for five hundred square feet (500 ft<sup>2</sup>) and has one hundred lineal feet (100 LF) of shelf space dedicated to the sale of alcohol and five (5) years later you find out that unbeknownst to the Village it has expanded by 10%. Can we revoke that license or do we have an enforcement leg to stand on he asked. The answer from Kalney, Bristol stated, was in a perfect world you would allow the license to revert back to whatever was approved but ultimately yes, it would be enforceable. If the licensee was not operating consistent with the premise description that was approved by the Board, then yes, that is an enforceable item that could ultimately result in the revocation of that license.

Kalney clarified that each year when the licensee goes to renew their "Class A" license, just like a Class "B", they are going to have to tell you about the premise in which they are going to sell. They cannot unilaterally change the premise, which is very clear under the law. They have to come to the Village if they are going to increase or decrease. If they make a change without the OK of the Village, that is grounds for revocation. You would probably catch it, year to year, looking at the license.

Bristol noted that the premise description is an important thing to keep tabs on for both new and existing licenses.

Bristol reviewed questions regarding a change of ownership. If a property is permitted for a certain use including the "Class A" license and the property is being sold to someone new, you would be somewhat hard-pressed not to re-issue a new license to the new owner operating essentially the same exact operation. But that does not mean it would be guaranteed if the nature of that use was changed. If something is changing, it is still a new owner, it is still a new application, and still subject to review by the Board. The road to a denial will be more difficult if the existing use operated without issue over many years and the plan was to maintain the same scale and use going forward.

Bristol reviewed questions regarding removing the use. If down the road the Village decided they did not like the "Class A" experiment and decided to abolish it as a permitted use within the Village. Can they be grandfathered as a way to phase them out, he asked. Similar to a grandfathered use, those in operation, under the present ownership, you would probably have to live with. They would have to still operate under the terms in which they were originally approved. If at some point, there is a sale, that is now a new application. The Village would not be mandated to issue a new license to a new individual on the same property in the case of a sale. The grandfather stops with the present owner of that license.

T. Nelson stated that previously it was stated that the Village would be hard-pressed not to issue a new license to a new owner if the use was operating under the same premise description.

Bristol stated that was under the assumption that we don't revoke the "Class A" as a permitted use. There would be an ordinance amendment to remove the "Class A". Now that premise is a grandfathered "Class A".

Kalney stated that was a close issue that has not yet been tried. If you made a change in policy for which you don't want "Class A" licenses anymore, the people that have them, have a property interest in continuing them. I don't know, he said, that there is a good argument that the property interest continues after they are done. In my opinion, the ordinance would be enforceable at that point.

McCutcheon asked if Kalney had heard of anybody selling the business and the license unbeknownst to anybody and putting a price on that license. Is the business valued more because they hold the license, he asked.

Kalney stated he was unsure of the valuation process. It would be improper for them to say they are selling the license. Any transfer of a license has to be approved, even the transfer of a license from one person to another, by this body. If they are selling to somebody that is not acceptable, the Village does not have to transfer the license.

K. Nelson stated that we have been talking about possibly having two (2) licenses. If applicant number one (1) comes before the Board applying to use 25% of their space for the sale of alcohol with mixed-use of 75% of another retail type and we approve it under those terms and then we have applicant number two (2) that applies to use 50% with mixed use of another retail use, which is also approved. Then applicant number one (1) says, how come I only get 25%, I want to go up to 50%. He went on to say that he was concerned that we are going to be cutting deals that are not consistent. He wondered if they would be defensible.

Kalney stated he thought they could be defended because the applicant is the one asking for the license. When you start considering the licenses, you want to make a clear record as to why they are OK in a particular circumstance. If you are going to be flexible there is always some concern that you are being even-handed about it.

McCutcheon asked if it could be capped. Could we say that the most you can have is 50%, he asked.

Kalney said he would avoid doing that in an ordinance form; you can effectively do that by denying anything over 50%. Putting it in any ordinance, there is nothing in state law that says that once we issue a liquor license, we are allowed to limit the use of it in that manner. I would avoid doing that, he said.

T. Nelson discussed the premise description and provided an example of a business that expands its space from 25% to 35% for the sale of alcohol during the course of the year. When it comes time to renew, we now say this is not hard and fast objective ordinance language but we are not going to renew the license because of the change in premise description. The premise description, the criteria, becomes the hard-written ordinance language because the result is the exact same.

Kalney said the result is the same but it is an exercise in discretion when you are setting the premise. Then there is another exercise in discretion to determine if you are going to grant the additional premise. If they made that change, they were supposed to come to you to get your permission to extend it. If they didn't do it, that is the violation.

T. Nelson stressed that the premise language was very, very important.

Kalney agreed; it is a consideration of their premise.

K. Nelson suggested scaled drawings.

Kalney agreed and said some of our neighboring communities are moving in that direction. They are starting to demand a sketch of the liquor license premise, not just a description.

T. Nelson stated in terms of the premise description and the consideration criteria, we have to have a firm handle on what we are looking at.

K. Nelson agreed and said that is why we started to write it into the ordinance, which we have now been discouraged by Kalney.

Bristol suggested looking beyond a percentage. A percentage can look different depending on the size of the building.

Kalney agreed that percentages are difficult. Even square footage is difficult.

Bartelt inquired about what would happen if a business goes through bankruptcy and there is a reorganization of ownership, would it be considered a change of ownership, he asked.

Kalney stated that if there is a change of ownership, there would be a new application. There is nothing that says we have to reserve that license once they go bankrupt or out of business for any other reason.

Bristol stated the license is tied to an individual as opposed to an individual under the banner of a corporation.

Kalney agreed. If it is a corporation, you look at the moral character of the members of that corporation. It flows back to the people involved.

Bristol asked if there was a change in the members of the corporation, but the same name of the corporation, would a new application be required.

Kalney said yes.

McCutcheon stated that we have our work cut out for us to consider this. For those of you present, he said, we don't take the work lightly. We have tried various ways and want to stay in legal bounds. We will work hard to get this the way we want it or we will not be able to do it.

Bristol asked for further direction from the Board for work to be completed in the next month on the ordinance.

Since the premise drawing is going to be so important, should we nail down what we are going to accept within the ordinance, K. Nelson asked.

There were further comments from the audience that expressed concern that the philosophy of the decision would not be contained in the ordinance. There was concern that the internal criteria could be lost or changed with a new Village Board. Another asked that the Board just say no. Crowe added that she felt the Village Board was considering this very, very carefully and felt confident that they would make the right decision. She went on to say that she did support two (2) businesses as a trial for this. We have to be realistic in moving forward, she said.

#### 10. Public Hearing:

**K. Nelson moved, T. Nelson seconded to open the Public Hearing for the 2023 Village of Ephraim Budget and Ordinance 07-2022, all ayes. Motion carried.**

##### a. **2023 Village of Ephraim Budget:**

Bristol reviewed the 2023 budget. The expense category overages for 2022 were one-offs such as an upgrade to accounting software and EBC Fyr Bal Fireworks. It has been a volatile couple of years but the budget has not been too reactionary. The Village will continue to monitor for trends. He spoke to the increases in the cost of doing business such as insurance and personnel. He reviewed that the Cost of living Adjustment "COLA" has risen to 8.7% and the State Consumer Price Index "CPI" has risen to 7.7% to keep pace with inflation. Operational expenses are projected to stay flat with the exception of a few budget adjustments for tree planting and a reduction to Mid-Door Fire meetings.

Bristol reviewed the ending budget summary: All taxes (income) increased by 2.3%, and the mill rate increased from three dollars and sixty-two cents (\$3.62) to three dollars seventy-one cents (\$3.71), a 2.341% increase.

- b. **Ordinance 07-2022 – An ordinance amending the Village of Ephraim zoning code as it relates to listed permitted uses by removing cemeteries in residential districts and conditional uses by removing parking lots and PRD’s in residential districts and multiple occupancy residential housing in commercial districts:**

Bristol explained that zoning was often reactionary and that the Plan Committee was looking to the future regarding the intent of language and direction as well as looking at the goals of the original authors of the ordinance. He went on to say that the Plan Committee is bound to the ordinance as it is written today for active applications. The Plan Committee has elected to hit pause and look at the ordinance sections containing PRD’s and multiple occupancy residential housing to look at eliminating them as permanent conditional uses. The goal of the Plan Committee is to take the cleanest path and eliminate the uses. Throughout the winter the Plan Committee can review the future of the PRD’s and multiple occupancy residential housing to look at the intent to craft a new ordinance without previous precedent attached. Bristol further noted a few housekeeping items included in the proposed ordinance for removal in addition to the sections pertaining to PRD’s and multiple occupancy residential housing: Cemeteries in R1 and parking lots in R1.

**K. Nelson moved, T. Nelson seconded to close the Public Hearing for the 2023 Village of Ephraim Budget and Ordinance 07-2022, all ayes. Motion carried.**

**11. Administration:**

- c. **Discussion and consideration regarding 2023 (General, Auto, Liability, Crime, Boiler, and Worker's Compensation Insurance):**

Bristol reviewed the 2023 municipal insurance proposal. He noted that across the board there was an increase of 3-4%.

**K. Nelson moved, T. Nelson seconded to approve the 2023 insurance including General, Auto, Liability, Crime, Boiler, and Worker's Compensation Insurance as presented, all ayes. Motion carried.**

- d. **Discussion and consideration regarding the 2023 Fee Schedule:**

Bristol reviewed the noteworthy changes to the 2023 fee schedule: Wastewater and sewer rates will increase by 5%.

**K. Nelson moved, T. Nelson seconded to approve the 2023 Fee Schedule as presented, all ayes. Motion carried.**

- e. **Discussion and consideration regarding the 2023 Budget:**

**T. Nelson moved, Meacham seconded to approve the 2023 Budget as presented, all ayes. Motion carried.**

- f. **Discussion regarding Resolution 03-2022 – Funds appropriation for the Fiscal Year 2023:**

Bristol explained that the resolution was a formality to levy taxes based on the approved 2023 budget.

**T. Nelson moved, K. Nelson seconded to approve Resolution 03-2022– Funds appropriation for the Fiscal Year 2023, all ayes. Motion carried.**

- g. **Presentation of Final Reports from Capital Projects Ad-Hoc Committee:**

McCutcheon thanked the CPAC and noted that their report represented considerable work.

K. Nelson noted that there was a final summary report for distribution. He presented the final project, the Maintenance Garage. It was built in 1990 with an addition to the west side in 2000. The overall space is two thousand four hundred square feet (2400 ft<sup>2</sup>). An unheated pole building was added to the southwest in 2022 for dry storage of materials and equipment.

K. Nelson noted that the construction was basic and reviewed the current building issues:

- Lack of well-heated workspace; the building contains only a single ceiling heater.
- Lack of vehicle storage space; currently in the winter vehicles completely fill the space and have to be removed to create workspace.
- Lack of Storage: Certain supplies are stored off-site and some equipment is stored in our Wastewater Treatment Plant.
- Lack of break room, safety station, and adequate bathroom.
- Poor indoor lighting and lack of safe storage for items such as gasoline.
- Limited garage door width of ten feet (10'), making it difficult to take trucks in and out with plows attached.

K. Nelson reviewed the alternatives provided by Keller:

- A one thousand six hundred square foot (1600 ft<sup>2</sup>) addition to the north side of the existing building. Part of the existing space will be remodeled to provide an office, bathroom, and break room. The new addition will provide three (3) bays on the north side. The bays will still be ten feet (10') wide. There will be a small, two hundred eighty square feet (280 ft<sup>2</sup>) mezzanine area for storage in the addition. The 2022 cost estimate for this option is four hundred ninety thousand dollars (\$490,000).
- The second plan includes a two thousand five hundred square foot (2500 ft<sup>2</sup>) addition to the north, which will nearly double the size of the existing building. The new garage doors will be fourteen feet (14') wide and two (2) of the ten foot (10') doors in the original garage will be replaced with an eighteen foot (18') door. There will be a small, two hundred seventy-two square feet (272 ft<sup>2</sup>) mezzanine area for storage in the addition. The 2022 cost estimate for this option is nine hundred sixty thousand dollars (\$960,000).
- Keller also provided an option for the pole building that included a nine hundred square foot (900 ft<sup>2</sup>) addition for cold storage and equipment. The cost estimate is one hundred sixty thousand dollars (\$160,000). With either the addition or a new maintenance building, the pole barn addition would not be necessary.

K. Nelson reviewed alternative option #1 which would be the demolition of the existing maintenance garage and replacing it with a new maintenance garage. He noted that in many ways the existing building was at the end of its useful life since it was built nearly thirty (30) years ago. Rehabbing it for a future thirty (30) year life may not be cost-effective. A new building would provide the types of spaces we need now and for the foreseeable future. The new garage would have four (4), fourteen foot (14') high lift garage doors on the south side and three (3) similar doors on the north side for drive-through operations. There will be a mezzanine level for storage above the office space of approximately one thousand square feet (1,000 ft<sup>2</sup>). The 2022 cost estimate is \$1.5 million.

K. Nelson reviewed the summary document which included recognizing the members of the CPAC committee (Fred Bridenhagen, Matt Meacham, K. Nelson- Chair, Chuck Pearson, and Maggie Peterman.) He also reviewed the list of the five (5) projects developed by the Village Board with input from public surveys: Anderson Dock, North Ephraim Street Lighting and Path, Fire Station Expansion, Administration Building renovation, and Maintenance Garage Expansion. K. Nelson went on to review the fundamental principles used to develop a preliminary design and cost estimates for the five (5) projects:

- Community Focus; consider aesthetics that maintain the ambiance of Ephraim while providing modern solutions.
- Fiscal Focus; develop options that maximize the efficient use of public funds.
- Employee Focus; provide an appropriate work environment for our employees.
- Investment Focus; develop options that have a long life (30+ years) to minimize future maintenance costs.

K. Nelson reviewed a summary of estimated construction costs noting that the highlighted, shaded line offered an alternate option.

#### Summary of Capital Projects

Project Name	Estimated Construction Cost	
Anderson Dock Project		\$ 800,000
North Ephraim Lighting and Path (NE)		\$ 1,280,000
NE Option #1; Path & Solar Lighting	\$ 430,000	
Fire Station Expansion (FS)		\$ 2,300,000
FS Option #1; w/o Garage Addition	\$ 1,600,000	
Administration Building Renovation (AB)		\$ 250,000
AB Option #1; Replace Admin Offices w/addition to FS	\$ 450,000	
Maintenance Garage Expansion (MG)		\$ 960,000
MG Option #1; Build New Maintenance Garage	\$ 1,500,000	

Note: Option #1 for each project could be done as an alternative.  
The cost is independent of the original project cost.

K. Nelson continued the discussion with the recommendations from CPAC regarding the prioritization of projects. He suggested that the Anderson Dock project due to its uniqueness and the intense public interest be dealt with independently of the other capital projects. A special committee is suggested to address this project alone.

- North Ephraim Multi-Use Path with Solar Lighting. The majority of the cost of this project could be paid for with the remaining Streetscape bond dollars (approximately three hundred sixty thousand dollars (\$360,000)). This is the only project of the five (5) that is eligible for these funds. This project is supported by North Ephraim and provides the Village the opportunity to invest in the North Business District. Cost: Four hundred thirty thousand dollars (\$430,000).
- Maintenance Garage Option #1. The current garage provides the poorest working conditions of any of our public buildings. The lack of heat and space is unacceptable. An addition to the original garage would not an efficient use of public funds. Cost: \$1.5 million.
- Fire Station Office Addition including space for Administrative Offices. This option provides a new building for both fire and administration operations, plus a long-term location for all Village meetings. The effectiveness of rehabbing a seventy-five (75) year-old Administration Building is questionable, and the cost associated with that will most probably exceed our estimate. In this case, we are suggesting that adding the office and meeting space to the Fire Station project without expanding the equipment area and then consolidating the municipal administrative offices to share common space provides the most long-term cost-effective solution. The equipment area could be expanded or repurposed in the future when the issue of fire department consolidation in Northern Door County is resolved. Cost: \$2.05 million.
- North Ephraim Street Lighting. With the \$1 trillion infrastructure bill passed by Congress, the Village could apply for Federal and State funds for this project. Once funding is secured, the project could be constructed. However, it may turn out that the path with solar lighting and new intersection lighting by WPS is adequate. Cost: Eight hundred ninety thousand dollars (\$890,00).

McCutcheon thanked Ken Nelson and the CPAC. He noted that the CPAC now would be disbanded. The Board will now consider the projects and the well-thought-out suggestions made by the committee. As projects are chosen, a member from the CPAC will likely be chosen in addition to interested residents that would like to be involved to create a committee to work on the project. He thanked the CPAC again noting it was a good committee and good leadership.

#### h. Discussion and consideration regarding AECOM study of Village roads:

K. Nelson reviewed a new proposal from AECOM that provided further clarification of services to be provided for a study of Village roads. He noted that the study was a physical survey, not a ground-penetrating radar study. AECOM would rate roads and present a plan. Now that he



understood the services to be provided by AECOM, he suggested working with Brad Rasmusson and continuing the work he has undertaken to date in rating roads every two (2) years for State Road Aid to create a five (5) year plan in-house. If necessary, he said, borings could be obtained.

Bristol agreed and said Rasmusson has taken seminars to conduct road ratings and the state system has a lot of functionality for budgeting purposes.

T. Nelson recommended ground penetrating radar as part of the Anderson Dock project due to the volume of concrete.

i. **Update regarding graffiti abatement on Anderson Dock:**

Bristol stated that he would continue to add to the report as things progress. He noted that he was able to obtain the product information from Rich Bierman on coatings for the concrete. He added that the first quote for a camera system was included to provide an avenue for a visual deterrent as well as enforcement information. A single camera would not be sufficient; it would be a cloud-based system with cameras to record multiple views and approaches. He added that the geocache had been archived.

T. Nelson suggested that the item be kept on upcoming agendas and that the conversation should continue between now and next summer. He added that they needed to start changing public habits and let people know that graffiti will be removed; it is not a lasting landmark.

j. **Discussion and consideration regarding Ordinance 07-2022:**

**K. Nelson moved, T. Nelson seconded to approve ordinance 07-2022 as presented, all ayes.**  
Motion carried.

12. **Committee Minutes for review:** There were no comments regarding committee minutes.

13. **Visitors' Comments:** There were none.

14. **New business for the next meeting:** No new business was discussed.

15. **Adjournment:**

**T. Nelson moved, K. Nelson seconded to adjourn at 9:08 PM, all ayes.** Motion carried.

# VILLAGE OF EPHRAIM

FOUNDED 1853



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## INTEROFFICE MEMORANDUM

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TO: VILLAGE BOARD  
FROM: CLERK  
SUBJECT: CLERK'S REPORT  
DECEMBER 13, 2022

In November, I submitted Special Assessment and Charges, Mill Rate Worksheet with the County as well as Municipal Levy Limit Worksheet and Statement of Taxes with Department of Revenue. I also submitted the PILT form to the Department of Natural Resources. Tax bills to our residents were sent out on December 2, 2022.

The polling place on November 8, 2022 was steady throughout the day with absentee ballots processing and in-person election day voters turnout of 244. Election was transparent thanks to our poll workers Heather Andersen, Norma Hager, Diane Kirkland, Kristy Nelson, Maggie Peterman, and Joyce Plansky.

We published the Type A Nomination Notice on November 18th, 2022 for the 2023 Spring Election to be held in our municipality on April 4, 2023.

First candidates for public office in our Village came to pick up their nomination papers to get their names on the ballot. These candidates must ensure that their nomination papers are prepared, circulated signed, and filed in compliance with statutory and other legal requirements. Nomination papers must be filed in compliance with the office no later than 5 PM on the first Tuesday in January preceding the election.

I have taken minutes for the Historical Preservation Committee, Plan Committee, and Wastewater Committee meetings. Made deposits and entered invoices for payment. I also processed payroll and all necessary government reports as well as reconciled the bank and General Ledger.

If you should have any questions, please feel free to contact me. Wishing you a joyful Holiday season and a happy and peaceful New Year!

Sincerely,

Andrea Collak  
Clerk/Treasurer

**FINANCIAL ACCOUNTS AS OF 12/1/2022**

STREETSCAPE BOND	\$	368,000.00
ROAD AIDS	\$	303,000.00
MARINA	\$	316,000.00
ROOM TAX	\$	680,000.00
PRAT	\$	108,500.00

VILLAGE OF EPHRAIM  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>ADMINISTRATION</u>					
100-10-41110 GENERAL PROPERTY TAXES	.00	.00	1,270,578.10	1,270,578.10	.0
100-10-41150 MANAGED FOREST LANDS	.00	18.77	8.00	( 10.77)	234.6
100-10-41210 ROOM TAXES	.00	216,619.14	260,000.00	43,380.86	83.3
100-10-41220 ROOM TAX GRANT	.00	16,305.50	36,000.00	19,694.50	45.3
100-10-41223 PRAT	.00	38,884.22	150,000.00	111,115.78	25.9
100-10-41800 INTEREST ON TAXES	32.42	437.72	300.00	( 137.72)	145.9
100-10-43300 FEDERAL GRANTS	.00	14,653.60	.00	( 14,653.60)	.0
100-10-43410 STATE - SHARED REVENUE	3,311.20	6,160.23	6,161.00	.77	100.0
100-10-43430 EXEMPT COMPUTER AID	.00	142.37	142.00	( .37)	100.3
100-10-43530 STATE TRANSPORTATION AIDS	.00	58,975.20	44,593.72	( 14,381.48)	132.3
100-10-43650 STATE AID - FOREST CROP	.00	765.70	1,000.00	234.30	76.6
100-10-43660 STATE PAYMENT IN LIEU OF TAXES	.00	7,028.65	2,000.00	( 5,028.65)	351.4
100-10-43690 STATE-VIDEO SERVICE PROVIDER	.00	2,773.44	1,000.00	( 1,773.44)	277.3
100-10-44100 CABLE FRANCHISE FEES	4,046.38	12,912.07	13,000.00	87.93	99.3
100-10-44110 LIQUOR LICENSES	.00	2,748.00	1,500.00	( 1,248.00)	183.2
100-10-44111 OPERATOR LICENSE	.00	750.00	500.00	( 250.00)	150.0
100-10-44112 PICNIC LICENSE	.00	20.00	20.00	.00	100.0
100-10-44113 SHORT TERM RENTAL LICENSE	4,000.00	7,800.00	.00	( 7,800.00)	.0
100-10-44200 DOG LICENSES	( 57.75)	57.75	8.00	( 49.75)	721.9
100-10-44300 BUILDING & SIGN PERMITS	.00	( 520.00)	2,500.00	3,020.00	( 20.8)
100-10-44310 BUILDING INSPECTION FEES	( 396.21)	( 2,809.51)	.00	2,809.51	.0
100-10-46101 ASSESSMENT LETTERS	.00	725.00	1,000.00	275.00	72.5
100-10-46730 TENNIS COURT FEES	10.00	731.00	1,000.00	269.00	73.1
100-10-46840 PERSONNEL SERV PAYMENTS	.00	.00	12,000.00	12,000.00	.0
100-10-46900 OTHER REVENUE	.00	15,269.00	2,000.00	( 13,269.00)	763.5
100-10-48000 MISCELLANEOUS INCOME	.00	( 2,814.07)	.00	2,814.07	.0
100-10-48100 INTEREST INCOME/GENL	.00	15,821.75	35,000.00	19,178.25	45.2
100-10-48200 RENTALS OF VILLAGE PROPERTIES	.00	6,210.09	7,000.00	789.91	88.7
100-10-48307 SALE OF RECYCLABLE MATERIALS	.00	2,019.16	1,500.00	( 519.16)	134.6
100-10-48500 DONATIONS	.00	4,620.00	.00	( 4,620.00)	.0
TOTAL ADMINISTRATION	10,946.04	426,304.78	1,848,810.82	1,422,506.04	23.1
<u>FIRE</u>					
100-50-43420 STATE - FIRE DUES	.00	12,357.11	11,000.00	( 1,357.11)	112.3
TOTAL FIRE	.00	12,357.11	11,000.00	( 1,357.11)	112.3
TOTAL FUND REVENUE	10,946.04	438,661.89	1,859,810.82	1,421,148.93	23.6

VILLAGE OF EPHRAIM  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>					
100-10-51100-100 SALARIES	1,500.00	16,500.00	18,000.00	1,500.00	91.7
100-10-51100-101 SS/MED	114.75	1,262.25	1,377.00	114.75	91.7
100-10-51100-320 TRAINING/CONFERENCES	.00	.00	200.00	200.00	.0
100-10-51300-200 LEGAL FEES	.00	38,685.50	15,000.00	( 23,685.50)	257.9
100-10-51400-100 SALARIES	9,465.12	112,755.91	121,623.38	8,867.47	92.7
100-10-51400-101 SS/MED	724.08	8,625.89	9,304.19	678.30	92.7
100-10-51400-102 RETIREMENT	615.24	7,329.22	8,209.58	880.36	89.3
100-10-51400-103 HEALTH INSURANCE	3,316.20	36,478.20	39,794.25	3,316.05	91.7
100-10-51400-104 DISABILITY INSURANCE	.00	3,128.08	2,800.00	( 328.08)	111.7
100-10-51400-105 WORKERS COMPENSATION	.00	604.00	592.18	( 11.82)	102.0
100-10-51400-310 VEHICLE FUEL	.00	236.48	600.00	363.52	39.4
100-10-51400-311 VEHICLE MAINTENANCE	.00	62.99	1,000.00	937.01	6.3
100-10-51400-312 CELLPHONE	74.06	1,163.26	1,750.00	586.74	66.5
100-10-51400-320 TRAINING/CONFERENCES	.00	1,672.47	2,000.00	327.53	83.6
100-10-51400-330 BANK FEES	40.20	828.28	500.00	( 328.28)	165.7
100-10-51400-331 POSTAGE	650.00	2,157.05	3,500.00	1,342.95	61.6
100-10-51400-332 OFFICE EQUIPMENT	498.00	3,639.47	3,000.00	( 639.47)	121.3
100-10-51400-333 OFFICE SUPPLIES/EXPENCES	230.75	4,514.34	5,000.00	485.66	90.3
100-10-51400-334 COMPUTER SUPPLIES/EXPENCES	98.83	11,373.14	3,875.00	( 7,498.14)	293.5
100-10-51400-335 PROFESSIONAL DUES/EXPENCES	.00	235.00	1,500.00	1,265.00	15.7
100-10-51400-336 LEGAL NOTICES/ADDS	435.00	613.23	500.00	( 113.23)	122.7
100-10-51400-339 PRINTING COSTS	.00	1,336.42	1,000.00	( 336.42)	133.6
100-10-51400-340 VEHICLE INSURANCE	.00	368.00	340.00	( 28.00)	108.2
100-10-51400-342 COMMITTEE/WORKER EXPENSE	.00	.00	220.00	220.00	.0
100-10-51400-343 CONTINGENCY	.00	3,131.36	3,500.00	368.64	89.5
100-10-51400-344 UNIFORMS	.00	447.08	300.00	( 147.08)	149.0
100-10-51400-710 CHARITABLE DONATIONS	.00	.00	1,000.00	1,000.00	.0
100-10-51440-316 SUPPLIES/EXPENCES	.00	461.51	500.00	38.49	92.3
100-10-51440-320 TRAINING/CONFERENCES	.00	30.00	500.00	470.00	6.0
100-10-51440-342 COMMITTEE/WORKER EXPENSE	485.75	1,852.75	1,500.00	( 352.75)	123.5
100-10-51500-100 SALARIES	2,229.12	26,687.16	28,974.21	2,287.05	92.1
100-10-51500-101 SS/MED	170.52	2,041.48	2,216.53	175.05	92.1
100-10-51500-102 RETIREMENT	144.90	1,734.75	1,955.76	221.01	88.7
100-10-51500-103 HEALTH INSURANCE	806.64	8,873.04	9,679.68	806.64	91.7
100-10-51500-300 AUDITING EXPENSES	.00	11,508.31	11,000.00	( 508.31)	104.6
100-10-51530-210 OTHER CONTRACTUAL SERVICE	682.57	7,508.27	7,200.00	( 308.27)	104.3
100-10-51600-211 PROPERTY INSURANCE	.00	969.16	3,141.82	2,172.66	30.9
100-10-51600-303 ELECTRICITY	.00	6,085.04	8,000.00	1,914.96	76.1
100-10-51600-304 LP GAS	.00	761.54	1,500.00	738.46	50.8
100-10-51600-305 WELL TESTS	.00	.00	230.00	230.00	.0
100-10-51600-306 PHONE	465.51	4,667.17	6,000.00	1,332.83	77.8
100-10-51600-308 SEWER FEES	.00	.00	500.00	500.00	.0
100-10-51600-309 INTERNET	.00	809.91	675.00	( 134.91)	120.0
100-10-51601-210 OTHER CONTRACTUAL SERVICES	.00	.00	10,000.00	10,000.00	.0
100-10-51601-211 PROPERTY INSURANCE	.00	2,565.17	2,800.95	235.78	91.6
100-10-51601-303 ELECTRICITY	.00	509.08	3,500.00	2,990.92	14.6
100-10-51601-304 LP GAS	.00	4,111.13	5,500.00	1,388.87	74.8
100-10-51601-305 WELL TESTS	.00	.00	130.00	130.00	.0
100-10-51601-308 SEWER FEES	.00	1,244.10	1,500.00	255.90	82.9
100-10-51601-309 INTERNET	.00	1,284.54	1,700.00	415.46	75.6
100-10-51910-730 MISC EXPENSE	.00	.00	3,800.00	3,800.00	.0
100-10-51930-212 LIABILITY INSURANCE	.00	5,668.00	5,500.00	( 168.00)	103.1

VILLAGE OF EPHRAIM  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
100-10-52400-100 SALARIES	626.40	7,499.36	8,144.10	644.74	92.1
100-10-52400-101 SS/MED	47.92	573.71	623.02	49.31	92.1
100-10-52400-102 RETIREMENT	40.72	487.50	549.73	62.23	88.7
100-10-52400-103 HEALTH INSURANCE	179.26	1,971.86	2,151.04	179.18	91.7
100-10-53510-210 OTHER CONTRACTUAL SERVICE	.00	.00	500.00	500.00	.0
100-10-55300-316 SUPPLIES/EXPENSES	.00	7,250.00	2,600.00	( 4,650.00)	278.9
100-10-56400-100 SALARIES	1,566.00	18,748.40	20,360.26	1,611.86	92.1
100-10-56400-101 SS/MED	119.78	1,434.03	1,557.56	123.53	92.1
100-10-56400-102 RETIREMENT	101.78	1,218.53	1,374.32	155.79	88.7
100-10-56400-103 HEALTH INSURANCE	448.12	4,929.32	5,377.60	448.28	91.7
100-10-56400-333 OFFICE SUPPLIES/EXPENSES	.00	.00	500.00	500.00	.0
100-10-56700-710 ECONOMIC DEVELOPMENT	.00	20,623.75	.00	( 20,623.75)	.0
100-10-56701-210 ROOM TAX EXPENSES	.00	.00	36,000.00	36,000.00	.0
100-10-58100-600 PRINCIPAL	.00	190,000.00	190,000.00	.00	100.0
100-10-58200-601 INTEREST	.00	156,418.76	156,419.00	.24	100.0
 TOTAL ADMINISTRATION	 25,877.22	 757,674.95	 790,646.16	 32,971.21	 95.8

VILLAGE OF EPHRAIM  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PUBLIC WORKS</u>					
100-20-53000-100 SALARIES	7,908.19	97,131.90	114,709.10	17,577.20	84.7
100-20-53000-101 SS/MED	606.82	7,432.59	7,627.75	195.16	97.4
100-20-53000-102 RETIREMENT	515.61	6,097.65	6,730.36	632.71	90.6
100-20-53000-103 HEALTH INSURANCE	2,520.98	27,730.78	30,251.68	2,520.90	91.7
100-20-53000-104 DISABILITY INSURANCE	.00	1,467.73	2,500.00	1,032.27	58.7
100-20-53000-105 WORKERS COMPENSATION	.00	6,220.00	6,369.74	149.74	97.7
100-20-53000-312 CELLPHONE	151.04	1,444.33	1,200.00	( 244.33)	120.4
100-20-53000-320 TRAINING/CONFERENCES	24.00	57.56	600.00	542.44	9.6
100-20-53000-333 OFFICE SUPPLIES/EXPENSES	.00	715.10	1,000.00	284.90	71.5
100-20-53000-344 UNIFORMS	.00	818.76	1,000.00	181.24	81.9
100-20-53301-220 MOWING	.00	193.35	3,200.00	3,006.65	6.0
100-20-53301-221 SWEEPING/MARKING	110.00	3,288.17	6,000.00	2,711.83	54.8
100-20-53301-222 ROAD TRIMMING	.00	.00	2,000.00	2,000.00	.0
100-20-53301-223 SNOW REMOVAL	21.99	23,559.56	32,000.00	8,440.44	73.6
100-20-53301-300 FACILITY EQUIPMENT	.00	331.50	1,000.00	668.50	33.2
100-20-53301-302 FACILITY MAINT./REPAIR/STREET	1,807.72	10,857.93	6,000.00	( 4,857.93)	181.0
100-20-53302-820 OTHER IMPR. OUTLAY/STREET REC	.00	9,095.71	.00	( 9,095.71)	.0
100-20-53302-830 OTHER IMPR.OUTLAY/DOT RESURFA	.00	131.03	.00	( 131.03)	.0
100-20-53310-310 VEHICLE FUEL	.00	5,346.93	5,000.00	( 346.93)	106.9
100-20-53310-311 VEHICLE MAINTENANCE	518.71	13,112.72	5,000.00	( 8,112.72)	262.3
100-20-53310-340 VEHICLE INSURANCE	.00	1,361.00	1,310.00	( 51.00)	103.9
100-20-53321-211 PROPERTY INSURANCE/VISITOR CEN	.00	.00	200.00	200.00	.0
100-20-53321-303 ELECTRICITY/VISITOR CENTER	.00	139.98	1,000.00	860.02	14.0
100-20-53321-308 SEWER FEES/VISITOR CENTER	.00	330.00	500.00	170.00	66.0
100-20-53322-210 OTHER CONTR. SERV./MAINT.BUILD	.00	11,746.50	8,650.00	( 3,096.50)	135.8
100-20-53322-211 PROPERTY INSURANCE/MAINT.BUILD	.00	3,613.02	3,798.08	185.06	95.1
100-20-53322-300 FACILITY EQUIPMENT/MAINT.BUILD	.00	75.00	.00	( 75.00)	.0
100-20-53322-301 FACILITY SUPPLIES/MAINT.BUILD	5.99	794.28	3,000.00	2,205.72	26.5
100-20-53322-302 FACILITY MAINT/REPAIR/MAIN.B	3,825.36	13,913.29	17,000.00	3,086.71	81.8
100-20-53322-304 LP GAS/MAINT.BUILD	.00	.00	500.00	500.00	.0
100-20-53322-305 WELL TESTS/MAINT.BUILD	.00	.00	248.00	248.00	.0
100-20-53322-350 JANITORIAL SUPPLIES/MAINT.BUIL	71.82	2,250.85	4,000.00	1,749.15	56.3
100-20-53322-351 HARDWARE/TOOLS/MAINT.BUILD	122.39	1,820.61	1,775.00	( 45.61)	102.6
100-20-53322-352 EQUIPMENT RENTAL	.00	30.00	250.00	220.00	12.0
100-20-53322-820 BLDG IMPR.OUTLAY/MAINT.BUILD	.00	3,625.00	4,000.00	375.00	90.6
100-20-53420-301 FACILITY SUPPLIES/STREET LIGHT	.00	56.99	500.00	443.01	11.4
100-20-53420-302 FACILITY MAINT/REPAIR/STREET L	.00	1,094.61	500.00	( 594.61)	218.9
100-20-53420-303 ELECTRICITY/STREET LIGHT	676.65	13,342.26	15,000.00	1,657.74	89.0
100-20-53440-210 OTHER CONTR SERVICE/STORM SE	.00	4,880.00	3,000.00	( 1,880.00)	162.7
100-20-53440-302 FACILITY MAINT/REPAIR/STORM SE	.00	5,685.88	.00	( 5,685.88)	.0
100-20-53620-210 OTHER CONTR SERVICE/RECYCLING	578.50	5,785.00	6,000.00	215.00	96.4
100-20-53621-210 OTHER CONTR SERVICE/GARBAGE	254.00	1,896.45	2,600.00	703.55	72.9
100-20-53640-210 OTHER CONTR SERVICES/WEED	.00	2,015.09	1,700.00	( 315.09)	118.5
100-20-55200-225 MULCH	.00	6,040.00	4,000.00	( 2,040.00)	151.0
100-20-55200-226 DIRT & STONE	.00	310.00	1,000.00	690.00	31.0
100-20-55200-227 FLOWERS	309.69	2,035.49	4,000.00	1,964.51	50.9
100-20-55200-228 TREE CUTTING	.00	9,180.60	5,500.00	( 3,680.60)	166.9
100-20-55200-229 PLUMBING	.00	807.56	2,500.00	1,692.44	32.3
100-20-55200-230 ELECTRICAL/PARKS & GROUNDS	34.46	6,427.35	750.00	( 5,677.35)	857.0
100-20-55200-232 CONCRETE	.00	.00	500.00	500.00	.0
100-20-55200-300 FACILITY EQUIPMENT/PARKS&GROU	.00	2,085.59	1,000.00	( 1,085.59)	208.6
100-20-55200-302 FACILITY MAINT/REPAIR/PARKS&GR	67.99	11,005.58	4,500.00	( 6,505.58)	244.6



VILLAGE OF EPHRAIM  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
100-20-55200-303 ELECTRICITY/HARBORSIDE/WETLAN	.00	2,471.43	900.00	( 1,571.43)	274.6
100-20-55200-353 EQUIPMENT REPAIR/MAINT/PARKS	.00	1,701.67	2,300.00	598.33	74.0
100-20-55200-830 OTHER IMPR OUTLAY/PARKS/TREES	2,366.00	29,573.77	31,000.00	1,426.23	95.4
100-20-55200-840 PROJECT OUTLAY/PARKS&GROUNDS	.00	.00	5,000.00	5,000.00	.0
100-20-55420-308 SEWER FEES/BEACH	.00	363.00	500.00	137.00	72.6
<b>TOTAL PUBLIC WORKS</b>	<b>22,497.91</b>	<b>361,491.15</b>	<b>371,169.71</b>	<b>9,678.56</b>	<b>97.4</b>
<b>FIRE</b>					
100-50-52100-301 LAW ENFORCEMENT	.00	.00	3,500.00	3,500.00	.0
100-50-52200-100 SALARIES	1,000.00	13,625.00	16,500.00	2,875.00	82.6
100-50-52200-101 SS/MED	346.06	4,041.97	6,000.00	1,958.03	67.4
100-50-52200-102 RETIREMENT	77.34	828.89	800.00	( 28.89)	103.6
100-50-52200-103 HEALTH INSURANCE	.00	2,893.00	3,000.00	107.00	96.4
100-50-52200-105 WORKERS COMPENSATION	.00	1,040.00	900.00	( 140.00)	115.6
100-50-52200-106 LOSA (AD)	.00	8,505.84	8,500.00	( 5.84)	100.1
100-50-52200-211 PROPERTY INSURANCE	.00	600.96	600.00	( .96)	100.2
100-50-52200-302 FACILITY MAINTENANCE/REPAIR	3,824.27	5,954.65	8,000.00	2,045.35	74.4
100-50-52200-303 ELECTRICITY	.00	23.85	.00	( 23.85)	.0
100-50-52200-304 LP GAS	.00	804.81	1,200.00	395.19	67.1
100-50-52200-310 VEHICLE FUEL	.00	3,524.71	5,000.00	1,475.29	70.5
100-50-52200-312 CELLPHONE	45.80	547.86	1,000.00	452.14	54.8
100-50-52200-320 TRAINING/CONFERENCES	140.44	8,911.92	13,000.00	4,088.08	68.6
100-50-52200-333 OFFICE SUPPLIES/EXPENCES	.00	125.71	400.00	274.29	31.4
100-50-52200-335 PROFESSIONAL DUES/EXPENCES	.00	550.00	1,000.00	450.00	55.0
100-50-52200-340 VEHICLE INSURANCE	.00	5,577.00	5,500.00	( 77.00)	101.4
100-50-52200-353 EQUIPMENT REPAIR/MAINTENANCE	4,840.46	17,817.15	25,000.00	7,182.85	71.3
100-50-52200-368 PREVENTION MATERIALS (AD)	.00	.00	300.00	300.00	.0
100-50-52200-369 FIRE NUMBER IMPROVEMENTS	.00	49.69	.00	( 49.69)	.0
100-50-52200-370 PAGER MAINTENANCE	.00	20.00	500.00	480.00	4.0
100-50-52200-371 EQUIPMENT	5,485.45	27,515.13	34,800.00	7,284.87	79.1
100-50-52200-372 EPHRAIM FIRE CALLS	333.50	5,543.00	6,500.00	957.00	85.3
100-50-52200-373 MID DOOR FIRE CALLS	.00	598.00	2,000.00	1,402.00	29.9
100-50-52200-374 MUTUAL AID FIRE CALLS	1,121.25	5,054.25	4,000.00	( 1,054.25)	126.4
100-50-52200-375 EPHRAIM FIRE MTGS	966.00	9,177.00	13,000.00	3,823.00	70.6
100-50-52200-376 MID DOOR FIRE MTGS	.00	4,945.00	9,000.00	4,055.00	54.9
100-50-52200-378 EPHRAIM EVENT CALLS	.00	623.50	300.00	( 323.50)	207.8
100-50-52200-379 INSPECTION/DATA ENTRY (AD)	.00	1,795.25	3,500.00	1,704.75	51.3
100-50-52200-810 EQUIPMENT OUTLAY	1,083.90	2,420.69	5,000.00	2,579.31	48.4
100-50-52300-377 FIRST RESPONDER EXPENCES	.00	.00	8,000.00	8,000.00	.0
<b>TOTAL FIRE</b>	<b>19,264.47</b>	<b>133,114.83</b>	<b>186,800.00</b>	<b>53,685.17</b>	<b>71.3</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>67,639.60</b>	<b>1,252,280.93</b>	<b>1,348,615.87</b>	<b>96,334.94</b>	<b>92.9</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>( 56,693.56)</b>	<b>( 813,619.04)</b>	<b>511,194.95</b>	<b>1,324,813.99</b>	<b>(159.2)</b>

VILLAGE OF EPHRAIM  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

WATER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>PUBLIC WORKS</u>					
201-20-46410	WATER TEST REVENUE	1,150.38	23,335.53	36,100.00	12,764.47	64.6
201-20-48100	WATER ACCOUNT INTEREST	.00	50.36	.00	( 50.36)	.0
	TOTAL PUBLIC WORKS	1,150.38	23,385.89	36,100.00	12,714.11	64.8
	TOTAL FUND REVENUE	1,150.38	23,385.89	36,100.00	12,714.11	64.8

VILLAGE OF EPHRAIM  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

WATER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>WASTEWATER</u>					
201-30-53700-110	PERSONNEL SERVICES	.00	.00	1,000.00	1,000.00	.0
201-30-53700-210	OTHER CONTRACTUAL SERVICE	.00	.00	9,000.00	9,000.00	.0
201-30-53700-331	POSTAGE	.00	357.68	1,000.00	642.32	35.8
201-30-53700-335	PROFESSIONAL DUES/EXPENSES	.00	.00	400.00	400.00	.0
201-30-53700-397	WATER TESTING COSTS	2,936.54	11,202.65	12,800.00	1,597.35	87.5
201-30-53700-398	WATER TESTING OPERATIONS EXP	82.64	2,330.58	8,400.00	6,069.42	27.8
201-30-53700-400	VEHICLE REPLACEMENT	.00	.00	3,500.00	3,500.00	.0
	TOTAL WASTEWATER	3,019.18	13,890.91	36,100.00	22,209.09	38.5
	TOTAL FUND EXPENDITURES	3,019.18	13,890.91	36,100.00	22,209.09	38.5
	NET REVENUE OVER EXPENDITURES	( 1,868.80)	9,494.98	.00	( 9,494.98)	.0

VILLAGE OF EPHRAIM  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

DOCKS FUND

		<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
	<u>DOCKS</u>					
202-40-46751	MOORINGS	.00	9,547.49	10,000.00	452.51	95.5
202-40-46752	SEASONAL SLIPS	.00	76,883.13	82,000.00	5,116.87	93.8
202-40-46753	LAUNCHING FEES	50.00	8,825.00	10,000.00	1,175.00	88.3
202-40-46754	TRANSIENT FEES	.00	21,220.25	11,000.00	( 10,220.25)	192.9
202-40-46755	SEASONAL DINGHY FEES	.00	665.00	2,000.00	1,335.00	33.3
202-40-46756	SEASONAL LAUNCH FEES	.00	1,990.00	2,000.00	10.00	99.5
202-40-48100	INTEREST INCOME	.00	148.98	.00	( 148.98)	.0
202-40-48900	MISC INCOME	.00	171.27	500.00	328.73	34.3
	<u>TOTAL DOCKS</u>	<u>50.00</u>	<u>119,451.12</u>	<u>117,500.00</u>	<u>( 1,951.12)</u>	<u>101.7</u>
	 <u>TOTAL FUND REVENUE</u>	 <u>50.00</u>	 <u>119,451.12</u>	 <u>117,500.00</u>	 <u>( 1,951.12)</u>	 <u>101.7</u>

VILLAGE OF EPHRAIM  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

DOCKS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DOCKS</u>					
202-40-55430-100 SALARIES	.00	15,227.25	15,000.00	( 227.25)	101.5
202-40-55430-101 SS/MED	.00	1,164.92	900.00	( 264.92)	129.4
202-40-55430-105 WORKERS COMPENSATION	.00	692.00	690.61	( 1.39)	100.2
202-40-55430-110 PERSONEL SERVICES	.00	.00	12,000.00	12,000.00	.0
202-40-55430-211 PROPERTY INSURANCE	.00	4,543.94	5,192.65	648.71	87.5
202-40-55430-303 ELECTRICITY	.00	1,331.10	2,000.00	668.90	66.6
202-40-55430-306 PHONE	25.12	253.13	.00	( 253.13)	.0
202-40-55430-307 WATER TREATMENT	.00	.00	1,000.00	1,000.00	.0
202-40-55430-308 SEWER FEES	.00	330.00	420.00	90.00	78.6
202-40-55430-309 INTERNET	.00	1,013.60	1,000.00	( 13.60)	101.4
202-40-55430-312 CELLPHONE	.00	.00	600.00	600.00	.0
202-40-55430-331 POSTAGE	.00	123.72	100.00	( 23.72)	123.7
202-40-55430-333 OFFICE SUPPLIES/EXPESES	.00	1,336.62	1,200.00	( 136.62)	111.4
202-40-55430-334 COMPUTER SUPPLIES/EXPENCES	.00	1,188.00	2,000.00	812.00	59.4
202-40-55431-210 OTHER CONTRACTUAL SERVICES	.00	5,898.50	5,500.00	( 398.50)	107.3
202-40-55431-240 BUOYS & PLACEMENT	.00	3,465.00	7,500.00	4,035.00	46.2
202-40-55431-360 DOCK REPAIR	.00	495.35	8,000.00	7,504.65	6.2
202-40-55431-361 DOCK EQUIPMENT	.00	361.07	1,500.00	1,138.93	24.1
202-40-55431-362 MINOR PROJECTS	298.76	1,333.61	10,000.00	8,666.39	13.3
202-40-55431-810 EQUIPMENT OUTLAY	1,113.00	21,715.44	42,896.73	21,181.29	50.6
TOTAL DOCKS	1,436.88	60,473.25	117,499.99	57,026.74	51.5
TOTAL FUND EXPENDITURES	1,436.88	60,473.25	117,499.99	57,026.74	51.5
NET REVENUE OVER EXPENDITURES	( 1,386.88)	58,977.87	.01	( 58,977.86)	58977

VILLAGE OF EPHRAIM  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

WASTEWATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WASTEWATER</u>					
610-30-41900 MISC NONOPERATING INCOME/TAX	.00	.00	128,059.00	128,059.00	.0
610-30-45190 0.045 LATE CHARGE-SEWERED CUS	.00	102.94	1,500.00	1,397.06	6.9
610-30-46410 SEWER CHARGES	.00	249,352.95	333,000.00	83,647.05	74.9
610-30-46411 HOLDING TANK/SEPTIC CHARGES	3,703.20	15,770.72	24,000.00	8,229.28	65.7
610-30-46730 MISC RENTALS/SERVICES	.00	.00	1,000.00	1,000.00	.0
610-30-48100 INTEREST ON INVESTMENTS	.00	3,512.61	.00	( 3,512.61)	.0
610-30-48400 MISC INCOME/LAWSUIT SETTLEMEN	.00	.00	1,400.00	1,400.00	.0
610-30-48410 WATER TEST LABOR INCOME	.00	.00	9,000.00	9,000.00	.0
610-30-49200 TRANSFERS IN OTHER FUNDS - WW	.00	.00	3,500.00	3,500.00	.0
TOTAL WASTEWATER	3,703.20	268,739.22	501,459.00	232,719.78	53.6
TOTAL FUND REVENUE	3,703.20	268,739.22	501,459.00	232,719.78	53.6

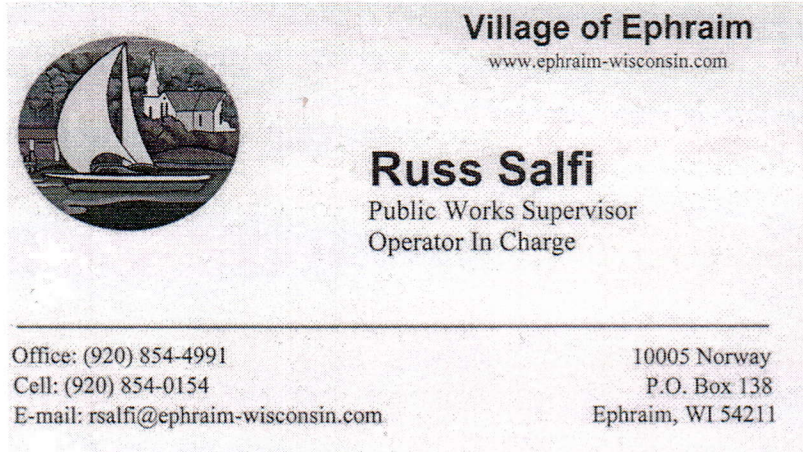
VILLAGE OF EPHRAIM  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

WASTEWATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WASTEWATER</u>					
610-30-54270-601 DEBT INTEREST EXPENSE	.00	3,125.12	.00 (	3,125.12)	.0
610-30-57401-100 SALARIES	10,742.93	131,104.17	130,049.86 (	1,054.31)	100.8
610-30-57401-101 SS/MED	822.29	10,029.70	9,948.81 (	80.89)	100.8
610-30-57401-102 RETIREMENT	698.64	8,195.38	8,778.37	582.99	93.4
610-30-57401-103 HEALTH INSURANCE	3,148.38	34,632.18	37,780.32	3,148.14	91.7
610-30-57401-104 DISABILITY INSURANCE	.00	1,609.03	2,000.00	390.97	80.5
610-30-57401-105 WORKERS COMPENSATION	.00	9,063.00	8,413.98 (	649.02)	107.7
610-30-57401-200 LEGAL FEES	.00	.00	1,000.00	1,000.00	.0
610-30-57401-211 PROPERTY INSURANCE	.00	6,286.75	3,941.22 (	2,345.53)	159.5
610-30-57401-306 PHONE	315.70	3,110.74	3,000.00 (	110.74)	103.7
610-30-57401-310 VEHICLE FUEL	68.26	2,451.87	1,500.00 (	951.87)	163.5
610-30-57401-311 VEHICLE MAINTENANCE	124.56	2,932.56	4,500.00	1,567.44	65.2
610-30-57401-312 CELLPHONES	45.00	495.00	600.00	105.00	82.5
610-30-57401-320 TRAINING/CONFERENCES	70.68	1,526.68	4,000.00	2,473.32	38.2
610-30-57401-331 POSTAGE	.00	196.71	500.00	303.29	39.3
610-30-57401-333 OFFICE SUPPLIES/EXPENSES	.00	449.00	.00 (	449.00)	.0
610-30-57401-334 COMPUTER SUPPLIES/EXPENSES	.00	158.40	2,000.00	1,841.60	7.9
610-30-57401-335 PROFESSIONAL DUES/EXPENSES	282.62	2,726.37	4,000.00	1,273.63	68.2
610-30-57401-337 AUDITING EXPENSES	.00	4,138.37	6,500.00	2,361.63	63.7
610-30-57401-340 VEHICLE INSURANCE	.00	1,560.00	1,500.00 (	60.00)	104.0
610-30-57401-343 CONTINGENCY	.00	201.98	1,500.00	1,298.02	13.5
610-30-57401-344 UNIFORMS	.00	111.15	450.00	338.85	24.7
610-30-57401-387 GROUNDS MAINTENANCE	.00	168.05	500.00	331.95	33.6
610-30-57401-389 SAFETY EXPENSES	.00	1,002.09	1,000.00 (	2.09)	100.2
610-30-57402-210 OTHER CONTRACTUAL SERVICES	.00	1,875.50	2,000.00	124.50	93.8
610-30-57402-303 ELECTRICITY	.00	21,542.00	24,000.00	2,458.00	89.8
610-30-57402-304 LP GAS	.00	104.35	3,000.00	2,895.65	3.5
610-30-57402-351 HARDWARE/TOOLS	.00	363.04	1,300.00	936.96	27.9
610-30-57402-380 CHEMICALS PLANT	.00	8,985.48	8,000.00 (	985.48)	112.3
610-30-57402-381 CHEMICALS LAB	.00	2,607.61	2,000.00 (	607.61)	130.4
610-30-57402-382 LAB EQUIPMENT & REPAIR	.00	797.00	2,000.00	1,203.00	39.9
610-30-57402-383 SLUDGE EXPENSE	.00	14,320.00	12,000.00 (	2,320.00)	119.3
610-30-57402-385 PLANT EQUIPMENT & REPAIR	.00	12,524.71	7,500.00 (	5,024.71)	167.0
610-30-57402-386 ODOR CONTROL	.00	1,332.47	2,600.00	1,267.53	51.3
610-30-57402-390 UV PLANT DISINFECTION	.00	.00	4,500.00	4,500.00	.0
610-30-57402-810 EQUIPMENT OUTLAY	.00	1,780.00	7,500.00	5,720.00	23.7
610-30-57403-303 ELECTRICITY	.00	5,698.27	7,200.00	1,501.73	79.1
610-30-57403-304 LP GAS	.00	1,620.62	800.00 (	820.62)	202.6
610-30-57403-384 COLLECTION SYSTEM MAINT	.00	39,144.39	7,500.00 (	31,644.39)	521.9
610-30-57404-810 EQUIPMENT OUTLAY	.00	4,043.56	48,037.45	43,993.89	8.4
610-30-57404-820 BLDG IMPROVEMENT OUTLAY	1,303.83	1,303.83	.00 (	1,303.83)	.0
TOTAL WASTEWATER	17,622.89	343,317.13	373,400.01	30,082.88	91.9
TOTAL FUND EXPENDITURES	17,622.89	343,317.13	373,400.01	30,082.88	91.9
NET REVENUE OVER EXPENDITURES	( 13,919.69)	( 74,577.91)	128,058.99	202,636.90	( 58.2)



**December 6, 2022**  
**Village of Ephraim (VOE) Physical Facilities/Utilities**  
**Public Works Supervisor Report**



12/06/22 PFUCM:

Work done in November:

Throughout the month winter prep of VOE facilities, properties and service equipment.

Nov 1	Speed limit signs changed.
Nov 2-3	Silt fence installed at VOE Public Beach.
Nov 14	Put plow and spreader on F-550, prep for snow plowing.
Nov 15-17	Install side blade on F-350.
Nov 16-17	First snow plowing of the season, using the F-550 and 2016 F-350.
Nov 21-23	Set up Christmas tree at Village Hall, begin installing Holiday lights on street lights.
Nov 28	Pick up Holiday garlands and Christmas tree.
Nov 29	Set up Harbor Side Park Gazebo decorations, Office decorations.

Information on Village purchase of lighting for the Hardy Gallery included in packet.

For the upcoming month of December:

Double grind wood chips and mulch.  
Continue work at Village Dump off of German Rd.  
Winter maintenance of Village streets (plowing, sanding, salting) and facilities.

**Note:** All contractors doing work for the Village that requires any digging (i.e. excavating, post holes etc.) must contact **Diggers Hotline:**  
**Call 811 or (800) 242-8511** and obtain from them a start date for work to be done.

Paper Lantern Store

Marlin

TOLL FREE 877-256-8578



(Cord Only) 48 Socket Outdoor SJTW Commercial DIY String  
Light 102 FT Black Cord w/ E26 Medium Base, Weatherproof 3 \$418.62  
Pre-Order Inventory. Estimated Ship Date: 8/25/22.

*OUT OF STOCK*

3



(Cord Only) 48 Socket Outdoor SJTW Commercial DIY String  
Light 102 FT White Cord w/ E26 Medium Base, Weatherproof 2 \$279.08  
White Cord

*1 - 145.09*

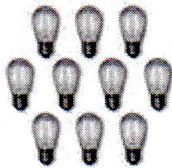
2



25-Pack Warm White LED Filament S14 Shatterproof Light  
Bulb, Dimmable, 2W, E26 Medium Base In Stock Inventory 6 \$378.00

*1 - \$145.09*

6



10-Pack Warm White LED Filament S14 Shatterproof Light  
Bulb, Dimmable, 2W, E26 Medium Base In Stock Inventory 1 \$25.20

*1 - \$26.80*

1

Written Statement:

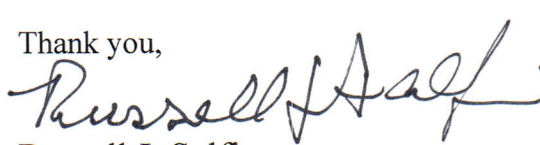
For members of the community that encounter what they believe to be an immediate or eminent danger to public safety that could result in serious injury or death please first call:

## **The Emergency Contact Number 911**

The dispatcher will immediately send out a Police Officer to the location to assess the danger and make contact with the appropriate response parties to take necessary actions to address the issue.

Once this call has been made then contact additional parties you feel need to be made aware of the situation.

Thank you,

 12/1/22

Russell J. Salfi

Ephraim Public Works Supervisor OIC

rsalfi@ephraim-wisconsin.com

Mailing:

PO Box 138

Ephraim, WI 54211

Plant: 920-854-4991

Fax: 920-854-4991

Cell: 920-854-0154



December 5, 2022  
Ephraim WW, WWT, SS  
Public Works Supervisor OIC Report



Take off BOD labs with lab cleanup: 10/31,11/1,11/7,11/8,11/14,11/15,11/21,11/22,11/27,11/28  
TSS, BOD labs with lab cleanup: 11/2,11/3,11/9,11/10,11/16,11/17,11/22,11/23,11/28,11/29  
Po4 lab setup-complete with lab cleanup: 11/3-4,11/17 setup&comp, 2 Nov samples on 12/1-2

Spoke w/ Anthony Kappell of McMahon Engineers, due to Tom Kispert's retirement and projects that are currently underway the VOE Wastewater Needs Assessment will be completed the first of the year 2023.

The diver that made the discovery dive on the Outfall was unable to make a second dive this year. Over the course of the Winter I will be contacting professional underwater cleanup/repair companies to work on the Outfall this Spring 2023.

Month of November:

Winter prep of UV trough.  
Sewer flush Collection System.  
Draw down West Clarifier and disengage drive.  
Empty collection system air/vacuum relief valve manholes.  
Startup of Plant and garage furnaces.  
Additional Winter prep of Plant and Lift Stations.

**Ephraim Well Water Testing, November 2022:**

Number of Water Tests:  
In House Bacteria 45  
Clean Water Testing 0

**Ephraim Septage Service, November 2022:**

Holding Tank Pump Outs: 2  
Septic Pump Outs / Problem 0

**Emergency Call Ins, November 2022: 0**

**Weather as of November 29, 2022:**

Precip: 2.58 inches rain/snow  
Snow: 3.0 inches  
Max Temp: 77°F on 9/1,9/2  
Min Temp: 33°F on 9/29

Written Statement:


For members of the community that encounter what they believe to be an immediate or eminent danger to public safety that could result in serious injury or death please first call:

## **The Emergency Contact Number 911**

The dispatcher will immediately send out a Police Officer to the location to assess the danger and make contact with the appropriate response parties to take necessary actions to address the issue.

Once this call has been made then contact additional parties you feel need to be made aware of the situation.

Thank you,

A handwritten signature in dark ink, which appears to read "Russell J. Salfi", followed by the date "11/30/22". The signature is written in a cursive, flowing style.

Russell J. Salfi

Ephraim Public Works Supervisor OIC

rsalfi@ephraim-wisconsin.com

Mailing:

PO Box 138

Ephraim, WI 54211

Plant: 920-854-4991

Fax: 920-854-4991

Cell: 920-854-0154

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
<b>6 LAMPERTS</b>									
1532013	1	New Mailbox @ 10285 Town Line Dr	Invoice	11/04/2022	12/14/2022	96.58		96.58	610-30-5740
Total 1532013:						96.58	.00	96.58	
Total 6 LAMPERTS:						96.58	.00	96.58	
<b>14 WISCONSIN MEDIA</b>									
0005064765	1	New Hire Ad	Invoice	10/31/2022	12/14/2022	1,210.48		1,210.48	100-20-5300
Total 0005064765:						1,210.48	.00	1,210.48	
Total 14 WISCONSIN MEDIA:						1,210.48	.00	1,210.48	
<b>15 JUNGWIRTH'S ACE HARDWARE</b>									
32032,32088	1	Assorted Hardware	Invoice	10/26/2022	12/14/2022	22.87		22.87	100-20-5332
Total 32032,32088:						22.87	.00	22.87	
Total 15 JUNGWIRTH'S ACE HARDWARE:						22.87	.00	22.87	
<b>46 LANGE ENTERPRISES</b>									
82098	1	14x7 Fire Sign & Shipping	Invoice	11/08/2022	12/14/2022	49.80		49.80	100-50-5220
Total 82098:						49.80	.00	49.80	
82177	1	14x7 Fire Sign & Shipping	Invoice	11/16/2022	12/14/2022	49.80		49.80	100-50-5220
Total 82177:						49.80	.00	49.80	
Total 46 LANGE ENTERPRISES:						99.60	.00	99.60	
<b>48 GOING GARBAGE</b>									
OCTOBER20	1	Empty Pista Grit Dumpster	Invoice	10/13/2022	12/14/2022	76.39		76.39	610-30-5740
Total OCTOBER2022:						76.39	.00	76.39	
Total 48 GOING GARBAGE:						76.39	.00	76.39	
<b>61 LEAGUE OF WISCONSIN MUNICIPALITIES</b>									
10170-2023	1	2023 League Dues	Invoice	11/18/2022	12/14/2022	1,382.95		1,382.95	100-10-5140
Total 10170-2023:						1,382.95	.00	1,382.95	
Total 61 LEAGUE OF WISCONSIN MUNICIPALITIES:						1,382.95	.00	1,382.95	
<b>64 CULLIGAN</b>									
NOVEMBER	1	Salt for Water Softener	Invoice	11/17/2022	12/14/2022	81.80		81.80	610-30-5740
Total NOVEMBER2022:						81.80	.00	81.80	
Total 64 CULLIGAN:						81.80	.00	81.80	
<b>89 DAVE'S TREE SERVICE</b>									
40842	1	Deer Repellent-Beach Arbor Vitae	Invoice	11/11/2022	12/14/2022	440.00		440.00	100-20-5520

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 40842:						440.00	.00	440.00	
Total 89 DAVE'S TREE SERVICE:						440.00	.00	440.00	
<b>138 COUNTY OF DOOR - RYAN SCHLEY</b>									
2022 RE 180	1	121-24-00034D1 RE/2022	Invoice	12/06/2022	12/14/2022	3,453.05		3,453.05	202-40-5543
Total 2022 RE 1808:						3,453.05	.00	3,453.05	
2022-330003	1	Diesel FD	Invoice	11/09/2022	12/14/2022	438.66		438.66	100-50-5220
Total 2022-33000399:						438.66	.00	438.66	
2022-330004	1	Fuel Charges	Invoice	11/09/2022	12/14/2022	352.46		352.46	100-20-5331
2022-330004	2	Fuel Charges	Invoice	11/09/2022	12/14/2022	305.60		305.60	610-30-5740
Total 2022-33000400:						658.06	.00	658.06	
Total 138 COUNTY OF DOOR - RYAN SCHLEY:						4,549.77	.00	4,549.77	
<b>228 NCL OF WISCONSIN INC.</b>									
478911	1	Case of Disp. BOD Bottles	Invoice	11/08/2022	12/14/2022	287.64		287.64	610-30-5740
Total 478911:						287.64	.00	287.64	
Total 228 NCL OF WISCONSIN INC.:						287.64	.00	287.64	
<b>235 QUILL CORPORATION</b>									
28785158	1	Office Supplies	Invoice	11/03/2022	12/14/2022	46.17		46.17	100-10-5140
Total 28785158:						46.17	.00	46.17	
28797543	1	Office Supplies	Invoice	11/04/2022	12/14/2022	12.49		12.49	100-10-5140
Total 28797543:						12.49	.00	12.49	
29080230	1	Office Supplies	Invoice	11/17/2022	12/14/2022	81.57		81.57	100-10-5140
Total 29080230:						81.57	.00	81.57	
Total 235 QUILL CORPORATION:						140.23	.00	140.23	
<b>320 STURGEON BAY UTILITIES</b>									
13783	1	42,000 Gals Biosolids	Invoice	10/28/2022	12/14/2022	2,520.00		2,520.00	610-30-5740
Total 13783:						2,520.00	.00	2,520.00	
Total 320 STURGEON BAY UTILITIES:						2,520.00	.00	2,520.00	
<b>342 BIWER WELDING</b>									
NOVEMBER	1	Repair Anderson Dock Cover Grates	Invoice	12/06/2022	12/14/2022	715.00		715.00	100-20-5520
Total NOVEMBER2022:						715.00	.00	715.00	
Total 342 BIWER WELDING:						715.00	.00	715.00	



Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
<b>541 COUNTY OF DOOR-COUNTY CLERK</b>									
2022-330004	1	Blacktop Cutouts & Manhole Repair	Invoice	11/18/2022	12/14/2022	11,148.30		11,148.30	610-30-5740
2022-330004	2	Blacktop Cutouts Pot Holes-Repair at M	Invoice	11/18/2022	12/14/2022	10,969.17		10,969.17	100-20-5330
Total 2022-33000424:						22,117.47	.00	22,117.47	
Total 541 COUNTY OF DOOR-COUNTY CLERK:						22,117.47	.00	22,117.47	
<b>554 IDEXX DISTRIBUTION CORP.</b>									
25309	1	4-Year Warranty Quanti-Tray Sealer	Invoice	12/07/2022	12/14/2022	750.00		750.00	201-30-5370
Total 25309:						750.00	.00	750.00	
Total 554 IDEXX DISTRIBUTION CORP.:						750.00	.00	750.00	
<b>701 VILLAGE OF EPHRAIM/GENL</b>									
DELSEWER	1	Account#133	Invoice	12/01/2022	12/14/2022	110.00		110.00	100-12000
Total DELSEWER2022-1:						110.00	.00	110.00	
DELSEWER	1	Account#363	Invoice	12/01/2022	12/14/2022	518.77		518.77	100-12000
Total DELSEWER2022-2:						518.77	.00	518.77	
DELSEWER	1	Account#179	Invoice	12/01/2022	12/14/2022	330.00		330.00	100-12000
Total DELSEWER2022-3:						330.00	.00	330.00	
DELSEWER	1	Account#229	Invoice	12/01/2022	12/14/2022	440.00		440.00	100-12000
Total DELSEWER2022-4:						440.00	.00	440.00	
DELSEWER	1	Account#365	Invoice	12/01/2022	12/14/2022	220.00		220.00	100-12000
Total DELSEWER2022-5:						220.00	.00	220.00	
Total 701 VILLAGE OF EPHRAIM/GENL:						1,618.77	.00	1,618.77	
<b>720 DOOR COUNTY INSPECTIONS LLC</b>									
EPH-11-1-20	1	Building Permits	Invoice	11/30/2022	12/14/2022	3,108.10		3,108.10	100-10-4431
Total EPH-11-1-2022:						3,108.10	.00	3,108.10	
Total 720 DOOR COUNTY INSPECTIONS LLC:						3,108.10	.00	3,108.10	
<b>754 DAVE'S MOWING AND MORE LLC</b>									
8752	1	Install Drain at VOE Beach	Invoice	11/28/2022	12/14/2022	1,555.00		1,555.00	100-20-5520
Total 8752:						1,555.00	.00	1,555.00	
Total 754 DAVE'S MOWING AND MORE LLC:						1,555.00	.00	1,555.00	
<b>759 DOOR COUNTY PIGGLY WIGGLY</b>									
00601	1	10Cs Distilled H2O	Invoice	10/31/2022	12/14/2022	45.32		45.32	610-30-5740
Total 00601:						45.32	.00	45.32	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 759 DOOR COUNTY PIGGLY WIGGLY:						45.32	.00	45.32	
<b>766 QUADIENT LEASING USA INC</b>									
N9678346	1	System Rental	Invoice	11/18/2022	12/14/2022	41.24		41.24	202-40-5543
N9678346	2	System Rental	Invoice	11/18/2022	12/14/2022	41.24		41.24	201-30-5370
N9678346	3	System Rental	Invoice	11/18/2022	12/14/2022	82.49		82.49	100-10-5140
Total N9678346:						164.97	.00	164.97	
Total 766 QUADIENT LEASING USA INC:						164.97	.00	164.97	
<b>786 DAVIS &amp; KUELTHAU S.C.</b>									
475418	1	Attorney Fees	Invoice	10/24/2022	12/14/2022	10,000.50		10,000.50	100-10-5130
Total 475418:						10,000.50	.00	10,000.50	
475419	1	Attorney Fees	Invoice	10/24/2022	12/14/2022	57.00		57.00	100-10-5130
Total 475419:						57.00	.00	57.00	
475420	1	Attorney Fees	Invoice	10/24/2022	12/14/2022	1,062.00		1,062.00	100-10-5130
Total 475420:						1,062.00	.00	1,062.00	
Total 786 DAVIS & KUELTHAU S.C.:						11,119.50	.00	11,119.50	
<b>853 HAWKINS INC.</b>									
6324656	1	Hydrogen Peroxide for VH Iron Filter	Invoice	10/28/2022	12/14/2022	174.71		174.71	100-20-5332
Total 6324656:						174.71	.00	174.71	
Total 853 HAWKINS INC.:						174.71	.00	174.71	
<b>875 GOOD TO GO PLUMBING SERVICES LLC</b>									
5576	1	Winterize Buildings & Properties	Invoice	11/01/2022	12/14/2022	762.50		762.50	100-20-5332
Total 5576:						762.50	.00	762.50	
Total 875 GOOD TO GO PLUMBING SERVICES LLC:						762.50	.00	762.50	
<b>883 TOP SHELF CAFE</b>									
14049	1	Ship Ammonia Test	Invoice	10/11/2022	12/14/2022	49.62		49.62	610-30-5740
Total 14049:						49.62	.00	49.62	
14081	1	Ship Ammonia Test	Invoice	11/10/2022	12/14/2022	18.48		18.48	201-30-5370
Total 14081:						18.48	.00	18.48	
Total 883 TOP SHELF CAFE:						68.10	.00	68.10	
<b>907 TOWNLINE TIMBER</b>									
OCTOBER20	1	Bore 4 Holes Around loading Ramp	Invoice	10/03/2022	12/14/2022	160.00		160.00	100-20-5520
Total OCTOBER2022:						160.00	.00	160.00	
SEPTEMBE	1	Eemergency Tree Removal-Moravia Str	Invoice	09/21/2022	12/14/2022	1,290.00		1,290.00	100-20-5520

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total SEPTEMBER2022:						1,290.00	.00	1,290.00	
Total 907 TOWNLINE TIMBER:						1,450.00	.00	1,450.00	
<b>945 RUSSELL SALFI</b>									
DECEMBER	1	Cell Phone Reimbursement-December	Invoice	11/30/2022	12/14/2022	30.00		30.00	610-30-5740
Total DECEMBER2022:						30.00	.00	30.00	
Total 945 RUSSELL SALFI:						30.00	.00	30.00	
<b>972 RED POWER DIESEL SERVICE INC</b>									
3509	1	6 Scene Lights	Invoice	11/15/2022	12/14/2022	2,522.99		2,522.99	100-50-5220
Total 3509:						2,522.99	.00	2,522.99	
Total 972 RED POWER DIESEL SERVICE INC:						2,522.99	.00	2,522.99	
<b>980 JUSTIN MACDONALD</b>									
2022 REIMB	1	Reimbursement for 2023 Fire Chief Offi	Invoice	11/21/2022	12/14/2022	95.00		95.00	100-50-5220
Total 2022 REIMBURESEMENT:						95.00	.00	95.00	
REIMB12/20	1	2023 Annual Active 911 Subscription Re	Invoice	11/29/2022	12/14/2022	405.00		405.00	100-50-5220
Total REIMB12/2022:						405.00	.00	405.00	
Total 980 JUSTIN MACDONALD:						500.00	.00	500.00	
<b>988 P.J. KORTENS COMPANY INC</b>									
10023990	1	Wonderware Computer Rebuild	Invoice	11/16/2022	12/14/2022	2,798.00		2,798.00	610-30-5740
Total 10023990:						2,798.00	.00	2,798.00	
Total 988 P.J. KORTENS COMPANY INC:						2,798.00	.00	2,798.00	
<b>1047 GFL ENVIRONMENTAL</b>									
U500000385	1	Trash-11/1/22-12/31/22	Invoice	11/18/2022	12/14/2022	96.03		96.03	100-20-5362
Total U50000038528:						96.03	.00	96.03	
U500000385	1	Recycle-12/1-12/31/2022	Invoice	11/18/2022	12/14/2022	636.35		636.35	100-20-5362
Total U50000038529:						636.35	.00	636.35	
Total 1047 GFL ENVIRONMENTAL:						732.38	.00	732.38	
<b>1190 DANIEL OAKLEY</b>									
DECEMBER	1	Cell Phone Reimbursement-December	Invoice	11/30/2022	12/14/2022	15.00		15.00	610-30-5740
Total DECEMBER2022:						15.00	.00	15.00	
Total 1190 DANIEL OAKLEY:						15.00	.00	15.00	
<b>1226 RIESEN'S LANDSCAPE</b>									
163057	1	Fall Prep of Cherry Street Steps	Invoice	12/06/2022	12/14/2022	800.00		800.00	100-20-5520

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 163057:						800.00	.00	800.00	
Total 1226 RIESEN'S LANDSCAPE:						800.00	.00	800.00	
<b>1228 JENNIFER MILLER</b>									
NOVEMBER	1	VH Rent Refund	Invoice	11/26/2022	12/14/2022	170.00		170.00	100-23200
Total NOVEMBER2022:						170.00	.00	170.00	
Total 1228 JENNIFER MILLER:						170.00	.00	170.00	
<b>1248 DOOR COUNTY IT</b>									
2817	1	Security Update on the Computers- Inst	Invoice	10/15/2022	12/14/2022	989.06		989.06	100-10-5140
Total 2817:						989.06	.00	989.06	
2835	1	Security Update on the Computers- Inst	Invoice	10/19/2022	12/14/2022	197.81		197.81	100-10-5140
Total 2835:						197.81	.00	197.81	
2837	1	Security Update on the Computers- Inst	Invoice	10/23/2022	12/14/2022	197.81		197.81	100-10-5140
Total 2837:						197.81	.00	197.81	
2878	1	Security Update on the Computers- Inst	Invoice	11/15/2022	12/14/2022	98.91		98.91	100-10-5140
Total 2878:						98.91	.00	98.91	
2907	1	Security Update on the Computers- Inst	Invoice	11/27/2022	12/14/2022	116.05		116.05	100-10-5140
Total 2907:						116.05	.00	116.05	
Total 1248 DOOR COUNTY IT:						1,599.64	.00	1,599.64	
<b>9115 PEIL CONSTRUCTION LLC</b>									
7184	1	Truck Maintenance	Invoice	11/28/2022	12/14/2022	420.00		420.00	100-50-5220
Total 7184:						420.00	.00	420.00	
Total 9115 PEIL CONSTRUCTION LLC:						420.00	.00	420.00	
<b>9186 ASSOCIATED APPRAISALCONSULTANTS INC</b>									
165571	1	Assessor Fees	Invoice	12/01/2022	12/14/2022	682.53		682.53	100-10-5153
Total 165571:						682.53	.00	682.53	
Total 9186 ASSOCIATED APPRAISALCONSULTANTS INC:						682.53	.00	682.53	
<b>9199 RICK BOCHEK-COMPUTER SUPPORT</b>									
02295148	1	Repair SCADA PC	Invoice	11/10/2022	12/14/2022	430.00		430.00	201-30-5370
Total 02295148:						430.00	.00	430.00	
Total 9199 RICK BOCHEK-COMPUTER SUPPORT:						430.00	.00	430.00	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
<b>9240 SEPTIC MAINTENANCE LLC</b>									
22-2304	1	Haul 42000 Gal of Sludge	Invoice	10/28/2022	12/14/2022	1,800.00		1,800.00	610-30-5740
Total 22-2304:						1,800.00	.00	1,800.00	
3558	1	Finance Charge	Invoice	12/02/2022	12/14/2022	20.71		20.71	610-30-5740
Total 3558:						20.71	.00	20.71	
Total 9240 SEPTIC MAINTENANCE LLC:						1,820.71	.00	1,820.71	
<b>9248 DC PRINTING LLC</b>									
990969	1	Tax Inserts	Invoice	11/30/2022	12/14/2022	283.00		283.00	100-10-5140
Total 990969:						283.00	.00	283.00	
Total 9248 DC PRINTING LLC:						283.00	.00	283.00	
<b>9256 CHEMTRADE CHEMICALS</b>									
93440760	1	3,000 Gals of Alum	Invoice	10/21/2022	12/14/2022	4,050.36		4,050.36	610-30-5740
Total 93440760:						4,050.36	.00	4,050.36	
Total 9256 CHEMTRADE CHEMICALS:						4,050.36	.00	4,050.36	
<b>9275 WDATCP</b>									
115136-2023	1	Wellwater Testing License	Invoice	11/30/2022	12/14/2022	408.00		408.00	201-30-5370
Total 115136-2023:						408.00	.00	408.00	
Total 9275 WDATCP:						408.00	.00	408.00	
<b>9279 PENINSULA PULSE LLC</b>									
28261	1	Add for WW-OIC	Invoice	11/01/2022	12/14/2022	141.31		141.31	610-30-5740
Total 28261:						141.31	.00	141.31	
Total 9279 PENINSULA PULSE LLC:						141.31	.00	141.31	
<b>9290 ANDREA COLLAK</b>									
DECEMBER	1	Cell Phone Reimbursement-December	Invoice	11/30/2022	12/14/2022	30.00		30.00	100-10-5140
Total DECEMBER2022:						30.00	.00	30.00	
Total 9290 ANDREA COLLAK:						30.00	.00	30.00	
<b>9295 E.S. OLSSON CO.</b>									
1672	1	Consultation for Repair of Office	Invoice	07/11/2022	12/14/2022	132.30		132.30	100-20-5332
Total 1672:						132.30	.00	132.30	
Total 9295 E.S. OLSSON CO.:						132.30	.00	132.30	
<b>9298 CARQUEST AUTO PARTS STORES</b>									
47737	1	Power Cable for New Plow Wing on F-3	Invoice	10/25/2022	12/14/2022	163.15		163.15	100-20-5330

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 47737:						163.15	.00	163.15	
Total 9298 CARQUEST AUTO PARTS STORES:						163.15	.00	163.15	
<b>9318 MOBIL ONE INC</b>									
1015113	1	Gas Charges-Maint	Invoice	12/08/2022	12/14/2022	9.02		9.02	100-20-5331
Total 1015113:						9.02	.00	9.02	
1016041	1	Gas Charges-Maint	Invoice	12/08/2022	12/14/2022	132.50		132.50	100-20-5331
Total 1016041:						132.50	.00	132.50	
1024936	1	Gas Charges-Maint	Invoice	09/30/2022	12/14/2022	15.79		15.79	100-20-5331
Total 1024936:						15.79	.00	15.79	
Total 9318 MOBIL ONE INC:						157.31	.00	157.31	
Total :						72,444.43	.00	72,444.43	
Grand Totals:						72,444.43	.00	72,444.43	

## Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-10-44310	3,108.10	.00	3,108.10
100-10-51300-200	11,119.50	.00	11,119.50
100-10-51400-312	30.00	.00	30.00
100-10-51400-331	82.49	.00	82.49
100-10-51400-333	140.23	.00	140.23
100-10-51400-334	1,599.64	.00	1,599.64
100-10-51400-335	1,382.95	.00	1,382.95
100-10-51400-339	283.00	.00	283.00
100-10-51530-210	682.53	.00	682.53
100-12000	1,618.77	.00	1,618.77
100-20-53000-333	1,210.48	.00	1,210.48
100-20-53301-223	163.15	.00	163.15
100-20-53301-302	10,969.17	.00	10,969.17
100-20-53310-310	509.77	.00	509.77
100-20-53322-302	1,069.51	.00	1,069.51
100-20-53322-351	22.87	.00	22.87
100-20-53620-210	636.35	.00	636.35
100-20-53621-210	96.03	.00	96.03
100-20-55200-227	800.00	.00	800.00
100-20-55200-228	1,890.00	.00	1,890.00
100-20-55200-302	2,270.00	.00	2,270.00
100-23200	170.00	.00	170.00
100-50-52200-310	438.66	.00	438.66
100-50-52200-335	95.00	.00	95.00
100-50-52200-353	420.00	.00	420.00
100-50-52200-369	99.60	.00	99.60

## Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-50-52200-371	2,522.99	.00	2,522.99
100-50-52200-810	405.00	.00	405.00
201-30-53700-331	41.24	.00	41.24
201-30-53700-397	18.48	.00	18.48
201-30-53700-398	1,588.00	.00	1,588.00
202-40-55430-331	41.24	.00	41.24
202-40-55430-335	3,453.05	.00	3,453.05
610-30-57401-310	305.60	.00	305.60
610-30-57401-312	45.00	.00	45.00
610-30-57401-331	49.62	.00	49.62
610-30-57401-387	96.58	.00	96.58
610-30-57402-210	217.70	.00	217.70
610-30-57402-380	4,419.80	.00	4,419.80
610-30-57402-381	45.32	.00	45.32
610-30-57402-383	4,340.71	.00	4,340.71
610-30-57402-385	2,798.00	.00	2,798.00
610-30-57403-384	11,148.30	.00	11,148.30
Grand Totals:	72,444.43	.00	72,444.43

## Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
00/00	72,444.43	.00	72,444.43
Grand Totals:	72,444.43	.00	72,444.43



*Hospitality Management*

December 8, 2022

RE: Door County Tourism Zone Commission

Ephraim Village Trustees,

Just a quick update on the activities of DCTZC.

At our most recent meetings of 11/17/22 and 12/1/22 discussions included:

1. 2023 Operating Budget for Destination Door County (DDC) was approved by the Commission.
  - a. Total Budgeted Revenues of \$8,005,545.
  - b. Total for 2023 Grant Program (including 2022 budgeted amount) of up to \$1,985,000
    - i. An outline of the Grant Program structure was circulated with a commitment from DDC and the working committee that is defining the program to present the program and open the process in January 2023. It is the intention of DDC to attend a VOE board meeting in January or February to offer updates and answer questions.
    - ii. I will be attending the January Board Meeting to Review the Program in detail.
  - c. Salaries and Benefits of \$1,301,080.
    - i. Sixteen staff members including the visitor center staffing and CEO.
  - d. Operations Expenses of \$718,672
  - e. Communications and Advocacy of \$459,374
  - f. Marketing of \$5,426,897
    - i. Includes \$1,000,000 for Community Business Associations
    - ii. Includes \$1,000,000 Tourism Investment Grant Program
2. The Commission is rebuilding its website to improve the process of permitting lodging facilities, collecting taxes, and administering the reporting process. It was suggested DCTZC look at ways it might make the Short-Term Rental licensing process easier for permittees and municipalities because these processes are quite redundant. After much discussion these efforts will be minimal as each municipality has its own ordinance and licensing requirements.
3. Commissioners continue to lead DDC toward sustainable tourism and restrained marketing efforts.

Sincerely,

Craig "Nedd" Neddersen



**DOOR COUNTY TOURISM ZONE COMMISSION**

PO BOX 55, SISTER BAY WI 54234

920.854.6200, Fax : 920-854-9019



Website: [www.doorcountytourismzone.com](http://www.doorcountytourismzone.com)

Email : [info@doorcountytourismzone.com](mailto:info@doorcountytourismzone.com)

**Date:** November 9<sup>th</sup>, 2022

**To:** Door County Tourism Zone Commission

**MEMO RE:** Municipal Permit Administration Program

Within the past two years, several municipalities have instituted short-term rental ordinances with varying permit requirements beyond the current scope of our Intergovernmental Agreement and Short-term Rental Ordinance. The newly enacted ordinances require their own individualized permitting with different fees, documentation, and operation requirements. Tracking these requirements and following up on compliance issues has increased the workload placed on municipal staff and has duplicated some efforts between the Tourism Zone and municipalities.

Due to the Tourism Zone's upcoming website upgrade, our office is now in a position to assist municipalities with tracking and permitting on the municipal level. One portion of the modified website includes an updated permit profile system, as well as application and database capabilities, which would increase the office's efficiency in handling records and permit holder documents. This system would be able to accommodate not only county permits but also permits and document management related to municipalities. Below are my initial thoughts on how this program can be structured.

The Tourism Zone office would offer a secure, single sign-on with dual authentication for our owners and tax managers in which they can access not only their permit information, but also accompanying documents related to their rental. When an owner is applying for a permit, they would apply for the Tourism Zone license and upon submission their municipal application would be made available as well as links to apply for the Department of Agriculture Trade and Consumer Protection License. Permits, late notices, and any other relevant documents would be available for upload and viewing by permit holders and the Commission. Storing these materials directly on their profile would allow owners to renew permits in the same spot they manage their rental reporting, creating a one-stop shop for Door County short-term rental management. Permit applications for both the Tourism Zone and municipalities would be included on the website and documents related to compliance and room tax can be hosted for office and/or permit holder viewing.

Municipal staff would be given access to profiles located within their municipality and database listings of their permits. The Tourism Zone would collect and remit application-related fees in addition to room tax on behalf of municipalities and continue to remit them on a monthly basis. Compliance tracking and enforcement would also be absorbed by the Tourism Zone as it is an effort already being made by the office. In line with the Commission's current practices, compliance matters would be handled on behalf of municipalities using a three-notification system before punitive action is taken. Permit holders would be required to sign a written acknowledgement that they would abide by applicable laws and ordinances in Door County, the state, and their individual municipality, including responsibility for reporting taxes in an accurate and timely manner and taking responsibility for legal fees incurred while bringing them into compliance.

Chairman Van Lieshout and I have spoken with Attorney Vande Castle, who has verified that the Commission is within their legal right to add this service and has recommended the use of a single addendum added to the intergovernmental agreement for all municipalities to regulate the service. All municipalities engaging with the Tourism Zone for municipal permit management would need to agree to a standard set of requirements for permit holders, which the Tourism Zone would execute. The Tourism Zone office would analyze Door County's existing short-term rental ordinances and create a standard set of requirements and deadlines which align with the majority of their content. All participating municipalities would be required to sign the addendum

and pay a monthly cost per permit in order to receive the Tourism Zone's additional services but not all municipalities would be required to use these services.

Initially, there would be some additional expenses to the Tourism Zone in order to get the program running. Legal agreement fees, payment processing costs, form creation and modification, continued report and data maintenance, and updating security would be required as an investment into the program. The number of staff employed by the Tourism Zone would also need to be increased to accommodate the changes, requiring one additional full-time staff member per maximum of 500 permits. Calculating the salaries of these personnel including benefits, payroll, and WRS costs at the expected 2023 rate, each additional staff member would come at a maximum cost of \$64,438 yearly at \$17/hr assuming current rates stay the same. KerberRose would continue to complete our payroll at a cost of \$115 per hour, additional space would be required for the Tourism Zone office to accommodate added staff, and technology and equipment purchases would need to be made as well. By this estimate, it would cost \$180 per permit per year for the Tourism Zone to provide the services outlined above. It is important to note that these costs would not be paid using room tax dollars. Municipalities would be engaging the Tourism Zone outside of room tax for services based on our expertise and permit management systems.

I would recommend that Commissioners approach their municipalities with these figures and services in mind. This offer would reduce duplicated efforts between the Tourism Zone and municipalities and streamline the permitting process for Door County rental owners and operators. It is also a change the Tourism Zone office is prepared to adapt to.

Respectfully,

A handwritten signature in cursive script that reads "Juliana Behme".

Juliana Behme  
Administrator  
Door County Tourism Zone

## **CHAPTER 15 ALCOHOL LICENSING**

### **Liquor License Regulations**

- 15.01**      **Purpose**
- 15.02**      **Definitions**
- 15.03**      **General Licensing Requirement**
- 15.04**      **Retail Licenses Authorized**
- 15.05**      **Operator's Licenses**
- 15.06**      **Revocations, Suspensions, Nonrenewal or Refusals to Issue or Renew**
- 15.07**      **Miscellaneous Regulations**
- 15.08**      **Closing Hours**

### 15.01. PURPOSE.

Pursuant to the referendum duly petitioned for and authorized as mandated by §125.05 Wisc. Stats., (2016) the Village hereby creates the procedure to issue and regulate Class “B” licenses (taverns, hotels, restaurants, clubs, societies, lodges, fair associations, etc.) for the retail sale of beer for consumption on or off the premises where sold, and “Class C” licenses (restaurants) for the retail sale of wine for consumption on the premises where sold, as those licenses are defined in Chapter 125 Wis. Stats., and to the extent consistent with state law, this Chapter.

- 1) **State Statutes Adopted.** The provisions of state law applicable related to the scope and applicability of Class “B” licenses and “Class C” licenses and operator’s licenses issued in relation thereto are hereby adopted.
- 2) Except as specifically provided in this Chapter, no licenses are authorized for issuance by a municipality under Chapter 125 Wisc. Stats., other than those specifically provided in this section, shall be issued by the Village.

### 15.02 DEFINITIONS.

Except as otherwise provided, in this chapter the following terms shall have the following meanings:

- 1) **ALCOHOL BEVERAGES** means fermented malt beverages and intoxicating liquor.
- 2) **BAR ROOM** means a room that is primarily used for the sale or consumption of alcohol beverages.
- 3) **CHAMBER OF COMMERCE** means a local chamber of commerce organized under Chapter 181 or a similar civic or trade organization organized under Chapter 181 to promote economic growth and opportunity within a local geographical area.
- 4) **“CLASS A” LICENSE** means a license to sell intoxicating liquor (distilled spirits and wine, including alcoholic cider) in original packages for consumption off the retailer’s licensed premises as provided in this chapter and subject to Chapter 125 Wis. Stats.
- 5) **CLASS “B” LICENSE** means a license to sell fermented malt beverages for consumption on and off premises as provided in this chapter and subject to Chapter 125 Wis. Stats.
- 6) **“CLASS C” LICENSE** means a license to sell wine by the glass or in an opened original container for consumption on the premises where sold as provided in this Chapter and subject to Chapter 125 Wisc. Stats.
- 7) **CLUB** means an organization, whether incorporated or not, which is the owner, lessee, or occupant of a building or portion thereof used exclusively for club purposes, which is operated solely for a recreational, fraternal, social, patriotic, political, benevolent, or athletic purpose but not for pecuniary gain and which only sells alcohol beverages incidental to its operation.
- 8) **DEPARTMENT** means the department of revenue.
- 9) **FERMENTED MALT BEVERAGES** means any beverage made by the alcohol fermentation of an infusion in potable water of barley malt and hops, with or without unmalted grains or decorticated and de-germinated grains or sugar containing 0.5% or more of alcohol by volume.
- 10) **HOTEL** means a hotel, as defined in §97.01(7) Wisc. Stats., that is provided with a restaurant.

- 11) **INTOXICATING LIQUOR** means all ardent, spirituous, distilled or vinous liquors, liquids, or compounds, whether medicated, proprietary, patented or not, and by whatever name called, containing 0.5% or more of alcohol by volume, which are beverages, but does not include "fermented malt beverages".
- 12) **LICENSE** means an authorization to sell alcohol beverages issued by the Village under this chapter.
- 13) **PEACE OFFICER** means a sheriff, undersheriff, deputy sheriff, police officer, constable, marshal, deputy marshal, or any employee of the department or of the department of justice authorized to act under this chapter.
- 14) **PERSON** means a natural person, sole proprietorship, partnership, Limited Liability Company, corporation or association, or the owner of a single-owner entity that is disregarded as a separate entity under Chapter 71.
- 15) **PREMISES** means the area described in a license or permit.
- 16) **PRINCIPAL BUSINESS** means the primary activity as determined by analyzing the amount of capital, labor, time, attention, and floor space devoted to each business activity and by analyzing the sources of net income and gross income. The name, appearance, and advertising of the entity may also be taken into consideration if they are given less weight.
- 17) **PUBLIC PLACE** means a place open to resort by the public whether publically or privately owned.
- 18) **REGULATION** means any rule or ordinance adopted by a municipal governing body.
- 19) **RESTAURANT** means a restaurant, as defined in §97.01(14g) Wisc. Stats.
- 20) **RETAIL LICENSE** means a Class "B", Temporary Class "B" or "Class C" license issued as provided in this chapter.
- 21) **RETAILER** means any person who sells or offers for sale, any alcohol beverages to any person other than a person holding a permit or a license under this chapter.
- 22) **SECURITY OFFICER** means any person with a valid, private security permit issued pursuant §440.26 Wisc. Stats., and Chapter 31 SPS Wis. Admin. Code who is employed by a duly credentialed Agency pursuant to §440.26 Wisc. Stats and Chapter 31 SPS Wisc. Admin. Code; or any off-duty law enforcement officer as defined at §164.01 Wisc. Stats.
- 23) **SELL, SOLD, SALE, OR SELLING** means any transfer of alcohol beverages with consideration or any transfer without consideration if knowingly made for purposes of evading the law relating to the sale of alcohol beverages or any shift, device, scheme or transaction for obtaining alcohol beverages, including the solicitation of orders for, or the sale for future delivery of, alcohol beverages.
- 24) **TEMPORARY CLASS "B" LICENSE**. A Class "B" license of limited duration as authorized by §125.26(6) Wisc. Stats., and this chapter.
- 25) **UNDERAGE PERSON** means a person who has not attained the legal drinking age.

- 26) **WINE** means products obtained from the normal alcohol fermentation of the juice or must of sound, ripe grapes, other fruits or other agricultural products, imitation wine, compounds sold as wine, vermouth, cider, perry, mead, and sake if such products contain not less than 0.5 percent nor more than twenty-one percent (21%) of alcohol by volume.

### 15.03 GENERAL LICENSING REQUIREMENTS.

- 1) **LICENSE WHEN REQUIRED.** No person may sell or engage in any other activity for which this chapter provides a license, permit, or other type of authorization without holding the appropriate license, permit, or authorization issued under this chapter.
- 2) **LICENSES ISSUED IN VIOLATION OF CHAPTER.** No license or permit may be issued to any person except as provided in this chapter. Any license issued in violation of this chapter is void.
- 3) **PUBLIC PLACE.** No owner, lessee, or person in charge of a public place may permit the consumption of alcohol beverages on the premises of the public place, unless the person has an appropriate retail license. This subsection does not apply to municipalities, buildings, and parks owned by counties, regularly established athletic fields and stadiums, school buildings, and campuses of private colleges, as defined in §16.99(3g) Wisc. Stats., at the place and time an event sponsored by the private college is being held, churches, premises in a state fair park or clubs.
- 4) **USE BY ANOTHER PROHIBITED.** No person may allow another to use his or her Class "B" or "Class C" license or his or her operator's license to sell alcohol beverages.
- 5) **RETAIL LICENSES DURATION.** Except for temporary Class "B" licenses, retail licenses shall be effective for one year commencing July 1 and expiring June 30. Licenses issued after July 1. That license shall expire on the following June 30 and shall be prorated for the year issued.
- 6) **RETAIL LICENSES; PREMISES.**
  - a) Retail Licenses shall particularly describe the premises for which issued and are not transferable, except upon the approval of the Village Board as provided in this Chapter.
  - b) As a condition of licensure, all premises licensed under this chapter shall be subject to inspection by law enforcement, health officials, fire department, and building inspection to allow those officials to ascertain whether the premises is being used in compliance with this chapter, Chapter 125 Wisc. Stats., or any other applicable provisions of health, safety, or building codes. Failure to permit an inspection shall be grounds for revocation or suspension of the license granted under this chapter.
  - c) As a condition of initial granting and renewal, each premise licensed under this Ordinance shall be inspected annually as a prerequisite to issuance of the license.

### 15.04 RETAIL LICENSES AUTHORIZED.

The Village may, in the manner provided in this Chapter and subject to limitations Chapter 125 Wis. Stats., grant and regulate the following licenses:

- 1) **CLASS "B" LICENSES.** Class "B" license authorizes retail sales of fermented malt beverages, from premises within the Village as defined and approved in the license application, to be consumed either on the premises where sold or off the premises.
  - a) General Provisions for Class "B" licenses:
    - i) Persons holding a Class "B" license may sell beverages containing less than 0.5% of alcohol by volume without obtaining a license under §66.0433(1) Wisc. Stats.

- ii) Class "B" licenses may be issued to any person qualified under ~~(5)~~ (v) below and §125.04(5) Wis. Stats. Such licenses may not be issued to any person acting as agent for or in the employ of another except that this restriction does not apply to a hotel or restaurant which is not a part of or located on the premises of any mercantile establishment, or to a bona fide club, society or lodge that has been in existence for at least 6 months before the date of application.
  - iii) A Class "B" license for a hotel, restaurant, club, society, or lodge may be issued in the name of an officer who shall be personally responsible for compliance with this chapter.
  - iv) Notwithstanding §125.04(3)(a)(3) and (9) Wisc. Stats., a Class "B" license authorizes a person operating a hotel to furnish a registered guest who has attained the legal drinking age with a selection of fermented malt beverages in the guest's room which is not part of the Class "B" premises. Fermented malt beverages furnished under this subsection shall be furnished in original packages or containers and stored in a cabinet, refrigerator, or other secure storage place. The cabinet, refrigerator, or other secure storage place must be capable of being locked. The cabinet, refrigerator, or other secure storage place shall be locked, or the fermented malt beverages shall be removed from the room, when the room is not occupied and when fermented malt beverages are not being furnished under this subsection. A key for the lock shall be supplied to a guest who has attained the legal drinking age upon request at registration. The hotel shall prominently display a price list of the fermented malt beverages in the hotel room. Fermented malt beverages may be furnished at the time the guest occupies the room, but for purposes of this chapter, the sale of fermented malt beverages furnished under this subsection is considered to occur at the time and place that the guest pays for the fermented malt beverages. Notwithstanding §125.32(3) Wisc. Stats., the guest may pay for the fermented malt beverages at any time if he or she pays in conjunction with checking out of the hotel. An individual who stocks or accepts payment for alcohol beverages under this subsection shall be the licensee, the agent named in the license if the licensee is a corporation or Limited Liability Company or the holder of a manager's or operator's license or is supervised by one of those individuals.
  - v) The fee for a Class "B" license shall be one hundred dollars (\$100.00) per year. The fee for a license for less than twelve (12) months shall be prorated according to the number of months or fraction thereof for which the license is issued.
  - vi) Class "B" licenses may be issued at any time for a period of six (6) months in any calendar year, for which fifty percent (50%) of the license fee shall be paid. Such licenses are not renewable during the calendar year in which issued.
- b) Temporary Class "B" licenses may be issued to bona fide clubs and chambers of commerce, to county or local fair associations or agricultural societies, to churches, lodges, or societies that have been in existence for at least six (6) months before the date of application, and to posts of veterans organizations authorizing the sale of fermented malt beverages at a particular picnic or similar gathering, at a meeting of the post, or during a fair conducted by the fair association or agricultural society.
- i) The fee for the Temporary Class "B" license shall be ten dollars (\$10.00).
  - ii) The Village Administrator may, upon issuance of any temporary Class "B" license, authorize the licensee to permit underage persons to be on the premises for which the license is issued.

2) **RETAIL "CLASS C" LICENSES.** A "Class C" license authorizes the retail sale of wine by the glass or in an opened original container for consumption on the premises where sold.

a) General Provisions Pertaining to "Class C" Licenses.

- i) A "Class C" license may be issued to a person qualified under ~~section (5)~~ **§15.04(5)** below and **§125.04(5)** Wisc. Stats., for a restaurant in which the sale of alcohol beverages accounts for less than 50% of gross receipts and which does not have a barroom or for a restaurant in which the sale of alcohol beverages accounts for less than 50% of gross receipts and which has a barroom in which wine is the only intoxicating liquor sold.
- ii) A "Class C" license may not be issued to a foreign corporation, a foreign limited liability company, or a person acting as agent for or in the employ of another.
- iii) A "Class C" license shall particularly describe the premises for which it is issued.
- iv) The annual fee for a "Class C" license shall be one hundred dollars (\$100.00).

b) Sales of Wine by the Bottle in Restaurants. Notwithstanding **§125.51(3)(a)** and **(b)** Wisc. Stats., and **(3m)(b)** Wisc. Stats., a "Class C" license authorizes the retail sale of wine in an opened original bottle, in a quantity not to exceed one bottle, for consumption both on and off the premises where sold if all of the following apply:

- i) The licensed premises is a restaurant also operated under a Class "B" or "Class C" license and the purchaser of the wine orders food to be consumed on the licensed premises.
- ii) The licensee provides a dated receipt that identifies the purchase of the food and the bottle of wine.
- iii) Prior to the opened, partially consumed bottle of wine being taken off the licensed premises, the licensee securely reinserts the cork into the bottle to the point where the top of the cork is even with the top of the bottle, and the cork is reinserted at a time other than during the time period specified in **§125.68(4)(c)(3)** Wisc. Stats.

3) **"CLASS A" LICENSES.** "Class A" License authorizes the retail sale of intoxicating liquor (distilled spirits and wine, including alcoholic cider) in original packages for consumption off the retailer's licensed premises (as specified in **125.51(2)**)

a) General Provisions for "Class A" licenses:

- i) The fee for a "Class A" license shall be ~~\$x~~ per year. The fee for a license for less than twelve (12) months shall be prorated according to the number of months or fraction thereof for which the license is issued.
- ii) It is the intent of the Village Board of the Village of Ephraim to screen applicants for a "Class A" alcohol license under the licensing authority of Chapter **125** of the Wisconsin Statutes. The Village Board retains discretionary authority in this area. The Village Board has a duty to the citizens of the Village of Ephraim to promote public health, safety, morals, and the general welfare of the community. The Village intends to make decisions on the issuance of "Class A" licenses in a manner that upholds this duty, by considering the applicant's ability to fulfill community needs while minimizing the number, size, and impact of "Class A" operations within the Village. Small locally owned/operated, mixed-use establishments are generally preferred to larger package-type stores with

**Commented [M031]:** Minimum of \$50 max \$500  
Wisconsin Legislature: 125.51(2)(d)1.



curbside pickup as they would be more in keeping with the community goal of preserving the distinctive atmosphere and character of the village.

**b) ISSUANCE RESTRICTED.**

- i) The number of "Class A" Intoxicating Liquor licenses that will be issued within the Village will be limited to one for every two hundred fifty of the population and one license for each fraction thereof as determined by the last Federal decennial census in the Village, or such lesser number thereof as the Board in its discretion sees fit to authorize and issue.

**c) CONSIDERATION CRITERIA FOR GRANTING LICENSES.**

- i) Is the applicant a Village Resident?
- ii) Does another use exist on the property and/or within the building?
- iii) What percentage of gross receipts will come from the sale of intoxicating liquor?
- iv) How many square feet of retail space will be dedicated to intoxicating liquor display and sales?
- v) The location of the premises relative to other uses within zoning districts and the impact thereof?
- vi) General site conditions (ingress/egress, traffic, parking, screening, etc)?

**4) APPLICATIONS FOR LICENSES.**

- a) Contents. The Village shall use the applications created by the department for each kind of license authorized by this chapter, other than a manager's or operator's license. Each form shall require all of the following information:
  - i) A history of the applicant relevant to the applicant's fitness to hold a license or permit.
  - ii) The kind of license or permit for which the applicant is applying.
  - iii) The premises where alcohol beverages will be sold or stored or both. A site plan including the dimensions of the premises shall be required.
  - iv) If the applicant is a corporation, the identity of the corporate officers and agent.
  - v) If the applicant is a limited liability company, the identity of the company members or managers and agent.
  - vi) If the applicant is a cooperative organized under Chapter 185 Wisc. Stats., the identity of the cooperative members, board of directors, and agent.
  - vii) The applicant's trade name, if any.
  - viii) Any other information required by this chapter, Chapter 125 Wisc. Stats., or the form prepared by the Department.
- b) Application for Renewing. The Village shall use the simplified application form for renewal of each kind of license prepared by the department.
- c) Filing Applications.
  - i) Each application for a license shall be sworn to by the applicant.
  - ii) The applicant shall file the application for a license with the Village clerk.
- d) Time of Filing and Issuance.

- i) Except as for Temporary Class "B" Licenses, all applications for licenses to sell alcohol beverages shall be filed with the Village Clerk at least fifteen (15) days prior to the granting of the license.
    - ii) Temporary Class "B" licenses issued for a picnic or other gathering lasting less than 4 days, the governing body of the application shall be filed with the Village Clerk at least five (5) days prior to granting it.
  - e) Publication of Application for License. The Village Clerk shall publish each application for Class "B", or "Class C" license, except licenses under §125.26(6) Wisc. Stats., and §125.51(10) Wisc. Stats., prior to its issuance in a newspaper according to the following conditions:
    - i) The publication shall include the name and address of the applicant, the kind of license applied for and the location of the premises to be licensed.
    - ii) The newspaper utilized for publication shall have been regularly published, on a daily or weekly basis for a period of not less than two (2) years before the date of publication in the Village.
    - iii) The newspaper utilized for publication shall be one having circulation in the Village and designated by the governing body. If no designation is made, publication shall be in the newspaper having the largest circulation in the Village.
    - iv) The newspaper utilized for publication shall be one that is published on a daily basis, except that a weekly newspaper may be utilized if a daily newspaper is not published in the Village.
    - v) The publication shall be printed in a daily newspaper on three (3) successive occasions, or if a weekly newspaper is utilized, it shall be printed at least once.
    - vi) At the time the application is filed, the applicant shall pay to the Village clerk the cost of publication as determined under §985.08 Wisc. Stats.
  - f) Subsequent Changes. Within ten (10) days of any change in any fact set out in an application for a license or permit to sell alcohol beverages, the licensee or permittee shall file with the issuing authority a written description of the changed fact.
  - g) Records.
    - i) Any person may inspect applications for licenses to sell alcohol beverages.
    - ii) The Village Clerk shall retain all applications made to it for licenses to sell alcohol beverages.
    - iii) The Village Clerk may destroy all applications more than four (4) years old which have been retained under ~~subd. 2~~. **§15.04(4)(g)(ii)**
- 5) **LIST OF LICENSEES.** By July 15 annually, the Village Clerk shall mail to the department a list containing the name, address, and trade name of each person holding a license issued in the Village, other than an operator's license or Temporary Class "B" License, the type of license held and, if the person holding the license is a corporation or limited liability company, the name of the agent appointed under ~~sub. (6)~~. **§15.04(6)**
- 6) **QUALIFICATIONS FOR LICENSES.**
- a) Natural Persons. Licenses and permits related to alcohol beverages, issued to natural persons under this chapter, may be issued only to persons who fulfill all of the following requirements:

- i) Do not have an arrest or conviction record, subject to §111.321, §111.322, §111.335, and §125.12(1)(b) Wisc. Stats.
  - ii) Have been residents of this state continuously for at least ninety (90) days prior to the date of application.
  - iii) Have attained the legal drinking age.
  - iv) Have submitted proof under §77.61(11) Wisc. Stats.
  - v) Have successfully completed within the two (2) years prior to the date of application a responsible beverage server training course at any location that is offered by a technical college district and that conforms to curriculum guidelines specified by the technical college system board or a comparable training course that is approved by the department or the educational approval board. This subdivision does not apply to an applicant who held, or who was an agent appointed and approved under ~~sub. (6)~~ §15.04(6) of a corporation or limited liability company that held, within the past two (2) years, a "Class C" license or a Class "B" or operator's license.
- b) Criminal Offenders. No license related to alcohol beverages may, subject to §111.321, §111.322, and §111.335 Wisc. Stats., be issued under this chapter to any person who has habitually been a law offender or has been convicted of a felony unless the person has been duly pardoned.
- c) Corporations and Limited Liability Companies. No license may be issued to any corporation or limited liability company unless that entity meets the qualifications under ~~pars. (a) 1.~~ §15.04(6)(a)(i) and ~~4~~ §15.04(6)(a)(iv) and ~~(b)~~ §15.04(6)(b), unless the agent of the entity appointed under ~~sub. (6)~~ §15.04(6) and the officers and directors, or members or managers, of the entity meet the qualifications of pars. (a) 1. and 3. and (b) and unless the agent of the entity appointed under ~~sub. (6)~~ §15.04(6) meets the qualifications under ~~par. (a) 2.~~ §15.04(6)(a)(ii) and ~~5~~ §15.04(6)(a)(iv). The requirement that the entity meet the qualifications under ~~pars. (a) 1.~~ §15.04(6)(a)(i) and ~~(b)~~ §15.04(6)(b) does not apply if the entity has terminated its relationship with all of the individuals whose actions directly contributed to the conviction.
- d) Operators' Licenses.
- i) Paragraph ~~(a) 2.~~ §15.04(6)(a)(ii) above does not apply to applicants for operators' licenses.
  - ii) Paragraph ~~(a) 3.~~ §15.04(6)(a)(iii) above does not apply to applicants for operators' licenses under §125.17 Wisc. Stats. Operator's licenses may be issued only to applicants who have attained the age of 18.
  - iii) Paragraphs ~~(a) 4.~~ §15.04(6)(a)(iv) and ~~5~~ §15.04(6)(a)(v) above do not apply to any of the following:
    - a. Applicants for operators' licenses under §125.17 Wisc. Stats.
    - b. Applicants for temporary Class "B" licenses under §125.26(6) Wisc. Stats., who are not required to hold a seller's permit under Subch. III of Chapter 77.

**7) LICENSES TO CORPORATIONS AND LIMITED LIABILITY COMPANIES; APPOINTMENT OF AGENTS.**

- a) Agent. No corporation or limited liability company organized under the laws of this state or of any other state or foreign country may be issued any alcohol beverage license or permit unless:
  - i) The entity first appoints an agent in the manner prescribed by the authority issuing the license or permit. In addition to the qualifications under sub. ~~(5)~~, **§15.04(5)** the agent must, with respect to character, record, and reputation, be satisfactory to the issuing authority.
  - ii) The entity vests in the agent, by properly authorized and executed written delegation, full authority and control of the premises described in the license or permit of the entity, and of the conduct of all business on the premises relative to alcohol beverages, that the licensee or permittee could have and exercise if it were a natural person.
- b) Successor Agent. A corporation or limited liability company may cancel the appointment of an agent and appoint a successor agent to act in the agent's place, for the remainder of the license year or until another agent is appointed, as follows:
  - i) The successor agent shall meet the same qualifications required of the first appointed agent.
  - ii) The entity shall immediately notify the issuing authority, in writing, of the appointment of the successor agent and the reason for the cancellation and new appointment.
- c) Authority of Successor. A successor agent shall have all the authority, perform all the functions, and be charged with all the duties of the previous agent of the corporation or Limited Liability Company until the next regular or special meeting of the Village Board if a license is held. However, the license of the corporation or limited liability company shall cease to be in force if, prior to the next regular or special meeting of the Village Board, the Village Clerk receives notice of disapproval of the successor agent by a peace officer of the Village.
- d) Approval of Successor. The license of the corporation or Limited Liability Company shall not be in force after the next regular or special meeting of the Village Board unless and until the successor agent or another qualified agent is appointed and approved by the Village Board.
- e) Fee. The corporation or limited liability company shall, following the approval of each successor agent or another qualified agent by the Village Board, pay to the Village a fee of ten dollars (\$10.00).
- f) Resignation. If an agent appointed under this subsection resigns, he or she shall notify in writing the corporation or Limited Liability Company and the Village Clerk within forty-eight (48) hours of the resignation.

**8) INTENTIONALLY LEFT BLANK.**

**9) PREREQUISITES TO ISSUANCE.** No license authorized by this chapter and the Village Board may be issued by the Village Clerk until the Village Clerk is satisfied that:

- a) The license fee has been paid;
- b) all outstanding local taxes, fees, assessments, and forfeitures have been paid; and

- c) the licenses premises have been inspected and there are no outstanding violations of Village codes within their jurisdiction.

10) **SEPARATE LICENSE REQUIRED.** Licensees shall have a separate license covering each location or premises from which deliveries and sales of alcohol beverages are made or at which alcohol beverages are stored.

11) **LICENSE FRAMED, POSTED.**

- a) Frame. Licenses for the sale of alcohol beverages, shall be enclosed in a frame having a transparent front which allows the license to be clearly read.
- b) Display. All licenses under ~~par. (a)~~ **§15.04(11)(a)** other than those for the sale of fermented malt beverages for consumption on the premises issued to the state fair or to county or district fairs receiving state aid, shall be conspicuously displayed for public inspection at all times in the room or place where the activity subject to permit or licensure is carried on.

12) **EXPIRATION DATES.** Except as otherwise provided in this chapter licenses shall expire on June 30 of each year.

13) **TRANSFER OF LICENSES AND PERMITS.**

- a) From Place to Place. Every alcohol beverage license may be transferred to another place or premises within the Village. Transfers shall be made by the Village Board upon payment of a fee of ten dollars (\$10.00) to the Village Clerk upon approval by the Village Board of the proposed premises. No retail licensee is entitled to more than one transfer during the license or permit year.
- b) From Person to Person.
  - i) Licenses to sell alcohol beverages may be transferred to persons other than the licensee if the licensee, or an applicant for a subsequently granted license, dies, becomes bankrupt, or makes an assignment for the benefit of creditors during the license year or after filing the application. If a retail licensee becomes disabled, the Village Board may, upon application, transfer the license to the licensee's spouse if that spouse may hold a license under ~~sub. (5)~~ **§15.04(5)** and complies with all of the requirements under this chapter applicable to original applicants, except that the spouse is exempt from payment of the license fee for the year in which the transfer takes place.
  - ii) Upon the happening of any of the events under ~~sub. (4)~~ **§15.04(13)(b)(i)**, the personal representative, the surviving spouse if a personal representative is not appointed, the trustee or the receiver may continue or sell or assign the business.
  - iii) If the business is sold or assigned, the license may be transferred to the successor owner or assignee at no charge if:
    - a. He or she complies with the requirements applicable to original applicants; and
    - b. he or she is acceptable to the Village Board and consent to the transfer is given by the Village Board.

14) **PROVISIONAL RETAIL LICENSES.**

The Village Clerk may issue provisional retail licenses as follows:

- a) A provisional retail license shall be issued only to a person who has applied for and meets the qualifications for holding a Class "B" or "Class C" license and who is enrolled in a training course required under **§125.17(6)** Wis. Stats., and this section. Enrolled, for

the purposes of this subsection shall mean having paid all fees for a course which is in progress or is to commence within 60 days of the issuance of such license. Such license shall be valid for sixty (60) days from the date of issue. The license shall be void if, during such sixty (60) day period, the licensee receives a failing grade for the required training course. No person may hold more than one provisional license in a license year except upon showing of a bona fide effort to pass the required training course or other verified rationale for failing to obtain an operator's license during the pendency of the license issued under this section. A provisional license authorizes only the activities that the type of retail license applied for authorizes.

- b) No retail provisional license shall be issued unless the fee for the provisional license is first paid. The fee for a provisional retail license shall be fifty dollars (\$50.00).
- c) All provisional licenses issued under this section shall expire upon denial of the underlying license applied for, sixty (60) days after its issuance, or when the Class "B" or Class "C" license is issued to the holder, whichever is sooner. The Clerk-Treasurer may revoke the license if it is discovered that the holder of the provisional license made a false statement on the application.

#### 15) REVIEW AND GRANTING OF LICENSES.

- a) Board Review and Approval. Applications complying with the provisions of this chapter and the Wisconsin Statutes shall be forwarded to the Village Board for action in the order in which they are filed. The Village Board shall review the application, the applicant's qualifications, and all other relevant factors and determine whether to grant the license application considering the health, safety, and peaceful repose of the Village, the provisions of this chapter, and the laws of the State of Wisconsin.
- b) Conditions on Approval. The Village Board may place additional conditions upon a license consistent with the public health safety and peaceful repose of the Village, the provisions of this chapter and the laws of the State of Wisconsin. Violation of any such condition shall be considered a violation of this section and grounds for suspension or revocation of the license.

### 15.05 OPERATOR'S LICENSES.

- 1) **OPERATOR'S LICENSES AUTHORIZED.** The Village Board may issue an operator's license to any applicant who is qualified under §15.04 of this Code for use in conjunction with a retail license issued under this Chapter. Operator's licenses may be issued only upon written application.
- 2) **WHEN REQUIRED.** No premises operated under a "Class C" license or under a Class "B" license may be open for business unless there is upon the premises the licensee or permittee, the agent named in the license or permit if the licensee or permittee is a corporation or limited liability company, or some person who has an operator's license and who is responsible for the acts of all persons selling or serving any intoxicating liquor to customers. For the purpose of this subsection, any member of the licensee's or permittee's immediate family who has attained the age of eighteen (18) shall be considered the holder of an operator's license. No person, including a member of the licensee's or permittee's immediate family, other than the licensee, permittee or agent may serve wine or fermented malt beverages in any place operated under a "Class C" or Class "B" license unless he or she has an operator's license or is at least eighteen (18) years of age and is under the immediate supervision of the licensee, permittee, agent or a person holding an operator's license, who is on the premises at the time of the service.
- 3) **FEE.** The fee for the Operator's License shall be thirty dollars (\$30.00) which shall be valid for two (2) years, as determined by the municipal governing body, expiring June 30.

- 4) **TEMPORARY LICENSE.** Any municipal governing body may issue a temporary operator's license provided that:
- a) This license may be issued only to operators employed by, or donating their services to, nonprofit corporations.
  - b) No person may hold more than two (2) licenses of this kind per year.
  - c) The license is valid for any period from one day to fourteen (14) days, and the period for which it is valid shall be stated on the license.
  - d) The fee for such license shall be fifteen dollars (\$15.00).
- 5) **PROVISIONAL OPERATOR'S LICENSE.** The Village Clerk may issue a provisional operator's license to:
- a) Any person who has applied for an operator's license, is otherwise qualified to hold a license under this chapter, and who is enrolled in a training course required under §125.17(6). Wis. Stats. Enrolled, for the purposes of this subsection shall mean having paid all fees for a course which is in progress or is to commence within sixty (60) days of the issuance of such license. Such license shall be valid for sixty (60) days from date of issue. The license shall be void if, during such sixty (60) day period, the licensee receives a failing grade for the required training course. No person may hold more than one provisional license in a license year except upon showing of a bona fide effort to pass the required training course or other verified rationale for failing to obtain an operator's license during the pendency of the license issued under this section.
  - b) Any person who has applied for an operator's license, including payment of the required fee, who files a certified copy of a valid operator's license issued by another municipality. Such provisional license expires sixty (60) days after issuance, when the operator's license applied for is issued, or upon expiration of the operator's license issued by another municipality, whichever occurs first.
  - c) The Village Clerk may revoke the provisional operator's license if they discover that the holder of the provisional license made a false statement on the application, or if the clerk-treasurer determines that the operator's license issued by another municipality and filed under ~~(b)~~ **§15.05(5)(b)** above is not valid, or upon denial of the person's application for an operator's license.
  - d) A provisional license may not be issued to any person who has been denied a license.
  - e) The fee for a provisional license shall be fifteen dollars (\$15.00)
- 6) **TRAINING COURSE.** Except for provisional licenses as provided by this chapter, no operator's license shall be issued unless the applicant has successfully completed a responsible beverage server training course at any location that is offered by a technical college district and that conforms to curriculum guidelines specified by the technical college system board or a comparable training course, which may include computer-based training and testing, that is approved by the department or the educational approval board, or unless the applicant fulfills one of the following requirements:
- a) The person is renewing an operator's license.
  - b) Within the past two (2) years, the person held a Class "A", "Class A" or "Class C" license or a Class "B" or "Class B" license or permit or a manager's or operator's license.
  - c) Within the past two (2) years, the person has completed such a training course.

## **15.06 REVOCATIONS, SUSPENSIONS, NONRENEWAL OR REFUSALS TO ISSUE OR RENEW.**

1) **REVOCATION, SUSPENSION, OR NONRENEWAL OF LICENSE.** Subject to the limitation provided at §125.12(1)(b) and (c) Wisc. Stats., the Village may revoke, suspend or refuse to renew any license issued under this chapter, as provided in this section.

### **2) REVOCATION OR SUSPENSION OF LICENSES.**

a) Complaint. Any resident of the Village may file a sworn written complaint with the Village Clerk alleging one or more of the following about a person holding a license issued under this chapter by the Village:

- i) The person has violated this chapter or municipal regulations adopted under §125.10 Wisc. Stats.
- ii) The person keeps or maintains a disorderly or riotous, indecent, or improper house.
- iii) The person has sold or given away alcohol beverages to known habitual drunkards.
- iv) The person does not possess the qualifications required under this chapter to hold the license.
- v) The person has been convicted of manufacturing, distributing, or delivering a controlled substance or controlled substance analog under §961.41(1) Wisc. Stats.; of possessing, with intent to manufacture, distribute or deliver, a controlled substance or controlled substance analog under §961.41(1m) Wisc. Stats.; or of possessing, with intent to manufacture, distribute or deliver, or of manufacturing, distributing, or delivering a controlled substance or controlled substance analog under a substantially similar federal law or a substantially similar law of another state.

**5m.** The person has been convicted of possessing any of the materials listed in §961.65 Wisc. Stats., with intent to manufacture methamphetamine under that subsection or under a federal law or a law of another state that is substantially similar to §961.65 Wisc. Stats.

- vi) The person knowingly allows another person, who is on the premises for which the license under this chapter is issued, to possess, with the intent to manufacture, distribute or deliver, or to manufacture, distribute or deliver a controlled substance or controlled substance analog.

**6m.** The person knowingly allows another person, who is on the premises for which the license under this chapter is issued, to possess any of the materials listed in §961.65 Wisc. Stats., with the intent to manufacture methamphetamine.

- vii) The person received the benefit from an act prohibited under §125.33(11) Wisc. Stats.

b) Summons Upon the Filing of the Complaint. The Village shall issue a summons, signed by the clerk and directed to any peace officer in the Village commanding the licensee complained of to appear before the Village Board on a day and place named in the summons, not less than three (3) days and not more than ten (10) days from the date of issuance, to show cause why his or her license should not be revoked or suspended. The summons and a copy of the complaint shall be served on the licensee at least three (3) days before the time at which the licensee is commanded to appear. Service shall



be in the manner provided under Chapter 801 Wisc. Stats., for service in civil actions in circuit court.

c) The Village Board may require the complainant to provide security for such costs before issuing the summons.

d) Procedure on Hearing.

i) If the licensee does not appear as required by the summons, the allegations of the complaint shall be taken as true and if the Village Board finds the allegations sufficient, the license shall be revoked. The Village Clerk shall give notice of the revocation to the person whose license is revoked.

ii) If the licensee appears as required by the summons and denies the complaint, both the complainant and the licensee may produce witnesses, cross-examine witnesses, and be represented by counsel. The licensee shall be provided a written transcript of the hearing at his or her expense. If the hearing is held before the Village Board and the complaint is found to be true, the license shall either be suspended for not less than ten (10) days or more than ninety (90) days or revoked. The municipal clerk shall give notice of each suspension or revocation to the person whose license is suspended or revoked.

iii) If the Village Board finds the complaint untrue, the proceeding shall be dismissed without cost to the accused. If the Village Board finds the complaint to be malicious and without probable cause, the costs shall be paid by the complainant.

e) Effect of Revocation. When a license is revoked under this subsection, the revocation shall be recorded by the clerk and no other license issued under this chapter may be granted within twelve (12) months of the date of revocation to the person whose license was revoked. No part of the fee paid for any license so revoked may be refunded.

f) Judicial Review. The action of the Village Board in granting or failing to grant, suspending, or revoking any license, or the failure of any municipal governing body to revoke or suspend any license for good cause, may be reviewed by the circuit court for the county in which the application for the license was issued, upon application by any applicant, licensee or resident of the Village. The procedure shall be as provided in ~~§125.12(4)(d) Wis. Stats.~~ **§125.12(4)(b) Wis. Stats. (there is no 125.12(4)(d))**

3) **REFUSALS TO RENEW LICENSES.** The Village Board may refuse to renew a license for the causes provided in ~~sub. (2)(a) §15.06(2)(a)~~ above. Prior to the time for the renewal of the license, the Village Board shall notify the licensee in writing of the Village's intention not to renew the license and provide the licensee with an opportunity for a hearing. The notice shall state the reasons for the intended action. The hearing shall be conducted as provided in ~~sec. (2) §15.06(2)(d)~~ and judicial review shall be as provided in ~~sub. (2)(e) §15.06(2)(f)~~.

4) **REFUSALS BY VILLAGE BOARD TO ISSUE LICENSES.** If the Village Board decides not to issue a new license under this chapter, it shall notify the applicant for the new license of the decision not to issue the license. The notice shall be in writing and state the reasons for the decision.

## 15.07 MISCELLANEOUS REGULATIONS

1) **OPEN CONTAINER.** No person on any public way in the Village of Ephraim shall carry or expose to view on any public street, walk, or alley any open can, bottle, glass, or other container containing fermented malt beverage or intoxicating liquor, or drink from the same. This provision will not apply to public ways included in the description of a premise in a temporary Class "B" licenses approved by the Village Board.

- 2) **STATE LICENSES.** No person may sell, manufacture, rectify, brew or engage in any other activity for which Chapter 125 Wisc. Stats., provides a license, permit, or other type of authorization without holding the appropriate license, permit, or authorization.
- 3) **CONSUMPTION OF ALCOHOL BEVERAGES IN A VILLAGE FACILITY OR PARK.** When alcoholic beverages are consumed in a village owned building, consumption must be confined to the building and, except in circumstances where the Village is using its own property, a lease will be required which shall require the provision of liquor liability insurance in favor of the Village. No person in any Village Park in the Village of Ephraim shall carry or expose to view any open can, bottle, glass, or other container containing fermented malt beverage or intoxicating liquor, or drink from the same unless the location where the possession of consumption takes place is included in the description of a premise in a temporary Class "B" licenses approved of by the Village Board.
- 4) **QUADRICYCLES.** No person in ownership or control of a commercial quadricycle and no occupant or passenger of a commercial quadricycle shall permit or engage in the consumption of alcohol beverages or permit the possession or possess alcohol beverages on or within a commercial quadricycle.
- 5) **DUTY TO MAINTAIN ORDER.** A licensee under this section shall have a duty to maintain order and peace in and around the licensed premises. This duty shall extend to and include any adjacent parking lot or facility adjacent to and servicing the licensed premises.
- a) A Peace Officer may order any disorderly house closed until 8 A.M. the following day when, in the reasonable view of the Officer, the licensee or person in charge failed to maintain peace and order required by this section, or the Officer otherwise believes that the public peace and safety is served by such closing by reason of threat to the bodily security, property, or peaceful repose of any member of the general public.
  - b) The County Department of Health may order the temporary suspension of a restaurant and beverage license where an imminent health hazard exists on licensed premises pending a hearing as provided by state code.
- 6) **OUTDOOR PREMISES (ANNUAL LICENSES).**
- a) Description in Application. An application for a license pursuant to this chapter may include an outdoor area in the proposed premises. The inclusion of the outdoor area in the licensed premises shall be subject to review in the same manner as any other license application and the restrictions provided in this section. A licensee may apply to amend licensed premises to include an outdoor area. The request shall be filed with the Village Clerk no less than thirty (30) days prior to the first date of use of the outdoor area. The application for amendment shall be subject to review and inspection in the same manner as an initial application.
  - b) Requirements/Considerations.
    - i) A licensed outdoor area must be immediately adjacent to the indoor portion of the licensed premises.
    - ii) A licensed outdoor area shall have no more than one means of direct ingress from unlicensed areas. This subsection shall not be construed to limit the means of access to or from the outdoor licensed area to indoor licensed areas.
  - c) Modification. The requirements of this subsection may be waived by a two-thirds majority vote of the Village Board.
  - d) Hours. No licensed outdoor area may be used for the consumption of fermented malt or intoxicating beverages after 10:00 P.M.

- e) Unlicensed Outdoor Area. An unlicensed outdoor area adjacent to and used in conjunction with the licensed premises shall not be used for the purpose of serving or consuming alcoholic beverages.
- f) Licensee Responsibility. Any licensed outdoor area is subject to all regulations of this chapter and Ch. 125, Wis. Stats.
- g) Maintaining Order. The licensee shall maintain peace and order over any outdoor area adjacent to and used in conjunction with a licensed premises whether or not said outdoor area is licensed. Any outdoor premise used in conjunction with a licensed premise shall be subject to closure pursuant to §15.07(5) of this code.

**7) USE OF TEMPORARY CLASS "B" LICENSES.**

- a) Licensed Operators Required. No person holding a temporary class "B" license, shall permit the sale of fermented malt beverages unless a person holding an operator's license, also issued under this chapter, is in direct supervision and control of the area(s) in which the sale of fermented malt beverages is occurring. Where two (2) areas of sale are used pursuant to (b) herein, at least one (1) licensed operator must be present and in supervision of each area of sale.
- b) Outdoor Use of Picnic Licenses. Where a picnic license issued under this chapter is intended for use for an outdoor gathering, such as a picnic or fair, the following regulations shall apply:
  - i) No more than two (2) separate areas may be used to dispense fermented malt beverages.
  - ii) At least one (1) uniformed security officer shall be present at the outdoor event at all times while fermented malt beverages are being sold or dispensed.

**15.08 CLOSING HOURS**

- 1) No premises for which a Class "B" (Beer), or "Class C" (Wine) license has been issued may remain open between the hours of 2:00 AM. and 6:00 AM., except as otherwise provided in this Chapter. On Saturday and Sunday, no premises may remain open between 2:30 AM. and 6:00 AM. For the purposes of this section, "open" shall mean allowing any person, other than the licensee or an employee actively performing job-related duties, to enter, loiter or remain in or on the licensed premises.
- 2) No licensee or person in charge of a premises for which a Class "B" (Beer) license has been issued shall allow the carry out of closed containers of alcohol beverages between the hours of Midnight and 6:00 AM.
- 3) On January 1, premises licensed under a Class "B" (Beer), or "Class C" (Wine) license are not required to close.
- 4) No premises for which a "Class A" license has been issued may remain open for the sale of intoxicating liquor between the hours of 9:00 PM and 6:00 AM.

## MEMO

**To:** Ephraim Village Board  
**From:** James M. Kalny, Village Attorney  
**Date:** Friday, November 11, 2022  
**Re:** Concerns with setting specific qualifications in Liquor License Provisions

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### INTRODUCTION

We have been discussing the pros and cons of allowing class A liquor licenses in the Village, and if those licenses are permitted, how to regulate the issuance of such licenses. With regard to regulation, I have advised against setting specific qualifications in favor of making decisions on licenses on a case by case basis. By this memo I will explain more thoroughly the rationale for my position..

### DISCUSSION

#### Reviewing the Concern with Specific Legislation

In our discussions and the draft that is forming the basis for discussion, the Village has expressed its desire to limit the licenses to those that are in facilities that also have other businesses. In an earlier memo, I cited *State ex rel. Grand Bazaar Liquors, Inc. v. City of Milwaukee*, 105 Wis.2d 203, 212, 313 N.W.2d 805 (1982). This case involved a challenge to an ordinance that imposed a requirement on Class A licenses that a licensee must have at least half of its receipts from the sale of alcohol beverages. The City argued, among other things, that the scheme of the ordinance was justified by the public interest in limiting the number of liquor licenses issued in the City. The court held:

We conclude that the subsection (2) classificatory 50 percent scheme does not accomplish the articulated goals of the ordinance, and consequently, the ordinance is an arbitrary and irrational exercise of the city's police power and a denial of equal protection. We note a glaring absence in the record of any public health, safety, morals, or general welfare "problem" or concern. First, there is no evidence in the record to demonstrate that there is any public need to limit the number of new liquor licenses. Second, we note that the Common Council retains the ultimate right to limit

the number of licensed establishments, with or without this ordinance. Ultimately, as we view it, the ordinance only discriminates among applicants for a license; it does not limit the number of licenses issued. We note that all a member of the excluded class would have to do is reduce nonliquor sales in order to qualify for a license under this ordinance. We conclude the ordinance is not rationally related to the purpose of limiting the number of liquor licenses.

As this case illustrates there needs to be a rational relationship between a goal of the regulation and the means to achieve that goal through the regulation. It also emphasizes that the Courts will second guess the validity of an ordinance and analyze the validity of the regulation.

#### Issues with the Current Draft

In our current draft we set a quota based on population stating as our rationale the desire to minimize liquor licensed establishments to help preserve the unique character of the Village. This type of rationale is similar to the case of *Odelberg v. City of Kenosha*, 20 Wis.2d 346 (1963) which upheld an ordinance setting a quota of class "A" fermented malt beverage licenses based on population. While there is some basis for concern with a quota under *Grand Bazaar*, we have stated our reason for the limitation and made a record that we do not want to limit the number of this type of business- as the state does. In my opinion the quota is defensible due in part to the statement of intent in the preamble to the ordinance.

I do have concerns with the requirement that we will only issue licenses to premises that have two uses. I am concerned that such a requirement may not pass *Grand Bazaar* scrutiny. Unlike *Grand Bazaar*, our rationale for this requirement is that it assists in preserving the unique character of the Village. I am not sure that rationale is reasonably related to the preservation of that character of the village in all circumstances. It is possible that an applicant would submit a 30 by 30 white and black cottage in New England fishing village style and sell only fine whiskey from the site. Such a business would be consistent with the character of the village; a relatively small retail space; and, would not be likely to have a disruptive presence.

I note that the current draft states that combined businesses are preferred. That language leaves us the discretion to decide this matter on a case by case basis, expressing your intent without opening the door to judicial scrutiny of the ordinance. In my opinion that is a wise way to regulate in this area. I continue to recommend against a hard and fast rule requiring combined businesses.

We have also discussed expressing a maximum square footage or a percentage of a shared business. In my opinion it is very hard to defend and likely to be found illegal. As *Grand Bazaar* suggests, using the combined business qualification is itself legally suspect, adding another level to the regulation would receive even more scrutiny of the reasonableness of the regulation and its relation to a legitimate municipal end. As mentioned above, it is not hard to think of a proposal that would be consistent with our municipal interests but not allowed by a combined business requirement. It is likewise likely that a combined business with 50% of the floor space of a smaller structure might be acceptable while 50% of a large structure would be troublesome. If the application meets your qualifications, it is harder to deny the request and more susceptible to challenge.

### Why Case by Case Consideration is Preferable

Listing qualifications in the ordinance directly impact the government's flexibility by setting rigid standards that limit discretion. The most obvious example is a viable or even desirable application that does not meet the qualifications. If that occurs the Village Board is in the uncomfortable position of denying an application that is desirable or violating their own rule.

Set standards are harder to justify and defend. When the court's consider a challenge to a denial based on a set requirement in an ordinance, the court looks at whether the requirement is rationally related to the legitimate governmental end. In so doing the Court considers the application of the rule to any reasonably conceivable situation, it considers whether in all those circumstances the requirement serves the interest the government says it does.

In contrast, in the case of an individual denial, the court considers that specific exercise of discretion. It is much easier to support that a particular proposal creates too large a licensed premises that detracts for the character of the community than to argue that any proposal that has more than X square feet is contrary to the interest in preserving the cape cod feeling of the community.

It is also difficult to set a size limit. Set it too high, it is not likely to serve the interests you seek to protect. Set it too low, and you increase the likelihood that you will run into situations where good proposals might have to be rejected, leading to an attack on the grounds that the rejected proposal would not violate the public interest the regulation seeks to protect.

In short, qualifications for liquor licensed establishments are hard to set and defend. The use of factors for consideration on a case by case basis, rather than establishing set

requirements by ordinance, is far more flexible and still gets to the same result in a much more defensible way.

I hope I have clarified some of my comments during this process and invite you to ask me any other questions.



## Capital Projects Summary

**November 2022**

The Capital Projects Ad-Hoc Committee (CPAHC) was formed in January 2022 and consists of five Village residents:

- Fred Bridenhagen
- Matt Meacham
- Ken Nelson, Chair
- Chuck Pearson
- Maggie Peterman

Over the past 10 months, the Committee met 15 times to discuss five potential Capital Projects. This list of projects was developed by the Village Board with input from public surveys and meetings. They include:

- Anderson Dock
- North Ephraim Street Lighting and Path
- Fire Station Expansion
- Administrative Building Renovation
- Maintenance Garage Expansion

### **Fundamental Principles**

The Committee used the following Fundamental Principles to develop the preliminary design and cost estimate for these five projects:

- Community Focus; consider aesthetics that maintain the ambiance of Ephraim while providing modern solutions
- Fiscal Focus; develop options that maximize the efficient use of public funds
- Employee Focus; provide an appropriate work environment for our employees
- Investment Focus; develop options that have a long life (30+ years) to minimize future maintenance costs



## Summary of Capital Projects

Project Name	Estimated Construction Cost	
Anderson Dock Project		\$ 800,000
North Ephraim Lighting and Path (NE)		\$ 1,280,000
NE Option #1; Path & Solar Lighting	\$ 430,000	
Fire Station Expansion (FS)		\$ 2,300,000
FS Option #1; w/o Garage Addition	\$ 1,600,000	
Administration Building Renovation (AB)		\$ 250,000
AB Option #1; Replace Admin Offices w/addition to FS	\$ 450,000	
Maintenance Garage Expansion (MG)		\$ 960,000
MG Option #1; Build New Maintenance Garage	\$ 1,500,000	

Note: Option #1 for each project could be done as an alternative.  
The cost is independent of the original project cost.

## Prioritization

After spending dozens of hours together discussing these projects, along with experts in the various building trades, the CPAHC has developed a deep understanding of the needs and possible solutions. We offer the Board our opinion on prioritization.

Anderson Dock Project. Due to the uniqueness of this dock and building, and the intense interest of the public and the Ephraim Foundation, we suggest that this project be dealt with independently of the other four capital projects. Currently the Village Board is deciding how to deal with the graffiti problem. Several residents have suggested ways this project could be funded in lieu of Village funds. We suggest a special committee be set up to address this project alone.

With regards to the other four project, the following priority is suggested:

1. **North Ephraim Multi-Use Path with Solar Lighting.** The majority of the cost of this project could be paid for with the remaining Streetscape bond dollars (approximately \$360,000). This is the only project of the five that is eligible for these funds. This project is supported by North Ephraim and provides the Village the opportunity to invest in the North Business District.

Cost: \$430,000

2. **Maintenance Garage Option #1.** The current garage provides the poorest working conditions of any of our public buildings. The lack of heat and space is unacceptable. An addition to the original garage is not an efficient use of public funds.

Cost: \$1,500,000

3. **Fire Station Office Addition including space for Administrative Offices.** This option provides a new building for both fire and administration operations, plus a long term location for all Village meetings. The effectiveness of rehabbing a 75 year old Administration Building is questionable, and the cost associated with that will most probably exceed our estimate.

In this case we are suggesting that adding the office and meeting space to the Fire Station project without expanding the equipment area and then consolidating the municipal administrative offices to share common space provides the most long term cost effective solution. The equipment area could be expanded or repurposed in the future when the issue of fire department consolidation in Northern Door County is resolved.

Cost: \$2,050,000

4. **North Ephraim Street Lighting.** With the \$1 trillion infrastructure bill passed by Congress, the Village could apply for Federal and State funds for this project. Once funding is secured, the project could be constructed. However, it may turn out that the path with solar lighting and new intersection lighting by WPS is adequate.

Cost: \$890,000



## **Anderson Dock Project**

**November 2022**

The Anderson Dock and the warehouse has been a discussion topic as a future capital project for a few years now. When our community survey was done last year, it was named as the top priority project by the Village Board and the majority of the community participants. Recent record high water levels and continued degradation of the concrete surface of the dock sparked the initial dive into this project, resulting in a rough project scope and cost.

The Capital Projects Ad-Hoc Committee (CPAHC) has continued with this work and has taken a deeper look into the repairs necessary on the Dock and Anderson Warehouse (Hardy Gallery).

### **Scope of Work**

- Add 6" steel cap at dock perimeter and pour a new reinforced concrete deck creating positive drainage away from building
- Install tiebacks in concrete for future sheet pile work
- Lift building in place, repair damaged wood, reside South wall and renovate bathrooms/utility room
- Pour slab and new foundation under building and set building back down
- Rebuild/replace existing electrical and plumbing service within utility trench; extend electric service to end of dock
- Replace existing grinder station
- Re-grade lawn area and install sod or turf

### **Component Details**

- Meetings were held on-site, and estimates were obtained from Devooght House and Building Movers relative to lifting the building.
- ES Olson Construction and Laib Restoration provided estimates for the building repair.
- Martell Concrete provided estimates on all concrete work and Mike Kahr provided estimates and suggestions on steel piling repair.

## Cost Estimate



## Anderson Dock Project Cost Estimate

	Unit Price	Quantity	Subtotal
Sheet Pile Cap	\$ 29,000.00	1	\$ 29,000.00
Sheet Pile Tiebacks	\$ 35,000.00	1	\$ 35,000.00
Lift Building	\$ 20,000.00	1	\$ 20,000.00
Building Repair (wood)	\$ 90,000.00	1	\$ 90,000.00
Concrete (Building Floor)	\$ 61,200.00	1	\$ 61,200.00
** Concrete (Foundation)	\$ 25,000.00	1	\$ 25,000.00
Concrete (Dock)	\$ 108,000.00	1	\$ 108,000.00
Utility Work (Plumb/Elect)	\$ 50,000.00	1	\$ 50,000.00
*Artificial Turf	\$ 10.00	6400	\$ 64,000.00
Replace Grinder Station	\$ 40,000.00	1	\$ 40,000.00
<b>Subtotal</b>			\$ 522,200.00
<b>Mobilization</b>	10%		\$ 52,220.00
<b>Subtotal With Mobilization</b>			\$ 574,420.00
<b>Contingency</b>	20%		\$ 114,884.00
<b>Subtotal With Contingency</b>			\$ 689,304.00
<b>Engineering Cost</b>	15%		\$ 103,395.60
<b>Project Total:</b>			<b>\$ 792,699.60</b>

*\*Final estimate has not been received for these line items.*

*\*\* Estimate to be determined during Final Engineering*

## Assumptions/Concerns

- A shared concern by both building contractors was the structural integrity of the building foundation. As this project calls for a great deal of additional weight being placed on the foundation of the warehouse future with the new concrete floor slab, investigations into the foundation's ability to carry that added weight is something the Board should consider. Should this project move forward we will need to engage an engineering firm to prepare a biddable plan set. This investigation should be tied to that early engineering work.
- As the warehouse is on the Historic Registry, we have to be sensitive to any and all changes to the building.
- Alternate funding sources may be available for this project whether they be grants, community contributions, or collaborative efforts with existing Ephraim Organizations.

## **Additional Supporting Documents**

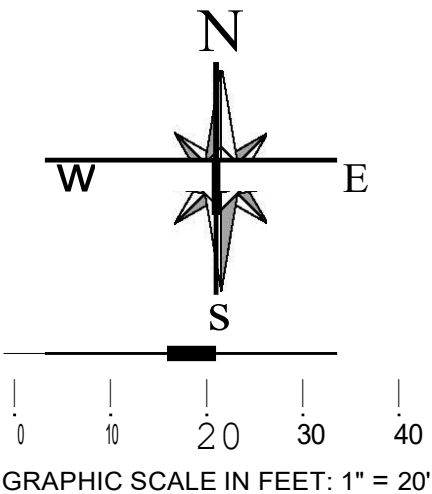
- ES Olson quotation for building repairs
- Laib Restoration memo and quotation
- Martell Concrete quotation
- Devooght House & Building Movers quotation
- Deaths Door Marine memo and quotation
- Great Lakes Testing Inc ultrasonic thickness testing report

Footnote: We recommend consideration of a standing Committee for long term management of the Anderson Dock, reporting to the Village Board.



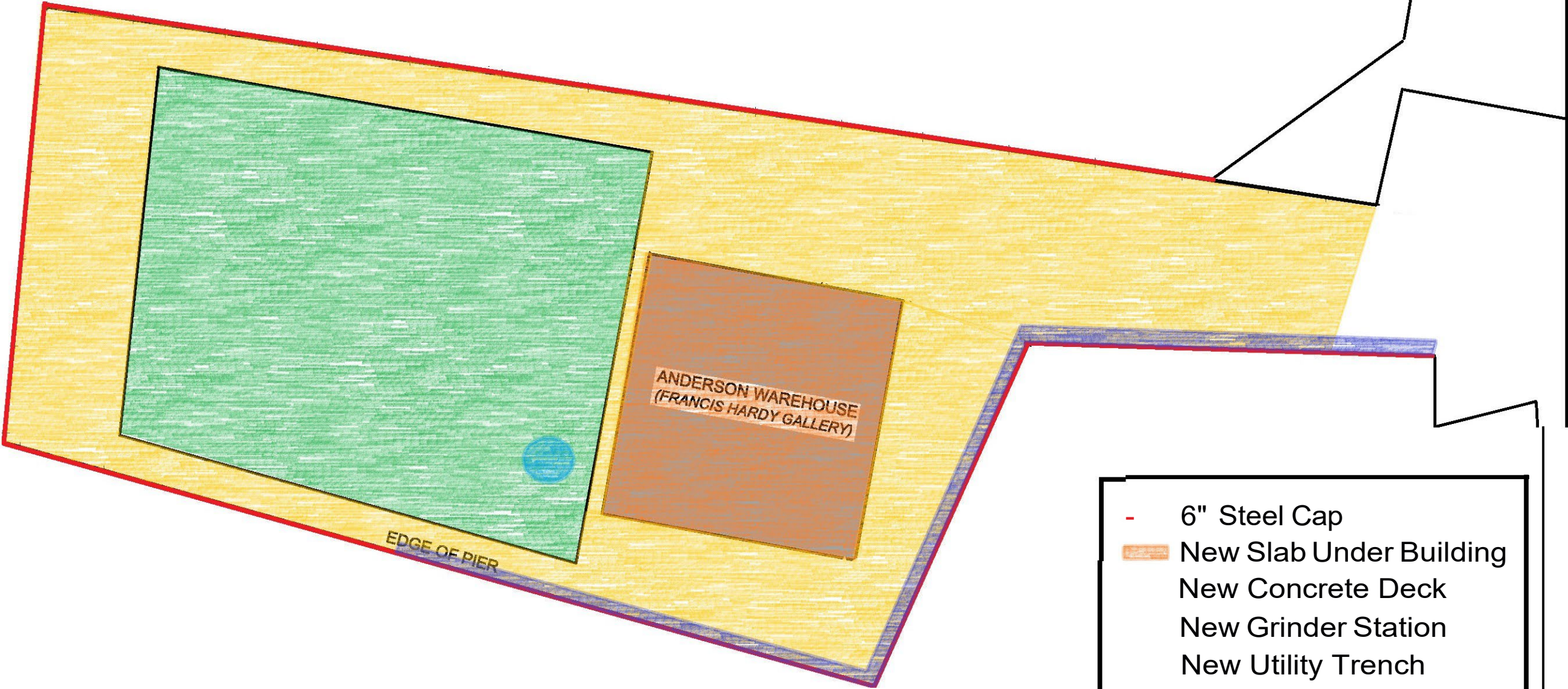
# Anderson Dock Capital Project

VILLAGE OF EPHRAIM, DOOR COUNTY, WISCONSIN



PREPARED FOR:  
  
CURRENT OWNER:  
VILLAGE OF EPHRAIM  
P.O. BOX 138  
EPHRAIM, WI 54211  
  
PROPERTY ADDRESS:  
3083 ANDERSON LANE  
  
*Drawn by: B.Bristo/*

*Eagle Harbor*



- 6" Steel Cap
- New Slab Under Building
- New Concrete Deck
- New Grinder Station
- New Utility Trench



## North Ephraim Lighting & Path

November 2022

The North Ephraim Business District includes commercial properties along WI 42 from Orchard Rd. to the northern Village limit of Townline Rd. (approximately 3600'). A survey was conducted of those businesses by the Ephraim Business Council to determine their interest in street lighting. There were 19 responses. The majority (68%) preferred continuous street lighting similar to the downtown streetscape project, while the remainder preferred to replace the 13 existing Village streetlights in their current locations. Replacing the 13 existing Village streetlights was dismissed since Wisconsin Public Service (WPS) does not want to construct individual power drops for each street light, and the cost of conduit for so few light poles is prohibitive.

Based on discussions by the Capital Projects Ad-Hoc Committee (CPAHC) and input from the Village Board, building a multi-use pedestrian/bike path was also investigated. AECOM was retained to evaluate 3 lighting options (including the streetlights used downtown) as well as 2 pedestrian/bike paths. In each case, the "no-build" option was also considered.

### Scope of Work

For street lighting, AECOM evaluated 3 options:

- #1, Pole Top Mounted Fixture (similar to downtown street lighting)
- #2, Roadway Lighting Style Fixture (similar to existing state lighting at intersections )
- #3, Pendent Mounted Fixture (a more decorative pole and fixture)

All 3 options are down lighting. Options #2 and #3 are 22' tall. Pictures of the 3 options are attached.

Based on the pole height and luminaire design, the spacing of the options vary.

Option #	Spacing	No. of Poles	Cost Estimate (w/o Contingency and design)
1	80'	48	\$760,000
2	120'	32	\$500,000
3	95'	40	\$600,000

The "no-build" option would be to contract with WPS for them to install 22' poles at each intersection. This could be done at minimal cost to the Village.

AECOM also evaluated 2 pedestrian/bike path options. Option #1 would widen the northbound paved shoulder to 8' plus 2' of gravel. Option #2 would be an independent path 10' wide separated from the northbound pavement with a 3' buffer. Interestingly, the cost of the separate path was less than the shoulder widening (\$300,000 vs. \$460,000 for the path only). This is because the widened shoulder would have a thicker pavement and sub-base than the stand-alone path.

The CPAHC selected Streetlighting Option #1 and Shared Path Option #2. The Committee felt using the same streetlights as downtown would bring continuity to the Village. They also felt that the streetlighting and path should be built together. A path without lighting could result in safety issues. Also, certain activities associated with the construction would be duplicated if the two projects were built separately.

### **Cost Estimate (2022 Dollars)**

The cost estimate for Streetlighting Option #1 is:

- Materials Cost:	\$520,000
- Traffic Control:	60,000
- Seeding/Erosion Control:	60,000
- Mobilization:	<u>120,000</u>
- SubTotal:	\$760,000
- Contingency (10%)	76,000
- Final Design	<u>50,000</u>
- Total:	Say \$890,000

The cost estimate for Shared Path Option #2 is:

- Materials Cost:	\$300,000
- Temporary Construction Easements:	10,000
- Cross Walks	10,000
- Utility Relocations	<u>10,000</u>
- SubTotal:	\$330,000
- Contingency (10%)	33,000
- Final Design	<u>30,000</u>
- Total:	Say \$390,000

Total Cost Estimate for Streetlights and Shared Path: \$1,280,000



## **Option #1**

The CPAHC discussed the increased pedestrian activity in the North Business District this year. With the addition of two new restaurants and the Door County Rock and Gem shop's new building, heavier pedestrian traffic was observed.

Option #1 would be to build the multi-use path with solar lighting similar to that used on our new shoreline project downtown. This would provide for pedestrian safety in the later evening. Along with this project, WPS could upgrade the intersection lights using modern LED fixtures. The cost for the path and solar lights is estimated to be \$430,000. There is \$360,000 remaining from the streetscape bond proceeds that could be used for this project.

## **Assumptions/ Concerns**

1. If the Shared Path is built in a separate contract from Streetlighting, there will be additional costs for Traffic Control, Seeding/Erosion Control and Mobilization.
2. An impact of the Shared Path is the removal of approximately 45 trees. No analysis has been performed on size, species or condition. Planting replacement trees may need to be considered. Based on a casual review, it appears many of the required trees are Cottonwood Trees in poor condition.
3. There was extensive discussion of what to do with the residential portion of WI 42 from Anderson Ln. to Orchard Rd. (approximately 5000'). Initially the CPAHC decided to work with WPS to install intersection and curve lighting and not to provide a shared use path.
4. We recommend investigating the availability of federal and state highway funding (based on the \$1 Trillion Infrastructure Bill passed this year). Other communities in northern Door County have been successful in securing this funding. If this funding is available, and depending on the constraints required, we may also want to consider building the streetlights and shared path from Anderson Ln. to Orchard Rd. As part of their report, AECOM did investigate the cost of a shared path in this area.
5. Using AECOM numbers for Option #1 Streetlights, an approximate cost for Streetlights and Shared Path from Anderson Ln. to Orchard Rd. is:
  - Streetlights: \$1,200,000
  - Shared Path: \$ 625,000
  - Total Streetlights and Shared Path: \$1,825,000

Due to some steep slopes in this section, retaining walls may be necessary.

6. This is the only one of the five projects being investigated that would be eligible to use the remaining funds available from the 2019 Streetscape Project (approximately \$360,000)

## **Additional Supporting Documents**

1. AECOM Ephraim North Lighting Preliminary Design & Analysis Memo
2. AECOM Ephraim North Shared Path Preliminary Design & analysis Memo
3. Ephraim Business Council North Street Lighting Survey Results
4. Pictures of three street light options



## **Fire Station Expansion**

**November 2022**

The Capital Projects Ad-Hoc Committee (CPAHC) worked with Fire Chief Justin MacDonald to understand the shortcomings of our existing Fire Station at 10005 Norway St. The Fire Station is situated on Village property which is shared with the Administration Building. It was built in 1990. The following issues were identified:

- Inadequate fire fighter's dressing/ turnout area; currently next to vehicles
- Lack of office space for officers; currently use Admin. Building
- Lack of meeting space for regular meetings and training
- Rescue Boat stored off-site
- Tight space for existing equipment; especially considering need to accommodate future larger equipment
- Inadequate restrooms; only one for all
- Lack of shower facilities
- Lack of storage for equipment

Prior to Covid, our Admin. Building was used for virtually all our Village meetings. The space is tight, especially considering the size of recent meetings and the need to provide on-line capabilities. We have improved the sound system at the Village Hall to better serve our Village meetings. It was decided to add a large conference room in the Fire Station addition to accommodate Village meetings as well as the fire fighter's meetings and training.

An important consideration to this project is the on-going discussion for a northern Door County Fire District. If this comes to fruition, our existing Fire Station may suffice.

### **Scope of Work**

The Village contracted with Keller Planners/ Architects/ Builders to provide preliminary planning and design, as well as a cost estimate for the project. Their Plan is attached and includes a 3600 SF office space addition on the south side of the existing building, a 2000 SF addition for vehicles and equipment on the north side of the building and 2800 SF of renovated space within the existing building.

The office space addition includes a large conference room (approximately 30' x 40') that will accommodate all Village meetings. In addition, that space will include a large turnout gear room, bathrooms, shower rooms, kitchen, break room and offices for Fire Department use.

## **Cost Estimate (2022 Dollars)**

The Cost Estimate includes design, construction management fees, approvals and permits, bidding, building and site work plus a \$150,000 contingency. The cost estimate is \$2,300,000.

## **Option #1**

An Option #1 would be to build the additional office space and renovate the space within the existing building. However, it would not include the 2000 SF addition on the north side of the existing building for additional vehicles and equipment. The existing fire station building would remain essentially as is with existing doors and vehicle flow pattern. The 3600 SF office addition would be built to the west of the existing building. This could be a separate building with a connection breezeway to eliminate any impact to the existing building roofline.

This option could be built while a decision is being made for a northern Door County Fire District. If the Fire District does not move forward, an addition to the garage could be made when needed. The cost estimate for Option #1 is \$1,600,000.

## **Assumptions/ Concerns**

1. A major challenge is defining the future need for a fire station in Ephraim. If a Fire District is formed, what type of a facility will be needed in Ephraim? When will this decision be made? There is not a pressing need relative to our firefighting capabilities for this project in the immediate future. However, Option #1 could be pursued to update our Fire Department and also add space for future Village meetings while a decision on a future Fire District is made.

## **Additional Supporting Documents**

1. Keller Fire Station Addition Plans
2. Keller Design Memo and Cost Estimate
3. Option #1 Building Addition



## **Administration Building Renovation**

**November 2022**

The Capital Projects Ad-Hoc Committee (CPAHC) worked with Village Administrator Brent Bristol regarding the issues and repairs needed at our existing Administration building located at 10005 Norway St. The building was constructed in 1948 and served as a schoolhouse until 1989 when it was deeded to the Village of Ephraim. Administrative offices moved into the structure in 1991. In 2003 the village constructed a small addition creating what was initially storage space. In 2012 this area was converted into what is presently Andrea's and Brent's offices. Windows in the main room were replaced in 2008.

Current building issues include:

- Inadequate climate-controlled storage/record retention space.
- Lack of proper HVAC in office space, basement, and records retention areas.
- Maintenance issues caused by a facility that is almost 75 years old, especially roof, insulation, and HVAC.

Prior to Covid, our Admin. Building was used for nearly all Village meetings. Moving meetings to the Village Hall opened the possibility to re-think and possibly re-purpose areas of the current Admin. Building. In the current layout nearly all our required historical records for long term retention are kept in unconditioned space. Establishing a long-term home for meetings like the Village Hall or a multi-purpose addition to the Fire Station will afford us the opportunity to utilize more of the existing upstairs floor space for storage.

### **Scope of Work**

The Village contracted with ES Olsson Construction to investigate a preliminary cost estimate on repairs and renovation to the Admin. Building. That estimate includes:

- Remove existing cracked/damaged ceiling, re-insulate, and re-plaster the main meeting room area.
- Insulate attic area.
- Insulate existing offices by removing and replacing sheetrock.
- Install a new metal roof over the main building and new membrane roofs over the existing flat roofs.
- Repair exterior stonework and chimney.
- Install new HVAC system to serve all of first floor and lower level.
- Repair damaged glass blocks and other water damage in basement.
- Renovate bathrooms and entry hallway.

## **Cost Estimate (2022 Dollars)**

The Cost Estimate for this work with contingency is \$250,000.

### **Option #1**

Our discussions involved the difficulty in repairing a 75-year-old building for a 30-year future life. Rehabilitating old structures is difficult as many of the existing problems cannot be identified until construction has begun. Furthermore, cost estimates can only be made on what is seen during an inspection. We did not include window replacement in this estimate. However, the existing windows are between 10 and 15 years old. Most likely these will have to be replaced at some time over the next 30 years.

Option #1 is expanding the Fire Station Office addition to accommodate the Village Admin. function. This would include 3 offices, storage, and a layout/meeting area. However, there could be shared spaces in a new office building, including bathrooms, break room and kitchen.

An estimated 1200 SF of additional office space added to the Fire Station addition could accommodate our Admin. function. A cost estimate would be approximately \$450,000.

### **Assumptions/ Concerns**

1. The future viability of the Admin. Office is based largely on the continued and permanent rehoming of Village Meetings. We have made a financial commitment to improve the Village Hall for meetings leaving just elections requiring the larger public use of the Admin Building. Having the present upstairs square footage available to partially repurpose should provide the necessary square footage for many years.

### **Additional Supporting Documents**

1. ES Olsson Cost Estimate



## **Maintenance Garage Expansion**

**November 2022**

The Capital Projects Ad-Hoc Committee (CPAHC) worked with our maintenance staff (Brad Rasmussen, Justin MacDonald and Russ Salfi) regarding the issues with our maintenance garage. The current building was built in 1990 and an addition to the west side was constructed in 2000. The overall space is 2400 SF. The maintenance garage is heated with a single ceiling heater and includes the shop for projects and limited space to work on the vehicles and equipment.

A pole barn was added to the southwest of the maintenance building in 2002. The unheated pole barn is used for dry storage of materials (sand and salt) and also equipment.

The maintenance garage was a basic building when constructed. Although insulated, the large overhead doors are fiberglass without insulation. The windows are not energy efficient. The single overhead heater is not able to heat the space to a workable environment. The garage originally housed one employee, with just a few of pieces of equipment.

Current building issues include:

- Lack of well heated workspace; the building contains only a single ceiling heater
- Lack of vehicle storage space; currently in the winter vehicles completely fill the space and have to be removed to create workspace
- Lack of Storage; certain supplies are stored off-site and some equipment is stored in our Wastewater Treatment Plant
- Lack of break room, safety station and adequate bathroom
- Poor indoor lighting and lack of safe storage for items such as gasoline
- Limited garage door width (10'), making it difficult to take trucks in and out with plows attached.

### **Scope of Work**

The Village contracted with Keller Planners/ Architects/ Builders to provide preliminary planning and design, as well as a cost estimate for the project. They prepared three alternate plans.

The first plan includes a 1600 SF addition on the north side of the existing building. Part of the existing space will be remodeled to provide for an office, bathroom and break room. The new addition will include 3 bays with doors on the north side. However, the garage doors will still be limited to 10' wide. There will be a small mezzanine area (280SF) for storage in the addition. The 2022 cost estimate includes design, construction management fees, approvals and permits, building and site work plus a \$50,000 contingency. The cost estimate is \$490,000.

The second plan includes a 2500 SF addition to the north, basically doubling the size of the existing building. The three new garage doors will be 14' wide, and two of the 10' doors in the original garage will be replaced with an 18' door. There will be a small mezzanine area (272 SF) for storage in the addition. There will also be a 10' opening connecting the original garage to the addition. The 2022 cost estimate is \$960,000.

Keller also provided a plan and cost estimate for an addition to our Pole Barn. The 900 SF addition will provide cold storage for materials and equipment. The cost estimate is \$160,000. With either the 2500 SF addition or a new maintenance garage building, the pole barn addition will not be required.

An additional cost that needs to be considered is new pavement. Much of the pavement currently on the site is in poor condition. The pavement serves both the Wastewater Treatment Plant as well as the maintenance garage, so the cost will most likely be split. The cost estimate to replace all the pavement is \$125,000.

## **Option #1**

Option #1 would be the demolition of the existing building and replacing it with a new Maintenance Garage. In some ways, the existing building is at the end of its useful life. It was basic construction when it was built more than 30 years ago, and rehabbing it for a future 30 year life may not be cost effective. The current windows are inexpensive low efficiency units. As mentioned before, the existing doors are fiberglass with no insulation.

A new building will provide the types of spaces we need now and in the foreseeable future. The new garage will have four 14' high lift garage doors on the south side and three similar doors on the north side for drive-thru operations. There will be a mezzanine level for storage above the office space (1000 SF). The 2022 cost estimate is \$1,500,000.

## **Additional Supporting Documents**

1. Keller Municipal Garage Addition & Remodel (1600 SF)
2. Keller Municipal Garage Addition & Remodel (2500 SF)
3. Keller Municipal Garage Replacement (5000 SF)
4. Keller Municipal Pole Building Addition



## Resolution No. 04-2022

### ADOPTION OF DOOR COUNTY'S HAZARD MITIGATION PLAN

**WHEREAS**, The Village of Ephraim recognizes the threat that natural and non-natural hazards pose to people and property; and

**WHEREAS**, It is understood that undertaking pre-disaster hazard mitigation measures may reduce the potential for harm to people and property and save taxpayer dollars; and

**WHEREAS**, The Disaster Mitigation Act of 2000 (Public Law 106-390) is U.S. federal legislation passed October 30, 2000 that amended provisions of the United States Code related to disaster relief; and

**WHEREAS**, An adopted all hazards mitigation plan is required as a condition of grant funding for both pre-disaster hazard mitigation measures and post-disaster recovery measures for Door County and all participating municipalities (i.e., City of Sturgeon Bay, Villages of Egg Harbor, Ephraim, and Sister Bay, and all fourteen towns); and

**WHEREAS**, In 2021 Door County's Emergency Management Department formed a multi-jurisdictional advisory committee to conduct a hazard/vulnerability analysis and prepare a county-wide all hazards mitigation plan that conforms with state and federal guidelines; and

**WHEREAS**, The multi-jurisdictional advisory committee prepared the attached "Door County Hazard Mitigation Plan"; and

**WHEREAS**, The "Door County Hazard Mitigation Plan" is not intended to, and does not, obligate Door County to undertake any of the recommended activities and/or projects; and

**WHEREAS**, Adoption of the "Door County Hazard Mitigation Plan" furthers public purposes and is in the public's best interests.

**NOW, THEREFORE, BE IT RESOLVED**, That the Village of Ephraim Board of Trustees hereby adopts the "Door County Hazard Mitigation Plan" (which is attached hereto and incorporated herein by reference as if set forth in full).

**BE IT FURTHER RESOLVED**, That the Door County Emergency Management Department will submit, on behalf of Door County and all participating municipalities, the adopted "Door County Hazard Mitigation Plan" to Wisconsin Emergency Management and Federal Emergency Management Agency for final review and approval.

Passed and approved by the Village Board of Trustees at its regular meeting on the 13<sup>th</sup> day of December 2022.

Village of Ephraim

By: \_\_\_\_\_  
Michael McCutcheon, M.D., Village President

Attest: \_\_\_\_\_  
Andrea Collak – Clerk

Published this \_\_\_\_ day of \_\_\_\_\_ 2022

# **Door County Hazard Mitigation Plan**

## **2022-2026**

### **Door County Emergency Management Department**

<https://www.co.door.wi.gov/161/Emergency-Management>

Justice Center  
1201 S. Duluth Avenue  
Sturgeon Bay, WI 54235

Daniel Kane, Emergency Management Director

Phone: (920) 746-7195

This plan serves to update the original Door County Multi-Hazard Mitigation Plan (2016-2021) that was developed by the Door County Land Use Services Department (formerly Planning Department). Door County is updating the plan through the Pre-Disaster Mitigation Program with grant funding made available through Wisconsin Emergency Management and the Federal Emergency Management Agency. This plan was created through a collaborative effort between the Door County Emergency Management and Land Use Services Departments.

Adopted by the Door County Board of Supervisors on October 25th, 2022

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

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

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## Introduction

In 2000, the U.S. Congress passed the Disaster Mitigation Act, intended to reduce public and private expenses associated with disasters and to speed up response time to and reduce recovery time from disasters. The purpose of this act, and this Door County Hazard Mitigation Plan, is “to reduce the loss of life and property, human suffering, economic disruption, and disaster assistance costs resulting from natural disasters.”

The Disaster Mitigation Act included a requirement for local governments to prepare hazard mitigation plans in order to be eligible for funding from the Federal Emergency Management Administration (FEMA) for mitigation activities, both pre- and post-natural disaster, through the Pre-Disaster Mitigation Assistance Program and the Hazard Mitigation Grant Program. Addressing humanmade/technological hazards is encouraged, but not required. Without a FEMA-approved and adopted plan, governments cannot utilize funding through the Pre-Disaster Mitigation Grant Program. In order for a local government without a FEMA-approved and adopted plan to be eligible to receive funding through the Hazard Mitigation Grant Program, they would have to agree to prepare a hazard mitigation plan within one year after a disaster occurs. FEMA may accept multi-jurisdictional plans that meet the requirements of Federal Register 44 CFR §201.6.

In 2014, the Door County Land Use Services (then “Planning”) and Emergency Services Departments partnered to develop the Door County Hazard Mitigation Plan in compliance with FEMA requirements for a multi-jurisdictional plan. The county’s five incorporated municipalities (City of Sturgeon Bay and Villages of Egg Harbor, Ephraim, Forestville, and Sister Bay) agreed to participate in the development of this plan, as well as other county departments and outside agencies with an interest in disaster management. This plan was certified by FEMA in 2016.

Per FEMA, Door County must review and revise its plan to reflect changes in development, progress in local mitigation efforts, and changes in priorities, and resubmit it for approval within 5 years to continue to be eligible for FEMA mitigation project grant funding. This Plan is an update of the 2016 plan and represents the next five-year planning period between 2022 and 2026. The planning area is county-wide, however, the Village of Forestville did not participate in this Plan update. The participating jurisdictions are Door County and the Villages of Egg Harbor, Ephraim, and Sister Bay.

Since the 2016 plan, the county’s Emergency Management Department has gone through significant organizational change. Prior to the current Emergency Management Director starting his position in May of 2018, the previous director worked full-time at emergency management. The current Director was hired to work one-half time communications and one-half time emergency management. At the time the current Director started his position, parts of the county were dealing with historically high water levels on Lake Michigan and resultant flooding. The Director organized an educational seminar regarding the flooding that was held in January of 2020. (Note: presentation slides from this seminar can be found at <https://www.co.door.wi.gov/444/Flooding>.) Following the worst of the flooding, the COVID-19 pandemic began and the large majority of the Director’s time went from dealing with flooding issues to dealing with COVID-19 response. The flooding has now subsided, however, the Director expects more work regarding communicable diseases will continue for years to come. There are many lessons learned from and still to be learned from the pandemic.

This Plan focuses only on the most relevant natural hazards, with that information being updated based on the state’s 2016 hazard mitigation plan and other sources available at the time this plan was written. While the county’s 2016 plan included information on non-natural hazards, this Plan does not. The county foresees the next update of this Plan including non-natural hazards, based on if/how the state addresses non-natural hazards in its next plan update. The non-natural hazard information from the county’s 2016 is still being included in this Plan as an appendix in order to maintain continuity between plans.

## **Plan Organization**

This Plan is organized based on the elements provided in the “Local Mitigation Planning Handbook” published by FEMA. The handbook covers Title 44 Code of Federal Regulations §201.6 for FEMA approval and eligibility to apply for FEMA hazard mitigation assistance programs. There are also appendices that support the information provided in the elements. Each section of this Plan is briefly described below.

### **Elements A – E:**

- Element A: Planning Process Summary. This section discusses how this Plan was developed and future activities for allowing public comment on the Plan and keeping it updated.
- Element B: Risk Assessment Summary. This section discusses how the risk assessment was conducted including ranking criteria. A chart is provided in this section that outlines hazard location, extent/magnitude, previous occurrences, and probability for future occurrence. The chart also outlines potential impacts and a summary of vulnerability.
- Element C: Mitigation Strategies. This section provides the mitigation strategies for Door County, the City of Sturgeon Bay, and the Villages of Egg Harbor, Ephraim, and Sister Bay.
- Element D: Plan Review, Evaluation, and Implementation. This section discusses how the plan was revised to reflect changes in development, progress in local mitigation efforts, and changes in priority.
- Element E: Plan Adoption. This section points to documentation that the plan has been formally adopted by the governing body of the County, City, and three Villages.

### **Appendices:**

- Appendix A: Planning Process Documents. This section provides supporting documentation for the planning process, including signed Memorandum of Agreements and meeting notes.
- Appendix B: Risk Assessment Documents - Hazard Types, Community Assets, and Community Capabilities. This section provides more detailed descriptions of hazard types, location of hazards, extent, and previous occurrences. It also provides information on community capabilities and assets broken down by Northern Door, Central Door, and Southern Door.
- Appendix C: Non-Natural Hazard Types, Descriptions, and Mitigation Strategies From 2016 Plan. This section provides the non-natural hazard information from the county’s 2016 plan. This information has not been updated for this Plan and is provided for reference only for potentially including in the next plan update.
- Appendix D: Municipal Floodplain Maps. This section provides maps of the City and three Villages showing the 100-year floodplain and buildings and roads that are located within those areas.

## ELEMENT A: PLANNING PROCESS SUMMARY

In September of 2020, FEMA approved a grant application from Door County in the amount of \$33,000 for the update of the county's 2016 hazard mitigation plan. FEMA provided 75% (\$24,750), Wisconsin Emergency Management provided 12.5% (\$4,125), and Door County provided the remaining 12.5% (\$4,125). The draft plan was due to FEMA by December 30, 2021, with the final plan to be completed and approved by FEMA on or before October 31<sup>st</sup>, 2022.

Listed below are the planning process Elements A1 – A5 which describe the steps taken to develop this Plan in accordance with FEMA regulations as outlined in FEMA's 2013 handbook. Elements A1 & A2 lists the participating jurisdictions and provides a narrative of Door County's planning process. A timeline that outlines this narrative is provided in Appendix A. Element A3 describes an opportunity for the public to comment on the plan during the drafting stage. Elements A4 – A6 list the existing plans, studies, reports, and technical information that were incorporated into this Plan and the future maintenance, monitoring, evaluating, and updating of this Plan.

**ELEMENT A1:** Per 44 CFR 5201.6(c)(1), the plan shall *“document the planning process used to develop the plan, including how it was prepared, who was involved in the process, and how the public was involved.”*

**ELEMENT A2:** Per 44 CFR 5201.6(b)(2), the planning process shall *“include an opportunity for neighboring communities, local and regional agencies involved in hazard mitigation activities, and agencies that have the authority to regulate development, as well as businesses, academia, and other private and non-profit interests to be involved in the planning process.”*

The requirements for Elements A1 and A2 are described below, starting with the participating jurisdictions and committee members, followed by an outline (timeframe) of planning activities, and last a narrative of the planning process (how each jurisdiction was involved).

### Participating Jurisdictions and Committee Members (Planning Committee)

- County of Door
  - Dan Kane, Director, Emergency Management Department
  - Mariah Goode, Director, Land Use Services Department
  - Becky Kerwin, Planner, Land Use Services Department
- City of Sturgeon Bay: Marty Olejniczak, Community Development Director
- Village of Egg Harbor: Megan Sawyer, Administrator
- Village of Ephraim: Brent Bristol, Administrator
- Village of Sister Bay: Beau Bernhoft, Administrator

Note the Village of Forestville did not respond to several requests to participate, thus the Village is not included in this Plan.

## Planning Activities and Timeline

- Grant Application Approved (September 18<sup>th</sup>, 2020). A letter from FEMA to Wisconsin Emergency Management was sent, approving the application for a Local Multi-Jurisdictional Hazard Mitigation Plan.
- Pre-panning meeting with Door County Emergency Management (EM) and Land Use Services (LUS) Departments (October 23, 2020). Discussed grant acceptance paperwork and method of updating plan.
- Public Safety Committee Meeting (December 13<sup>th</sup>, 2020). The Public Safety Committee voted to approve acceptance of the grant by the Door County Board of Supervisors.
- Door County Board of Supervisors Approval of Grant Acceptance Resolution (December 14<sup>th</sup>, 2020).
- Pre-panning meeting with LUS and EM. (December 22<sup>nd</sup>, 2020). Discussed Wisconsin Emergency Management's review notes of 2016 plan, and discussed process for updating plan.
- Outreach to municipalities (February 3<sup>rd</sup>, 2021). LUS contacted all municipalities via phone regarding their participation.
- Emergency Management committee meeting (Feb. 8<sup>th</sup>, 2021). The EM committee reviewed a memo regarding the planning process for the update. See memo in Appendix A.
- Memorandum of Agreement (April 26<sup>th</sup>, 2021) The City and four villages were emailed a Memorandum of Agreement for their participation. Note: The City and Villages of Ephraim, Egg Harbor, and Sister Bay returned their signed agreements. Nothing was received from the Village of Forestville. See Appendix A for the signed Memoranda.
- 1<sup>st</sup> Multi-Jurisdictional Planning Team Meeting (June 10<sup>th</sup>, 2021) See Appendix A for the meeting attendance and notes.
  - reviewed Wisconsin Emergency Management comments regarding 2016 hazard mitigation plan
  - reviewed community capabilities form, set due date for any changes
  - reviewed municipal maps, set due date for any changes
  - reviewed state's risk assessment and discussed approach for the county's risk assessment
- 2<sup>nd</sup> Multi-Jurisdictional Planning Team Meeting (August 13<sup>th</sup>, 2021) See Appendix A for the meeting attendance and notes.
- Press release issued advertising opening house meetings to be held on September 29<sup>th</sup>, 2021. (September 16<sup>th</sup>, 2021). EM/LUS Departments issued/sent a press release and email regarding the open house meetings being hosted by the EM/LUS Departments to be held on September 29<sup>th</sup> to review the Plan. Agencies notified included local and regional agencies involved in hazard mitigation activities, agencies that have the authority to regulate development, and neighboring communities. The email described where to view the draft Plan on-line and how to offer input in writing by faxing, emailing, or mailing the LUS Department. Comments requested by October 10<sup>th</sup>, 2015. (See Appendix A for the press release.)
- Open house meetings (September 29<sup>th</sup>, 2021.) See Appendix A for meeting attendance.

Open house meetings were held virtually between 4:30 p.m. and 6:30 p.m. (~10 minute presentation at 4:30 p.m., 5:15 p.m., and 6 p.m.). Comments were requested by October 10<sup>th</sup>, 2021, however, no comments were received.
- Public Safety Committee plan discussion/approval (October 12<sup>th</sup>, 2021). The Public Safety Committee voted to approve recommendation of the Plan by the Door County Board of Supervisor.
- Resource Planning Committee notification of plan draft (October 21<sup>st</sup>, 2021).

- Door County Board of Supervisors plan discussion/approval (December 14<sup>th</sup>, 2021). The Door County Board of Supervisors discussed/approved submittal of the Plan to Wisconsin Emergency Management.
- Plan submittal to Wisconsin Emergency Management (December 2021). The Plan draft was submitted to Wisconsin Emergency Management for their review and comment.
- County and Municipal Adoption (after Wisconsin Emergency Management notifies Door County Emergency Management that the Plan has been conditionally approved.). Door County Emergency Management submits the Plan to the Door County Board of Supervisors for their adoption. LUS emails incorporated municipalities the conditionally approved plan along with a request for official adoption by the municipality.
- Final certification date (June – October, 2022)

### **Narrative of the Planning Process**

Two planning meetings were held in June and August of 2021 with the Planning Committee (Committee) listed above in attendance. Meeting notes from both meetings are provided in Appendix A. At the June meeting, the Committee discussed the state's Wisconsin Emergency Management (WEM) Department 2020 review of the Door County Multi-Jurisdictional Hazard Mitigation Plan 2016 (Plan) and how to incorporate those comments into the update. The committee also decided that it made sense to mimic the state's 2016 plan hazard ranking to the extent reasonable, but to also incorporate any local differences. Note that the state's 2021 plan update was not available at that time.

The Committee reviewed the six natural hazards found in the state's 2016 plan and the state's ranking process for those hazards. The Committee was asked to comment on whether or not they thought other hazards not ranked in the state's plan pose significant threat to Door County. Ultimately, the Committee decided that the six hazards found in the state's plan also posed the most threat to Door County. Lastly, the Committee prioritized those six natural hazards based on the likelihood of occurrence in a year.

The Committee also discussed whether or not to update the non-natural hazard information and strategies from the 2016 Plan. The consensus was to not update the non-natural hazard strategy information at this time, but consider doing so for the next update, after the state's plan would be available for guidance. The Committee agreed that the descriptions of the non-natural hazards from the 2016 Plan would be included in the 2021 plan update, but no associated strategies.

The Committee was next asked to review the 2016 Plan capabilities, as well as community assets related to people, the economy, the built environment, and the natural environment, and notate any updates. Members were also asked to review their municipal-specific maps showing buildings located within the 100-year floodplain and road points identified to be below the base flood elevation. Lastly, the Committee was asked to review the mitigation strategies from the 2016 plan and WEM's comments regarding those strategies for discussion at the next meeting.

At the August planning meeting, Members discussed the draft mitigation action items and how to assign a cost-benefit weight, a timeline, and potential funding for each item. Lastly, the hosting of open house meetings was discussed and that the Land Use Services Department would be inviting stakeholders as well asking for their feedback. This process is described in the next section, Element A3.



**ELEMENT A3:** Per 44 CFR §201.6(b)(1), the planning process shall include an opportunity for the public to comment on the plan during the drafting stage and prior to plan approval.

Stakeholders and the public were invited to participate in the planning process via an email invitation and press release regarding several open house meetings. The complete list of local and regional agencies that take part in hazard mitigation activities, followed by those agencies' representatives and their position/title, is provided in Appendix A, Planning Process. Those agencies include Door County and City of Sturgeon Bay employees, Door County's neighboring communities, local municipalities, the public, and other stakeholders. The county's neighboring communities are Brown, Kewaunee, and Manitowoc Counties. The local agencies that have the authority to regulate development are the county and county's the one city, four villages, and nine towns.

The names, positions/titles, and agencies of all invitees and open house attendees are listed in Appendix A. Also in Appendix A is a chart listing all of the local municipalities that have the authority to regulate development and what type of authority. Lastly, the actual emails sent to the agency representatives inviting them to participate in the development of this Plan and the open house meetings is also provided in Appendix A.

The open house meetings were held on October 10<sup>th</sup>, 2021 at 4:30 p.m., 5:15 p.m., and 6:00 p.m. Invitees and attendees were asked to submit any comments to Door County Land Use Services or Emergency Management Services by October 10<sup>th</sup>, 2021. No feedback was received at the open houses or at any time after, thus there was no feedback to incorporate into the plan.

**Element A4:** Per 44 CFR §201.6(b)(3), the plan shall describe the review and incorporation of existing plans, studies, reports, and technical information.

The following plans, studies, reports, and technical information were reviewed and incorporated into this Plan.

- *Door County Comprehensive and Farmland Preservation Plan 2035* (<https://www.co.door.wi.gov/1026/Hazard-Mitigation-Plan>) and local municipal comprehensive plans.

The county and local municipal comprehensive plans were used to provide information on community facilities and utilities and climate change in this Plan. This information was incorporated into the descriptions of natural hazard types and the community assets and community capabilities charts found in Appendix B.

- *Discovery Report, Great Lakes Coastal Flood Study, Lake Michigan, Basin-Wide Report, Report Number 01, February 2013; Appendix F, Kewaunee, Door, and Brown Counties, WI, Discovery Report* (<http://www.greatlakescoast.org/great-lakes-coastal-analysis-and-mapping/outreach/discovery-reports/>)

This study's flooding information specific to Door County was used in the "previous occurrences" and "potential impacts" columns for flooding found in the Risk Assessment chart that starts on p. 9. The study's information specific to Door County for shoreline types, land use, coverage, and vegetation types can be found in the flooding section of this Plan's Appendix B, Risk Assessment Documents.

- *National Oceanic Atmospheric Administration (NOAA), Storm Events Database* and additional drought information from the "Climate at a Glance" (<https://www.ncdc.noaa.gov/stormevents/>)

This database was used to compile the location, extent, and previous occurrences of natural hazards in the county found in the Risk Assessment chart that starts on p. 9. This information was also used in the descriptions of natural hazards found in Appendix B, Risk Assessment Documents.

- *State of Wisconsin Hazard Mitigation Plan, Wisconsin Emergency Management, Department of Military Affairs, October 2016* (<https://dma.wi.gov/DMA/wem/mitigation/2016-hazard-mitigation-plan>)

The Committee assessed the natural hazards found in the state's 2016 plan and used the same hazards as the state, slightly modified. Background information on the natural hazards provided in the state's plan was incorporated into this plan. The state's new 2021 plan will be included in future updates of this Plan.

**Element A5:** Per 44 CFR §201.6(c)(4)(iii), the plan maintenance process shall include a discussion on how the community will continue public participation in the plan maintenance process.

This Plan will be posted on the Door County Website and viewers will be given an opportunity to comment on the Plan at any time by emailing the Emergency Management Department. The Emergency Management Department Director will give updates to the Public Safety Committee as needed.

**Element A6:** Per 44 CFR §201.6(c)(4)(i), the plan maintenance process shall include a section describing the method and schedule of monitoring, evaluating, and updating the mitigation plan within a five-year cycle.

**Monitoring and Evaluating** (how, when, and by whom). This plan will be monitored and evaluated annually by the Door County Emergency Management Director who will email the Committee Members for the development of this Plan their associated mitigation action items chart. The County and participating jurisdictions will provide or be asked to provide any updated information in regard to those action items and hazard mitigation in general, as well as provide comments on the effectiveness of their action items.

**Updating** (how, when, and by whom). This Plan will be evaluated and updated during the planning process that will take place for the next update that is required of this Plan which will occur sometime during 2025. This process will be similar to the process used for this Plan and will be conducted by staff members of the Door County Emergency Management and Land Use Services Departments. Staff members involved will include the Directors of both departments as well as the Land Use Services Planner staff member.

## ELEMENT B: RISK ASSESSMENT SUMMARY

FEMA regulations require that a hazard mitigation plan contain a risk assessment regarding the potential impacts of hazards to a community's people, economy, and built and natural environments. For the purpose of hazard mitigation planning, "risk" is the potential for damage, loss, or other impacts created by the interaction of hazards with community assets. Exposure of people, property, and other community assets to hazards can result in disaster, depending on the impacts. Impacts are the consequences or effect of the hazard on community assets. Risk assessment results provide the foundation for the rest of the planning process where action items to reduce risk are identified and prioritized.

The Planning Committee used the state's recommended ranking criteria for probability of future events to rank the hazards listed below. The state recommends ranking by number of occurrences per year and to include only hazards that have greater than 10% occurrence in a year. The state's ranking criteria is described in further detail in Appendix B, Risk Assessment Documents. Based on this criteria, the Planning Committee narrowed down the types of natural hazards to only events that have a 10% chance or greater of occurrence in a year in Door County. Natural hazard events that the Planning Committee considered but omitted due to low probability of future occurrence are also discussed in Appendix B.

Natural hazards addressed in this plan:

- Severe weather including high winds, tornados, hail, and lightning
- Coastal erosion and flooding

- Winter storms and extreme cold

The Risk Assessment Summary chart on the following pages addresses the FEMA-required sub-elements of a risk assessment, per Title 44 Code of Federal Regulations (CFR) 201.6 for FEMA approval. Listed below are the sub-elements and where they can be found within the chart. Appendix B, Risk Assessment Documents, contains a more detailed and narrative description of hazard types, location, extent, and previous occurrences in Door County. Appendix B also contains rationale for omitted natural hazards and a chart listing the community assets summarized in Column 7, Vulnerability Summary, in the Risk Assessment Summary chart further below.

**Element B1:** Per §201.6(c)(2)(i), the plan shall include a description of the type, location, and extent of all natural hazards that can affect the jurisdiction.

- Column 1 – Hazard Type
- Column 2 – Location/geographic area (# of events)
- Column 3 – Extent (strength or magnitude)

**Element B2:** Per §201.6(c)(2)(i), the plan shall include information on previous occurrences of hazard events and on the probability of future hazard events for each jurisdiction.

- Column 4 – Previous Occurrences
- Column 5 – Probability of Future Events

**Element B3:** Per §201.6(c)(2)(ii), the plan shall include a description of each hazard's impact on the community as well as an overall summary of the community's vulnerability for each jurisdiction

- Column 6 – Potential Impacts
- Column 7 – Vulnerability Summary. For multi-jurisdictional plans, the risk assessment section must assess each jurisdiction's risk where they vary from the risks facing the entire planning area. The vulnerability summary addresses the structures, systems, populations, or other community assets that are susceptible to damage and loss from hazard events. These community assets can be found in Appendix B.

**Element B4:** Per §201.6(c)(ii), the plan shall address NFIP insured structures within the jurisdiction that have been repetitively damaged by floods.

There are two NFIP insured structures within the City of Sturgeon Bay that have been repetitively damaged by floods.

**RISK ASSESSMENT SUMMARY (COLUMNS 1 – 5)**

1) Hazard Type B1/ §201.6(c)(2)(i)	2) Location/geographic area (# of events since 1950) B1/§201.6(c)(2)(i)	3) Extent (strength or magnitude) B1/§201.6(c)(2)(i)	4) Previous Occurrences B2/§201.6(c)(2)(i)	5) Probability of future events B2/§201.6(c)(2)(i)
Severe Weather, Including Thunderstorms/Lightning/High Winds, Hail, and Tornadoes	<p>Unspecified locations (63 events total)</p> <p>Northern Door (75 events total):</p> <ul style="list-style-type: none"> <li>Baileys Harbor (8 events)</li> <li>Egg Harbor (23 events)</li> <li>Ephraim (3 events)</li> <li>Ellison Bay (3 events)</li> <li>Fish Creek (8 events)</li> <li>Gibraltar (1 event)</li> <li>Gills Rock (6 events)</li> <li>Jacksonport (5 events)</li> <li>Sister Bay (7 events)</li> <li>Washington Island (11 events)</li> </ul> <p>Central Door (56 events total):</p> <ul style="list-style-type: none"> <li>Carlsville (5 events)</li> <li>Institute (2 events)</li> <li>Nasewaupee (2 events)</li> <li>Valmy (4 events)</li> <li>Sturgeon Bay (43 events)</li> </ul> <p>Southern Door (29 events total):</p> <ul style="list-style-type: none"> <li>Brussels (10 events)</li> <li>Forestville (7 events)</li> <li>Little Sturgeon (1 event)</li> <li>Maplewood (5 events)</li> <li>Nasewaupee/airport (5 events)</li> </ul>	<p>High Wind: 36 – 68 mph</p> <p>Hail size: .75” – 3”</p> <p>Thunderstorm wind: 0 – 105 mph</p> <p>Tornado 0 – F3, 29.4 total miles</p>	<p>223 events were reported between 01/01/1950 and 08/31/2021</p> <ul style="list-style-type: none"> <li>115 thunderstorm wind events</li> <li>75 hail events</li> <li>18 high wind events (no recorded locations)</li> <li>8 tornado events</li> <li>7 lightning events</li> </ul> <p>160 of these events have recorded locations, listed below.</p> <p>75 events in Northern Door, 1998 – 2020</p> <ul style="list-style-type: none"> <li>36 thunderstorm wind events</li> <li>33 hail events</li> <li>3 lightning events</li> <li>3 tornado events</li> </ul> <p>56 events in Central Door, 1994 – 2020</p> <ul style="list-style-type: none"> <li>35 thunderstorm wind events</li> <li>15 hail events</li> <li>4 lightning events</li> <li>2 tornado events</li> </ul> <p>29 events in Southern Door, 1993 – 2020</p> <ul style="list-style-type: none"> <li>13 thunderstorm wind events</li> <li>13 hail events</li> <li>3 tornado events</li> </ul>	<p>Likely probability of future events for everything but tornadoes:</p> <p>Severe weather probability: 223 events/71 years = 32%</p> <p>Note: Severe weather hazards are generally wide-spread, however, the most incidences have been recorded in Northern and Central Door.</p> <p>Tornadoes have an occasional to likely probability. Between 1950 and 2021, 8 tornado events occurred, including one F3 tornado. The state estimates 0.12 annual tornadoes for Door County.</p> <p>Tornado probability: 8 events/71 years = 11%</p>
Coastal Erosion and Flooding	<p>Coastal erosion and flooding along the Green Bay side of the county and pockets of erosion along the Lake Michigan side of the county.</p> <p>Emergency Management Director spoke with the Towns of Clay Banks, Gardner, Liberty Grove, Nasewaupee, and Union regarding flooding issues in those towns and road repair.</p>	<p>According to local reporting of the September 4, 2014 flooding event, parts of the county received seven to eight inches of rain within 24 hours.</p>	<p>One FEMA “major disaster declaration” flood event in 1973.</p> <p>Eight additional flood events (non-major) occurred in Door County between 1982 and 2010.</p> <p>In 2014, a surface water runoff flooding event caused mostly surface runoff flooding and some sewer backup flooding. Villages of Ephraim, Egg Harbor, and Sister Bay and the Towns of Baileys Harbor, Gibraltar, and Liberty Grove.</p> <p>Four lakeshore flood events were recorded between 2019 and 2020, resulting in \$80,000 in property damage.</p> <p>For Door County, three heavy rains events were recorded between 2006 and 2008. One indirect death is attributed to a heavy rain event in 2008.</p>	<p>Likely probability for future flooding events:</p> <p>Probability for flooding (not including heavy rain events): 14 events/71 years = 20%</p>

<ul style="list-style-type: none"><li>• Drought and Extreme Heat</li><li>• Winter Storms and Extreme Cold</li></ul>	<ul style="list-style-type: none"><li>• County-wide heat and drought</li><li>• County-wide winter storms and extreme cold</li></ul>	<p>State plan: July 1998, severe drought; Palmer Drought Severity Index -3.00 to -3.99 (severe)</p> <p>US Drought Monitor description for “severe” drought:</p> <ul style="list-style-type: none"><li>• Crop or pasture losses likely</li><li>• Water shortages common</li><li>• Water restrictions imposed</li></ul> <p>Five wind chill events recorded in NCEI, -18°F or lower.</p>	<p><b>Drought and extreme heat:</b></p> <p>29 heat wave days occurred between 1982 and 2015</p> <p>One excessive heat event was recorded in the NCEI Storm Events database for Door County in 2000.</p> <p>Per the state plan there was a severe drought event In July 1998.</p> <p>The NCEI Storm Events database shows six drought events occurring between 1999 and 2007; one drought was reported in 1999, two in 2005, and three in 2007.</p> <p>One FEMA “major disaster declaration” for drought occurred in 1976.</p> <p><b>Winter storms:</b></p> <p>101 total events recorded in NCEI between 1996 and 2021. One FEMA “major disaster declaration” snow event in 2000.</p>	<p>Low to Likely probability for future events:</p> <ul style="list-style-type: none"><li>• Likely probability for heat wave and excessive heat events 30 events/71 years = 42%</li><li>• Occasional probability for drought events: 7 events/71 years = 10%</li><li>• Highly likely probability for NCEI winter storm events 101 events/71 years = 100%+</li></ul>
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RISK ASSESSMENT SUMMARY (COLUMNS 1, 6, & 7)

1) Hazard Type	6) Potential Impacts §201.6(c)(2)(ii)	7) Vulnerability Summary §201.6(c)(2)(ii). Identification of structures, systems, populations, or other community assets that are susceptible to damage and loss from hazard events
Severe Weather, Including Thunderstorms/Lightning/High Winds, Hail, And Tornadoes	<p>Past losses:</p> <ul style="list-style-type: none"><li>• People: 1 death and 7 injuries between 1956 and 2020</li><li>• Tornado events:<ul style="list-style-type: none"><li>○ total tornado property damage: \$8,017,500</li><li>○ total tornado crop damage: \$1,770,000</li></ul></li><li>• Thunderstorm events:<ul style="list-style-type: none"><li>○ total thunderstorm wind property damage: \$526,000</li><li>○ total thunderstorm crop damage: \$500</li></ul></li><li>• Hail events: total hail crop damage: \$3,500,000 (1 event in 2014 in Institute)</li><li>• High wind events: total high wind property damage: \$205,000</li></ul>	<p>High vulnerability. People, Economy, Built Environment, and Natural Resources are all vulnerable to severe weather, tornados in particular. Tornados have occurred all areas of the county (3 in Northern Door, 2 in Central Door, and 3 in Southern Door). The state estimates \$1.4 million in future annual losses for Door County.</p> <ul style="list-style-type: none"><li>• Northern Door has the least agricultural land in the county, but the highest number of recorded thunderstorm and hail events. With the largest tourism economy, the visiting population is most vulnerable to severe weather. All municipalities in Door County are equally vulnerable to storm and/or wind events. Northern Door, with over one-half of all the housing units in the county and only one transmission line serving the area, is more vulnerable to power outages. The impacts of power outages include lost economic activity due to businesses not being able to operate properly.</li><li>• Central Door has the only recorded crop damage at \$3.5 million. Central Door also has the greatest concentration of manufactured home parks and the highest number of manufactured home units (8 parks, 406 total units). The City and Town of Nasewaupee have a high concentration of manufactured home parks vulnerable to severe weather.</li><li>• Southern Door has the most agricultural land in the county, but the lowest number of recorded thunderstorm wind and hail events. The Town of Gardner has a high concentration of manufactured home parks vulnerable to severe weather.</li></ul>
Coastal Erosion and Flooding	<ul style="list-style-type: none"><li>• One major flood event in 1973. Estimated damages for Door County was \$24 million.</li><li>• One flash flood event was recorded in 2014, occurring in the Village of Ephraim and was reported to have caused \$75,000 in damages.</li><li>• According to local reporting of the September 4, 2014 flooding event, parts of the county received seven to eight inches of rain within 24 hours.</li><li>• At least some of the sewer backup flooding was due to the fact that the power was out for approximately 12 hours. Both types of</li></ul>	<p><b>Coastal Erosion:</b></p> <p>High county-wide vulnerability for coastal erosion</p> <p>High-Risk Erosion Zone (0.25 from Coastal Area Boundary):</p> <ul style="list-style-type: none"><li>• # Improved Parcels: 7,836</li><li>• \$ Value of Improvements: \$1,617,963,800</li></ul> <p>Low-Risk Erosion Zone (0.50 miles from Coastal Area Boundary):</p> <ul style="list-style-type: none"><li>• # Improved Parcels: 11,267</li><li>• \$ Value of Improvements: \$3,894,553,600</li></ul> <p>(cont'd on next page)</p>

	<p>flooding primarily affected basements, where the large majority of the damage occurred. Door County Emergency Management Services received claims from 61 residents and businesses located in the Villages of Ephraim, Egg Harbor, and Sister Bay and the Towns of Baileys Harbor, Gibraltar, and Liberty Grove. Damages claimed ranged in value from a few thousand to a couple hundred thousand dollars.</p> <ul style="list-style-type: none"> <li>• Since 1978 there have been a total of 26 flood insurance policy claims with a total of \$102,246 paid out.</li> <li>• The City of Sturgeon Bay has 1 “repetitive loss structure” with a total of \$42,285 paid out in claims.</li> </ul>	<p><b>Flooding:</b></p> <p>High vulnerability for lakeshore flooding in some of the towns and low-to-moderate vulnerability for the City and Villages.</p> <p>Northern Door:</p> <ul style="list-style-type: none"> <li>○ Acres of improved structures in floodplain/total improved value: 25 ac/\$162,046,200</li> <li>○ Acres of roads in floodplain and total approximate replacement value: 28 ac/\$1,829,520</li> </ul> <p>Central Door:</p> <ul style="list-style-type: none"> <li>○ Acres of improved structures in floodplain/total improved value: 32 ac/\$103,361,400</li> <li>○ Acres of roads in floodplain and total approximate replacement value: 36 ac/\$2,352,240</li> </ul> <p>Southern Door:</p> <ul style="list-style-type: none"> <li>○ Acres of improved structures in floodplain/total improved value: 46 ac/\$33,270,000</li> <li>○ Acres of roads in floodplain and total approximate replacement value: 25 ac/\$1,633,500</li> </ul> <p>Northern Door has the lowest acreage but the highest improvement value for buildings located within the flood zone at over \$1.6 million. Southern Door has the highest acreage but the lowest improvement value for buildings located within the flood zone at over \$33.2 million.</p> <p>Central Door is most vulnerable to road flooding with the highest acreage and replacement value at 36 acres and over \$2.3 million to replace.</p> <p>The City and Villages of Egg Harbor, Ephraim, and Sister Bay have low- to moderate-vulnerability to flooding, as listed below with total number of improved parcels that have buildings with their centroid located in the floodplain and total improved value of those parcels. Note that the total improved values includes all buildings on the parcel, not just the buildings located in the floodplain.</p> <p>City of Sturgeon Bay</p> <ul style="list-style-type: none"> <li>○ Acres of roads in floodplain and total approximate replacement value: 20 ac/\$263,274</li> <li>○ 206 improved parcels in the floodplain, total improved value of \$44,544,700</li> </ul> <p>Village of Egg Harbor</p> <ul style="list-style-type: none"> <li>○ Acres of roads in floodplain and total approximate replacement value: less than 1 ac/\$6,758,500</li> <li>○ 44 improved parcels in the floodplain, total improved value of \$5,972,600</li> </ul> <p>Village of Ephraim</p> <ul style="list-style-type: none"> <li>○ Acres of roads in floodplain and total approximate replacement value: : ~1 ac/\$8,284,500</li> <li>○ 40 improved parcels in the floodplain, total improved value of \$5,882,000</li> </ul> <p>Village of Sister Bay (the village has no roads in the floodplain):</p> <ul style="list-style-type: none"> <li>○ 4 improved parcels in the floodplain, total improved value of \$1,660,700</li> </ul> <p>See maps in Appendix D for buildings and roads located in the floodplain for the City and Villages.</p>
<ul style="list-style-type: none"> <li>• Drought and Extreme Heat</li> <li>• Winter Storms and Extreme Cold</li> </ul>	<p>A winter storm occurring in 2018 was recorded with \$75,000 in damages, likely due to roof collapse.</p> <p>In December of 2000, record or near-record snow depths of 15 to 34 inches occurred in much of the southern part of Wisconsin and counties along Lake Michigan. Fourteen counties, including Door County, received a Presidential Emergency Declaration as a result. In total, these counties received \$5,483,097 in federal funds to cover costs associated with snow removal and emergency response efforts.</p>	<p>High vulnerability. All municipalities in Door County are equally vulnerable to extreme temperatures. Extreme temperatures tend to have the greatest impact on the elderly</p> <p>Age 65+ population profiles for Door County by area:</p> <p>Northern Door:</p> <ul style="list-style-type: none"> <li>• 2020 population estimate: 2,477</li> <li>• 2040 population projection: 3,068</li> <li>• 2020 – 2040 # increase: +591</li> <li>• Percentage increase: +24%</li> </ul>

		<p>Central Door:</p> <ul style="list-style-type: none"><li>• 2020 population estimate: 4,565</li><li>• 2040 population projection: 5,175</li><li>• 2020 – 2040 # increase: +610</li><li>• Percentage increase: +13%</li></ul> <p>Southern Door:</p> <ul style="list-style-type: none"><li>• 2020 population estimate: 1,583</li><li>• 2040 population projection: 1,992</li><li>• 2020 – 2040 # increase: +409</li><li>• Percentage increase: +26%</li></ul> <p>Wisconsin Department of Health Services - Heat Vulnerability Index for Door County</p> <ul style="list-style-type: none"><li>• Washington Island: Low</li><li>• Northern Door: ~1/3 Moderate &amp; ~2/3 Moderate Low</li><li>• Central Door: Mostly Moderate</li><li>• South: ~1/2 Moderate &amp; ~1/2 Moderate Low (Bayside and lakeside is Moderate Low)</li></ul>
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## ELEMENT C: MITIGATION STRATEGIES

Per FEMA requirements, a hazard mitigation plan must contain goals and action items that represent what the community seeks to achieve through mitigation plan implementation. Mitigation action items are a specific action, project, activity, or process taken to reduce or eliminate long-term risk to people and property from the impact of hazards.

**Element C1.** Per 44 CFR §201.6(c)(3), the plan shall include a mitigation strategy that provides the jurisdictions' blueprint for reducing the potential losses identified in the risk assessment, based on existing authorities, policies, programs, and resources, and its ability to expand on and improve these existing tools.

See the mitigation action charts below.

**Element C2.** Per 44 CFR §201.6(c)(3)(ii), the hazard mitigation strategy shall address each jurisdiction's participation in the NFIP and continued compliance with NFIP requirements, as appropriate.

All jurisdictions except the Village of Sister Bay are participating in the NFIP program and continue compliance with the program through their respective floodplain ordinances. The Village of Sister Bay is not participating in the NFIP program because flooding is not perceived to be a major risk. Note that the Village of Sister Bay has 4 parcels with buildings located in the floodplain at a total improved value of \$1,660,700, the least of all the participating jurisdictions. (See Column 7 in the flooding section of the previous Risk Assessment Summary chart for a complete list of number of parcels with buildings located in the floodplain and the total improved value of those parcels for the city and other villages.)

**Element C3.** Per 44 CFR §201.6(c)(3)(i), the hazard mitigation strategy shall include a description of mitigation goals to reduce or avoid long-term vulnerabilities to the identified hazards.

The Planning Committee approved the state's 2016 plan hazard mitigation goals listed below as appropriate for this Plan also.

Hazard Mitigation Goals (verbatim from the state's 2016 hazard mitigation plan)

- Minimize human, economic, and environmental disruption from natural, technological, and manmade hazards.
- Enhance public education about disaster preparedness and resistance, and expand public awareness of natural, technological, and manmade hazards.
- Encourage hazard mitigation planning.
- Support intergovernmental coordination and cooperation among federal, state, and local authorities regarding hazard mitigation activities.
- Improve the disaster resistance of buildings, structures, and infrastructure whether new construction, expansion, or renovation.

**Element C4.** Per 44 CFR §201.6(c)(3)(ii), the hazard mitigation strategy shall include a section that identifies and analyzes a comprehensive range of specific mitigation actions and projects being considered to reduce the effects of each hazard, with particular emphasis on new and existing buildings and infrastructure.

See the mitigation action item charts below.



**Element C5.** Per 44 CFR §201.6(c)(3)(iii), the hazard mitigation strategy shall include an action plan, describing how the actions identified will be prioritized, implemented, and administered by each local jurisdiction. Prioritization shall include a special emphasis on the extent to which benefits are maximized according to a cost benefit review of the proposed projects and their associated costs. Per 44 CFR §201.6(c)(3)(iv), for multi-jurisdictional plans, there must be identifiable action items specific to the jurisdiction requesting FEMA approval or credit of the plan.

The chart below contains each jurisdiction's mitigation action items with associated cost-benefit rankings and economic considerations in the first column. These mitigation action items are listed by high-priority items first, medium-priority items second, and low priority items last. The second column contains the priority rankings that were determined by each of the participating jurisdictions. The designation of high-, medium-, or low-priority was determined based on whether or not that activity was already being done, the need to expand an activity, cost to implement, the time period to implement, whether or not the strategy is connected to another natural hazard, and the level of impact if implemented. The third column lists the department or agency responsible for implementing the action item, the further column lists potential funding source(s), and the fifth column lists the expected time frame for the completion of each action item.

**Mitigation Action Items Chart Legend** (chart starts on next page)

Door County Departments:

- Aging and Disability Resource Center (ADRC)
- Facilities and Parks (Fac. & Pks)
- Emergency Management Services (EMS)
- Highway (Hghwy)
- Human Services (Hum. Serv.)
- Land Information Office (LIO)
- Land Use Services (LUS)/Resource Planning Committee (RPC)
- Sheriff (Sheriff)
- Soil & Water Conservation (SWCD)
- Technology Services (TS)

Other Agencies/Committees:

- DCEDC Attainable Housing Committee (AHC)
- Sturgeon Bay Utilities (SBU)

<b>DOOR COUNTY</b> <b>Mitigation Action Items/Cost-Benefit Summary</b>	<b>Priority</b>	<b>Responsible Entities</b>	<b>Funding</b>	<b>Timeline</b> (on-going/1-5 years/ 5-10 years/10+ years)
<ul style="list-style-type: none"> <li>Maintain and enhance CodeRed as the single most important source to alert the public to a hazard.</li> <li>Low Cost / High Benefit. Door County currently uses this digital media platform for various emergency alerts. The county will continue to encourage property owners and residents to sign up for it.</li> </ul>	High	EMS	Staff member time	On-going
<ul style="list-style-type: none"> <li>Continue to prepare and distribute educational materials to the public on severe weather safety procedures. Promote tornado safety public information as well as other summer severe weather public awareness/educational efforts through continued partnership with the National Weather Service.</li> <li>Low Cost / Medium Benefit. This is part of an annual grant to do severe weather outreach. The grant requires some level of radio/TV advertising, which is being done continuously.</li> </ul>	High	EMS AHC	Staff member & committee member time	On-going
<ul style="list-style-type: none"> <li>Incorporate some hazard mitigation planning, as appropriate, into future updates of the county's comprehensive plan. Adopt proactive land use planning methods through the county's implementation tools such as land use regulations (codes and ordinances).</li> <li>Low Cost / Medium Benefit. LUS has begun updating the county's comprehensive plan this year, 2022 and will have an update plan adopted by the end of 2024.</li> </ul>	High	LUS/RPC Board	Staff member time	1-5 years
<ul style="list-style-type: none"> <li>Put together a county-wide tornado shelter list. In the meantime, assist personnel in schools and businesses, public facility managers, and individuals in determining "best available" tornado safety areas.</li> <li>Low Cost / High Benefit. The ultimate goal is to do this county-wide. EMS will do this on an "as-requested" basis in the meantime.</li> </ul>	High	EMS	Staff member time	1-5 years
<ul style="list-style-type: none"> <li>Develop/adopt an emergency flood evacuation plan that includes preparation measures and evacuation instructions to the public. Inventory and assess areas throughout both the rural and urban areas of the county that have repeated flash-flooding problems and identify activities to remediate or rectify problems at those locations.</li> <li>Medium Cost / Medium Benefit. The county is required to have a flood emergency evacuation plan in place in order to issued zoning permits for lots served by road below the base flood elevation, however, this type of plan is time-consuming and costly to do at the county-level.</li> </ul>	High	EMS LUS	Staff member time	1 – 5 years
<ul style="list-style-type: none"> <li>Utilize FEMA floodplain mapping when adopted to update existing flood maps and data sources to better determine areas and facilities susceptible to recurring flooding.</li> <li>Low Cost / High Benefit. FEMA consultants recently issued draft Door County's maps and the county is now in a "comment and appeal" period. Once these maps are finalized, this item can be undertaken.</li> </ul>	High	EMS LUS	Staff member time	1 – 5 years
<ul style="list-style-type: none"> <li>Research/install backup power supply system for county critical facilities.</li> <li>High Cost / High Benefit. A generator has already been installed at the Justice Center.</li> </ul>	High	EMS Fac. & Pks	Staff member time	1 – 5 years
<ul style="list-style-type: none"> <li>Continue to update information on the Emergency Management Department's Web site regarding types of hazards and how to respond in the event of a hazard or potential hazard, as well as links to sites with information related to weather conditions, burning practices/regulations, hazardous material spills, etc.</li> <li>Low Cost / Low Benefit. EMS maintains a "current events" page as well as a "personal preparedness" page to help keep the public informed.</li> </ul>	High	EMS	Staff member time	On-going
<ul style="list-style-type: none"> <li>Explore collaborating with Soil and Water Conservation Department and the NRCS to expand windbreak planting, such as snow fences or "living snow fences" of trees or other vegetation) to limit blowing and drifting of snow over critical roadway segments.</li> <li>Low Cost / Medium Benefit. Snow fencing can be an effective and inexpensive measure to deter snow and ice accumulation on roadways, making the road-ways safe.</li> </ul>	Medium	EMS Highway SWCD	Staff member time	5 – 10 years
<ul style="list-style-type: none"> <li>Inventory and investigate the feasibility of providing safe shelters and signage at state, county, and local parks and recreation areas.</li> <li>High Cost / High Benefit. Research whether or not the state parks have safe shelters. The county and local parks don't have camping and access to shelters may be less of an issue.</li> </ul>	Low	EMS Fac. & Pks	Staff member time Federal BRIC Grant	10+ years
<ul style="list-style-type: none"> <li>Explore developing and maintain a comprehensive safety plan for all county-owned buildings.</li> <li>Medium Cost / High Benefit. The Government Center, ADRC, and Library plans are reviewed annually. The Airport and Highway Departments do not have plans.</li> </ul>	Low	EMS Fac. & Pks	Staff member time	10+ years

<b>DOOR COUNTY</b> <b>Mitigation Action Items/Cost-Benefit Summary</b>	<b>Priority</b>	<b>Responsible Entities</b>	<b>Funding</b>	<b>Timeline</b> (on-going/1-5 years/ 5-10 years/10+ years)
<ul style="list-style-type: none"> <li>Establish/maintain agreements with such entities as local malls, libraries, and schools to serve as heating and cooling centers.</li> <li>Low Cost / Low Benefit. Libraries, schools, the YMCA, and Cherry Point Mall are potential locations.</li> </ul>	Low	EMS Hum. Ser.	Staff member time	1 – 5 years
<ul style="list-style-type: none"> <li>Explore continued use and further development of the county's Geographic Information System for emergency service purposes. Meet with GIS personnel to discuss how GIS can help establish maps ahead of time for planning purposes.</li> <li>Low Cost / Low Benefit. If update-to-date utilities information can ever be obtained on a regular basis, this action item should be re-evaluated.</li> </ul>	Low	EMS TS/LIO LUS	Staff member time	On-going
<ul style="list-style-type: none"> <li>Install lightning protection devices and methods such as lightning rods and grounding on each community's communications infrastructure and other critical facilities. Possibly prioritize those without first vs. newer buildings.</li> <li>High Cost / Medium Benefit. A complete lightning protection system helps prevent harmful electrical surges and possible fires caused by lightning entering a structure via wires and pipes. A complete system (costly) also includes electrical surge protection devices for incoming power, data, and communication lines; and surge protection devices for vulnerable appliances.</li> </ul>	Low	EMS Sheriff TS	Staff member time	10+ years

<b>CITY OF STURGEON BAY</b> <b>Mitigation Action Items</b>	<b>Priority</b>	<b>Responsible Entities</b>	<b>Funding</b>	<b>Timeline</b> (on-going/1-5 years/ 5-10 years/10+ years)
<ul style="list-style-type: none"> <li>Continue to utilize public awareness methods such as radio and television stations and cellphone alerts.</li> <li>Low Cost / High Benefit. This is part of an EMS annual grant to do severe weather outreach. The grant requires some level of radio/TV advertising, which is being done continuously.</li> </ul>	High	Administrator EMS	Local	On-going
<ul style="list-style-type: none"> <li>Continue to ensure plowing and salting/sanding equipment is operational and available to handle potential emergencies.</li> <li>High Cost / High Benefit. This is largely a function of the Public Works departments to ensure they are prepared for winter emergencies. Needs should be identified and included in capital improvement plans.</li> </ul>	High	Administrator Public Works	Staff time, local municipal funding	On-going
<ul style="list-style-type: none"> <li>Continue to ensure/establish communication lines between municipalities, police, fire, EMS, hospital/clinics, and highway/street departments.</li> <li>Low Cost / High Benefit. Facilitated by EMS. During large or prolonged emergencies, coordination between agencies is critical to the preservation of life and property.</li> </ul>	High	EMS Sheriff Highway Fire Dept.	Staff time, local municipal funding	On-going
<ul style="list-style-type: none"> <li>Establish/continue tree trimming, drainage system clearance, and other maintenance programs.</li> <li>Medium Cost / High Benefit. Public Works Dept. &amp; Sturgeon Bay Utilities conduct annual maintenance. City policy exists which enforces restrictions on planting large or rapidly growing trees near power lines.</li> </ul>	Medium to High	Administrator Public Works SBU	Staff time, local municipal funding	On-going
<ul style="list-style-type: none"> <li>Continue efforts to improve mobile home safety in windstorms and tornadoes through public education efforts and assistance in locating safe shelter sites and the requirement of tie-downs in mobile home parks.</li> <li>Low Cost / High Benefit. The Tornado Shelters Act of 1974 authorizes communities to use community development block grant funds to construct tornado-safe shelters in manufactured home parks.</li> </ul>	Medium	Community Development EMS	Local	On-going
<ul style="list-style-type: none"> <li>Prepare, adopt, and maintain proactive land use planning methods through the county's and municipalities' comprehensive plans and implementation tools such as land use regulations (codes and ordinances) and stormwater management plans. (continued on next page)</li> <li>Low Cost / High Benefit. The City's 2020 – 2040 plan has a recommended action to complete a climate event risk assessment in Sturgeon Bay, analyzing areas of vulnerability, identifying hazard mitigation steps, and prioritize an action plan to be ready for potential weather events, including floods.</li> </ul>	Medium	Community Development Plan Commission Council	Staff time, local municipal funding	On-going

CITY OF STURGEON BAY Mitigation Action Items	Priority	Responsible Entities	Funding	Timeline (on-going/1-5 years/ 5-10 years/10+ years)
<ul style="list-style-type: none"><li>Adopt/enforce land use regulations that preserve natural resources adjacent to and in defined floodplains.</li><li>Low Cost / High Benefit. FEMA consultants recently issued draft Door County's maps and the county is now in a "comment and appeal" period. Once finalized, land use regulations may be reviewed for any necessary amendments.</li></ul>	Medium	Community Development Plan Commission Council	Staff time	On-going
<ul style="list-style-type: none"><li>Update the stormwater management plan.</li><li>Low Cost / High Benefit. Adopted in 2005, needs updating.</li></ul>	Medium	Community Development Public Works	Staff time, local municipal funding;	10+ years
<ul style="list-style-type: none"><li>Inventory and assess areas throughout both the rural and urban areas of the county that have repeated flash-flooding problems and identify activities to remediate or rectify problems at those locations.</li><li>Medium Cost / Medium Benefit: The City is taking measures to rectify problems at certain areas. For instance, the City recently purchased land for a detention pond at Georgia St east of 15th Place to help the repeated flooding that occurs at Georgia/14th. Installation is expected in the next 1-5 years.</li></ul>	Medium	Community Development Public Works	Staff time, local municipal funding	On-going
<ul style="list-style-type: none"><li>Local Fire Departments, Structural Fire:<ul style="list-style-type: none"><li>Assess building codes and standards that apply to fire protective strategies.</li><li>Establish/support community watch programs.</li><li>Assess availability to high capacity wells for use in recharging response equipment during fires.</li><li>Participate with the County Fire Chiefs Association.</li><li>Inventory the details of existing Mutual Aid Agreements.</li></ul></li><li>Low cost / High Benefit. All county fire departments maintain mutual aid agreements with neighboring departments to ensure there is adequate response and coverage during large fire events.</li></ul>	Medium	Fire Dept.	Staff time	On-going
<ul style="list-style-type: none"><li>Provide sewer back-flow prevention information and other floodproofing measures to communities through public information programs.</li><li>Low Cost / Medium Benefit. The City has installed back-up generators that provide back-up power sources at lift stations to help prevent sewer back-flow flooding.</li></ul>	Low	Administrator Public Works	Staff time, local municipal funding	On-going
<ul style="list-style-type: none"><li>Establish/maintain protective measures such as sandbagging, protection of buildings and other structures, and emergency gas and electricity cut-off procedures.</li><li>Medium Cost / Medium Benefit. The use of sandbags is a simple and effective way to prevent or reduce flood water damage if they won't have prolonged exposure to water. An appropriate supply of sand and sandbags must be on-hand, but it is difficult to predict what would be needed.</li></ul>	Low	Administrator Public Works	Staff time, local municipal funding	On-going

Hazard Mitigation-Related Items the City already has in place and continues to implement/maintain:

- Installed lightning protection devices and methods such as lightning rods and grounding on communications infrastructure and other critical facilities.
- Implements a policy that requires utility companies and development firms to bury power lines in new developments or when upgrades are made to existing lines or rapidly growing trees near power lines.
- Installed back-up generators that provide back-up power sources at lift stations to help prevent sewer back-flow flooding.
- Utilizes FEMA floodplain mapping to update existing flood maps and data sources to better determine areas and facilities susceptible to recurring flooding.
- Has established and maintains intergovernmental cooperation agreements with neighboring communities and private vendors to acquire any necessary additional equipment needed for storm clean-up.

<b>VILLAGE OF EGG HARBOR</b> <b>Mitigation Action Items</b>	<b>Priority</b>	<b>Responsible Entities</b>	<b>Funding</b>	<b>Timeline</b> (on-going/1-5 years/ 5-10 years/10+ years)
<ul style="list-style-type: none"> <li>Continue to utilize public awareness methods such as radio and television stations and outdoor warning systems.</li> <li>Low Cost / High Benefit. This is part of an EMS annual grant to do severe weather outreach. The grant requires some level of radio/TV advertising, which is being done continuously.</li> </ul>	High	Administrator EMS	Local municipal funding	On-going
<ul style="list-style-type: none"> <li>Continue to ensure plowing and salting/sanding equipment is operational and available to handle potential emergencies.</li> <li>Medium Cost / High Benefit. This is largely a function of the Public Works departments to ensure they are prepared for winter emergencies. Needs should be identified and included in capital improvement plans.</li> </ul>	High	Administrator Public Works	Staff time, local municipal funding	On-going
<ul style="list-style-type: none"> <li>Establish/maintain intergovernmental cooperation agreements with neighboring communities and private vendors to acquire any necessary additional equipment needed for storm clean-up.</li> <li>Medium Cost / High Benefit. Public-private partnerships can reduce the burdens placed on government to provide certain goods and services immediately and over time.</li> </ul>	Medium	Administrator Public Works	Staff time, local municipal funding	5-10 years
<ul style="list-style-type: none"> <li>Establish/continue tree trimming, drainage system clearance, and other maintenance programs.</li> <li>Low Cost / High Benefit. Village has public tree removal ordinance. Keep trees trimmed and away from overhead power lines and underground cables.</li> </ul>	Medium	Administrator Public Works	Staff time, local municipal funding	On-going
<ul style="list-style-type: none"> <li>Continue to ensure/establish communication lines between municipalities, police, fire, EMS, hospital/clinics, and highway/street departments.</li> <li>Low Cost / High Benefit. Facilitated by EMS. During large or prolonged emergencies, coordination between agencies is critical to the preservation of life and property.</li> </ul>	Medium	EMS Sheriff Highway Fire Dept.	State funds, local municipal funding	On-going
<ul style="list-style-type: none"> <li>Collaborate with Soil and Water Conservation Department and the NRCS to expand windbreak planting, such as snow fences or “living snow fences” of trees or other vegetation) to limit blowing and drifting of snow over critical roadway segments.</li> <li>Medium Cost / High Benefit. Snow fencing can be an effective and inexpensive measure to deter snow and ice accumulation on roadways, making the road-ways safe.</li> </ul>	Medium	Administrator Public Works	Local municipal funding	1-5 years
<ul style="list-style-type: none"> <li>Prepare, adopt, and maintain proactive land use planning methods through the county’s and municipalities’ comprehensive plans and implementation tools such as land use regulations (codes and ordinances) and stormwater management plans.</li> <li>Low Cost / High Benefit. The Village has a comprehensive plan in place for 2020 – 2040; review the plan for any potential land use regulations.</li> </ul>	Medium	Administrator Plan Commission Board	Staff time, local municipal funding	On-going
<ul style="list-style-type: none"> <li>Adopt/enforce land use regulations that preserve natural resources adjacent to and in defined floodplains.</li> <li>Low Cost / High Benefit. FEMA consultants recently issued draft Door County’s maps and the county is now in a “comment and appeal” period. Once finalized, land use regulations may be reviewed for any necessary amendments.</li> </ul>	Medium	Administrator Plan Commission Board	Staff time	On-going
<ul style="list-style-type: none"> <li>Maintain a stormwater management plan that includes such remediation techniques as surface detention basins and in-street detention units.</li> <li>Medium Cost / High Benefit. Stormwater runoff can overwhelm sewers and damage nearby streams and rivers through erosion. Handling the stormwater near its source can save in costly repairs that would otherwise be directed at correcting erosion or controlling flooding.</li> </ul>	Medium	Administrator Public Works	Staff time, local municipal funding	5-10 years
<ul style="list-style-type: none"> <li>Inventory and assess areas throughout both the rural and urban areas of the county that have repeated flash-flooding problems and identify activities to remediate or rectify problems at those locations.</li> <li>High Cost / Medium Benefit. Flash Flooding occurs quickly, people can get caught off-guard and their situation may become dangerous if they encounter high, fast-moving water while traveling. If people are at their homes or businesses, the water may rise quickly and trap them, or cause damage to the property without them having a chance to protect the property.</li> </ul>	Medium	Administrator	Staff time, local municipal funding	5-10 years

<b>VILLAGE OF EGG HARBOR</b> <b>Mitigation Action Items</b>	<b>Priority</b>	<b>Responsible Entities</b>	<b>Funding</b>	<b>Timeline</b> (on-going/1-5 years/ 5-10 years/10+ years)
<ul style="list-style-type: none"> <li>Utilize FEMA floodplain mapping when adopted to update existing flood maps and data sources to better determine areas and facilities susceptible to recurring flooding.</li> <li>Low Cost / High benefit. FEMA consultants recently issued draft Door County's maps and the county is now in a "comment and appeal" period.</li> </ul>	Medium	Administrator LUS	Staff time	On-going
<ul style="list-style-type: none"> <li>Implement a rural drainage improvement program that would include ditch, bridge, and culvert maintenance and improvements.</li> <li>High Cost / Medium Benefit. Surface water management programs are critical to the protection of rivers, streams, lakes and wetlands within the area.</li> </ul>	Medium	Administrator Public Works	Staff time, local municipal funding	10+ years
<ul style="list-style-type: none"> <li>Local Fire Departments, Structural Fire: <ul style="list-style-type: none"> <li>Assess building codes and standards that apply to fire protective strategies.</li> <li>Establish/support community watch programs.</li> <li>Assess availability to high capacity wells for use in recharging response equipment during fires.</li> <li>Participate with the County Fire Chiefs Association.</li> <li>Inventory the details of existing Mutual Aid Agreements.</li> </ul> </li> <li>Low cost / High Benefit. All county fire departments maintain mutual aid agreements with neighboring departments to ensure there is adequate response and coverage during large fire events.</li> </ul>	Medium	Fire Dept.	Staff time	On going
<ul style="list-style-type: none"> <li>Install lightning protection devices and methods such as lightning rods and grounding on each community's communications infrastructure and other critical facilities.</li> <li>High Cost / Medium Benefit. A complete lightning protection system helps prevent harmful electrical surges and possible fires caused by lightning entering a structure via wires and pipes. A complete system (costly) also includes electrical surge protection devices for incoming power, data, and communication lines; and surge protection devices for vulnerable appliances.</li> </ul>	Low	Administrator Public Works	Local municipal funding	10+ years
<ul style="list-style-type: none"> <li>Develop and maintain a comprehensive safety plan for each publicly-owned building.</li> <li>Medium Cost / High Benefit. Village hall/Bertschinger Community Center (7860 State Hwy 42), Donald &amp; Carol Kress Pavilion (7845 Church Street), and Public Works (4548 Ball Park Road). County has a plan in place for the library.</li> </ul>	Low	Administrator Public Works	Staff time, local municipal funding	5-10 years
<ul style="list-style-type: none"> <li>Encourage utility companies and development firms to bury power lines in new developments or when upgrades are made to existing lines or rapidly growing trees near power lines.</li> <li>Low Cost / High Benefit. When projects are proposed, underground utilities should be considered.</li> </ul>	Low	Administrator Plan Commission	Local municipal funding	On-going for new developments
<ul style="list-style-type: none"> <li>Provide sewer back-flow prevention information and other floodproofing measures to communities through public information programs.</li> <li>Low Cost / Medium Benefit. All Village of Egg Harbor lift stations have back-up generators to help prevent back-flow.</li> </ul>	Low	Administrator Public Works	Staff time, local municipal funding	5-10 years
<ul style="list-style-type: none"> <li>Establish/maintain protective measures such as sandbagging, protection of buildings and other structures, and emergency gas and electricity cut-off procedures.</li> <li>Medium Cost / Medium Benefit. The use of sandbags is a simple and effective way to prevent or reduce flood water damage if they won't have prolonged exposure to water. An appropriate supply of sand and sandbags must be on-hand, but it is difficult to predict what would be needed.</li> </ul>	Low	Administrator Public Works	Staff time, local municipal funding	10+ years

Hazard Mitigation-Related Items and/or Practices the Village already has in place and continues to implement/maintain: All Village of Egg Harbor lift stations have back-up generators.

<b>VILLAGE OF EPHRAIM</b> <b>Mitigation Action Items</b>	<b>Priority</b>	<b>Responsible Entities</b>	<b>Funding</b>	<b>Timeline</b> (on-going/1-5 years/ 5-10 years/10+ years)
<ul style="list-style-type: none"> <li>Continue to utilize public awareness methods such as radio and television stations and outdoor warning systems.</li> <li>Low Cost / High Benefit. This is part of an EMS annual grant to do severe weather outreach. The grant requires some level of radio/TV advertising, which is being done continuously.</li> </ul>	High	Administrator EMS	Staff Time	On-Going
<ul style="list-style-type: none"> <li>Establish/maintain intergovernmental cooperation agreements with neighboring communities and private vendors to acquire any necessary additional equipment needed for storm clean-up.</li> <li>Medium Cost / High Benefit (with purchases). Public-private partnerships can reduce the burdens placed on government to provide certain goods and services immediately and over time.</li> </ul>	High	Public Works	Staff Time	10+
<ul style="list-style-type: none"> <li>Continue to ensure plowing and salting/sanding equipment is operational and available to handle potential emergencies.</li> <li>High Cost / High Benefit. This is largely a function of the Public Works departments to ensure they are prepared for winter emergencies. Needs should be identified and included in capital improvement plans.</li> </ul>	High	Administrator Public Works	Staff Time/Operational Budget	On-Going
<ul style="list-style-type: none"> <li>Establish/continue tree trimming, drainage system clearance, and other maintenance programs.</li> <li>Medium Cost / Medium Benefit. Keep trees trimmed and away from overhead power lines and underground cables.</li> </ul>	Medium	Administrator Public Works	Staff Time/Operational Budget	On-Going
<ul style="list-style-type: none"> <li>Continue to ensure/establish communication lines between municipalities, police, fire, EMS, hospital/clinics, and highway/street departments.</li> <li>High Cost / Low Benefit. Facilitated by EMS. During large or prolonged emergencies, coordination between agencies is critical to the preservation of life and property.</li> </ul>	Medium	EMS Sheriff Highway Fire Dept.	Staff Time	On-Going
<ul style="list-style-type: none"> <li>Prepare, adopt, and maintain proactive land use planning methods through the county's and municipalities' comprehensive plans and implementation tools such as land use regulations (codes and ordinances) and stormwater management plans.</li> <li>Medium Cost / Low Benefit. LUS has begun updating the county's comprehensive plan this year, 2022 and will have an update plan adopted by the end of 2024. The Village's current comprehensive plan is through 2029; the Village may use the county's updated plan to update their plan.</li> </ul>	Medium	Administrator Plan Commission Board	Staff Time	On-Going
<ul style="list-style-type: none"> <li>Adopt/enforce land use regulations that preserve natural resources adjacent to and in defined floodplains.</li> <li>Medium Cost / Low Benefit. FEMA consultants recently issued draft Door County's maps and the county is now in a "comment and appeal" period. Once finalized, land use regulations may be reviewed for any necessary amendments.</li> </ul>	Medium	Administrator Plan Commission Board	Staff Time	On-Going
<ul style="list-style-type: none"> <li>Maintain a stormwater management plan that includes such remediation+ techniques as surface detention basins and in-street detention units.</li> <li>Medium Cost / High Benefit. Maintain a stormwater management plan that includes such remediation techniques as surface detention basins and in-street detention units. Stormwater runoff can overwhelm sewers and damage nearby streams and rivers through erosion. Handling the stormwater near its source can save in costly repairs that would otherwise be directed at correcting erosion or controlling flooding.</li> </ul>	Medium	Administrator Public Works	Room Tax/PRAT/State Grants	On-Going
<ul style="list-style-type: none"> <li>Inventory and assess areas throughout both the rural and urban areas of the county that have repeated flash-flooding problems and identify activities to remediate or rectify problems at those locations.</li> <li>Medium Cost / Low Benefit. Flash Flooding occurs quickly, people can get caught off-guard and their situation may become dangerous if they encounter high, fast-moving water while traveling. If people are at their homes or businesses, the water may rise quickly and trap them, or cause damage to the property without them having a chance to protect the property.</li> </ul>	Medium	Administrator	Staff Time	On-Going
<ul style="list-style-type: none"> <li>Utilize FEMA floodplain mapping when adopted to update existing flood maps and data sources to better determine areas and facilities susceptible to recurring flooding.</li> <li>High Cost / Low Benefit. FEMA consultants recently issued draft Door County's maps and the county is now in a "comment and appeal" period.</li> </ul>	Medium	Administrator LUS	Staff Time	On-Going

<b>VILLAGE OF EPHRAIM Mitigation Action Items</b>	<b>Priority</b>	<b>Responsible Entities</b>	<b>Funding</b>	<b>Timeline</b> (on-going/1-5 years/ 5-10 years/10+ years)
<ul style="list-style-type: none"> <li>Implement a rural drainage improvement program that would include ditch, bridge, and culvert maintenance and improvements.</li> <li>Low Cost / Medium Benefit. Surface water management programs are critical to the protection of rivers, streams, lakes and wetlands within the area.</li> </ul>	Medium	Administrator Public Works	Room Tax/PRAT/State Grants	10+
<p>Local Fire Departments, Structural Fire:</p> <ul style="list-style-type: none"> <li>Assess building codes and standards that apply to fire protective strategies.</li> <li>Establish/support community watch programs.</li> <li>Assess availability to high capacity wells for use in recharging response equipment during fires.</li> <li>Participate with the County Fire Chiefs Association.</li> <li>Inventory the details of existing Mutual Aid Agreements.</li> </ul> <p>High Cost / Low Benefit. All county fire departments maintain mutual aid agreements with neighboring departments to ensure there is adequate response and coverage during large fire events.</p>	Medium	Fire Dept.	Staff Time	On-Going
<ul style="list-style-type: none"> <li>Install lightning protection devices and methods such as lightning rods and grounding on each community's communications infrastructure and other critical facilities.</li> <li>Low Cost / Medium Benefit. A complete lightning protection system helps prevent harmful electrical surges and possible fires caused by lightning entering a structure via wires and pipes. A complete system (costly) also includes electrical surge protection devices for incoming power, data, and communication lines; and surge protection devices for vulnerable appliances.</li> </ul>	Low	Administrator Public Works	Operating Budget/Room Tax	10+
<ul style="list-style-type: none"> <li>Develop and maintain a comprehensive safety plan for each publicly-owned building.</li> <li>Medium Cost / Low Benefit. Village hall and administrative buildings (9996 Water St. and 10005 N Norway St.) and Public Works (10285 Townline Rd.) County has a plan in place for the library.</li> </ul>	Low	Administrator Public Works	Staff Time	10+
<ul style="list-style-type: none"> <li>Encourage utility companies and development firms to bury power lines in new developments or when upgrades are made to existing lines or rapidly growing trees near power lines.</li> <li>Low Cost / Low Benefit. When projects are proposed underground utilities should be considered.</li> </ul>	Low	Administrator Plan Commission	Staff Time	On-Going
<ul style="list-style-type: none"> <li>Collaborate with Soil and Water Conservation Department and the NRCS to expand windbreak planting, such as snow fences or "living snow fences" of trees or other vegetation) to limit blowing and drifting of snow over critical roadway segments.</li> <li>Low Cost / Medium Benefit. Not really a practical issue in Ephraim.</li> </ul>	Low	Administrator Public Works	Staff Time	10+
<ul style="list-style-type: none"> <li>Provide sewer back-flow prevention information and other floodproofing measures to communities through public information programs.</li> <li>Low Cost / Low Cost. Ephraim sanitary lift stations is equipped with backup generators.</li> </ul>	Low	Administrator Public Works	Staff Time	10+
<ul style="list-style-type: none"> <li>Establish/maintain protective measures such as sandbagging, protection of buildings and other structures, and emergency gas and electricity cut-off procedures.</li> <li>Low Cost / Medium Benefit. The use of sandbags is a simple and effective way to prevent or reduce flood water damage if they won't have prolonged exposure to water. An appropriate supply of sand and sandbags must be on-hand, but it is difficult to predict what would be needed.</li> </ul>	Low	Administrator Public Works	Staff Time/Operational Budget	On-Going

Hazard Mitigation-Related Items and/or Practices the Village already has in place and continues to implement/maintain:

- Ephraim sanitary lift stations, village hall, administrative office and fire station are all equipped with backup generators.
- Village buried a large portion of overhead power and communication lines in 2019.
- Village installed new stormwater system with detention basins in same 2019 highway project.
- Village utilizes FEMA floodplain program.



<b>VILLAGE OF SISTER BAY</b> <b>Mitigation Action Items</b>	<b>Priority</b>	<b>Responsible Entities</b>	<b>Funding</b>	<b>Timeline</b> (on-going/1-5 years/ 5-10 years/10+ years)
<ul style="list-style-type: none"> <li>Establish/maintain intergovernmental cooperation agreements with neighboring communities and private vendors to acquire any necessary additional equipment needed for storm clean-up.</li> <li>Low Cost / High Benefit. Public-private partnerships can reduce the burdens placed on government to provide certain goods and services immediately and over time.</li> </ul>	High	Administrator Public Works	State funding/budget	On-going
<ul style="list-style-type: none"> <li>Continue to ensure plowing and salting/sanding equipment is operational and available to handle potential emergencies.</li> <li>Medium Cost / High Benefit. This is largely a function of the Public Works departments to ensure they are prepared for winter emergencies. Needs should be identified and included in capital improvement plans.</li> </ul>	High	Administrator Public Works	Budget	5 – 10 years
<ul style="list-style-type: none"> <li>Continue to ensure/establish communication lines between municipalities, police, fire, EMS, hospital/clinics, and highway/street departments.</li> <li>Low Cost / High Benefit. Facilitated by EMS. During large or prolonged emergencies, coordination between agencies is critical to the preservation of life and property.</li> </ul>	High	EMS Sheriff Highway Fire Dept.	Budget	On-going
<ul style="list-style-type: none"> <li>Continue to utilize public awareness methods such as radio and television stations and outdoor warning systems.</li> <li>High Cost / Medium Benefit. This is part of an EMS annual grant to do severe weather outreach. The grant requires some level of radio/TV advertising, which is being done continuously.</li> </ul>	Medium	Administrator EMS	State funding	On-going
<ul style="list-style-type: none"> <li>Develop and maintain a comprehensive safety plan for each publicly-owned building.</li> <li>Low Cost / Medium Benefit. Village hall (10647 Bluffside Ln) and Public Works (2313 Mill Rd). County has a plan in place for the library.</li> </ul>	Medium	Administrator Public Works	Budget	On-going
<ul style="list-style-type: none"> <li>Collaborate with Soil and Water Conservation Department and the NRCS to expand windbreak planting, such as snow fences or “living snow fences” of trees or other vegetation) to limit blowing and drifting of snow over critical roadway segments.</li> <li>Low Cost / Medium Benefit. Snow fencing can be an effective and inexpensive measure to deter snow and ice accumulation on roadways, making the road-ways safe.</li> </ul>	Medium	Administrator Public Works	Federal funding	1-5 years
<ul style="list-style-type: none"> <li>Prepare, adopt, and maintain proactive land use planning methods through the county’s and municipalities’ comprehensive plans and implementation tools such as land use regulations (codes and ordinances) and stormwater management plans.</li> <li>Medium Cost / Medium Benefit. LUS has begun updating the county’s comprehensive plan this year, 2022 and will have an update plan adopted by the end of 2024. The Village’s current comprehensive plan is through 2029; the Village may use the county’s updated plan to update their plan.</li> </ul>	Medium	Administrator Plan Commission Board	Budget	On-going/1 – 5 years
<ul style="list-style-type: none"> <li>Adopt/enforce land use regulations that preserve natural resources adjacent to and in defined floodplains.</li> <li>Medium Cost / High Benefit. FEMA consultants recently issued draft Door County’s maps and the county is now in a “comment and appeal” period. Once finalized, land use regulations may be reviewed for any necessary amendments.</li> </ul>	Medium	Administrator Plan Commission Board	Budget	On-going
<ul style="list-style-type: none"> <li>Inventory and assess areas throughout both the rural and urban areas of the county that have repeated flash-flooding problems and identify activities to remediate or rectify problems at those locations.</li> <li>High Cost / Low Benefit. Flash Flooding occurs quickly, people can get caught off-guard and their situation may become dangerous if they encounter high, fast-moving water while traveling. If people are at their homes or businesses, the water may rise quickly and trap them, or cause damage to the property without them having a chance to protect the property.</li> </ul>	Medium	Administrator	Budget	1 – 5 years
<ul style="list-style-type: none"> <li>Implement a rural drainage improvement program that would include ditch, bridge, and culvert maintenance and improvements.</li> <li>High Cost / Medium Benefit. Surface water management programs are critical to the protection of rivers, streams, lakes and wetlands within the area.</li> </ul>	Medium	Administrator Public Works	Budget/state funding	5 – 10 years

VILLAGE OF SISTER BAY Mitigation Action Items	Priority	Responsible Entities	Funding	Timeline (on-going/1-5 years/ 5-10 years/10+ years)
<ul style="list-style-type: none"> <li>Local Fire Departments, Structural Fire:               <ul style="list-style-type: none"> <li>Assess building codes and standards that apply to fire protective strategies.</li> <li>Establish/support community watch programs.</li> <li>Assess availability to high capacity wells for use in recharging response equipment during fires.</li> <li>Participate with the County Fire Chiefs Association.</li> <li>Inventory the details of existing Mutual Aid Agreements.</li> </ul> </li> <li>Medium Cost / Medium Benefit. All county fire departments maintain mutual aid agreements with neighboring departments to ensure there is adequate response and coverage during large fire events.</li> </ul>	Medium	Liberty Grove/ Sister Bay Fire Dept.	Budget/state funding	1 – 5 years
<ul style="list-style-type: none"> <li>Install lightning protection devices and methods such as lightning rods and grounding on each community's communications infrastructure and other critical facilities.</li> <li>Low Cost / Medium Benefit. A complete lightning protection system helps prevent harmful electrical surges and possible fires caused by lightning entering a structure via wires and pipes. A complete system (costly) also includes electrical surge protection devices for incoming power, data, and communication lines; and surge protection devices for vulnerable appliances.</li> </ul>	Low	Administrator Public Works	State funding/budget	1 – 5 years
<ul style="list-style-type: none"> <li>Establish/continue tree trimming, drainage system clearance, and other maintenance programs.</li> <li>Medium Cost / High Benefit. Keep trees trimmed and away from overhead power lines and underground cables.</li> </ul>	Low	Administrator Public Works	State/federal funding	On-going
<ul style="list-style-type: none"> <li>Encourage utility companies and development firms to bury power lines in new developments or when upgrades are made to existing lines or rapidly growing trees near power lines.</li> <li>High Cost / High Benefit. While this mitigation measure has its benefits it also has its drawbacks i.e. cost. When projects are proposed underground utilities should be considered.</li> </ul>	Low	Administrator Plan Commission	State/federal funding	5 – 10 years/on-going
<ul style="list-style-type: none"> <li>Provide sewer back-flow prevention information and other floodproofing measures to communities through public information programs.</li> <li>High Cost / Medium-High Benefit. The Village of Sister Bay already has back-up power sources at lift stations to help prevent sewer back-flow flooding.</li> </ul>	Low	Administrator Public Works	Budget/state funding	1 – 5 years
<ul style="list-style-type: none"> <li>Establish/maintain protective measures such as sandbagging, protection of buildings and other structures, and emergency gas and electricity cut-off procedures.</li> <li>High Cost / Low Benefit. The use of sandbags is a simple and effective way to prevent or reduce flood water damage if they won't have prolonged exposure to water. An appropriate supply of sand and sandbags must be on-hand, but it is difficult to predict what would be needed.</li> </ul>	Low	Administrator Public Works	Budget	On-going
<ul style="list-style-type: none"> <li>Utilize FEMA floodplain mapping when adopted to update existing flood maps and data sources to better determine areas and facilities susceptible to recurring flooding.</li> <li>Medium Cost / High benefit. FEMA consultants recently issued draft Door County's maps and the county is now in a "comment and appeal" period. FEMA consultants recently issued draft Door County's maps and the county is now in a "comment and appeal" period. Once finalized, land use regulations may be reviewed for any necessary amendments.</li> </ul>	Low	Administrator LUS	State/federal funding	1 – 5 years
<ul style="list-style-type: none"> <li>Maintain a stormwater management plan that includes such remediation techniques as surface detention basins and in-street detention units.</li> <li>Medium Cost / Medium Benefit. Maintain a stormwater management plan that includes such remediation techniques as surface detention basins and in-street detention units. Stormwater runoff can overwhelm sewers and damage nearby streams and rivers through erosion. Handling the stormwater near its source can save in costly repairs that would otherwise be directed at correcting erosion or controlling flooding.</li> </ul>	Low	Administrator Public Works	Budget/state funding	On-going

Hazard Mitigation-Related Items and/or Practices the Village already has in place and continues to implement/maintain: The Village of Sister Bay has back-up power sources at lift stations to help prevent sewer back-flow flooding

**Element C6.** Per 44 CFR §201.6(c)(4)(ii), the plan shall include a process by which local governments incorporate the requirements of the mitigation plan into other planning mechanisms such as comprehensive plans or capital improvements, when appropriate.

### **Plan Integration Mechanisms**

Since the last plan, the primary methods used to integrate components of the 2016 Door County Multi-Jurisdictional Hazard Mitigation Plan have been through comprehensive and capital improvement plans. The following summarizes some of the methods in place since the last plan, or that have been developed since the last plan:

### **Explanation of How the Jurisdictions Incorporated the 2016 Hazard Mitigation Plan into Other Planning Mechanisms.**

#### **Comprehensive Planning**

All participating jurisdictions have adopted comprehensive plans that includes a section identifying environmentally sensitive areas, natural features, flood plains, and floodways to help create a better understanding of areas subject to flooding.

The City's 2020 – 2040 comprehensive plan includes a recommended action item to complete a climate event risk assessment in Sturgeon Bay that analyzes areas of vulnerability, identifies hazard mitigation steps, and prioritizes an action plan to be ready for potential weather events, including floods.

#### **Capital Improvement Planning**

The county and three villages all have capital improvement plans in part guided by this Plan. The capital improvement items related to hazard mitigation are listed below and either have happened since the 2016 hazard mitigation plan or will happen in the near future. When new plans are devised, the action items from this hazard mitigation plan may be reviewed for any future capital improvement planning related to natural hazard mitigation.

Door County Capital Improvements Program (2019 – 2023):

- Emergency Services:
  - Washington Island ambulance station
  - Jacksonport/Egg Harbor ambulance station
- Sheriff: replacement of mobile & portable radios
- Library:
  - replace chiller at Sturgeon Bay Library
  - replace boiler at Sturgeon Bay Library
- Airport: snow removal equipment building
- Emergency Management/Communications: simulcast ops & reprogramming

City of Sturgeon Bay (2020-2025):

- fire department brush truck (\$206,000)
- rescue squad (\$414,855)
- HVAC upgrade for City Hall (\$140,000)
- replacement dump truck and snow equipment (\$170,000)
- stormwater/flooding projects
- fire/emergency response equipment

Village of Egg Harbor:

- County Highway G Updates - burying utilities, curb and gutter, sidewalk on the east side, street lighting, landscaping, permeable pavers for parking

Village of Ephraim (2021-2025):

- municipal garage addition
- fire station renovation/addition
- maintenance shop renovation/addition
- administrative building improvements

Village of Sister Bay (2022 – 2026):

- \$233,334 for the fire department
- \$5 million for a new government building
- \$500,000 for the post office building

**Explanation of How the Jurisdiction Will Incorporate the 2022 - 2026 Hazard Mitigation Plan into Other Planning Mechanisms including:**

- Description of the process for integrating data from this plan into other planning mechanisms.
- Description of how the mitigation strategies will continue to be incorporated into other planning mechanisms.
- Identification of local planning mechanism where hazard mitigation information may be incorporated.

The county's comprehensive plan was last updated in 2014, prior to the completion of the Door County Multi-Jurisdictional Hazard Mitigation Plan in 2016 (Plan). The Door County Land Use Services Department has begun updating the county's comprehensive plan this year (2022) and will have an updated plan adopted by the end of 2023. This Plan will be used to help guide the development of the Natural Resources element, Community Facilities and Utilities element, as well as other elements required to be included in the comprehensive plan. The background information on natural hazards and community asset information from this Plan will get summarized and incorporated into the Natural Resources element and other elements of the comprehensive plan as appropriate. This process will be conducted by the Door County Land Use Services Department and will take place in the latter half of 2022.

The migration action items from this Plan will also be reviewed and incorporated into the comprehensive plan as appropriate. The process of reviewing/incorporating mitigation action items from this Plan will be led by the Door County Land Use Services and Emergency Management Services Departments in the first half of 2023 as part of the development of the comprehensive plan's goals and objectives. The development of goals and objectives will include communication and discussion with the individuals and agencies that were asked to participate in the development of this Plan. See Appendix A, Planning Process, for lists of those individuals and agencies.

The Village of Sister Bay's current comprehensive plan is through 2023 and the Village of Ephraim's current comprehensive plan is through 2029. Both of these Villages may use the county's updated plan to help update/guide their plans.

Other plans and programs where this Plan may help guide future updates and activities are listed below.

- Door County, the Villages of Egg Harbor, Ephraim, and Sister Bay, and the Town of Gibraltar have all become Green Tier members since the adoption of the 2016 hazard mitigation plan. Green Tier is a program that strives for superior environment performance.  
(<https://dnr.wisconsin.gov/topic/GreenTier/SuperiorEnvironmentalPerformance.html>)
- Village of Ephraim is in the process of developing a local emergency operations plan.

- Village of Ephraim has an erosion control program
- Village of Sister Bay has a bluff protection ordinance

## ELEMENT D: PLAN REVIEW, EVALUATION, AND IMPLEMENTATION

**Element D1.** Per 44 CFR §201.6(d)(3), the plan shall be revised to reflect changes in development.

Provided below is information from the Wisconsin Department of Revenue and the county's Real Property Listing office regarding changes in development. The Wisconsin Department of Revenue publishes information on equalized values for all municipalities in the state by construction type, including residential and commercial. Northern Door County and the City and neighboring Town of Nasewaupee experienced the greatest growth in both residential and commercial equalized values. The county's Real Property Listing data was used to look at residential development patterns within the 100-year floodplain. The City and neighboring Town of Nasewaupee had the greatest increase in total improvement values on parcels centrally located in the floodplain.

This Plan was revised to place more emphasis on flooding as parts of the county experienced high water levels causing shoreline erosion and flooding in 2019 and 2020. Water levels have since lowered, but this occurrence was unprecedented and is still of concern for the future. As of the writing of this Plan, the new FEMA floodplain maps for Door County are still in draft form. Once these maps are adopted, the county can reassess flooding potential for the next update of this Plan. Additionally, this Plan was revised to include the development of an emergency flood evacuation plan for parcels that are served by roads below the Base Flood Elevation.

### Other Conditions That May Affect the Risks and Vulnerabilities of the Jurisdictions

A trendline projection conducted by the Door County Land Use Services shows

In 2013, the Wisconsin Department of Administration's (DOA) most recent population projections, Door County was projected to lose 1,270 people between 2010 and 2040 (see chart below). The DOA projected that Door County's population would be 27,890 in 2020, however, more recent data from the 2020 Census shows that the county's population was 30,066, or 2,176 more people than what the DOA had projected. If Door County continues to grow at this historical rate, the county may grow to a population of around 34,418 (30,066 + 4,352) people.

**DOA Population Projections, Door County**

Year	Actual/ Projected	Natural Increase	Net Migration	Decadal Growth/Loss
2010	27,785	--	--	--
2020	27,890	-1,282	1,387	105
2030	28,365	-1,834	2,309	475
2040	26,620	-2,603	858	-1,745
<b>Change 2010 - 2040</b>	<b>-1,165</b>	<b>-5,719</b>	<b>4,554</b>	<b>--</b>

Source: Wisconsin Department of Administration, Population Projections, Vintage 2013. For municipal-level population projections in 5-year increments, see <http://www.doa.state.wi.us/divisions/intergovernmental-relations/demographic-services-center/projections#preliminary> and select "MCD and Municipal Population Projections, 2010-2040."

A projected growing population as well as a set of housing-related amendments to the county's zoning ordinance will likely increase development in the nine towns that are regulated by the zoning ordinance. These amendments relaxed regulations regarding the permitting process, such as making it easier to develop multiple occupancy units for year-round households. If more people are going to be living in buildings without basements, providing safe shelter increases the population's vulnerability.

One result of the pandemic is that the county has seen growth in tourism and camping, particularly in Northern Door. The county has included a mitigation action item in this Plan to develop a county-wide list of tornado shelters in addition to investigating the provision of safe shelters and signage at state, county, and local parks and recreation areas.

### **Residential Construction Completed Since the 2016 Door County Multi-Jurisdictional Hazard Mitigation Plan**

The United States Census Bureau (Census) reports that Door County lost 228 housing units, decreasing from 23,966 units in 2010 to 23,738 units in 2020. While the number of units decreased, the county's equalized value increased by approximately \$579 million between 2014 and 2019 as reported by the Wisconsin Department of Revenue – Division of Policy and Research. The table below shows the 2014 residential equalized values and 2020 residential equalized values for each municipality in Door County in the first and second columns, respectively. The third column shows both the dollar and percentage differences between those years.

County-wide residential equalized values increased \$579 million, or 17.6%. Residential equalized values increased most significantly throughout Northern Door. Also, the area of the county close to the City and in the City experienced large increases in residential equalized values. The Town of Gardner and the City of Sturgeon Bay had the highest percentages of increased residential equalized values at 33.1% for the Town of Gardner and 26.9% for the City of Sturgeon Bay. The Towns of Baileys Harbor and Nasewaupee came in at third highest percentage increase of residential equalized values at 23.6% for both towns. The Town of Forestville had the greatest loss in residential equalized value at -6.3%, followed by the Town of Clay Banks at -4.6%, and the Town of Washington at -4.1%.

**Change in Residential Equalized Values (2014 – 2020), Door County Municipalities**

Municipality	2014 Res. Eq. Value (\$ mil)	2020 Res. Eq. Value (\$ mil)	\$ Change (\$ mil)	% Change
City	382.8	485.9	103.1	26.9%
Village of Egg Harbor	185.4	218.5	33.1	17.9%
Village of Ephraim	141.5	173.5	32.0	22.6%
Village of Forestville	15.4	17.0	1.6	10.4%
Village of Sister Bay	214.9	256.9	42.0	19.5%
T. Baileys Harbor	220.7	272.7	52.0	23.6%
T. Brussels	47.3	52.1	4.8	10.1%
T. Clay Banks	32.4	30.9	-1.5	-4.6%
T. Egg Harbor	282.1	339.4	57.3	20.3%
T. Forestville	49.9	47.4	-2.5	-5.0%
T. Gardner	102.2	136.0	33.8	33.1%
T. Gibraltar	337.3	390.4	53.1	15.7%
T. Jacksonport	106.6	131.4	24.8	23.3%
T. Liberty Grove	427.3	475.7	48.4	11.3%
T. Nasewaupee	114.5	141.5	27.0	23.6%
T. Sevastopol	332.6	382.8	50.2	15.1%
T. Sturgeon Bay	81.9	89.1	7.2	8.8%
T. Union	77.1	92.3	15.2	19.7%
T. Washington	144.3	141.7	-2.6	-1.8%
<b>Door County</b>	<b>3,296.2</b>	<b>3,875.2</b>	<b>579.0</b>	<b>17.6%</b>

Source: <https://public.tableau.com/app/profile/research.policy/viz/DetailedNetNewConstruction/Story1>

**Commerical Construction Completed Since the 2016 Door County Multi-Jurisdictional Hazard Mitigation Plan**

County-wide, commercial equalized values increased by \$89.1 million, or 17.5%. Commercial equalized values increased most significantly in the City and neighboring Town of Nasewaupee as well as Northern Door. The City and neighboring Town of Nasewaupee experienced large increases in commercial equalized values. The City of Sturgeon Bay and the Town of Nasewaupee grew by 36.5% and 26.4% respectively. In Northern Door, the Town and Village of Egg Harbor increased their commercial equalized values by 30.4% and 27.3%, respectively. The Village of Sister Bay had the next highest increase at 18.9%. The Towns of Sturgeon Bay, Union, and Forestville had the greatest losses in commercial equalized value at -16.7%, -15.4%, and -12.1%, respectively.



**Change in Commercial Equalized Values (2014 – 2020), Door County Municipalities**

<b>Municipality</b>	<b>2014 Com. Eq. Value (\$ mil)</b>	<b>2020 Com. Eq. Value (\$ mil)</b>	<b>\$ Change (\$ mil)</b>	<b>% Change</b>
City	171.1	233.5	62.4	36.5%
Village of Egg Harbor	19.8	25.2	5.4	27.3%
Village of Ephraim	42.9	39.0	-3.9	-9.1%
Village of Forestville	1.8	2.3	0.5	27.8%
Village of Sister Bay	48.8	58.0	9.2	18.9%
T. Baileys Harbor	29.6	27.9	-1.7	-5.7%
T. Brussels	4.5	4.3	-0.2	-4.4%
T. Clay Banks	0.3	0.3	0.0	0.0%
T. Egg Harbor	18.4	24.0	5.6	30.4%
T. Forestville	0.91	0.8	-0.1	-12.1%
T. Gardner	6.1	6.1	0.0	0.0%
T. Gibraltar	56.5	65.5	9.0	15.9%
T. Jacksonport	4.6	4.7	0.1	2.2%
T. Liberty Grove	48.1	45.2	-2.9	-6.0%
T. Nasewaupee	22.7	28.7	6.0	26.4%
T. Sevastopol	16.5	16.4	-0.1	-0.6%
T. Sturgeon Bay	1.8	1.5	-0.3	-16.7%
T. Union	1.3	1.1	-0.2	-15.4%
T. Washington	14.8	15.1	0.3	2.0%
<b>Door County</b>	<b>510.5</b>	<b>599.6</b>	<b>89.1</b>	<b>17.5%</b>

**Construction (Change in Improved Values) Within the 100-Year Floodplain That May Affect the Risks and Vulnerabilities of the Jurisdictions**

A comparison of the improved values of parcels with their centroids located within the floodplain was conducted for the time period between 2014 and 2021. Note that there is no GIS layer available of buildings that were located within the floodplain in 2014, thus this analysis looks at parcels with their centroids located within the floodplain. Both the total number of improved parcels and the total improved values of those parcels for the years 2014 and 2021 are shown in the table below. Also, note that the improved values are for the entire parcel, not just the building(s) that are located in the floodplain. This is because the Real Property Listing does not break out the improved values for each individual building.

The Towns of Baileys Harbor and Forestville had the highest increase in number of parcels located in the floodplain at 4 parcels. The Town of Nasewaupee had the highest decrease in number of parcels located in the floodplain at nine parcels.

The City had the highest increase in dollar value of total improvements at \$15.5 million, however, \$8.5 million of that was due to the shipyard, Fincantieri Bay Shipbuilding. The next highest increase in dollar value of total improvements was in the Town of Nasewaupee where there was a \$5.4 million dollar increase. The third highest increase in total improvements on lots located in the floodplain was in the Town of Gibraltar at \$2.6 million. The Town of Washington and the Village of Ephraim had decreases in total improvement value of parcels located in the floodplain with \$1.5 million decrease and a \$300,000 decrease, respectively.



**Construction (Change in Improved Values) Within the 100-Year Floodplain (2014 – 2021)**

Municipality	2014		2021		2014 - 2021	
	# parcels in floodplain	Imp. Value (\$ mil)	# parcels in floodplain	Imp. Value (\$ mil)	# Change	Imp. Value Change (\$ mil)
City	205	29.0	206	44.5	1	15.5
Village of Egg Harbor	41	5.6	44	6.0	3	0.4
Village of Ephraim	40	6.2	40	5.9	0	-0.3
Village of Sister Bay	4	0.0	4	0.0	0	0.0
T. Baileys Harbor	396	43.7	400	45.5	4	1.8
T. Brussels	10	0.0	10	0.0	0	0.0
T. Clay Banks	2	0.2	2	0.2	0	0.0
T. Egg Harbor	10	1.5	10	1.7	0	0.2
T. Forestville	87	1.8	91	2.0	4	0.2
T. Gardner	249	16.0	249	18.0	0	2.0
T. Gibraltar	107	16.4	105	19.0	-2	2.6
T. Jacksonport	166	14.8	164	16.8	-2	2.0
T. Liberty Grove	131	7.9	130	9.1	-1	1.2
T. Nasewaupee	365	24.7	356	30.1	-9	5.4
T. Sevastopol	118	8.2	114	10.5	-4	2.3
T. Sturgeon Bay	19	0.7	19	0.7	0	0.0
T. Union	29	1.2	29	1.4	0	0.2
T. Washington	110	9.5	106	8.0	-4	-1.5

Source: Door County Real Property Listing, 2014 & 2021

**Element D2.** Per 44 CFR §201.6(d)(3), the plan shall be revised to reflect progress in local mitigation efforts.

Progress in local mitigation efforts are documented in the mitigation action items charts on pp. 14-22. The very last row of the chart for each municipality has a row titled “Hazard Mitigation-Related Items and/or Practices the Village already has in place and continues to implement/maintain.” Listed below, in italic font, are mitigation action items that were deleted from the chart, followed by the reason for its removal.

- *Ensure/continue inclusion of driver safety strategies for severe weather events in driver education classes and materials.*

This item is being addressed in driver’s education programs.

- *Maintain a process for the preparation of the opening and operation of congregate care facilities.*

This item is being covered in ESF 6 Mass Care, Housing and Human Services, p. 15.

- *Distribute hazard mitigation materials at housing workshops, trainings, and orientation sessions.*

In 2020, Emergency Management Services hosted a Flooding Seminar in partnership with the US Army Corps of Engineers, DNR, and Sea Grant Institute. This presentation provided a great deal of information for individuals and families to make informed decisions as it relates to them and their property. The presentation was recorded and is now posted on Emergency Service Management’s Website.

- *Encourage the county’s human service entities and energy providers to continue to expand programs to assist at-risk populations in paying their utility bills and in acquiring appliances to mitigate extreme weather conditions.*

The Aging and Disability Resource Center (ADRC) provides Information & Assistance services. This service is designed to support older adults, people with disabilities, their caregivers and the general public to access up-to-date information about services that are available in their area. The ADRC Resource Guide is a tool that supports the provision of information and assistance services. This guide has a section on energy/utility assistance.

- *Analyze lightning grade surge protection for critical electronic equipment used for response and recovery.*

This was done for the data centers.

- *Research WisDOT's Flood Damage Aid Program (50% mitigation on top of repairs to damages after an event); disseminate information as appropriate.*

The Emergency Management Director works with the Towns to see if eligible for this program.

**Element D3.** Per 44 CFR §201.6(d)(3), the plan shall be revised to reflect changes in priority.

The mitigation action items provided in the charts on pp. 15-23 have been narrowed down to items more related to the county's scope of work and the Emergency Management Department, in particular. With the lakeshore flooding and COVID pandemic, the Emergency Management Director has been occupied dealing with real-time hazards. The Director also manages the 911 call center at least half-time, leaving less than desired time to deal with potential hazard situations.

## **ELEMENT E: PLAN ADOPTION**

**Element E1.** Per 44 CFR 5201.6(c)(5), the plan shall include documentation that the plan has been formally adopted by the governing body of the jurisdiction requesting approval of the plan (e.g., City Council, County commissioner, Tribal Council).

**Element E2.** Per 44 CFR 5201.6(c)(5), for multi-jurisdictional plans, each jurisdiction requesting approval of the plan must document that it has been formally adopted.

See Appendix E for municipal resolutions formally adopting this Plan.

## **APPENDIX A: PLANNING PROCESS**

**Listed below are the jurisdictions that participated in the development of this plan and their representatives.** Note the Village of Forestville did not respond to several requests to participate, thus the Village is not included in this Plan. Each jurisdiction signed a Memorandum of Agreement outlining the terms of participation, those of which are provided on the following pages. Meeting notes from the two Planning Committee meetings are provided after the Memorandums of Agreement.

**Participating Jurisdictions and Committee Members (Planning Committee)**

- County of Door
  - Dan Kane, Director, Emergency Management Department
  - Mariah Goode, Director, Land Use Services Department
  - Becky Kerwin, Planner, Land Use Services Department
- City of Sturgeon Bay: Marty Olejniczak, Community Development Director
- Village of Egg Harbor: Megan Sawyer, Administrator
- Village of Ephraim: Brent Bristol, Administrator
- Village of Sister Bay: Beau Bernhoft, Administrator

## **MEMORANDUM OF AGREEMENT FOR A**

### **DOOR COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN**

#### **I. Purpose of this Agreement**

A Memorandum of Agreement (MOA) is hereby executed between the "Jurisdictions", as listed below, for an update to the Door County Multi-Jurisdictional Hazard Mitigation Plan ("Plan").

- Door County
- City of Sturgeon Bay
- Village of Egg Harbor
- Village of Ephraim
- Village of Forestville
- Village of Sister Bay

The purpose of this MOA is to establish commitment from and outline a cooperative working relationship between all Jurisdictions listed above in the development and implementation of the Plan. In addition, the intent of this MOA is to ensure that the Plan is developed in accordance with Title 44 of the Federal Code of Regulations (CFR) Part 201.6; that the planning process is conducted in an open manner involving community stakeholders; that it is consistent with each Jurisdiction's policies, programs and authorities; and that it is an accurate reflection of the community's values.

This MOA sets out the responsibilities and work to be performed by the Jurisdictions. The Plan created as a result of this MOA will be presented for adoption to the governing body (Board of Supervisors, City Council, or Village Board) of each Jurisdiction.

#### **II. Background of Planning Process**

Door County has received a grant from the Federal Emergency Management Agency to update its Plan in accordance with 44 FEMA requirements at 44.C.F.R. § 201.6. Hazard mitigation plans form the foundation for a community's long-term strategy to reduce losses from disaster and to break the cycle of damage, reconstruction, and repeated damage. The benefits to a Jurisdiction from participating in this process may include the following:

- identifying cost effective actions for risk reduction;
- directing resources towards the greatest risks and vulnerabilities;
- building of partnerships by involving people, organizations, and businesses;
- increasing education and awareness of hazards and risk;
- aligning risk reduction with other community objectives; and
- providing eligibility to receive federal hazard mitigation grant funding.

#### **III. County and Jurisdictional Responsibilities**

Door County will act as the Lead Agency. The participating Jurisdictions authorize Door County to manage and facilitate the planning process in accordance with this MOA. The participating Jurisdictions understand that representatives of the Jurisdiction must engage in the planning process as fully described in the Local Mitigation Planning Handbook (FEMA, 2012) and the local "Hazard Mitigation Plan Development Timeline and Tasks."

#### IV. Planning Participants

The participants listed below are authorized on behalf of the jurisdictions to participate in the update of the Door County Hazard Mitigation Plan.

- Door County
  - Emergency Management - Director
  - Land Use Services Department - Director and Planner
- City of Sturgeon Bay - Mayor, Administrator, Director of Community Development
- Village of Egg Harbor - President, Administrator
- Village of Ephraim - President, Administrator
- Village of Forestville - President, Administrator
- Village of Sister Bay - President, Administrator

#### V. MOA Implementation

This MOA will be in effect from the date of signature by all parties, will remain in effect through the duration of the planning process, and will terminate after adoption of the final FEMA-approved mitigation plan by all participating jurisdictions. It may be terminated prior to that time by any Participating Jurisdiction giving 30 days' written notice. This MOA is to be implemented through the attached Hazard Mitigation Plan Development Timeline and Tasks, subject to approval by the Jurisdictions and subject to amendments/updates as the planning process progresses.

Signature: \_\_\_\_\_ Date: 4/22/2020

Name and Title: John S. ...

Municipality: Door County

#### IV. Planning Participants

The participants listed below are authorized on behalf of the jurisdictions to participate in the update of the Door County Hazard Mitigation Plan.

- Door County
  - o Emergency Management - Director
  - o Land Use Services Department - Director and Planner
- City of Sturgeon Bay- Mayor, Administrator, Director of Community Development
- Village of Egg Harbor - President, Administrator
- Village of Ephraim - President, Administrator
- Village of Forestville - President, Administrator
- Village of Sister Bay- President, Administrator

#### V. MOA Implementation

This MOA will be in effect from the date of signature by all parties, will remain in effect through the duration of the planning process, and will terminate after adoption of the final FEMA-approved mitigation plan by all participating jurisdictions. It may be terminated prior to that time by any Participating Jurisdiction giving 30 days' written notice. This MOA is to be implemented through the attached Hazard Mitigation Plan Development Timeline and Tasks, subject to approval by the Jurisdictions and subject to amendments/updates as the planning process progresses.

Signature:

Date: 10-1-2020

Name and Title:  
Municipality:

City of Sturgeon Bay  
Mayor

#### IV. Planning Participants

The participants listed below are authorized on behalf of the jurisdictions to participate in the update of the Door County Hazard Mitigation Plan.

- Door County
  - o Emergency Management - Director
  - o Land Use Services Department - Director and Planner
- City of Sturgeon Bay - Mayor, Administrator, Director of Community Development
- Village of Egg Harbor - President, Administrator
- Village of Ephraim - President, Administrator
- Village of Forestville - President, Administrator
- Village of Sister Bay - President, Administrator

#### V. MOA Implementation

This MOA will be in effect from the date of signature by all parties, will remain in effect through the duration of the planning process, and will terminate after adoption of the final FEMA-approved mitigation plan by all participating jurisdictions. It may be terminated prior to that time by any Participating Jurisdiction giving 30 days' written notice. This MOA is to be implemented through the attached Hazard Mitigation Plan Development Timeline and Tasks, subject to approval by the Jurisdictions and subject to amendments/updates as the planning process progresses.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

OC..t?.

**? 1**

Name and Title: \_\_\_\_\_

John Heller village Pre.nct.e. --|-

Municipality: \_\_\_\_\_

Village of Egg Harbor



#### IV. Planning Participants

The participants listed below are authorized on behalf of the jurisdictions to participate in the update of the Door County Hazard Mitigation Plan.

- Door County
  - Emergency Management – Director
  - Land Use Services Department – Director and Planner
- City of Sturgeon Bay – Mayor, Administrator, Director of Community Development
- Village of Egg Harbor – President, Administrator
- Village of Ephraim – President, Administrator
- Village of Forestville – President, Administrator
- Village of Sister Bay – President, Administrator

#### V. MOA Implementation

This MOA will be in effect from the date of signature by all parties, will remain in effect through the duration of the planning process, and will terminate after adoption of the final FEMA-approved mitigation plan by all participating jurisdictions. It may be terminated prior to that time by any Participating Jurisdiction giving 30 days' written notice. This MOA is to be implemented through the attached Hazard Mitigation Plan Development Timeline and Tasks, subject to approval by the Jurisdictions and subject to amendments/updates as the planning process progresses.

Signature: Brent Bristol Date: 6/9/2021  
Name and Title: Brent Bristol - Administrator  
Village of Ephraim  
Municipality: \_\_\_\_\_


#### IV. Planning Participants

The participants listed below are authorized on behalf of the jurisdictions to participate in the update of the Door County Hazard Mitigation Plan.

- Door County
  - o Emergency Management - Director
  - o Land Use Services Department - Director and Planner
- City of Sturgeon Bay - Mayor, Administrator, Director of Community Development
- Village of Egg Harbor - President, Administrator
- Village of Ephraim - President, Administrator
- Village of Forestville - President, Administrator
- Village of Sister Bay - President, Administrator

#### V. MOA Implementation

This MOA will be in effect from the date of signature by all parties, will remain in effect through the duration of the planning process, and will terminate after adoption of the final FEMA-approved mitigation plan by all participating jurisdictions. It may be terminated prior to that time by any Participating Jurisdiction giving 30 days' written notice. This MOA is to be implemented through the attached Hazard Mitigation Plan Development Timeline and Tasks, subject to approval by the Jurisdictions and subject to amendments/updates as the planning process progresses.

Signature:  Date: 6/16/21  
Name and Title: Beau Demott Village Administrator  
Municipality: Village of Sister Bay

## **DOOR COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN**

### **Multi-Jurisdictional Planning Meeting Notes**

9:00 a.m. – 10:00 a.m., June 10th, 2021

#### **In Attendance**

##### **In-person:**

Door County:

- Dan Kane, Director, Emergency Management Department
- Mariah Goode, Director, Land Use Services Department
- Becky Kerwin, Planner, Land Use Services Department

City of Sturgeon Bay: Marty Olejniczak, Community Development Director

##### **Virtual:**

Village of Egg Harbor: Megan Sawyer, Administrator

Village of Ephraim: Brent Bristol, Administrator

Village of Sister Bay: Beau Bernhoft, Administrator

#### **Handouts**

- Memorandum of Agreement
- Wisconsin Hazard Mitigation Plan, 2016 – natural hazard threat rankings and criteria used for ranking
- community capabilities worksheet from the FEMA hazard mitigation planning handbook
- community capabilities chart, summary of the county's 2016 plan capabilities
- community assets by Northern Door, Central Door, and Southern Door
- maps of buildings located within the 100 year flood zone and road markers below the base flood elevation
- mitigation strategies by agency

#### **Notes**

Dan Kane kicked-off the meeting with a few comments about the planning grant awarded and reasons for the County, City, and Villages to have a FEMA-approved hazard mitigation plan, including eligibility to receive federal hazard mitigation grant funding, both pre- and post-disaster.

Prior to the meeting, Kerwin had emailed the City and four Villages the meeting handouts listed above. Kerwin discussed how the state's Wisconsin Emergency Management (WEM) Department had done a review in 2020 of the county's 2016 plan, which resulted in comments for the county to incorporate into its 2021 plan update. Those comments would be addressed throughout the meeting.

Kerwin also discussed how the state had developed/adopted its 2016 plan shortly after the county had already done its 2016 plan. She noted that it might make sense to mimic the state's 2016 plan to the extent reasonable for this update, but to also incorporate any local differences. Kerwin reviewed the handout with the six natural hazards contained in the state's plan and explained their ranking process for the hazard's threat to the state. Per FEMA, a hazard's threat can be evaluated by considering the hazard's probability of occurrence, a community's vulnerability to the hazard, and the hazard's mitigation potential. Also included in the natural hazards handout are the state's ranking criteria for the three FEMA-defined threat categories.

Committee members were asked to notate on the state's natural hazard threats handout whether or not they thought the hazard poses significant threat to Door County and whether or not they concur with the state's rankings of the three threat categories for each of the six natural hazards.

The Committee also discussed the merits of including non-natural hazards in the plan. The county's 2016 plan included non-natural hazards, however, it is not a requirement for becoming a FEMA-certified plan. The Committee agreed to keep the descriptions of the non-natural hazards from the 2016 plan in the 2021 plan update, incorporate any additional updates, and to check with WEM to see if mitigation strategies related to non-natural hazards are required to be in the plan in order to receive any potential funding in the event a described non-natural hazard occurs.

Kerwin discussed next the blank "community capabilities" worksheet from the FEMA hazard mitigation planning guide book that asks about municipal planning and regulatory, administrative and technical, financial, and education and outreach resources. Kerwin also reviewed the community capabilities chart hand out that lists the same question categories followed by the capabilities that were reported by the municipalities for each category for the 2016 plan. Committee members were instructed to review the 2016 capabilities chart handout and notate any changes.

Next, Kerwin discussed the community assets handout which lists assets related to people, the economy, the built environment, and the natural environment, grouped by Northern Door, Central Door, and Southern Door. The Villages of Egg Harbor, Ephraim, and Sister Bay and the Towns of Baileys Harbor, Egg Harbor, Gibraltar, Jacksonport, Liberty Grove, and Washington Island are grouped together under Northern Door. The City of Sturgeon Bay and the Towns of Nasewaupee, Sevastopol, and Sturgeon Bay are grouped together under Central Door. The Village of Forestville and the Towns of Brussels, Clay Banks, Forestville, Gardner, and Union are grouped together under Southern Door. Members were asked to review their municipal-specific assets, but also to look at the Town information for accuracy.

Kerwin also discussed maps she created showing buildings located within the 100-year floodplain and road points identified to be below the base flood elevation. Committee members were asked to review the accuracy of the maps and to notate any buildings critical to either preventing hazards or recovering from hazards.

Lastly, Kerwin discussed the mitigation strategy handout containing the strategies from the 2016 plan and WEM's comments regarding those strategies. Kerwin pointed out WEM's comments regarding the need to make the mitigation strategies "clear, concrete, and enforceable" and asked that Committee members keep that in mind when reviewing their strategies.

The Committee members agreed that the handouts with their comments notated would be returned to Kerwin no later than Friday, July 30<sup>th</sup>. The Committee also scheduled the next meeting for 9:00 a.m., Friday, August 13<sup>th</sup>.

The Committee agreed to end the meeting at 9:40 a.m.

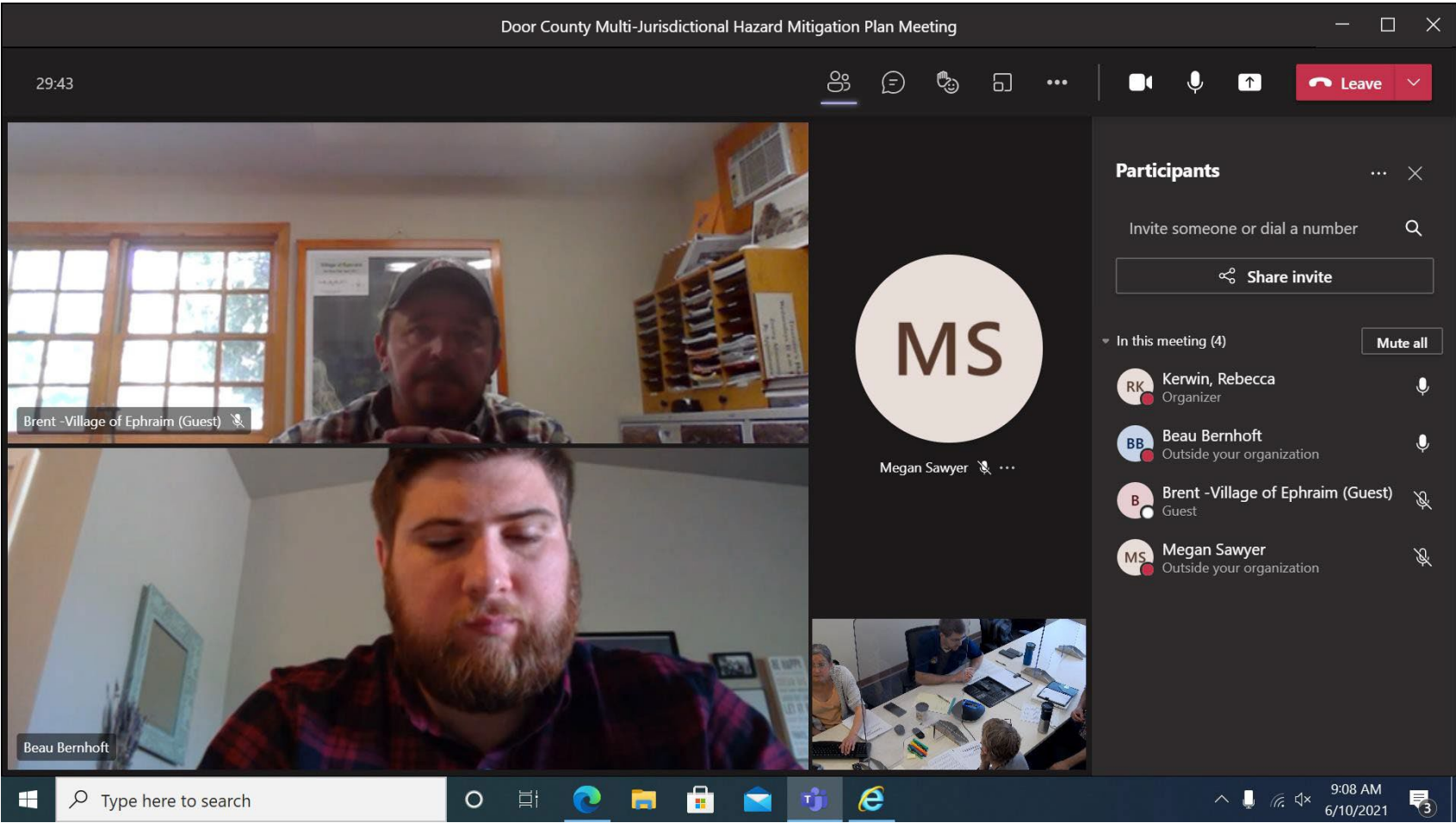
RYK

June 14<sup>th</sup>, 2021

DOOR COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN

Multi-Jurisdictional Planning Meeting – Screen Shot of Attendees

9:00 a.m. – 10:00 a.m., June 10th, 2021



## DOOR COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN

### Multi-Jurisdictional Planning Meeting Notes

9:00 a.m. – 10:00 a.m., August 13th, 2021

#### In Attendance

##### **In-person:**

Door County:

- Dan Kane, Director, Emergency Management Department
- Mariah Goode, Director, Land Use Services Department
- Becky Kerwin, Planner, Land Use Services Department

##### **Virtual:**

City of Sturgeon Bay: Marty Olejniczak, Community Development Director

Village of Egg Harbor: Megan Sawyer, Administrator

Village of Ephraim: Brent Bristol, Administrator

#### Handout:

Each municipality representative was emailed a mitigation action item chart specific to their municipality prior to the meeting.

#### Notes

Kerwin reviewed the mitigation action item charts that were previously emailed to the City and Village representatives. These charts contain action items from the 2016 plan and WEM's comments regarding those strategies. Kerwin pointed out WEM's comments regarding the need to make the mitigation strategies "clear, concrete, and enforceable" and asked that Committee members keep that in mind when reviewing their strategies. More specific instructions given are described below:

- **Cost-Benefit (3rd column).** Assign high/medium/low for both cost and benefit. For example: "Continue to utilize public awareness methods such as radio and television stations and outdoor warning systems." Cost-Benefit: low-cost – high-benefit (or low/high).
- **Timeline (5th column).** Please use one of the following categories: on-going/1-5 years/5-10 years/10+ years.
- **The last row in the chart, "Hazard mitigation-related items the municipality already has in place and continues to implement/maintain."** The City has the most items in this field, please take a look and see if there are items that your municipality is doing that should also be listed in your chart. You may also add any items that are not listed anywhere. There is only one item in this field for Egg Harbor and Sister Bay (back-up generators at lift stations) and none for Ephraim.
- **The last section of the document, "Action items not included in the chart above to potentially be deleted."** Please note agreement to delete or that you would like to keep the item in the plan. If kept in the plan, note also a cost-benefit, funding source, and timeline.

The Committee members agreed that the handouts with their comments notated would be returned to Kerwin no later than Tuesday, September 7th.

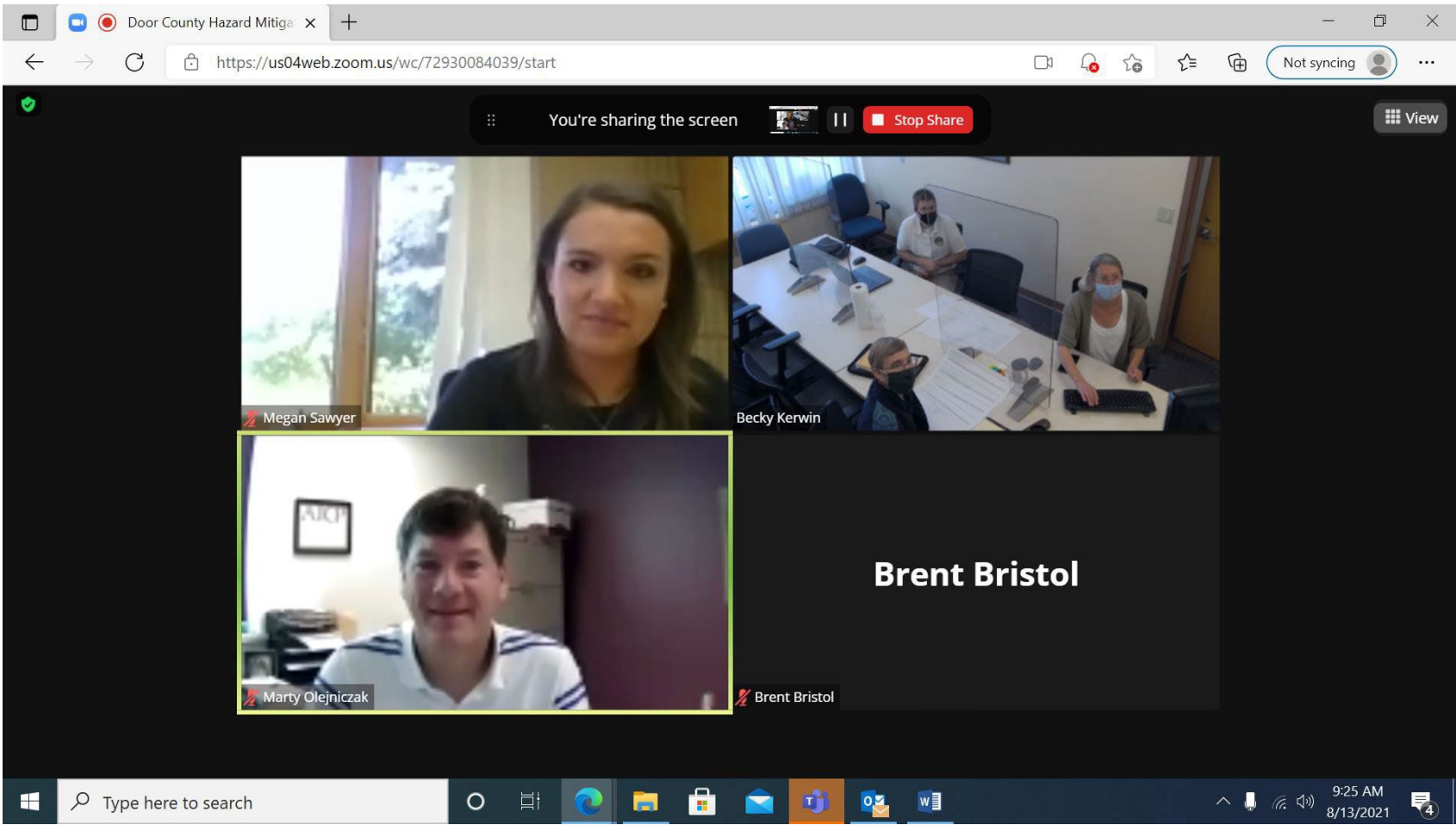
The Committee agreed to end the meeting at approximately 9:30 a.m.

RYK  
August 13<sup>th</sup>, 2021

**DOOR COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN**

Multi-Jurisdictional Planning Meeting – Screen Shot of Attendees

9:00 a.m. – 10:00 a.m., August 13th, 2021





## **LIST OF LOCAL AND REGIONAL AGENCIES THAT TAKE PART IN HAZARD MITIGATION ACTIVITIES**

Listed below are the local and regional agencies that take part in hazard mitigation activities. Lists of representatives from these agencies and their positions/titles are provided on the following pages as well as the press release and email invitations that were sent requesting involvement in the development of the plan and attendance at open house meetings.

### **Government Agencies (agencies with authority to regulate development)**

- County of Door
- City of Sturgeon Bay
- Villages of: Egg Harbor, Ephraim, Forestville, Sister Bay
- Towns of: Baileys Harbor, Brussels, Clay Banks, Egg Harbor, Forestville, Gardner, Gibraltar, Jacksonport, Liberty Grove, Nasewaupee, Sevastopol, Sturgeon Bay, Union, Washington

**Neighboring Communities:** Brown, Kewaunee, and Manitowoc Counties

**Non-Profits:** American Red Cross and United Way

**Utilities:** Wisconsin Public Service and Sturgeon Bay Utilities

### **Fire Departments:**

- Baileys Harbor Fire Department
- Brussels-Union-Gardener (BUG) Fire Department
- Egg Harbor Fire Department
- Ephraim Fire Department
- Gibraltar Fire & Rescue
- Jacksonport Fire Department
- Sister Bay/Liberty Grove Fire Department
- Southern Door Fire Department
- Sturgeon Bay Fire Department
- Washington Island Fire Department

**Other Stakeholders:** Wisconsin Emergency Management and Natural Resources Departments, United States Coast Guard, and Door County Economic Development Corporation



## **DESCRIPTION OF AGENCY/STAKEHOLDER INVOLVEMENT & LISTS OF REPRESENTATIVES FOR EACH AGENCY**

### **Stakeholder Involvement - Open House Invitation and Request for Feedback**

An invitation to attend open house meetings and a request for feedback was sent via email to representatives of the agencies listed above. See the lists of representatives and their position/title and agency or organization below. The actual emails sent are provided further below these lists.

### **Neighboring Communities**

Lauri Maki, Director, Brown County Emergency Management

Tracy Nollenberg, Director, Kewaunee County Emergency Management

Travis Waack, Director, Manitowoc County Emergency Management

### **Federal, State, Utilities, Non-Profits and Other Agencies/Stakeholders**

#### **Federal and State**

John J. Sehn, United States Coast Guard

Matthew P. Frazee, United States Coast Guard

Katie Sommers, Hazard Mitigation Section Supervisor, Wisconsin Emergency Management

Brian Cunningham, Water Reg/Zoning Specialist, Wisconsin Department of Natural Resources

#### **Non-Profits**

Nick Cluppert, Emergency Services Manager at American Red Cross of East Central WI

Amy Kohnle, Executive Director United Way – Door County

#### **Utilities**

Dale Swanson, Operations Manager, Wisconsin Public Service

Jim Stawicki, General Manager, Sturgeon Bay Utilities

#### **Others**

Bob Dickson, Owner, The Shallows Resort

Steve Jenkins, Executive Director, Door County Economic Development Corporation

### **Agencies with the Authority to Regulate Development**

*A chart listing these agencies and their development-related plans and ordinances is provided at the end of this list.*

#### **Door County**

##### **Board of Supervisors**

David Englebert, District 1 Supervisor and Vice-Chairperson

Todd Thayse, District 2 Supervisor

Roy Englebert, District 3 Supervisor

Kara Counard, District 4 Supervisor

Nancy Robillard, District 5 Supervisor

Sue Kouhout, District 6 Supervisor

Rodney Beardsley, District 7 Supervisor

Dan Austad, District 8 Supervisor

Morgan Rusnack, District 9 Supervisor

Ken Fisher, District 10 Supervisor

Megan Lundahl, District 11 Supervisor

Nissa Norton, District 12 Supervisor

Alexis Heim Peter, District 13 Supervisor

Dale Vogel, District 14 Supervisor

Biz Virlee, District 15 Supervisor

Elizabeth Gauger, District 16 Supervisor

David Enigl, 17 District Supervisor

Vinni Chomeau, 18 District Supervisor

Bob Bultman, 19 District Supervisor

David Lienau, District 20 Supervisor and Chairperson

Joel Gunnlaugsson, District 21 Supervisor

##### **Departments (department head name and department)**

Jake Erikson, ADRC of Door County

Rod Dequaine, Child Support

Todd Ehlers & David Weber, Circuit Court Judges

Connie DeFere, Clerk of Circuit Court

Grant Thomas, Corporation Counsel

Ken Pabich, County Administrator

Jill Lau, County Clerk  
Colleen Nordin, District Attorney  
Pam Busch, Door County Connect  
Dan Kane, Emergency Management  
Aaron LeClair, Emergency Services  
Rob Burke, UW Extension - Door County  
Wayne Spritka, Facilities and Parks  
Jennifer Moeller, Family Court Commissioner  
Steve Wipperfurth, Finance  
Joe Krebsbach, Health and Human Services  
Thad Ash, Highway and Airport  
Kelly Hendee, Human Resources  
Mariah Goode, Land Use Services  
Laura Kayacan, Library  
Carey Petersilka, Register of Deeds  
Jennifer Moeller, Register in Probate  
Tammy Sternard, Sheriff  
Erin Hansen, Soil and Water Conservation  
Jason Rouer, Technology Services  
Ryan Schley, Treasurer  
Beth Wartell, Veterans Services

### **City of Sturgeon Bay**

#### Council

David J. Ward Ph.D, Mayor  
Helen L. Bacon, District 1  
Dennis Statz, District 2  
Dan Williams, District 3  
J.Spencer Gustafson, District 4  
Gary Nault, District 5  
Seth Wiederanders, District 6  
Kirsten Reeths, District 7

#### Departments (department head name and department)

Josh VanLieshout, City Administrator

Stephanie L. Reinhardt, City Clerk/Human Resources Director

Marty Olejniczak, AICP Community Development Director

Christopher Sullivan-Robinson Planner/Zoning Administrator

Chad Shefchik, City Engineer

Mike Barker, Municipal Services Director

Tim Dietman, Fire Chief

Clint Henry, Police Chief

## **Towns**

### Town of Baileys Harbor

Haley Adams, Clerk

Don Sitte, Chair

Tim Tishler, Plan Commission Chair

Terry Mcardle, Town Supervisor

Katie Virlee, Deputy Clerk

Andy Bertges, Fire Chief

### Town of Brussels

Joann Neinas, Clerk

Joe Wautier, Chairman

Mark Marchant, Plan Commission Chair

Joel Daoust, Plan Commission Chair

### Town of Clay Banks

Jessica Bongle, Clerk

Myron Johnson, Chairman and Plan Commission Chair

### Town of Egg Harbor

Pam Krauel, Clerk/Treasurer

Paul Peterson, Chairman and Plan Commission Chair

### Town of Forestville

Ruth Kerscher, Clerk

Roy Englebert, Chairman

Monica Nelson, Plan Commission Chair

Jason Tlachac, Supervisor

Larry Huber, Supervisor

Town of Gardner

Amy Sacotte, Clerk

Carl Waterstreet, Chairman

Mark Lentz, Plan Commission Chair

Town of Gibraltar

Kelly Murre, Administrator/Clerk

Steve Sohns, Chairman

Linda Merline, Plan Commission Chair

Travis Thyssen, Administrator

Town of Jacksonport

Theresa Cain-Bieri, Clerk

Randy Halstead, Chairman

Clyde Hutchinson, Plan Commission Chair

Aaron LeClair, Fire Chief

Town of Liberty Grove

Anastasia Bell, Clerk/Treasurer

John Lowry, Chairman

Nancy Goss, Plan Commission Chair

Town of Nasewaupee

Jill Lau, Clerk

Steven Sullivan, Chairman

Mike Schumacher, Plan Commission Chair

Town of Sevastopol

Amy Flok, Clerk/Treasurer

Dan Woelfel, Chairman

Linda Wait, Plan Commission Chair

Town of Sturgeon Bay

Nancy Anschutz, Clerk

Daniel Cihlar, Chairman

Phyllis Utley, Plan Commission Chair

Town of Union

Beth Hanson, Clerk

Bruce Alberts, Chairman

Brian Renard, Supervisor

Gaylord Guilette, Plan Commission Chair

Town of Washington

Alexandria McDonald, Clerk

Hans Lux, Chairman

Mike Kickbush, Planning/Zoning Secretary

Pete Nehlsen, Fire Chief

**Villages**

Village of Egg Harbor

Megan Sawyer, Administrator

Lynn Ohnesorge, Village Clerk

John Heller, Board President/Plan Chair

Justin McDonald, Fire Chief

Village of Ephraim

Brent Bristol, Administrator

Mike Mc Cutcheon, Board President

Village of Forestville

Mary Ann Salmon, Village Clerk

Terry Mc Nulty, Board President

Village of Sister Bay

Heidi Teich, Village Clerk

Rob Zoschky, Board President/Plan Commission Chair

Denise Bhirdo, Plan Commission Chair

Chris Hecht, Fire Chief

## Door County Municipalities and Authority to Regulate Development

Municipality	Comprehensive Plan	Zoning	Land Division	Floodplain	Telecom-munications	Wind Energy	Airport Height	Other Plans & Ordinances
Door County	Yes	Yes - 9 towns under county comprehensive zoning, 5 with county shoreland zoning only.*	Yes**	Yes**	Yes	Yes**	Yes	Uniform Addressing Ord.; Solid Waste Management Ord.; Recycling Ord.; Outdoor Refuse Burning and Fireworks Ord.; Farmland Preservation Plan; Parks & Open Space Plan; Land & Water Resource Management Plan; Bicycle, Pedestrian, and Recreational Facilities Plan; County Highway Plan
T. Baileys Harbor	Yes	County	County	County	Town	County	No	Bicycle plan
T. Brussels	Yes	County Shoreland & Town	County	County	County	County	No	--
T. Clay Banks	Yes	County	County	County	County	County & Town	No	Holding tank - sludge spreading code
T. Egg Harbor	Yes	County Shoreland Only	County & Town	County	County	County	No	--
T. Forestville	No	County	County	County	County	County	No	--
T. Gardner	Yes	County Shoreland Only	County	County	County	County	No	Concentrated Animal Feeding Operation Ordinance
T. Gibraltar	Yes	County	County	County	County	County	Ephraim-Gibraltar	Bicycle plan
T. Jacksonport	No	County	County	County	County	County	No	--
T. Liberty Grove	Yes	County	County	County	County	County	No	Park & recreation plan, Bicycle Plan
T. Nasewaupee	Yes	County Shoreland Only	County & Town	County	Town	County	County	--
T. Sevastopol	Yes	County	County	County	County	County	County	--
T. Sturgeon Bay	Yes	County	County	County	County	County	County	Park & recreation plan
T. Union	Yes	County Shoreland & Town	County	County	County	County	No	--
T. Washington	No	County	County	County	County	County	Washington	--
V. Egg Harbor	Yes	Yes	Yes	No	No	No	No	Building regulations and construction, mobile homes and mobile home parks, sign code, lighting ord., bicycle plan
V. Ephraim	Yes	Yes	Yes	Yes	No	No	Ephraim-Gibraltar	Architectural design ord., historic preservation ord., stormwater/construction site erosion control ord.
V. Forestville	Yes	Yes	No	Yes	No	No	No	--
V. Sister Bay	Yes	Yes	Yes	No	Yes	No	No	Park & recreation plan, wellhead protection plan, comprehensive utilities plan
C. Sturgeon Bay	Yes	Yes	Yes	Yes	Yes	No	Yes	Historic preservation ord., waterfront design ord., park & recreation plan, bicycle plan, wellhead protection plan

\* State law requires county shoreland zoning to be effective in the shoreland areas of all unincorporated areas, regardless of whether or not the town has adopted county comprehensive zoning. Shoreland areas are defined as lands within 1000' of the ordinary high water mark of navigable lakes, ponds, or flowages; and/or within 300' of the ordinary high water mark of navigable creeks, streams, or rivers, or to the landward side of a floodplain of the navigable reaches of rivers or streams, whichever distance is greater.

\*\* In effect in all 14 towns.

## **PRESS RELEASE AND INVITATIONS REQUESTING PARTICIPATION IN THE DEVELOPMENT OF THIS PLAN AND INVITATIONS TO ATTEND OPEN HOUSE MEETINGS**

The following pages provide the press release that was issued requesting participation in the development of this Plan as well as the invitations that were sent asking for participation in the development of this Plan and to attend the open house meetings. The open house meetings were held on September 29<sup>th</sup>, 2021 at 4:30 p.m., 5:15 p.m., and 6:00 p.m. Invitees and attendees were asked to submit any comments to Door County Land Use Services or Emergency Management Services by October 8<sup>th</sup>, 2021. Notes from the open house meetings are provided below. Note that no feedback was provided prior to, at, or after these meetings.

### **DOOR COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN**

#### **Open House Meeting Notes**

4:30 p.m., 5:15 p.m., and 6:30 p.m., September 29<sup>th</sup>, 2021

#### **Attendance**

##### **In-person Attendance (at all meetings):**

Door County:

- Dan Kane, Director, Emergency Management Department
- Mariah Goode, Director, Land Use Services Department
- Becky Kerwin, Planner, Land Use Services Department

##### **Virtual Attendance:**

##### **4:30 p.m. meeting**

City of Sturgeon Bay: Marty Olejniczak, Community Development Director

Village of Egg Harbor: Megan Sawyer, Administrator

Ann Schranz

##### **5:15 p.m. meeting**

Town of Forestville: Larry Huber, Supervisor

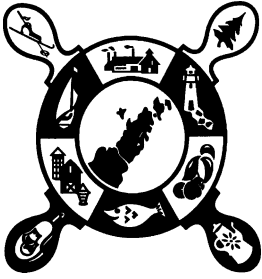
Town of Gibraltar: Andy Burtges, Fire Department Chief

**6:00 p.m. meeting** – no virtual attendees

#### **Notes for All Meetings**

Short presentations regarding the background for doing the plan and the contents of the plan were given at 4:30 p.m. and 5:15 p.m. There were no attendants at the 6:00 p.m. meeting. No feedback was given at any of the three open house meetings.





## COUNTY OF DOOR

### Land Use Services Department

County Government Center  
421 Nebraska Street  
Sturgeon Bay, WI 54235  
Phone: (920) 746-2323  
FAX: (920) 746-2387  
<https://www.co.door.wi.gov/164/Land-Use-Services>

### Emergency Management Department

Justice Center  
1201 S. Duluth Avenue  
Sturgeon Bay, WI 54235  
Phone: (920) 746-7195  
FAX: (920) 743-4917  
<https://www.co.door.wi.gov/161/Emergency-Management>

FOR IMMEDIATE RELEASE

#### CONTACT:

Rebecca Kerwin  
Door County Land Use Services Department  
421 Nebraska Street  
Sturgeon Bay, WI 54235  
(920) 746-2323

### Virtual Open House Meetings Regarding Updates to the Door County Hazard Mitigation Plan

Sturgeon Bay, WI, September 16<sup>th</sup>, 2015 – The Door County Emergency Management and Land Use Services Departments are in the process of updating a multi-jurisdictional hazard mitigation plan in compliance with Federal Emergency Management Administration (FEMA) requirements. Having a hazard mitigation plan certified by FEMA enables municipalities to apply for both pre- and post-disaster hazard mitigation funding. Virtual open house meetings, described below, have been scheduled in order to present the draft plan and gather input.

#### Open House Virtual Meetings for the Door County Multi-Jurisdictional Hazard Mitigation Plan Update

**Wednesday, September 29<sup>th</sup>, 4:30 p.m. to 6:30 p.m.** Central Time (US and Canada)

A short presentation will be given at approximately 4:30 p.m., repeated again around 5:15 p.m. and 6:00 p.m.

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/84329439044?pwd=NVFLR1NYWjZyZ2hZam80L0tuaXMvZz09>

Webinar ID: 843 2943 9044

Passcode: 061810

Or Telephone: 1 (312) 626-6799

The draft plan may be found on the Land Use Services Website at <https://www.co.door.wi.gov/1026/Hazard-Mitigation-Plan> or viewed at the Land Use Services Department during regular business hours (8:00 a.m. - 4:30 p.m., Monday - Friday). **Comments regarding the plan are due by October 8<sup>th</sup>, 2021** and may be submitted at any time by e-mail to [rkerwin@co.door.wi.us](mailto:rkerwin@co.door.wi.us), by FAX to (920) 746-2387, or by mail to Door County Land Use Services Department, 421 Nebraska Street, Sturgeon Bay, WI 54235. Please contact Becky Kerwin at (920) 746-2323 or [rkerwin@co.door.wi.us](mailto:rkerwin@co.door.wi.us) with any questions or inquiries.

-END-

**Kerwin, Rebecca**

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**From:** Kerwin, Rebecca  
**Sent:** Thursday, September 16, 2021 1:06 PM  
**To:** All Users - City & County  
**Subject:** Door County Multi-Jurisdictional Hazard Mitigation Plan Update

Greetings,

The Door County Emergency Management and Land Use Services Departments are in the process of updating a multi-jurisdictional hazard mitigation plan in compliance with Federal Emergency Management Administration (FEMA) requirements. This plan allows Door County and participating municipalities to apply for both pre- and post-disaster hazard mitigation funding. Virtual open house meetings, described below, have been scheduled in order to present the draft plan and gather input.

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Rebecca Kerwin  
Door County, Planner  
Door County Government Center  
421 Nebraska Street  
Sturgeon Bay, WI 54235  
Ph: (920) 746-2327  
Email: [rkerwin@co.door.wi.us](mailto:rkerwin@co.door.wi.us)

Website: <https://www.co.door.wi.gov/164/Land-Use-Services>

Apply for permits on-line: <https://www.citysquared.com/#/app/DoorCountyWI/landing>

**Kerwin, Rebecca**

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**From:** Kerwin, Rebecca  
**Sent:** Thursday, September 16, 2021 1:09 PM  
**To:** All Users - DA & Courts  
**Subject:** Door County Multi-Jurisdictional Hazard Mitigation Plan Update

Greetings,

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Rebecca Kerwin  
Door County, Planner  
Door County Government Center  
421 Nebraska Street  
Sturgeon Bay, WI 54235  
Ph: (920) 746-2327  
Email: [rkerwin@co.door.wi.us](mailto:rkerwin@co.door.wi.us)  
Website: <https://www.co.door.wi.gov/164/Land-Use-Services>  
Apply for permits on-line: <https://www.citysquared.com/#/app/DoorCountyWI/landing>

Kerwin, Rebecca

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**From:** Kerwin, Rebecca  
**Sent:** Thursday, September 16, 2021 1:12 PM  
**To:** 'admin@baileysharborwi.org'; 'chair@baileysharborwi.org'; 'timtishler@sbcglobal.net'; 'deputyclerk@baileysharborwi.org'; 'JOnein789@centurytel.net'; 'bevjoewautier@gmail.com'; 'markmarchant21@gmail.com'; 'Jdaoust@portsidebuilders.com'; 'townofclaybanks@gmail.com'; 'mdj920@gmail.com'; 'mdj920@gmail.com'; 'clerk@townofeggharbor.org'; 'tazpeters1@hotmail.com'; 'tazpeters1@hotmail.com'; 'clerk@forestvilletown.com'; 'chair@forestvilletown.com'; 'mne1son6149@yahoo.com'; 'supervisor1@forestvilletown.com'; 'supervisor2@forestvilletown.com'; 'togclerk@townofgardner.org'; 'togchairman@townofgardner.org'; 'mclentz55@gmail.com'; 'clerk@townofgibraltar.us'; 'ssohns@townofgibraltar.us'; 'lmerline@townofgibraltar.us'; 'Jtownclerk@jportfd.com'; 'halsteadfarms@aol.com'; 'clarklake60@sbcglobal.net'; 'tlibertygrove@gmail.com'; 'Jlowry@libertygrove.org'; 'ngoss@libertygrove.org'; 'nasewaupeeclerk@gmail.com'; 'nasewaupeechair@gmail.com'; 'michaelbschumacher@gmail.com'; 'office@townofsevastopol.com'; 'danwoelfel@townofsevastopol.com'; 'lindadwait@gmail.com'; 'nlanschultz@yahoo.com'; 'dancihlar@hotmail.com'; 'billutleydoor@gmail.com'; 'unionclerk026@gmail.com'; 'bjrenard16@gmail.com'; 'g3mi@sawmat.com'; 'townoffice@washingtonisland-wi.gov'; 'chairman@washingtonisland-wi.gov'; 'mkickbush@hotmail.com'; Reinhardt, Stephanie; SBMayor; Olejniczak, Marty; Vanlieshout, Josh; 'msawyer@villageofeggharbor.org'; 'lohnesorge@villageofeggharbor.org'; 'jsmith@villageofeggharbor.org'; 'bbristol@ephrain-wisconsin.com'; 'mmccutcheon@ephrain-wisconsin.com'; 'villageclerk@centurylink.net'; 'tm1651@doorpi.net'; 'heidi.teich@sisterbaywi.gov'; 'denise.bhirdo@sisterbaywi.gov'; 'beau.bernhof@sisiterbaywi.gov'; 'Janal Suppanz'  
**Cc:** KANE, DAN; GOODE, MARIAH  
**Subject:** Door County Multi-Jurisdictional Hazard Mitigation Plan Update

Greetings,

The Door County Emergency Management and Land Use Services Departments are in the process of updating a multi-jurisdictional hazard mitigation plan in compliance with Federal Emergency Management Administration (FEMA) requirements. This plan allows Door County and participating municipalities to apply for both pre- and post-disaster hazard mitigation funding. Virtual open house meetings, described below, have been scheduled in order to present the draft plan and gather input.

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Passcode: 061810

Or Telephone: 1 (312) 626-6799

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[rkerwin@co.door.wi.us](mailto:rkerwin@co.door.wi.us), by FAX to (920) 746-2387, or by mail to Door County Planning Department, 421 Nebraska Street, Sturgeon Bay, WI 54235. Please contact Becky Kerwin at (920) 746-2323 or [rkerwin@co.door.wi.us](mailto:rkerwin@co.door.wi.us) with any questions or inquiries.

Rebecca Kerwin  
Door County, Planner  
Door County Government Center  
421 Nebraska Street  
Sturgeon Bay, WI 54235  
Ph: (920) 746-2327  
Email: [rkerwin@co.door.wi.us](mailto:rkerwin@co.door.wi.us)  
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Apply for permits on-line: <https://www.citysquared.com/#/app/DoorCountyWI/landing>

## Kerwin, Rebecca

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**From:** Kerwin, Rebecca  
**Sent:** Thursday, September 16, 2021 1:25 PM  
**To:** Katie Sommers - Wisconsin Hazard Mitigation (katie.sommers@wisconsin.gov); 'Iguri.maki@browncountywi.gov'; 'Nollenberg.tracy@kewauneeco.org'; 'traviswaack@co-manitowoc.wi.us'; amy@unitedwaydc.com; brian.cunningham@wisconsin.gov; clvandertie@yahoo.com; dds완son@wisconsinpublicservice.com; JohnJ.sehn@uscg.mil'; 'Matthew.P.Frazee@uscg.mil'; 'Mike Mccutcheon'; 'Nick Cluppert'; 'sshallow@ephrain-wisconsin.com'; steve@doorcountybusiness.com  
**Cc:** KANE, DAN; GOODE, MARIAH  
**Subject:** Door County Multi-Jurisdictional Hazard Mitigation Plan Update

Greetings,

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Door County, Planner  
Door County Government Center  
421 Nebraska Street  
Sturgeon Bay, WI 54235  
Ph: (920) 746-2327  
Email: [rkerwin@co.door.wi.us](mailto:rkerwin@co.door.wi.us)  
Website: <https://www.co.door.wi.gov/164/Land-Use-Services>  
Apply for permits on-line: <https://www.citysquared.com/#!/app/DoorCountyWI/landing>

## **APPENDIX B: RISK ASSESSMENT DOCUMENTS**

## **PROBABILITY AND VULNERABILITY RANKING CRITERIA**

Listed below are the probability and vulnerability ranking criteria used to develop the rankings shown in Column 5, Probability of future occurrence, and Column 7, Vulnerability Summary, of the Risk Assessment Summary chart located in the Element B, Risk Assessment Summary, section of this Plan. The probability ranking criteria is based on the likelihood of an event happening per year. Only events that have a 10% chance of occurrence in a year were included in the risk assessment and addressed in the mitigation action items. The vulnerability ranking criteria is from the state's 2016 hazard mitigation plan.

### **Probability Ranking Criteria**

Probability Description (in terms of frequency):

- Highly Likely: Occurs annually or assumed to occur at least once per year. Near 100% probability of occurrence each year.
- Likely: 10% to 85% probability of occurrence each year.
- Occasional: Between 1% to <10% probability of occurrence each year.
- Unlikely: <1% probability of occurrence each year

### **Vulnerability Ranking Criteria**

High

- Minimal countermeasures are in place to prevent or protect against this hazard.
- Countermeasures may have potential, but limited demonstrated history in reducing the threat potential.
- The nature of the hazard may limit the availability of countermeasures.

Medium

- Multiple measures are in place to prevent or protect against this hazard.
- Countermeasures have been tested and have demonstrated success in reducing the threat potential.

Low

- Multiple, reliable, well-coordinated, countermeasures are in place to prevent or protect against this hazard.
- Countermeasures have an extensive demonstrated history of testing and success in significantly reducing the threat potential.



## **NATURAL HAZARD TYPES AND DESCRIPTIONS**

Per Federal Emergency Management Agency (FEMA) requirements for hazard mitigation plan content, this section describes natural hazards that pose a threat to the county. The natural hazard profiles are primarily based on information from the National Oceanic Atmospheric Administration and the state's hazard mitigation plan.

### **SEVERE WEATHER, INCLUDING THUNDERSTORMS/LIGHTNING/HIGH WINDS, HAIL, AND TORNADOES**

Severe weather can occur throughout Wisconsin during any month of the year, but the highest frequency is from May through September. June has the highest frequency of tornadoes, followed by July, May, and August. February is the only month with no documented tornadoes in Wisconsin. Hail also materializes more often during the warmer months with 85% occurring between May and September. Thunderstorms occur most often between noon and 10 pm with 75% of tornadoes occurring between 3 and 10 pm. The peak hour for severe thunderstorms and tornadoes is 6 to 7 pm.

See below for brief descriptions of severe weather types and occurrences in Door County.

#### **Thunderstorms/Lightning/High Wind**

Thunderstorm events are generated by an upward motion of unstable air (convection) that contains a high amount of moisture. They are characterized by heavy rain; high winds, downbursts, and tornadoes; hail; and lightning. Occasionally, thunderstorms occur in winter during heavy snow events. Typically, Wisconsin thunderstorms are approximately 15 miles across and last for about 30 minutes, but events of longer duration or with high rates of precipitation can lead to flooding. The National Weather Service (NWS) classifies a thunderstorm as severe if one or more of the following conditions are met:

1. Winds reach or exceed 58 mph
2. The storm produces a tornado
3. The storm produces hail at least one inch in diameter
4. Flash flooding occurs

A byproduct of a thunderstorm is lightning. The action of rising and descending air in a thunderstorm separates positive and negative charges, with lightning the result of the buildup and discharge of energy between positive and negative charge areas. Water and ice particles may also affect the distribution of the electrical charge. In only a few millionths of a second, the air in a lightning strike is heated to 50,000°F, a temperature five times hotter than the surface of the sun. The heated air expands so rapidly that it causes a shock wave known as thunder.

Wisconsin experiences from two to five severe thunderstorm wind events per year, on average. Door County is on the low end of this range, averaging between two and three severe thunderstorm wind events per year.

Lightning can travel between clouds (cloud-to-cloud), from one point to another within one cloud (intra-cloud), from a cloud to the air surrounding the storm (cloud-to-air), from a cloud to the ground (cloud-to-ground), or from the ground to a cloud (ground-to-cloud). The first four types are considered natural lightning because they occur naturally in the environment. Ground-to-cloud lightning is considered artificially-initiated or triggered lightning because it strikes human-made objects like airplanes, rockets, very tall structures, and structures on mountains.

According to the NWS, on average, about 25 million cloud-to-ground strikes are detected in the continental US annually, with about half of all flashes contacting more than one ground point. In addition, there are roughly five to ten times as many cloud-to-cloud flashes as there are cloud-to-ground flashes.

The hazard posed by lightning is significantly underrated. After floods, lightning kills the most people on average each year. High winds, rainfall, and a darkening cloud cover are warning signs for possible cloud-to-ground lightning strikes. While many lightning casualties happen at the onset of a storm, more than half of

lightning deaths occur after a thunderstorm has passed. The lightning threat diminishes after the last sound of thunder, but may persist for more than 30 minutes. When thunderstorms are in the area, but not overhead, the lightning threat can exist when skies are clear. Lightning has been known to strike ten miles or more from the storm in an area with clear sky above. Large outdoor gatherings are particularly vulnerable to lightning strikes that could result in injuries and deaths. This vulnerability underscores the importance of developing site-specific emergency procedures for these types of events with particular emphasis on adequate early warning.

A “lightning” event may be recorded in the Storm Events database when a sudden electrical discharge from a thunderstorm results in a fatality, injury, and/or damage. Between 1997 and 2016, seven lightning events were recorded for Door County, including one injury and \$594,700 in property damage.

When a thunderstorm became severe in Wisconsin during the period between 1982 and 2010, it was in the following form:

- damaging high wind 58% of the time,
- large hail 30% of the time,
- tornados 7% of the time, and
- flash floods from heavy rain 5% of the time.

Lightning occurs with most severe thunderstorms, but does not always produce damages. The probability of lightning itself occurring is quite high, due to the high number of severe thunderstorms in the state; however, the site-specific incidence of lightning is considered low because of the localized nature of the hazard.

## **Hail**

Hail can also develop in thunderstorms when strong currents of rising air, known as updrafts, carry water droplets high within the storm, exposing these droplets to cold air and freezing them. As the frozen droplets begin to fall toward the ground, rising currents within the storm lift them again. The hailstones gain an ice layer and grow increasingly larger with each ascent. Eventually the hailstones become too heavy for the updraft to support, and they fall to the ground.

NCEI describes hail as frozen precipitation in the form of balls or irregular lumps of ice.

Though hail typically accompanies severe thunderstorms, all strong thunderstorms have the potential to produce hailstones. The size of hailstones varies and is a direct consequence of the severity and size of the thunderstorm; greater instability in the atmosphere causes stronger updrafts. Stronger updrafts can keep hailstones suspended for longer periods of time, resulting in larger hailstones at ground level. Severe hail is considered 0.75 inches in diameter (the size of a penny) or greater. Hailstorms can occur throughout the year, however, most hail events occur between April and October.

Hail can cause extensive crop and property damage, particularly during the months May through September when approximately 85% of hailstorms occur. This timeframe coincides with the growing and harvesting seasons for many of Wisconsin’s crops, causing economic losses and damages for the agriculture industry. Between 1963 and 2020, 75 hail events were recorded for Door County. (See list below for locations. Note that not all recorded hail events have a location.) One hail event occurring in 2014 in Sturgeon Bay caused \$3.5 million in crop damage. The largest hail size recorded for the county was 3”, occurring in 2000, also in Sturgeon Bay.

Hail event locations:

- 33 hail events in Northern Door
- 15 hail events in Central Door
- 13 hail events in Southern Door

## Tornados

A tornado is a violently rotating column of air (vortex) extending from the base of a convective cloud (usually cumulonimbus) to the ground. Tornadoes form in many parts of the world under many types of conditions; however, the most common conditions in Wisconsin are intense squall lines and supercell thunderstorms. Tornadoes can be classified as supercell or nonsupercell. Supercell tornadoes are derived from supercell thunderstorms of which a key component is a rotating updraft. These tornadoes can be devastating. Non-supercell tornadoes are formed by a spinning column of air near the ground and tend to be short-lived and weaker than supercell tornadoes. Non-supercell tornadoes include gustnadoes, land spouts, and water spouts. Most tornadoes in the US last less than ten minutes, but can exist for more than an hour. (NOAA, Storm Prediction Center) The path of a tornado can range from a few hundred feet to miles and tornado widths may range from tens of yards to a mile or two.

The table below shows a well-recognized scale for tornado strength, the Enhanced Fujita Tornado Scale.

### Enhanced Fujita (EF) Tornado Scale

Category	EF-Scale Wind Speed (mph)
EF0 (weak)	65 – 85 mph
EF1 (weak)	86 – 110 mph
EF2 (strong)	111 – 135 mph
EF3 (strong)	136 – 165 mph
EF4 (violent)	166 – 200 mph
EF5 (violent)	>200 mph

Source: NOAA National Weather Service, Milwaukee/Sullivan, WI, 2011.

NOAA Storm Events Database Search Results for Door County, Wisconsin  
Event Types: Hail, High Wind, Lightning, Thunderstorm Wind, Tornado

Between 1956 and 2000, eight tornadoes were recorded in the Storm Events database for Door County with approximately \$8.8 million in total damages an average of \$1.1 million in damages per tornado. The most serious tornado occurred in 1998, which was given an EF3 ranking and was responsible for two injuries, over \$4.7 million in property damages, and over \$1.7 million in crop damages. The second worst tornado event occurred in 1970 when two EF2 tornadoes occurred on the same day, causing two injuries and \$500,000 in property damages. The table below lists all tornado events recorded for Door County.

### Tornado Events, Door County

Date	Time	F-Scale	# Direct Injuries	\$ Property Damage	\$ Crop Damage	Length (miles)	Width (yards)
7/1/1956	12:05 p.m.	F2	0	\$250,000	\$0	10.6	50
7/25/1966	6:20 p.m.	F0	0	\$2,500	\$0	2	17
4/22/1970	9:10 p.m.	F2	2	\$250,000	\$0	2.3	500
4/22/1970	9:30 p.m.	F2	0	\$250,000	\$0	4.3	500
7/12/1973	7:30 a.m.	F1	0	\$25,000	\$0	0	100
6/8/1985	8:00 p.m.	F2	0	\$2,500,000	\$0	5	150
8/23/1998	5:30 p.m.	F3	2	\$4,740,000	\$1,770,000	5.1	1,300
7/13/2000	2:55 p.m.	F0	0	\$0	\$0	0.1	50

Source: National Oceanic Atmospheric Administration, Storm Events - National Centers for Environmental Data, June, 2015.

The state's hazard mitigation plan estimates the annual probability of a tornado and associated dollar value of damage for all counties in Wisconsin. The state estimates 0.12 annual tornadoes with \$1.4 million in future annual losses. Compared to other counties, Door County is a low-risk area for tornadoes; Dane County has the highest probability at 0.95 estimated annual tornadoes.

## WINTER STORMS AND EXTREME COLD

A variety of weather phenomena and conditions can occur during winter storms. The following are National Weather Service-approved descriptions of winter storm elements:

- Heavy snowfall. Accumulation of six or more inches of snow in a twelve-hour period or eight or more inches in a 24-hour period.
- Blizzard. Sustained wind speeds or frequent wind gusts of at least 35 mph accompanied by heavy snowfall or large amounts of blowing or drifting snow.
- Ice storm. Rain freezing upon contact with the ground and/or exposed objects near the ground; at least ¼ inch of ice must accumulate within twelve hours.
- Freezing drizzle/freezing rain. Drizzle or rain freezes upon impact on objects with a temperature of 32°F or below.
- Sleet. Solid grains or pellets of ice formed by the freezing of raindrops or the refreezing of largely melted snowflakes; does not cling to surfaces.

The combination of extremely cold temperatures and strong winds can result in wind chills that cause bodily injury such as frostbite and death due to exposure (hypothermia). Wind chill is an apparent temperature describing the combined effect of wind and low air temperatures on exposed skin; measurement is based on the rate of heat loss from exposed skin. A temperature of 0°F combined with a 15 mph wind results in a wind chill temperature of -19°F. At this wind chill temperature, exposed skin can freeze in 30 minutes. In general, the National Weather Service regional offices issue Wind Chill Advisories for Wisconsin when wind chill values are expected to drop to -20 to -34°F with winds 10 mph or higher. Similarly, the National Weather Service issues Wind Chill Warnings when wind chill values are expected to drop to -35°F or lower with winds 10 mph or higher.

NCEI criteria for its seven categories of severe winter weather are listed below. Listed within each category are the number of events that occurred in Door County and the first and last years of the event's occurrence. A total of 99 events were recorded between 1996 and 2020. Any additional information regarding a type of event from the state's hazard mitigation plan is listed following the NCEI information

- Winter Storm. A winter weather event which has more than one significant hazard (i.e., heavy snow and blowing snow; snow and ice; snow and sleet; sleet and ice; or snow, sleet, and ice) and meets or exceeds locally/regionally defined 12 and/or 24 hour warning criteria for at least one of the precipitation elements, on a widespread or localized basis. Normally, a winter storm would pose a threat to life or property. For Door County, 44 winter storm events were recorded between 1996 and 2021. A winter storm occurring in 2018 was recorded with \$75,000 in damages, likely due to roof collapse.
- Heavy Snow. Snow accumulation meeting or exceeding locally/regionally defined 12 and/or 24 hour warning criteria, on a widespread or localized basis. This could mean such values as 4, 6, or 8 inches or more in 12 hours or less; or 6, 8, or 10 inches in 24 hours or less. In some heavy snow events, structural damage, due to the excessive weight of snow accumulations, may occur in the few days following the meteorological end of the event.

Compared to the rest of the state, Door County has a lower probability of heavy snowfall, since heavy snowfalls are more likely to occur in northern Wisconsin in counties along Lake Superior. For Door County, 34 heavy snow events were recorded between 1996 and 2020. Door County's average seasonal snowfall between 1971 and 2000 was between 40 and 50 inches. In December of 2000, record or near-record snow depths of 15 to 34 inches occurred in much of the southern part of Wisconsin and counties along Lake Michigan. Fourteen counties, including Door County, received a Presidential Emergency Declaration as a result. In total, these counties received \$5,483,097 in federal funds to cover costs associated with snow removal and emergency response efforts.

- Blizzard. A winter storm which produces the following conditions for 3 hours or longer on a widespread or localized basis: (1) sustained winds or frequent gusts 35 mph or greater and (2) falling and/or blowing snow reducing visibility frequently to less than 1/4 mile, on a widespread or localized basis. In

Wisconsin, blizzards are more likely to occur in the eastern counties along Lake Michigan, including Door County. For Door County, seven blizzard events were recorded between 1996 and 2018.

- Winter Weather. A winter precipitation event that causes a death, injury, or a significant impact to commerce or transportation but does not meet locally/regionally defined warning criteria. A winter weather event could result from one or more winter precipitation types (snow, or blowing/drifting snow, or freezing rain/drizzle), on a widespread or localized basis. For Door County, four winter weather events were recorded between 1996 and 1997.
- Ice Storm. Ice accretion meeting or exceeding locally/regionally defined warning criteria (typical value is  $\frac{1}{4}$  or  $\frac{1}{2}$  inch or more), on a widespread or localized basis. For Door County, one ice storm event was recorded in 1996. (Note that the state's hazard mitigation plan reports three ice storms having occurred in Door County between 1982 and 2010.)
- Extreme Cold/Wind Chill. Extreme cold/wind chill is a period of extremely low temperatures or wind chill temperatures reaching or exceeding locally/regionally defined warning criteria (typical value around -35°F or colder), on a widespread or localized basis. For Door County, four events were recorded in the Storm Events database between 2008 and 2014.
- Cold/Wind Chill. Cold/wind chill is a period of low temperatures or wind chill temperatures reaching or exceeding locally/regionally defined advisory (typical value is -18°F or colder) conditions, on a widespread or localized basis. A combination of seasonably cold temperatures and low wind chill values (roughly 15°F below normal) is counted as a cold/wind chill event when it is the primary cause of death, as determined by a medical examiner. For Door County, five cold/wind chill events were recorded between 1996 and 2019.

## FLOODING

*Note: unless otherwise noted, the information on flooding below is copied from the state's hazard mitigation plan, with some minor editing.*

Flooding, as defined by the National Flood Insurance Program, is "a general and temporary condition where two or more acres of normally dry land or two or more properties are inundated by water or mudflow." Floods specifically affect floodplains, the lowlands adjacent to water bodies. Floods are natural events that are considered hazards only when people and/or property are affected. Nationwide, hundreds of flood hazard events occur each year, making it one of the most common hazards in all 50 states and U.S. territories.

While most flood events are not declared a Presidential Disaster, many get classified as a major flood event. Major flooding, as defined by the National Weather Service, involves extensive inundation of structures and roads and significant evacuations of people and/or transfer of property to higher elevations. A Flood Warning is issued if major flooding is expected during the event. Examples of conditions that would be considered major flooding include:

- many buildings flooded, some with substantial damage or destruction
- infrastructure destroyed or rendered useless for an extended period of time
- multiple homes are flooded or moved off foundations
- everyone in threatened area is asked to evacuate
- National Guard units assist in evacuation efforts
- erosion problems are extreme
- airstrip, fuel tanks, and the generator station are likely flooded
- loss of transportation access, communication, power and/or fuel spills are likely
- fuel tanks may float and spill and possibly float downstream
- ice chunks floating through town that could cause structural damage



- high damage estimates and high degree of danger to residents

Per FEMA, the most widely adopted design and regulatory standard for floods in the United States is the one-percent annual chance flood (base flood or 100-year flood), which has a one-percent chance of occurring in any particular year. This measure is a simple and general way to express the statistical likelihood of a flood; actual recurrence periods vary from place to place. Smaller floods occur more often than larger, deeper, and more widespread floods. Thus, a “10- year” flood has a greater likelihood of occurring than a “100- year” flood. Table 2.6 below shows a range of flood recurrence intervals and their probabilities of occurrence.

<u>Occurrence</u>	<u>Annual Percent Chance of</u>
10-year	10.0%
50-year	2.0%
100-year	1.0%
500-year	0.2%

*Source: Federal Emergency Management Administration*

Coastal flooding occurs when excess water from precipitation, snowmelt, or storm surges overflows onto the shore. Storm surges cause a temporary rise in water level due to storm winds blowing across open water. The duration of the surge depends on how long the storm lasts; some surges can persist for an entire day.

At the federal level, collaboration between FEMA and the US Army Corps of Engineers (USACE) on the Great Lakes Coastal Flood Study will soon bring coastal V Zones to the Great Lakes. Zones V and VE represent the area along the coast that is subject to inundation by the one percent-annual-chance flood event with additional hazards associated with storm-induced waves. Base flood elevations (BFEs) have been determined through hydraulic analysis in VE Zones, while this data does not exist for V Zones.

Flood insurance is required for V and VE Zone structures, and floodplain management standards must be enacted in these areas. FEMA also requires V Zone structures to be elevated on pilings. It is not yet known how this requirement will be fulfilled in Wisconsin, where state law prohibits elevating structures on anything except fill, and where ice has the potential to cause severe damage during winter coastal storms.

A major flood event in 1973 affected 35 counties in the state, including Door County. Estimated damages for Door County was \$24 million. Eight additional flood events (non-major) occurred in Door County between 1982 and 2010. In 2014, a surface water runoff flooding event took place as described in a FEMA flood-related document and summarized below.

According to local reporting of the September 4, 2014 flooding event, parts of the county received seven to eight inches of rain within 24 hours, causing mostly surface runoff flooding and some sewer backup flooding. At least some of the sewer backup flooding was due to the fact that the power was out for approximately 12 hours. Both types of flooding primarily affected basements, where the large majority of the damage occurred. Door County Emergency Management Services received claims from 61 residents and businesses located in the Villages of Ephraim, Egg Harbor, and Sister Bay and the Towns of Baileys Harbor, Gibraltar, and Liberty Grove. Damages claimed ranged in value from a few thousand to a couple hundred thousand dollars.

The NCEI Storm Events database categories included in this section are heavy rain, flooding, and flash flooding. Note that there is no stormwater flooding category in the database.

- Lakeshore Flood. Flooding of lakeshore areas due to the vertical rise of water above normal level caused by strong, persistent onshore wind and/or low atmospheric pressure, resulting in damage, erosion, flooding, fatalities, or injuries. Lakeshore areas are defined as those portions of land zones (coastal county/parish) adjacent to the waters of the Great Lakes and other lakes with specific assigned Marine Zones. Four lakeshore flood events were recorded between 2019 and 2020, resulting in \$80,000 in property damage.

- **Heavy Rain.** Heavy rain is an unusually large amount of rain which does not cause a flash flood or flood, but causes damage, e.g., roof collapse or other human/economic impact. Heavy rain resulting in urban and/or small stream flooding is also classified as a heavy rain event. For Door County, three heavy rains events were recorded between 2006 and 2008. One indirect death is attributed to a heavy rain event in 2008.
- **Flood.** A flood is any event with a high flow, overflow, or inundation by water which causes or threatens damage. In general, this would mean the inundation of a normally dry area caused by an increased water level in an established watercourse, or ponding of water, generally occurring more than six hours after the causative event, and posing a threat to life or property. This can be on a widespread or localized basis. One flood event was recorded for Door County in 1996.
- **Flash Flood.** A flash flood is a rapid and extreme flow of high water into a normally dry area, or a rapid water level rise in a stream or creek above a predetermined flood level, beginning within six hours of the causative event (e.g., intense rainfall, dam failure, ice jam-related), on a widespread or localized basis. Ongoing flooding can intensify to flash flooding in cases where intense rainfall results in a rapid surge of rising flood waters. Flash floods typically only exist for a day or two.

One flash flood event was recorded in 2014 (September 4<sup>th</sup>), occurring in the Village of Ephraim and was reported to have caused \$75,000 in damages.

The maps in Appendix D illustrate areas mapped by FEMA within the City and three villages as being potentially located in the 100-year floodplain as well as buildings and roads located within those floodplain areas. The Village Sister Bay is not participating in the NFIP program because flooding is not perceived to be a major risk.

#### **FEMA Discovery Report, Great Lakes Coastal Flood Study, Lake Michigan.**

The Department of Homeland Security (DHS), Federal Emergency Management Agency's (FEMA) Risk Mapping, Assessment, and Planning program (Risk MAP) published this Lake Michigan Discovery Report in 2013, which includes information on historical flood risk, existing coastal data, and current flood mitigation activities in the Lake Michigan area. Provided below is the information specific to Door County found in the plan.

#### **Summary of Shoreline Types in Door County (miles):**

<b>Total Shoreline</b>	<b>Artificial Shoreline</b>	<b>Boulders, Bedrock</b>	<b>Cohesive Clays and Silts</b>	<b>Sand</b>	<b>Shingles, Pebbles, Cobbles</b>
268.0	42.9	167.8	0.6	39.3	17.4

#### **Summary of Shoreline by Land Use in Door County (miles):**

<b>Commercial/Industrial</b>	<b>Forested</b>	<b>High-Density Residential</b>	<b>Low-Density Residential</b>	<b>Moderate Density Residential</b>	<b>Park Land</b>
16.9	11.3	2.5	164.4	27.4	45.7

#### **Summary of Shoreline Coverage in Door County (miles):**

<b>Bluff 2' – 10'</b>	<b>High Bluff 10'+</b>	<b>Dune 2' – 10'</b>	<b>High Dune 10'+</b>	<b>Flat Coast</b>	<b>Coastal Wetland</b>
88.9	9.3	68.8	0	101.0	0

#### **Summary of Shoreline Vegetation Types in Door County (miles):**

<b>High Density Shrubs/Trees</b>	<b>Low Density Shrubs/Trees</b>	<b>Manicured Lawn</b>	<b>Moderate Density Shrubs/Trees</b>	<b>Unmaintained Non-Woody Vegetation</b>
167.5	3.1	31.8	29.3	32.6

USACE Coastal Structure Inventory for Sturgeon Bay Canal. The north and south breakwaters and the north and south revetments were all given a condition assessment of “B,” low risk of failure.

## **COASTAL EROSION AND BLUFF FAILURE**

Coastal erosion is defined as the wearing away of land or a lakebed. Erosion leads to the loss or displacement of material along coastlines, beaches, or dunes over a period of time, and can be influenced by both natural coastal processes and human activities.

### **Natural processes:**

- lake level changes
- currents and tides
- waves and storm surges
- wind
- flooding
- orientation of shoreline
- sediment influx
- littoral processes
- ice floes
- overwash
- freeze/thaw cycle

### **Human activities:**

- dredging
- jetty and groin construction
- seawalls and shoreline hardening
- revetments
- beach nourishment
- boat wakes
- construction of harbors
- construction of sediment trapping
- dams in river tributaries

The rate at which coastal erosion occurs is dependent on a complex web of factors. Cyclical changes in lake levels, disruption of beach-building material transport, and storms all influence the rate of erosion. Annual variability in wave climate and lake levels causes the rates of bluff and dune erosion along the shores of the Great Lakes to vary from near zero to tens of feet per year (National Research Council, 1990). Erosion rates can increase as a result of elevated groundwater levels, increased loads on bluff tops, loss of vegetation on slopes, or overland runoff. Lake ice running up onto the shore due to thawing or wave action can also exacerbate coastal erosion by damaging shore structures, removing vegetation, transporting sand, rock, and other debris, and eroding the base of steep banks, rendering them unstable and subject to landslides.

Note that “coastal erosion” is not a category within the NCEI Storm Events database.

Coastal erosion is the wearing away of land and the loss of or displacement of lands along coastlines, beaches, or dune material over a period of time as a result of natural coastal processes or human influences. Natural processes and human influences affecting coastal erosion are listed below.

### **Natural processes:**

- lake level change
- currents
- tides
- waves and storm surges
- winds



- flooding
- orientation of shoreline
- sediment influx
- littoral processes
- ice floes
- overwash

Human influences:

- dredging
- jetty and groin construction
- hardening shorelines with seawalls
- revetments
- beach nourishment
- boat wakes
- construction of harbors
- construction of sediment-trapping dams in the river tributaries

Rates of bluff and dune erosion along the shores of the Great Lakes vary from no erosion to tens of feet per year due to annual variability in wave climate and lake levels. Times of high water or wave action accelerate the erosion process, with bluff erosion more likely to occur during major storm events as a result of increased wave action on the shoreline. The effects of wave-induced erosion are usually greater during periods of high water-levels. Other significant factors contributing to shoreline erosion involve the movement of beach sediments for navigational improvements and shoreline structures and some dredge-material disposal practices that deplete both tributary and shoreland sources of sediment.

The state's hazard mitigation plan describes all of Wisconsin's 15 coastal counties as experiencing bluff erosion, coastal flooding, fluctuating water levels, and damage to shoreline structures. Additionally, the Wisconsin Coastal Management Program's "Needs Assessment and Strategy, 2011-2015" describes the 185 miles of shoreline from southern-most Kenosha County to the Sturgeon Bay Canal as being the most vulnerable, as well as the northeastern part of Brown County. The report describes erosion along the remainder of the Lake Michigan shore (from the Sturgeon Bay Canal in Door County to Green Bay) as limited to smaller segments of bays and clay banks.

According to the Wisconsin Initiative on Climate Change Impacts report, the state's coastal regions will face unique challenges due to lower water levels, with Lake Michigan's average water level predicted to decrease by about a foot by the end of the century. Additionally, reduced ice cover due to warmer temperatures, combined with an increase in wind strength, will expose shorelines to larger waves for longer periods of time, resulting in shoreline erosion. Predicted immoderate rain events will make shorelines exceedingly vulnerable to erosion as the soil will retain moisture more of the time, making it unstable and inordinately prone to erosion. Shoreline erosion eventually leads to shoreline recession, the change in distance from a shoreline feature's original position to the eroded position, the most visible aspect of erosion. However, recession does not immediately follow erosion and can take years to occur. Shoreline damage can also occur with fluctuating water levels and excessive wave impact. As waves down-cut the lakebed during low-water times, shoreline erosion happens more quickly; then when water levels rise again, waves can reach further inland and lead to shoreline damage.

The state's hazard mitigation plan includes a risk assessment that estimates losses from coastal erosion. The erosion risk zones are based on distance in miles from coastal water (coastal area boundary), with the high-risk erosion zone defined as  $\frac{1}{4}$  mile from coastal water and the low-risk erosion zone defined as  $\frac{1}{4}$  to  $\frac{1}{2}$  mile from coastal water.

The table below shows the state's loss estimation for the high-risk and low-risk erosion zones. Door County has a total of 7,836 improved parcels subject to high-risk erosion, the highest in the state, valued at about \$1.6 billion, the second highest in the state. Within the low-risk erosion zone, Door County has a total of

11,267 structures, valued at over \$3.8 billion. The state's hazard mitigation plan ranks both low- and high-risk erosion zones as “high” risk for potential losses in Door County.

### Summary of Improved Structures in Coastal Erosion Zones for Door County

High-Risk Erosion Zone (0.25 from Coastal Area Boundary)		Low-Risk Erosion Zone (0.50 miles from Coastal Area Boundary)	
# Improved Parcels	\$ Value of Improvements	# Improved Parcels	\$ Value of Improvements
7,836	\$1,617,963,800	11,267	\$3,894,553,600

Source: State of Wisconsin Hazard Mitigation Plan, 2016.

## DROUGHT AND EXTREME HEAT

### Extreme Summer Heat

According to the National Weather Service, “extreme summer heat” is the combination of very high temperatures and exceptionally humid conditions. If such conditions persist for an extended period of time, it is called a heat wave. When possible, the National Weather Service warns people and agencies that extreme heat conditions are forecasted:

- **Excessive Heat Outlook.** A warning is issued when conditions for an excessive heat event may occur in the next three to seven days; provides information to those who need to plan for heat (i.e. emergency management, public health officials, utility companies).
- **Excessive Heat Watch.** A warning is issued when conditions for an excessive heat event are expected to occur in the next twelve to 48 hours.
- **Excessive Heat Warning/Advisory.** A warning is issued when an excessive heat event is expected to occur in the next 36 hours.

The National Weather Service issues an outlook, watch, or warning/advisory when the heat index (or how hot it really feels) is expected to exceed 105° F to 110° F for two consecutive days. At a heat index of 105° F or higher, the heat is extreme enough to cause disorders associated with exposure to heat and/or physical activity. Heat index is a function of the actual temperature and the relative humidity. Table 2.5 below shows the danger categories and heat disorders with their corresponding heat index values. Note that caution should be taken when the heat index value approaches 90° F. The table below describes heat index disorders.

### Heat Index and Disorders

Danger Category	Heat Disorder	Heat Index Value (how hot it feels)
Extreme Danger	Heatstroke or sunstroke imminent	>130°F
Danger	Sunstroke, heat cramps, or heat exhaustion <i>likely</i> ; heat stroke possible with prolonged exposure and physical activity.	105°F - 130°F
Extreme Caution	Sunstroke, heat cramps, and heat exhaustion <i>possible</i> ; heat stroke possible with prolonged exposure and physical activity.	90°F - 105°F
Caution	Fatigue possible with prolonged exposure and physical activity.	89°F - 90°F

Source: NOAA National Weather Service, 2008.

Extreme heat is the number one weather killer nationwide, killing 162 people annually, according to the ten-year average from 2000-2009 from the National Weather Service. There are different stages of heat disorders associated with exposure to heat:

- **Heatstroke.** An often fatal medical emergency occurring when the body's responses to heat stress are insufficient to prevent a substantial rise in the body's core temperature, typically exceeding 105°F; even with rapid cooling and treatment, the average fatality rate is 15%.
- **Heat Exhaustion.** A less serious medical condition characterized by dizziness, weakness, or fatigue; body temperatures may be normal or slightly-to-moderately elevated; with fluid treatment, prognosis is typically good.
- **Heat Syncope.** A sudden loss of consciousness, typically associated with people exercising who are not acclimated to warm temperatures; causes little or no harm to the individual.
- **Heat Cramps.** May occur in people unaccustomed to exercising in the heat.

In addition to affecting people, extreme heat puts significant stress on plants and animals. Extreme heat may reduce crop yields or contribute to crop loss. Similarly, livestock may become overheated, leading to reduced milk production and other problems.

NCEI describes "excessive heat" as a combination of high temperatures (well above normal) and high humidity. An excessive heat event occurs whenever heat index values meet or exceed locally/regionally established excessive heat warning thresholds, on a widespread or localized basis. Fatalities (directly-related) or major impacts to human health occurring during excessive heat warning conditions are reported using this event category.

One excessive heat event was recorded in the NCEI Storm Events database for Door County in 2000. Note that the state's hazard mitigation plan reports that Door County experienced 29 heat wave days and nine heat wave events between 1982 and 2015. A heat wave event is a period of abnormally and uncomfortably hot and unusually humid weather, typically lasting two or more days.

All municipalities in Door County are equally vulnerable to extreme temperatures. Extreme temperatures tend to have the greatest impact on the elderly.

## **Drought**

Due to its multi-dimensional nature, drought is a complex and difficult hazard to define in exact terms, partly because of the ways it differs from other natural hazards:

- The onset and end of a drought are difficult to determine due to slow accumulation and lingering effects after its apparent end.
- The lack of an exact and universally accepted definition adds to the confusion of existence and severity.
- The impact of drought is less obvious and may be spread over a larger geographic area.

Drought is the result of a natural decline in expected precipitation over an extended period of time, and occurs in virtually every climate on the planet, including areas of high and low precipitation. A drought's severity depends on its duration, intensity, geographic extent, and water supply demands for both human use and vegetation. The severity of a drought can be aggravated by other climatic factors, such as prolonged high winds and low relative humidity. The following four definitions are commonly used to describe drought:

- **Meteorological drought:** degree of dryness, expressed as a departure of actual precipitation from expected average or normal amount, based on monthly, seasonal, or annual time scales

- Hydrological drought: effects of precipitation shortfalls on streamflows, reservoir, lake, and groundwater levels
- Agricultural drought: soil moisture deficiencies relative to water demands of crop life
- Socioeconomic drought (or water management drought): demand for water exceeds the water supply, resulting in a water shortage.

The NCEI Storm Events database shows six drought events occurring between 1999 and 2007; one drought was reported in 1999, two in 2005, and three in 2007.

According to the state hazard mitigation plan, the future incidence of drought is highly unpredictable, and may also be localized, making it difficult to determine probability with any accuracy. NOAA is improving its methodology to accurately forecast drought conditions using a combination of current and historical precipitation, streamflow, ground water, and crop data to perform short-term and long-term forecasts.

### **Climate Change**

*Note that “climate change” is not a category within the NCEI Storm Events database.*

NOAA defines climate change as a non-random change in climate that is measured over several decades or longer. The change may be due to natural or human-induced causes. The Wisconsin Initiative on Climate Change Impacts (WICCI) has been researching effects of climate change specific to Wisconsin. WICCI is a partnership between the University of Wisconsin, DNR, and other state agencies and institutions. The group was formed in 2007 as a response to a bi-partisan state legislative committee wanting to better understand the potential effects of climate change within the state.

In its preliminary work, WICCI found that Wisconsin’s climate has changed in a pattern that is consistent with well-documented global trends. The WICCI analysis was based on daily weather data recorded between 1950 and 2006 at 176 weather stations from throughout the state. The key findings from this analysis are as follows:

- ✓ There was a statewide increase in annual average temperature of 1.1°F, with peak warming in the northwest portion of Wisconsin.
- ✓ The observed average temperature increase in the state has been highest for winter; statewide winter temperatures have increased 2.5°F since 1950, with 3.5°F to 4.5°F increases in the northwest portion of the state.
- ✓ Wisconsin experiences fewer nights below 0°F than in 1950. Specifically, most of the state experiences between two and six fewer nights, while the extreme northwestern portion of the state experiences between 18 and 24 fewer nights below 0°F.
- ✓ Statewide, the average growing season lasts 12 days longer than it did in 1950. In other words, the “spring thaw” comes sooner, and the “fall freeze” comes later.
- ✓ Wisconsin has experienced a 10% increase in average annual precipitation over the 56-year period from 1950 to 2006. This is an annual average of about three more inches of precipitation than in the 1950s. Noteworthy is the additional precipitation, as much as seven inches, in areas with high population density, such as near Madison (Dane County), Milwaukee (Milwaukee County), Eau Claire (Eau Claire County), and Hudson (Saint Croix County).

According to the state hazard mitigation plan, Door County experienced the following temperature changes between 1950 and 2006:

- ✓ 1.0 – 1.5 degree increase in average temperature;
- ✓ 1.0 – 1.5 degree increase in average winter temperature; and
- ✓ 1.5 – 3.5 inch increase in average annual precipitation.

Historical temperature and precipitation data for Wisconsin have shown that the state has become warmer and wetter since 1950. According to WICCI, between 1950 and 2006, Wisconsin’s average annual temperature rose by 1.1 degrees Fahrenheit and average annual precipitation has increased by 3.1 inches. Circulation models predict that this warming trend will continue and increase, with future precipitation also likely to increase. More precipitation is likely to occur in the form of rain and freezing rain during the winter, as well as increasing in both frequency and intensity during the spring and fall. By 2050, temperatures for the state are predicted to warm between 6° and 7° Fahrenheit.

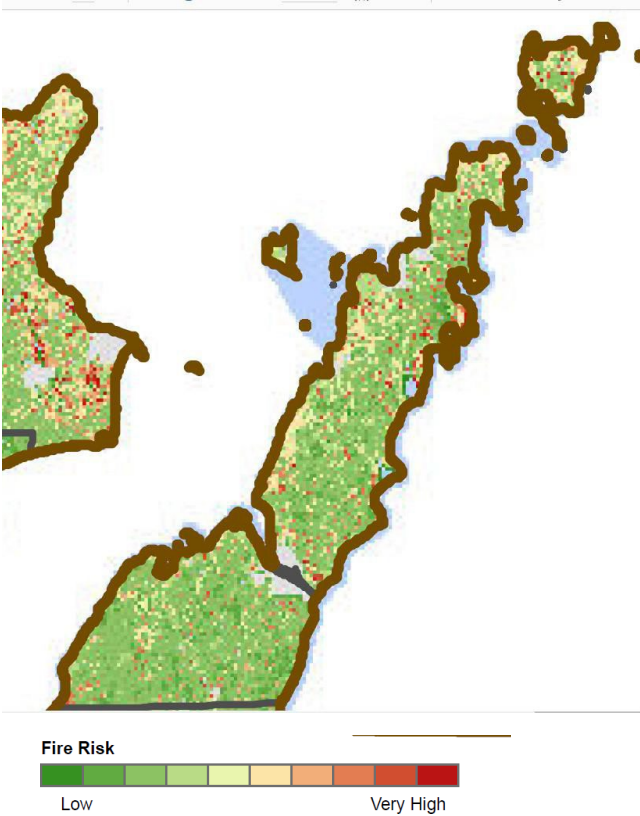
The combination of warmer temperatures, more precipitation, and more intense precipitation will have a critical impact on the quantity and quality of the state's water resources, natural habitats, agriculture, and the social and built environment. The state's coastal regions will face unique challenges in the form of shoreline erosion and recession and threats to coastal wetlands due to lower water levels, with Lake Michigan's average water level predicted to decrease by about a foot by the end of the century.

According to the state’s hazard mitigation plan, the future is uncertain with regard to climate change, with varying models predicting a range of outcomes. It is unknown how much the climate will change and at what speed it will change. As further research is performed, better models to predict the effects of climate change will become available.

**OTHER NATURAL HAZARDS POSING NO SIGNIFICANT RISK**

The following natural hazards were determined by the Committee Members to have a minimal chance of occurring, to pose minimal risk to the safety of residents or property, or to offer very limited mitigation options. These natural hazards are excluded from the full assessment, but they are briefly discussed here to meet the comprehensive requirements for developing a hazards mitigation plan under Federal law.

**Wildfires.** Wildfire was omitted as a natural hazard based on the Wisconsin Department of Natural Resource’s 2016 fire risk analysis. The vast majority of the county was categorized as “low” fire risk. (See figure below.)



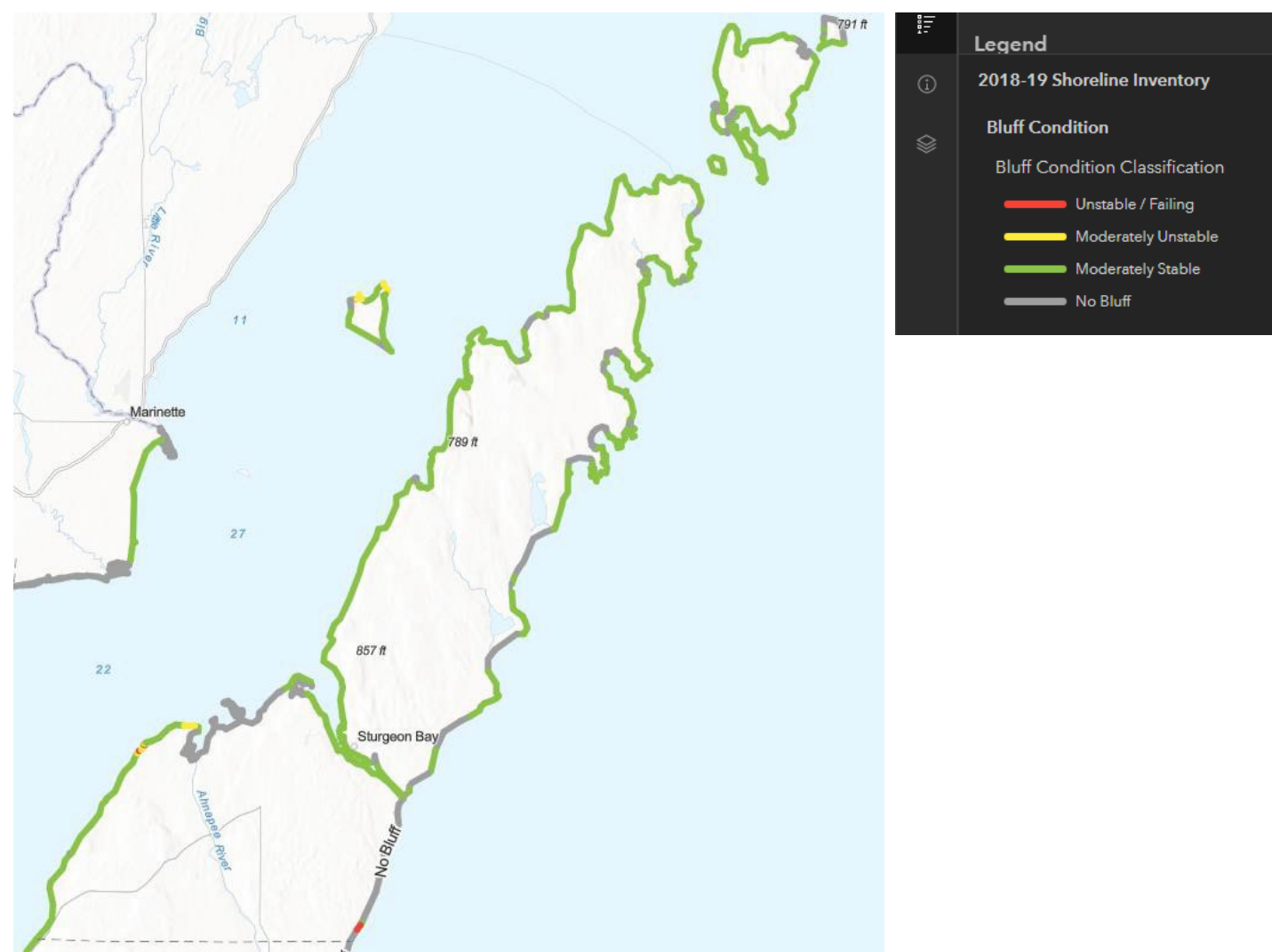
Source: Wisconsin Department of Natural Resources, 2016 Fire Risk Analysis



**Earthquakes.** According to the U.S. Geological Survey (USGS), there have been five documented and recognized earthquake events in Wisconsin. The closest of these to Door County occurred in Clintonville in March 20, 2012, being a magnitude of 1.5 on the on the Richter Scale. The other events appear to have occurred near Iola and were documented between July and September of 2018. The four events that occurred near Iola were small ranging from 1.3 to 1.5 magnitude. There are no records of substantial damage or injury from earthquakes within Door County and this hazard threat is considered low.

**Landslide/land subsidence**

The term “landslide” includes a wide range of ground movement, including rock falls, deep failure of slopes and shallow debris flows. Although gravity acting on an overly steep slope is the primary reason for a landslide, there can be other contributing factors such as erosion by rivers, excess weight from the accumulation of rain or snow, or manmade and other structures stressing weak slopes to the point of failure. In some cases, slope material that becomes saturated with water may develop a debris flow or mudflow. Landslide was omitted as a natural hazard based on the 2018-2019 Shoreline Inventory published by the Flood Science Center. This inventory shows the vast majority of the county in the “moderately stable” category. (See figure below). There are no records of substantial damage or injury from large landslides within Door County and this hazard threat is considered low.



Source: Flood Science Center: <https://floodsciencecenter.org/>

Land subsidence is a gradual settling or sudden sinking of the Earth's surface owing to subsurface movement of earth materials. The principal causes of land subsidence include: aquifer-system compaction, drainage of organic soils, underground mining, hydro-compaction, natural compaction, sinkholes, and thawing permafrost.

Geologists from the Wisconsin Geological and National History Survey and the University of Wisconsin-Green Bay have found a wide variety of karst features such as sinkholes, enlarged joint openings, and cave systems throughout the bedrock in Door County. These features are the result of small pre-existing fractures in the dolomite bedrock that are slowly enlarged over time by the solution action of slightly acidic groundwater.

Since the county's groundwater is recharged from water that infiltrates through a land surface consisting of thin soils and bedrock formations, Door County has one of the highest risks of surface water pollution to groundwater of any county in Wisconsin. Groundwater contamination is a concern that the county may address in the next update of this Plan, if it decides to include non-natural hazards, such as agricultural manure spills. At this time, however, there are no records of substantial damage or injury from large land subsidence within Door County and this hazard threat is considered low.

**Dam Failure.** The Wisconsin Department of Natural Resources dam records show there are 24 dams in the county, almost all of which are classified as "small" or "private." The county has one "large" dam located in the Town of Forestville. All dams have either a "low" or a "none" hazard rating. The Town of Forestville dam has a "low" hazard rating. There are no records of substantial damage or injury from dam failure within Door County and this hazard threat is considered low.

**Fog.** Fog is a cloud consisting of minute droplets or ice crystals that touches the ground. In order for fog to form, dust or some other air pollutant needs to be in the air. The water vapor then condenses around these solid particles to form fog. Airport delays, automobile accidents, shipwrecks, and plane crashes can be attributed to fog. There are no records of substantial damage or injury from fog within Door County and this hazard threat is considered low.

## **IDENTIFICATION OF COMMUNITY ASSETS (ASSET INVENTORY)**

This section identifies each participating jurisdiction's assets at risk to hazards. Although all assets may be affected by hazards, some assets are more vulnerable because of their physical characteristics or socioeconomic uses. Assets are defined broadly to include anything that is important to the character and function of a community and can be described generally as people, economy, built environment, and natural environment. More specific descriptions are provided below, followed by chart listing county assets by north, central, and south areas of the county.

### **People**

- concentrations of residents and employees
- visiting populations and their likely locations
- locations and concentrations of access and functional needs populations
- demographics of projected population growth
- locations that provide health or social services that are critical to disaster recovery

### **Economy**

- major employers, primary economic sectors (e.g., agriculture), and commercial centers whose losses or inoperability would have severe impacts on the community and its ability to recover from a disaster
- dependencies between economic sectors and businesses and the infrastructure needed to support them

### **Built Environment**

- Existing Structures
  - buildings, which include commercial, industrial, and single and multi-family residential
  - age and construction type of buildings to understand building codes in effect and quality of construction
- Facilities
  - location, construction standards, age, and life expectancy of specific critical infrastructure and facilities in the planning area
  - dependencies between infrastructure systems, critical facilities, and the people they serve

### **Natural Environment**

- most valuable areas that can provide protective functions that reduce the magnitude of hazard events
- critical habitat areas and other environmental features that are important to protect



COMMUNITY ASSETS CHART		
NORTHERN DOOR	CENTRAL DOOR	SOUTHERN DOOR
People: Concentrations of Residents and Employees		
<p><b>Villages:</b></p> <ul style="list-style-type: none"><li>○ Village “downtowns” (Ephraim, Egg Harbor, and Sister Bay)</li></ul> <p>Also in Village of Sister Bay (outside of downtown area):</p> <ul style="list-style-type: none"><li>○ Evangelical Lutheran Good Samaritan Society, C/O Scandia Village, 10560 Applewood Rd</li><li>○ Northeast Wisconsin Technical College, 2438 S Bay Shore Dr</li><li>○ Northern Door Child Care &amp; Learning Center Inc., 10520 Judith Blazer Dr</li><li>○ Sports Complex and Dog Park (2155 and 2124 Autumn Ct)</li></ul> <p><b>Towns:</b></p> <ul style="list-style-type: none"><li>○ Core Area “downtowns” (Gills Rock, Ellison Bay, Fish Creek, Baileys Harbor, Jacksonport)</li><li>○ Gibraltar School (Gibraltar, 3924 and 3926 State Hwy 42)</li><li>○ Door County YMCA Inc (Gibraltar, 3866 Gibraltar Rd)</li></ul> <p><b>Also see below:</b></p> <ul style="list-style-type: none"><li>○ “People: Visiting Populations and Their Likely Locations”</li><li>○ “People: locations and concentrations of access and functional needs populations”</li><li>○ Manufactured home parks in the “Built Environment: Existing Structures” section</li><li>○ Grocery stores listed in the “Economy” section</li></ul>	<p><b>City:</b></p> <ul style="list-style-type: none"><li>○ Door County Memorial Hospital (3711 State Hwy 42)</li><li>○ Boys &amp; Girls Club of Door County Inc. (55 S 3rd Ave)</li><li>○ Door Community Child Development Center (1743 Egg Harbor Rd)</li><li>○ Anna's House Sturgeon Bay LLC (839 S 18th Ave)</li><li>○ Door County YMCA Inc. (1900 Michigan St.)</li><li>○ Schools (see all public and private school listed in “locations and concentrations of access and functional needs populations”)</li><li>○ Large apartment complexes</li></ul> <p>Town: Renard's Cheese (Nasewaupee, 2189 County Road DK)</p> <p><b>Also see below:</b></p> <ul style="list-style-type: none"><li>○ “People: Visiting Populations and Their Likely Locations”</li><li>○ “People: locations and concentrations of access and functional needs populations”</li><li>○ Manufactured home parks in the “Built Environment: Existing Structures” section</li><li>○ Grocery stores listed in the “Economy” section</li></ul>	<p><b>Village of Forestville:</b></p> <ul style="list-style-type: none"><li>○ “downtown” area</li><li>○ multi-family apartment building (178 W Park St.)</li></ul> <p><b>Towns:</b></p> <ul style="list-style-type: none"><li>○ Southern Door School (Gardner, 2073 County Hwy DK)</li><li>○ S&amp;S AG Enterprises, LLC (Forestville, 7900 Old Elm Rd)</li><li>○ Renard's Cheese (Nasewaupee, 2189 County Road DK &amp; Clay Banks, 248 County Road S)</li></ul> <p><b>Also see below:</b></p> <ul style="list-style-type: none"><li>○ “People: Visiting Populations and Their Likely Locations”</li><li>○ “People: locations and concentrations of access and functional needs populations”</li><li>○ Manufactured home parks in the “Built Environment: Existing Structures” section</li><li>○ Grocery stores listed in the “Economy” section</li></ul>
People: Visiting Populations and Their Likely Locations		
<p><b>Villages:</b></p> <ul style="list-style-type: none"><li>○ Village “downtowns” (Egg Harbor, Ephraim, and Sister Bay)</li><li>○ Village of Egg Harbor (popular downtown locations):<ul style="list-style-type: none"><li>▪ Donald &amp; Carol Kress Pavilion (7845 Church St)</li><li>▪ Harbor Hounds Dog Park (7821 Church St)</li><li>▪ Peg Egan Performing Arts Center (7840 Church St)</li></ul></li><li>○ Village of Sister Bay (popular locations outside of downtown area):<ul style="list-style-type: none"><li>▪ Dog Park (2124 Autumn Ct)</li><li>▪ Sports Complex (2155 Autumn Ct)</li></ul></li></ul> <p><b>Towns:</b></p> <ul style="list-style-type: none"><li>○ Core Area “downtowns” (Gills Rock, Ellison Bay, Fish Creek, Baileys Harbor, Jacksonport)</li><li>○ Major campgrounds:<ul style="list-style-type: none"><li>▪ Lac Baie Girl Scout Council Inc, 8026 N Maple Rd (Baileys Harbor)</li></ul></li></ul>	<p><b>City:</b></p> <ul style="list-style-type: none"><li>○ Two “downtown” areas (3rd Ave and Madison Ave)</li><li>○ John Miles County Park (916 N 14th Ave)</li><li>○ Sunset Park (747 N 3rd Ave)</li><li>○ Otumba Park (225 W Juniper St)</li></ul> <p><b>Towns:</b></p> <ul style="list-style-type: none"><li>○ Institute and Valmy Core Area</li><li>○ Major campgrounds:<ul style="list-style-type: none"><li>▪ Tranquil Timbers, 200+ Sites (Nasewaupee, 3668 Grondin Rd)</li><li>▪ Potawatomi State Park, 101-199 Sites (Nasewaupee, 3740 Park Dr)</li><li>▪ Yogi Bears Jellystone Park, 200+ Sites (Nasewaupee, 3677 May Rd)</li></ul></li><li>○ Major attractions (outside of Core Areas):<ul style="list-style-type: none"><li>▪ Haines Bay (Nasewaupee, 3713 Town Park Rd)</li></ul></li></ul>	<p><b>Village of Forestville “downtown” area</b></p> <p><b>Towns:</b></p> <ul style="list-style-type: none"><li>○ Major campgrounds:<ul style="list-style-type: none"><li>▪ Countryside Motel &amp; RV Sites, 1-25 Sites (Gardner, 3120 Stevenson Pier Rd)</li><li>▪ Door County KOA, 200+ Sites (Gardner, 9245 Lovers Ln)</li><li>▪ Stonewood Cottage, 1-25 Sites (Gardner, 8213 County Road C)</li></ul></li><li>○ Major attractions (outside of Core Areas):<ul style="list-style-type: none"><li>▪ Robert La Salle County Park (Clay Banks, 408 County Hwy U)</li><li>▪ Forestville Dam County Park (Forestville, 475 Mill Rd &amp; 7762 County Hwy J)</li></ul></li></ul>

COMMUNITY ASSETS CHART		
NORTHERN DOOR	CENTRAL DOOR	SOUTHERN DOOR
<ul style="list-style-type: none"><li>▪ Baileys Grove Travel Park &amp; Campground, 101-199 Sites (Baileys Harbor, 2552 County Road F)</li><li>▪ Baileys Woods Campground, 51-100 Sites (Baileys Harbor, 2701 County Road EE)</li><li>▪ Beantown Campground, 51-100 Sites (Baileys Harbor, 8400 County Road F)</li><li>▪ Harbour Village Resort, 200+ Sites (Egg Harbor, 5840 State Hwy 42)</li><li>▪ Monument Point Camping, 51-100 Sites (Egg Harbor, 5718 W Monument Point Rd)</li><li>▪ Egg Harbor Campground and RV Resort 101-199 Sites, (Egg Harbor, 8164 Hwy 42 Hwy)</li><li>▪ Frontier Wilderness Campground, 200+ Sites (Egg Harbor, 4375 Hillside Rd)</li><li>▪ Rustic Timbers, 200+ Sites (Egg Harbor, 4906 Court Rd)</li><li>▪ Fish Creek Campground &amp; RV, 51-100 Sites (Gibraltar, 3709 County Road F)</li><li>▪ Peninsula State Park 200+ Sites (Gibraltar, 9462 Shore Rd)<ul style="list-style-type: none"><li>• 10352 Shore Rd, Wecklers</li><li>• 10130 Shore Rd, large group camping</li><li>• 10140 Shore Rd, Nicolet</li></ul></li><li>▪ Aqualand Camp Resort, 101-199 Sites (Liberty Grove, 2445 Hwy Q)</li><li>▪ Dovetail Acre Campground, 51-100 Sites (Liberty Grove, 10282 State Road 57)</li><li>▪ Hy-Land Court , 51-100 Sites (Liberty Grove, 11563 Hwy 42)</li><li>▪ Newport State Park, 1-25 Sites (Liberty Grove, 475 S County RD Np)</li><li>▪ Wagon Trail Campground, 101-199 Sites (Liberty Grove, 1190 County Road ZZ)</li><li>▪ Boy Scouts and Girl Scouts of Washington Island (Washington Island, 1034 Old West Harbor Rd)</li><li>▪ Rock Island State Park (Washington Island)</li></ul> <ul style="list-style-type: none"><li>○ Major attractions (outside of Core Areas):<ul style="list-style-type: none"><li>▪ Cana Island (Baileys Harbor, 8794 Cana Cove Rd and 8800 E Cana Island Rd)</li><li>▪ Door Shakespeare Inc. (Baileys Harbor, 10038 State Hwy 57)</li><li>▪ Birch Creek Music Center Inc (Egg Harbor, 3807 and 3821 County Hwy E)</li><li>▪ Frank E. Murphy Park (Egg Harbor, 7119 Horseshoe Bay Rd)</li><li>▪ Chambers Island Lighthouse (Gibraltar, 10971 Base Line Rd)</li><li>▪ Peninsula State Park (Gibraltar, 9462 W Shore Rd &amp; 9795 Water St)</li><li>▪ Northport (Liberty Grove, 12632 S Porte Des Morts Dr)</li><li>▪ Pebble Beach (Liberty Grove, 10511 Pebble Beach Rd)</li><li>▪ Sand Bay (Liberty Grove, 11154 N Sand Bay Ln)</li><li>▪ Portes Des Mortes Park (Liberty Grove, 12832 Kenosha Dr)</li><li>▪ Garrett Bay (Liberty Grove, 1310 Garrett Bay Rd)</li><li>▪ Ellison Bluff (Liberty Grove, 12050 Ellison Bluff Rd)</li></ul></li></ul>	<ul style="list-style-type: none"><li>▪ Haines Beach (Nasewaupee, 3801 Town Park Rd)</li><li>▪ Clark’s Lake beach (Sevastopol, end of Lake Rd)</li><li>▪ Whitefish Dunes State Park (Sevastopol, 3275 Clark Lake Rd)</li><li>▪ Cave Point County Park (Sevastopol, 5360 Schauer Rd)</li><li>▪ George Pinney County Park (Sevastopol, 4879 Bay Shore Dr)</li><li>▪ Portage Park (Sturgeon Bay, 2650 Lake Forest Park Rd)</li></ul>	<ul style="list-style-type: none"><li>▪ Sugar Creek County Park (Gardner, 2349 County Hwy N)</li><li>▪ Carmody County Park (Gardner, 3586 County Hwy CC)</li><li>▪ Wave Pointe Resort (Gardner, 3600 CTH CC)</li><li>▪ Chaudoirs Dock County Park (Union, 10865 County Hwy N)</li></ul>

COMMUNITY ASSETS CHART		
NORTHERN DOOR	CENTRAL DOOR	SOUTHERN DOOR
<ul style="list-style-type: none"><li>▪ Door Bluff (Liberty Grove, 12900 Door Bluff Park Rd)</li><li>▪ Schoolhouse Beach (Washington Island, 1860 Schoolhouse Beach Rd)</li><li>▪ Jackson Harbor (Washington Island, 286 Old Camp Rd and N1902 Jackson Harbor Rd)</li><li>▪ Ship Island Marina (Washington Island, 1474 South Shore Dr)</li><li>▪ Visitor Center, Washington Island Ferry, and Kap’s Marina (Washington Island, 264 &amp; 273 Lobdell Pt Rd)</li><li>▪ Art and Nature Center (Washington Island, 1799 Main Rd)</li><li>▪ Washington Island Farm Museum (Washington Island, 1675 Jackson Harbor Rd)</li><li>▪ Trueblood Performing Arts Center Inc (Washington Island, 870 Main Rd)</li></ul>		
People: Demographics of Projected Population Growth		
Population Profile, Age 65+: <ul style="list-style-type: none"><li>○ 2020 population estimate: 2,477</li><li>○ 2040 population projection: 3,068</li><li>○ 2020 – 2040 # increase: +591</li><li>○ Percentage increase: +24%</li></ul>	Population Profile, Age 65+: <ul style="list-style-type: none"><li>○ 2020 population estimate: 4,565</li><li>○ 2040 population projection: 5,175</li><li>○ 2020 – 2040 # increase: +610</li><li>○ Percentage increase: +13%</li></ul>	Population Profile, Age 65+: <ul style="list-style-type: none"><li>○ 2020 population estimate: 1,583</li><li>○ 2040 population projection: 1,992</li><li>○ 2020 – 2040 # increase: +409</li><li>○ Percentage increase: +26%</li></ul>
People: locations and concentrations of access and functional needs populations		
<b>Village of Sister Bay:</b> <ul style="list-style-type: none"><li>○ Evangelical Lutheran Good Samaritan Society, C/O Scandia Village (10560 Applewood Rd)</li><li>○ Bay View Apartments (2255 Mill Rd)</li></ul> <b>Town:</b> Gibraltar School (Gibraltar, 3926 State Hwy 42 and 3924 State Hwy 42)	<b>City:</b> <ul style="list-style-type: none"><li>○ Aging and Disability Resource Center (916 N 14TH Ave)</li><li>○ YMCA (1900 Michigan St)</li><li>○ Cardinal Ridge Assisted Living</li><li>○ Anna’s House (839 S 18th Ave)</li><li>○ Whispering Pines</li><li>○ Pinecrest Village</li><li>○ Dorchester/Golden Living</li><li>○ Sunshine house</li><li>○ Door County Memorial Hospital (3711 State Hwy 42)</li><li>○ Schools:<ul style="list-style-type: none"><li>• NWTC</li><li>• Sawyer</li><li>• Sunrise</li><li>• High school/middle school</li><li>• Private schools (St. John Bosco and St. Peter’s schools)</li></ul></li><li>○ Door County Child Development Center (1743 Egg Harbor Rd)</li></ul> <b>Town:</b> Wisconsin Humane Society (Nasewaupee, 3475 Park Dr)	<b>Towns:</b> <ul style="list-style-type: none"><li>○ Adventures Child Care Inc. (Brussels, 1645 Tee Off Ln)</li><li>○ Southern Door School, Joint School District No 1 (Gardner, 2073 County Hwy DK)</li></ul>

COMMUNITY ASSETS CHART		
NORTHERN DOOR	CENTRAL DOOR	SOUTHERN DOOR
<b>People: locations that provide health or social services that are critical to disaster recovery</b>		
<b>Village of Sister Bay:</b> <ul style="list-style-type: none"><li>Evangelical Lutheran Good Samaritan Society, C/O Scandia Village (10560 Applewood Rd)</li><li>Aurora Medical Group Inc. (2521 and 2525 S Bay Shore Dr)</li></ul> <b>Town:</b> North Shore Medical Clinic (Gibraltar, 3711 ST HY 42)	<b>City of Sturgeon Bay:</b> <ul style="list-style-type: none"><li>Door County Community Foundation (222 N 3rd Ave)</li><li>Sunshine House (55 W Yew St)</li><li>Feed and Clothe My People (204 N 14<sup>th</sup> Ave)</li><li>Lakeshore Cap Inc. (131 S 3rd Ave)</li><li>Door County Memorial Hospital (1661 &amp; 1743 Michigan St, &amp; 323 S 18th Ave)</li></ul>	--
<b>ECONOMY:</b> <ul style="list-style-type: none"><li><b>Major employers, primary economic sectors (e.g., agriculture), and commercial centers whose losses or inoperability would have severe impacts on the community and its ability to recover from a disaster.</b></li><li><b>Dependencies between economic sectors and businesses and the infrastructure needed to support them.</b></li></ul>		
<ul style="list-style-type: none"><li>There are many small employers in the leisure and hospitality sector located in the Village “downtowns” and Core Areas (Gills Rock, Ellison Bay, Fish Creek, Baileys Harbor, Jacksonport).</li><li>Total improved value in Northern Door Core Areas: \$276,513,000<ul style="list-style-type: none"><li>Gills Rock: \$15,558,100</li><li>Ellison Bay: \$49,581,700</li><li>Liberty Grove: \$46,153,900</li><li>Fish Creek: \$86,778,200</li><li>Baileys Harbor: \$58,205,900</li><li>Jacksonport: \$20,235,200</li></ul></li><li>Grocery stores:<ul style="list-style-type: none"><li>Bley’s (Jacksonport)</li><li>Piggly Wiggly (V. Sister Bay)</li><li>Main Street Market (V. Egg Harbor)</li><li>Pioneer Store (Liberty Grove/Ellison Bay)</li></ul></li></ul>	<b>City:</b> <ul style="list-style-type: none"><li>Door County Economic Dev Corp (185 E Walnut St)</li><li>Destination Door County (1015 Green Bay Rd)</li><li>Door County Community Foundation (222 N 3rd Ave)</li><li>Sturgeon Bay Visitor &amp; Conv Bureau (36 S 3rd Ave Units 1 – 3)</li><li>Industrial Park: The City has many large manufacturing employers located in the industrial park. The total improved value within the Industrial Park is \$10,969,400.</li><li>Grocery stores (EconoFoods, Wal-mart, Pick ‘n Save, The Healthy Way)</li></ul>	<b>Village of Forestville:</b> <ul style="list-style-type: none"><li>“downtown”</li><li>Uni-mart (VFV)</li></ul> <b>Towns:</b> <ul style="list-style-type: none"><li>Total improved value in Southern Door Core Areas: \$25,644,600<ul style="list-style-type: none"><li>Brussels: \$10,913,800</li><li>Gardner: \$4,956,400</li><li>Maplewood: \$5,199,100</li><li>Sturgeon Bay: \$4,575,300</li></ul></li><li>Grocery store: Marchant’s Foods, Inc. (Brussels)</li></ul>

<b>BUILT ENVIRONMENT: EXISTING STRUCTURES</b> <ul style="list-style-type: none"><li><b>Buildings, which include commercial, industrial, and single and multi-family residential.</b></li><li><b>Age and construction type of buildings to understand building codes in effect and quality of construction.</b></li></ul>		
Manufactured Home Parks (3 parks, 24 total units) <ul style="list-style-type: none"><li>Gregory Thiede MHP, 2 units (Egg Harbor, 5772 W Carlsville Rd)</li><li>Hy-Land Mobile Home Park (Liberty Grove, 11563 State Highway 42, Ellison Bay, Wi 54210, 17 units</li><li>Robertoy Homes, 5 units (Gibraltar, 8240 State Highway 42)</li></ul>	Manufactured Home Parks (11 parks, 479 total units) <b>City:</b> <ul style="list-style-type: none"><li>Cherry Estates, 20 units (2119 Cherry Blvd)</li><li>Gitche Gumees Resort LLC, 6 units (4306 Gitche Gumees Rd)</li><li>Thunderhill Estates, 267 units (417 N 14th Pl)</li><li>Highland Heights Estates, 29 units (1329 W Walnut Dr)</li><li>Sunrise Shores, 45 units (corner of Hudson &amp; Elm)</li></ul> <b>Towns:</b> <ul style="list-style-type: none"><li>Quietwoods North, 26 units (Nasewaupee, 668 Grondin Rd)</li><li>Sand Bay Beach Resort, 11 units (Nasewaupee, 3798 Sand Bay Point Rd)</li><li>Little Birdie LLC, 15 units (Nasewaupee, 3574 Stewart Ln)</li><li>Whispering Sands Resort LLC, 22 units (Nasewaupee, 3820 Sand Bay Point Rd)</li><li>Pleasant View Tr Park, 5 units (Nasewaupee, 6404 CTH C)</li><li>Bay Woods Development, 13 units (Nasewaupee, 3480 CTH CC)</li><li>Sunnyvale Estates Adem LCC, 20 units (Nasewaupee, 7625 State Highway 57)</li></ul>	Manufactured Home Parks (9 parks, 229 total units): <ul style="list-style-type: none"><li>White Birch Trailer Park, 24 units (Brussels, 1280 S Bayshore Rd)</li><li>Harold's Court, 8 units (Brussels, Bent Road)</li><li>Goetz Resort, 81 units (Gardner, 3402 CTH CC)</li><li>Rileys Bay Mobile Home Community, 16 units (3541 Rileys Bay Rd)</li><li>Misty Hollow Court, 11 units (Route 8)</li><li>Quiet Woods South Mhp, 10 units (Gardner, 9245 Lovers Ln)</li><li>Weldons Resort, 12 units (Gardner, 3540 CTH CC)</li><li>Willems Trailer Court, 12 units (Gardner, 3561 CTH CC)</li><li>Chaudoirs Dock No 2, 55 units (Union, 10851 &amp; 10859 CTH N)</li></ul>
<b>Built Environment: Infrastructure and Critical Facilities</b> <ul style="list-style-type: none"><li><b>Location, construction standards, age, and life expectancy of specific critical infrastructure and facilities in the planning area.</b></li><li><b>Dependencies between infrastructure systems, critical facilities, and the people they serve.</b></li></ul>		
Hospitals and medical facilities		
<b>Village of Sister Bay:</b> <ul style="list-style-type: none"><li>Evangelical Lutheran Good Samaritan Society, C/O Scandia Village (10560 Applewood Rd)</li><li>Aurora Clinic (2521 S Bay Shore Dr)</li></ul> <b>Town:</b> North Shore Medical Clinic (Gibraltar, 3711 ST HY 42)	<b>City:</b> <ul style="list-style-type: none"><li>Door County Medical Center (323 S 18th Ave)</li><li>Aurora (1910 Alabama St)</li><li>Bellin (311 N 3rd Ave)</li></ul>	--
Water and wastewater		
<b>Wisconsin DNR</b> Peninsula State Park Wastewater Treatment Facility (services Peninsula Park)  <b>Village of Egg Harbor</b> Wastewater Treatment Facility (services Village of Egg Harbor), 4548 Ball Park Rd  <b>Village of Ephraim</b> Wastewater Treatment Facility (Services Village Of Ephraim), 10285 Town Line Dr, Sewage Treatment	<b>City:</b> <ul style="list-style-type: none"><li>Sturgeon Bay Utilities Wastewater Treatment (services City of Sturgeon Bay and one parcel in the Town of Sturgeon Bay and several parcels in the Town Nasewaupee, but also accepts and treats septic holding tank waste from other areas of the county.<ul style="list-style-type: none"><li>Supplier: Sturgeon Bay Utilities</li><li>Source: wells</li></ul></li></ul>	<b>Village of Forestville:</b> <ul style="list-style-type: none"><li>Forestville Wastewater Treatment Facility (429 Gaede Ave, services Village of Forestville)</li></ul> <b>Town:</b> Maplewood Sanitary District No. 1 (Forestville, S1561 STH 42 and 7632 County Hwy H) <ul style="list-style-type: none"><li>Services Maplewood (part of Town of Forestville)</li></ul>

<p><b>Village of Sister Bay:</b></p> <ul style="list-style-type: none"><li>○ Wastewater Treatment Facility (Sister Bay Water Works, services approximately one-half of the Village of Sister Bay and part of the Town of Liberty Grove) 2124 Autumn Ct.</li><li>○ Sister Bay Water Tower (2497 Jungwirth Ct)<ul style="list-style-type: none"><li>▪ Source: wells</li><li>▪ Storage capacity: standpipe - 100,000 gal.; tower - 150,000 gal.</li><li>▪ System capacity: 1,610,000 gal./day</li><li>▪ Average consumption: winter - 130,000 gal./day; summer - 340,000 gal./day</li><li>▪ Peak consumption: 498,000 gal./day. *Peak consumption is the highest quantity of water consumed over a given time period, most commonly</li><li>▪ Connections (# of meters): Village - 776 residential &amp; 185 commercial; Town - 138 residential &amp; 20 commercial</li></ul></li></ul> <p><b>Towns:</b></p> <ul style="list-style-type: none"><li>○ Baileys Harbor Wastewater Treatment Facility, 2605 Summit Rd (services Baileys Harbor "downtown")</li><li>○ Fish Creek Sanitary District 1 Wastewater Treatment Facility, (services Fish Creek in Town of Gibraltar, 3815 County Hwy F)</li><li>○ Liberty Grove Sanitary District (2276 Hill Rd)</li></ul>	<ul style="list-style-type: none"><li>▪ Storage capacity: ground - 1,350,000 gal.; overhead - 700,000 gal.</li><li>▪ System Capacity: 4,968,000 gal/day</li><li>▪ Average consumption: 1,600,000 gal/day</li><li>▪ Connections (# of meters): 3,965 residential; 450 commercial; and 40; industrial; serving an est. 9,000 people</li><li>▪ plus 8 lift stations</li></ul> <ul style="list-style-type: none"><li>○ Water towers (5, plus 2 tanks on top of big hill):<ul style="list-style-type: none"><li>▪ 236 S Duluth Ave</li><li>▪ 210 W Redwood St (and ATC Substation)</li><li>▪ 1138 S Neenah Ave</li><li>▪ 1003 S Duluth Ave</li><li>▪ 191 N 9th Ave (Big Hill)</li></ul></li></ul> <p><b>Town:</b> Sevastopol Sanitary District No. 1 (Sevastopol, 4900 State Hwy 57, services Institute and Valmy)</p>	<ul style="list-style-type: none"><li>▪ Source: wells</li><li>▪ Storage capacity: none</li><li>▪ System capacity: 136,000 gal./day with one well out of service or 272,000 with both wells running</li><li>▪ Average consumption: 6,179 gal./day</li><li>▪ Peak consumption: 38,000 gal./day</li><li>▪ Connections (# of meters): 44 residential &amp; 6 commercial, serving an estimated 122 people</li></ul>
<b>Police and fire stations; emergency operations centers</b>		
<p><b>Villages:</b></p> <ul style="list-style-type: none"><li>○ Egg Harbor Fire Department (4562 Harbor School Rd)</li><li>○ Ephraim Fire Department (10011 Norway)</li><li>○ Village of Sister Bay/Town of Liberty Grove fire stations (1487 State Hwy 42 and 2258 Mill Rd)</li></ul> <p><b>Towns:</b></p> <ul style="list-style-type: none"><li>○ Baileys Harbor Volunteer Fire Department (2404 Park St)</li><li>○ Egg Harbor Fire Department - Station 2 (5242 County I)</li><li>○ Town of Gibraltar fire station: (3478 &amp; 3496 County Hwy F)</li><li>○ Jacksonport Fire Department (6622 Memorial Dr)</li><li>○ Washington Island – Door County Emergency Center (1309 Range Line Rd)</li></ul>	<p><b>City:</b></p> <ul style="list-style-type: none"><li>○ Door County Justice Center, 1201 S Duluth Ave</li><li>○ Door County Government Center, 421 Nebraska St.</li><li>○ West Fire station, 656 S. Oxford Ave</li><li>○ East Fire Station and Police Department, 421 Michigan St</li></ul> <p><b>Town:</b> Coast Guard Station (Sturgeon Bay, 2501 Canal Rd)</p>	<p><b>Village of Forestville:</b> Southern Door Fire Dept Inc (E 110 E Main St)</p> <p><b>Towns:</b></p> <ul style="list-style-type: none"><li>○ Brussels-Union-Gardner Fire Dept Inc. (Brussels, 1358 CTH DK)</li><li>○ Brussels-Union- Gardner Fire Dept Inc (Gardner, 3116 N Stevenson Pier Rd and 808 CTH C)</li><li>○ Southern Door Fire Dept Inc (Nasewaupee, 6860 County Hwy M)</li></ul>

<b>Power utilities.</b> Four transmission lines run through Southern Door to the City. Only one transmission line serves all of northern Door County (north of the Dunn station). Major transmission lines within Door County include 138 kilovolt lines. Smaller electric transmission lines (69 kilovolt) also traverse throughout the county.		
One transmission line serves all of northern Door County (north of the Dunn station). <ul style="list-style-type: none"><li>Wisconsin Public Service Corp<ul style="list-style-type: none"><li>Egg Harbor, 7906 Heritage Lake Rd</li><li>Liberty Grove, 10263 State Hwy 57 and 11569 Old Stage Rd</li></ul></li><li>The Washington Island Electric Cooperative Inc., a private electric service utility established in 1945, serves approximately 700 year-round residents and 1,300 seasonal residents on Washington Island. (1157 Main Rd and 201 Green Bay Rd)</li></ul>	<b>City:</b>  Sturgeon Bay Utilities (SBU, 230 E Vine St). Maintains an electric distribution system that services over 8,300 customers in the City of Sturgeon Bay and the Towns of Clay Banks, Nasewaupee, Sevastopol, and Sturgeon Bay. Utility staff members are responsible for maintaining four substations with current capacity of over 98 megawatts and over 281 miles of overhead and underground transmission lines. Over 3,300 transformers regulate the voltage measured by 9,400 meters used by its customers. <ul style="list-style-type: none"><li>Wisconsin Public Service Corp stations<ul style="list-style-type: none"><li>1479 S Neenah Ave (gas)</li><li>44 N 14th Ave (offices/yard)</li><li>1840 Michigan St (gas)</li></ul></li><li>American Transmission Co., LLC (electric)<ul style="list-style-type: none"><li>1801 Barge Rd</li><li>214 W Redwood St</li><li>37 W Redwood St</li></ul></li><li>Sturgeon Bay Utilities (electric)<ul style="list-style-type: none"><li>210 W Redwood</li><li>8 W Yew</li><li>113 S 1st Ave</li><li>2210 Michigan St</li></ul></li></ul> <b>Town:</b> Wisconsin Public Service Corp station (Sevastopol, 5655 W Dunn Rd)	Four transmission lines run through Southern Door to the City. Only one transmission line serves all of northern Door County (north of the Dunn station). <ul style="list-style-type: none"><li>Sturgeon Bay Utilities (SBU, 230 E Vine St). Maintains an electric distribution system that services the Towns of Clay Banks.</li><li>Wisconsin Public Service Corp stations<ul style="list-style-type: none"><li>Nasewaupee, 2030 School Ln</li><li>Forestville, 6787 County Hwy J</li></ul></li></ul>
<b>Transportation (roads, railways, waterways)</b>		
<b>Towns:</b>  Liberty Grove: <ul style="list-style-type: none"><li>Door County Highway Shop (10363 State Hwy 57)</li><li>Washington Island Ferry Line Inc (213, 220, 12743, and 12745 STH 42; and 12719 N Porte Des Morts Dr)</li><li>Ferry (12689 &amp; 95, STH 42)</li></ul> Washington Island: <ul style="list-style-type: none"><li>Door County Highway Shop (1291 Airport Rd)</li><li>Washington Island Ferry Line Inc, 262 Lobdell Point Rd</li></ul>	<b>City:</b> <ul style="list-style-type: none"><li>Sturgeon Bay Ship Canal/Port of Sturgeon Bay</li><li>Fincantieri Bay Shipbuilding (FBS), Shipyard (605 N 3rd Ave)</li><li>Door County Highway Shop (1001 S Duluth Ave)</li></ul>	<b>Town:</b> Door County Highway Shop (Brussels, 1729 County Hwy DK)

Communication systems/centers		
<p><b>Village of Egg Harbor:</b> GTE North, Inc. (4600 CO HY E)</p> <p><b>Village of Sister Bay:</b> GTE North, Inc. (10557 Applewood Rd)</p> <p><b>Towns:</b></p> <p>Baileys Harbor: General Telephone Company (8082 Guy St)</p> <p>Egg Harbor:</p> <ul style="list-style-type: none"><li>Door County towers (4695 Sunny Slope Rd)</li><li>2102 LLC, 7148 Ida Red Rd Unit 1603</li><li>4293 Harbor School Rd</li><li>7120 Horseshoe Bay Rd</li></ul> <p>Gibraltar:</p> <ul style="list-style-type: none"><li>General Telephone Company (8574 State Hwy 42)</li><li>Chambers Island Parking and Tower (10997 Island Dr E)</li></ul> <p>Jacksonport:</p> <ul style="list-style-type: none"><li>Station (3381 CTH V)</li><li>General Telephone Company (3381 County Hwy V)</li></ul> <p>Liberty Grove:</p> <ul style="list-style-type: none"><li>Tower, Wisconsin Educational Communications Board (11670 Old Stage Ct)</li><li>Tower Development LLC (11666 Old Stage Ct)</li><li>General Telephone Company (11680 Old Stage Ct)</li></ul> <p>Washington Island: General Telephone Company (1108 Main Rd)</p>	<p><b>City:</b></p> <ul style="list-style-type: none"><li>Door County Broadcasting Co Inc (800 S 15th Ave)</li><li>emergency transmission towers owned by Door County – one by Justice Center and one by the ADRC</li></ul> <p><b>Towns:</b></p> <ul style="list-style-type: none"><li>Communications tower (Sturgeon Bay, 2054 South Shiloh Rd)</li><li>Door County Broadcasting Co Inc (Sevastopol, 4891 County Hwy HH)</li><li>US Cellular (Sevastopol, 4827 County Hwy HH)</li></ul>	<p><b>Village of Forestville:</b></p> <ul style="list-style-type: none"><li>Communications building (129 N Grand Ave)</li><li>Tower (429 Gaede Ave)</li></ul> <p><b>Towns:</b> Forestville Telephone Company</p> <ul style="list-style-type: none"><li>Brussels (1271 and 9145 County Hwy J)</li><li>Forestville (S1549 State Hwy 42)</li><li>Gardner:<ul style="list-style-type: none"><li>2249 Brussels Rd</li><li>3108 and 9576, County Hwy CC</li><li>8900 Lime Kiln Rd</li></ul></li><li>Nasewaupee (3327 Park Dr)</li></ul>
Schools		
<p><b>Towns:</b></p> <ul style="list-style-type: none"><li>Gibraltar School (Gibraltar, 3924 &amp; 3926 State Hwy 42)</li><li>Washington Island School District (Washington Island, 888 Main Rd)</li></ul>	<p><b>City:</b></p> <ul style="list-style-type: none"><li>Sturgeon Bay School District:<ul style="list-style-type: none"><li>High School, 1230 Michigan St</li><li>TJ Walker Middle School, 19 N 14th Ave</li><li>Sunrise Elementary, 1414 Rhode Island St</li><li>Sawyer Elementary, 60 Willow Dr</li></ul></li><li>St. John Bosco, 730 W Maple St</li><li>St. Peter’s Lutheran, 108 W Maple St</li><li>NWTC (229 N 14th Ave)</li></ul> <p><b>Town:</b> Sevastopol Consolidated School (Sevastopol, 4550 State Hwy 57 and 4498 E Dunn Rd)</p>	<p><b>Town:</b> Southern Door School, Joint School District No 1, 2073 County Hwy Dk (Gardner)</p>



Energy pipelines and storage		
<b>Villages:</b> <ul style="list-style-type: none"><li>Village of Sister Bay:<ul style="list-style-type: none"><li>Northern Propane Gas Co (10628 N Highland Rd)</li><li>Lakes Gas Company (Lamperts, 2613 S Bay Shore Dr)</li></ul></li><li>Village of Ephraim: gas propane distributor (6276 ST HY 42)</li></ul> <b>Town:</b> Lakes Gas Company (Egg Harbor, 6276 State Hwy 42)	<b>City:</b> <ul style="list-style-type: none"><li>Lakes Gas Co (235 Nautical Dr)</li><li>Ferrill Gas Co (228 S. Neenah Ave)</li></ul>	<b>Towns:</b> <p>Propane storage</p> <ul style="list-style-type: none"><li>Door County Cooperative Propane (Brussels, 7460 WI-42 #57)</li><li>Lakes Gas Company (Nasewaupee, 2136 School Ln )</li></ul>
Airports/landing strip		
<b>Towns/Village:</b> <ul style="list-style-type: none"><li>Ephraim Gibraltar Airport (Gibraltar, 9665 Maple Grove Rd)</li><li>Washington Island Airport (Washington Island, 1535 and 1693 Airport Rd)</li></ul>	<b>Town:</b> Door County Cherryland Airport (Nasewaupee – 3327, 3418, 3538, and 3640 Park Dr.)	<b>Town:</b> Airport accessory structure (Forestville, 1767 CO HY O)
Administrative & Community Buildings		
<b>Villages:</b> <ul style="list-style-type: none"><li>Village of Egg Harbor:<ul style="list-style-type: none"><li>Village hall/Bertschinger Community Center (7860 State Hwy 42)</li><li>Donald &amp; Carol Kress Pavilion (7845 Church Street)</li><li>Egg Harbor Public Works (4548 Ball Park Road)</li></ul></li><li>Village of Ephraim:<ul style="list-style-type: none"><li>Village hall and administrative buildings (9996 Water St. and 10005 N Norway St.)</li><li>Public Works (10285 Townline Rd.)</li></ul></li><li>Village of Sister Bay:<ul style="list-style-type: none"><li>Village hall (10647 Bluffside Ln)</li><li>Public Works (2313 Mill Rd)</li></ul></li></ul> <b>Towns:</b> <ul style="list-style-type: none"><li>Baileys Harbor: Town hall (2392 CO HY F)</li><li>Egg Harbor: Town Hall (5242 CTH I)</li><li>Gibraltar: Town hall, library, and administrative buildings<ul style="list-style-type: none"><li>4097 Main St</li><li>3926 STH 42</li><li>4176 Maple St</li><li>10169 Shore Rd</li></ul></li><li>Jacksonport: Town hall (3365 CO HY V)</li><li>Liberty Grove:<ul style="list-style-type: none"><li>Town hall (11161 Old Stage Rd)</li></ul></li></ul>	<b>City:</b> <ul style="list-style-type: none"><li>City Hall (421 Michigan Street)</li><li>Public works (835 N 14TH Ave)</li></ul> <b>Towns:</b> <p>Town halls:</p> <ul style="list-style-type: none"><li>TNP: 3388 PARK DR</li><li>Sevastopol: 4528, HY 57</li></ul>	<b>Village of Forestville:</b> Village Hall (123 S Forestville Ave) <b>Towns:</b> <ul style="list-style-type: none"><li>Town halls:<ul style="list-style-type: none"><li>Clay Banks: 6098 Co Hy OO</li><li>Forestville: 7701 County Hwy H</li><li>Gardner: 2344 Co Hy C</li><li>Union: 10826 Stage Rd</li></ul></li></ul>

<ul style="list-style-type: none"><li>▪ Post Office (12055 Garrett Bay Rd)</li><li>○ Washington Island<ul style="list-style-type: none"><li>▪ 910 Main Rd, Town Hall</li><li>▪ 870 Main Rd, Community Building</li></ul></li></ul>		
<b>NATURAL ENVIRONMENT</b> <ul style="list-style-type: none"><li>• Most valuable areas that can provide protective functions that reduce the magnitude of hazard events.</li><li>• Critical habitat areas and other environmental features that are important to protect.</li></ul>		
<ul style="list-style-type: none"><li>○ 22,905 preserved acres</li><li>○ 19,301 ac. zoned wetland</li><li>○ 8,323 ac. flood zone</li><li>○ 96 impervious surface acres in flood zone (not including WI)<ul style="list-style-type: none"><li>▪ 25 building acres, total improved value of \$162,046,200</li><li>▪ 28 road acres</li><li>▪ 20 driveway acres</li></ul></li></ul>	<ul style="list-style-type: none"><li>○ 6,735 preserved acres</li><li>○ Wetland area: 17,797 acres</li><li>○ Flood zone area: 4,189 acres</li><li>○ Impervious surface acres in flood zone: 157 acres<ul style="list-style-type: none"><li>▪ 32 building acres, total improved value of \$103,361,400</li><li>▪ 36 road acres</li><li>▪ 21 ac driveway acres</li></ul></li></ul>	<ul style="list-style-type: none"><li>○ 3,790 preserved acres</li><li>○ Wetlands 19,721 ac.</li><li>○ Flood zone 4,543 ac.</li><li>○ 46 impervious acres in flood zone<ul style="list-style-type: none"><li>▪ 9 building acres, total improved value of \$33,270,000</li><li>▪ 25 road acres</li><li>▪ 8 driveway acres</li></ul></li></ul>

Community Capabilities: Planning and Regulatory

Plan/Program	Door County	City of Sturgeon Bay	Village of Egg Harbor	Village of Ephraim	Village of Sister Bay
Comprehensive Plan	2015 – 2035; some discussion on the impacts of climate change, but no strategy.	2020 – 2040. Recommended Action: Complete a climate event risk assessment in Sturgeon Bay, analyzing areas of vulnerability, identifying hazard mitigation steps, and prioritize an action plan to be ready for potential weather events, including floods.	2020 – 2040	2009 – 2029	2023
Capital Improvements Plan	2019 - 2023	Yes – 2020.	Yes	10 year capital projects/liabilities completed in 2020	Yes
Economic Development Plan	2005, does not address hazards	Yes – as element of comprehensive plan.	No	Part of comprehensive plan	Yes
Local Emergency Operations Plan	Emergency Response Plan	Under County’s plan, updated in 2021.	Yes	In process	Yes, 2013?
Continuity of Operations Plan	Emergency Services and Public Health	Yes – adopted in 2016.	No	No	No
Transportation Plan	Yes, does not address hazards	Yes – as element of comprehensive plan.	No	Part of comprehensive plan	No
Stormwater Management Plan	Airport only	Yes – adopted in 2005.	No	Yes, erosion control ordinance	No; CUPAC study addresses some of this
Community Wildfire Protection Plan	No	No	No	No	No
Other special plans	DDC Crisis Management and Business Continuity Plan, Nov. 2020. Primarily addresses post-hazard communications.	Port Security Plan – 2006	Comprehensive Outdoor Recreation Plan - 2025	Green Tier member	No
Building Code	No	Yes – current code adopted by state.	WI UDC	WI UDC	WI UDC
Building Code Effectiveness Grading Schedule (BCEGS) Score	No	No	No	No	No
Fire department ISO rating	None	2	7	6	4/5: 4 – hydrants & 5 – 1,000’ beyond hydrants
Site plan review requirements	None	Yes	Yes	Yes, with all building permits	Yes
Zoning ordinance	Yes; comprehensive and shoreland Protects wetlands in regulated areas	Yes – includes wellhead protection standards	Yes	Yes	Yes
Subdivision ordinance	Yes, county-wide; requires stormwater runoff plans for major subdivisions	Yes – includes land suitability, cul-de-sac length, water main looping and other mitigation standards.	Yes	Yes	Yes
Floodplain ordinance	Yes, county-wide	Yes – limits and/or protects development in floodplains	Yes	Yes	No
Natural hazard specific ordinance (stormwater, steep slope, wildfire)	No ordinance, but storm water plans required for many projects	Yes – stormwater management ordinance requires new development to reduce runoff to guard against downstream flooding.	No	Yes	Yes; bluff protection
Flood insurance rate maps	Effective in conjunction with floodplain ordinance	Yes – maps are basis for floodplain ordinance.	Yes	Yes	Yes; part of Village

Acquisition of land for open space and public recreation uses	Yes, 2021 – 2025 Plan	Yes – part of subdivision ordinance	No	Yes	Yes
Other Programs/Comments	Green Tier Program	Shoreland Wetland Zoning Code and Property Maintenance Code prevent development in hazardous wetland conditions and prevent buildings from becoming hazardous from deterioration/neglect, respectively.  The codes currently do not have requirements relating to development on steep or unstable slopes. There are no setbacks from wetlands or floodplains.	Public tree removal	None	None

**Community Capabilities: Administrative and Technical**

Position/Technical Ability	Door County	City of Sturgeon Bay	Village of Egg Harbor	Village of Ephraim	Village of Sister Bay
Planning Commission	Yes – mostly advisory, no special experience in mitigation planning	Yes – mostly advisory, no special experience in mitigation planning	Yes	Yes	Yes
Mitigation Planning Committee	Public Safety Committee	No	No	No	No
Maintenance programs to reduce risk (e.g., tree trimming, clearing drainage systems)	Parks, tree-trimming	Yes – annual maintenance done by Public Works Department and by Sturgeon Bay Utilities. Generally responsive to potential risks/problems depending on time of year/available human power.	Yes	Yes – tree-trimming and flushing storm sewers done annually	Yes
Mutual aid agreements	Emergency Response Plan	Yes – all of Door and Kewaunee Counties included. July 2014 MABAS division #154 (statewide mutual aid)	Yes	Yes, through fire department (MABAS)	Yes
Chief Building Official	No	Yes, full-time, contracted Yes, no, yes	Part-time	Yes, full-time administrator	Yes, part-time
Floodplain Administrator	Yes, staffing is adequate; staff is not trained on hazard mitigation; coordination between DNR and County staff is effective	Yes, full-time Yes, no, yes	Full-time	Yes, full-time	No
Emergency Manager	Yes, part-time	No; good coordination with county	Full-time	Yes, fire chief/maintenance worker	No
Community Planner	Full-time; coordinates plans between municipalities	Yes, full-time	No	Yes, full-time	Yes, full-time
Civil Engineer	No	Yes, full-time	No	No	No
GIS Coordinator	Yes; position does some coordinating between municipalities	Yes, full-time	No	No	No
Other	--	All City staff is trained in National Incident Management System and Incident Command System 100 & 200	None	None	None
Warning systems/services (Reverse 911, outdoor warning signals)	911 & Code Red	Yes; county system	Yes; county system	Yes; county system	Yes; county system
Hazard data and information	LEPC	Yes; EPCRA reporting and Fire Department inspection records	Yes; limited data	Yes; county system	Yes
Grant writing	Planner can and does write grants	Yes; various grant programs used for emergency equipment and plan creation	Yes; limited	Yes, general municipal grants but not in relation to hazards	Yes
Hazus analysis	No	No	No	No	Yes

Can these capabilities be expanded and improved to reduce risk?	--	Information sharing among various City committees and departments, as well as outside agencies, could be improved. Let all staff/committees know what info/capabilities are available.	--	--	--
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**Community Capabilities: Financial** (has the funding been used in the past and could the resource be used to fund future mitigation actions?)

Program	Door County	City of Sturgeon Bay	Village of Egg Harbor	Village of Ephraim	Village of Forestville	Village of Sister Bay
Capital improvements project funding	Possibly for government buildings	Yes – stormwater/flooding projects and fire/emergency response equipment Yes	Yes; capital needs. This source could be re-directed to mitigation.	Yes, for roads, docks, maintenance facilities. Has not been used for hazards in the past.	No	Yes
Authority to levy taxes for specific purposes	Most likely not	No/Yes	No	Yes, sanitary sewer	Yes	Yes
Fees for water, sewer, gas, or electric services	No	No/No	Yes, sanitary sewer fees	Yes, sanitary sewer	Yes	Yes
Impact fees for new development	No	No/Yes	No	No	Yes	Yes
Storm water utility fee	NA	No/Yes	No	No, fees charged	No	No
Incur debt through general obligation bonds and/or special tax bonds	Yes, not recently, possibly	No/Yes	Yes	Yes	No	Yes
Incur debt through private activities	No	N/A	Yes	Yes	No	Yes
Community Development Block Grant	Yes; housing down payment and repair	No/Yes	Yes	Yes	No	?
Other federal funding programs	Yes	Yes – Port Security Plan & special rescue equipment Yes	Yes Beach/stormwater improvements, marina repairs	Yes, clean water fund	No	Yes
State funding programs	Yes	Yes – special rescue equipment Yes	Yes, marina repairs	Yes	Yes	Yes
Other	None	Yes – private grant funds (Raibrook Foundation) used for equipment	None	None	Yes	None

Community Capabilities: Education and Outreach

Program/Organization	Door County	City of Sturgeon Bay	Village of Egg Harbor	Village of Ephraim	Village of Sister Bay
Local citizen groups or non-profit organizations focused on environmental protection, emergency preparedness, access and functional needs populations, etc.	United Way? Land Trust? Nature Conservancy? Homeowner’s associations?	Ham radio operators provide communications during disaster. Also Civil Air Patrol and U.S. Coast Guard Auxiliary relate to resilience and mitigation. Yes	Yes	No	Sister Bay & Liberty Grove fire fighter’s association Northern Door First Responders Association
Ongoing public education or information program (e.g., responsible water use, fire safety, household preparedness, environmental education)	Human Services: tracks and investigates diseases, educates families regarding emergency preparedness, designates cooling shelters; issues press releases and public info re: dangerous weather, plans to develop a mass fatality plan.	SBFD has ongoing fire safety, household preparedness, and weather emergency programs that are provided to businesses, schools, etc. Yes	Yes	Yes, through fire dept.	Yes, open house at fire station?
Natural disaster or safety related school programs	Police officer in every school daily	SBFD prepares and has education for local schools disaster plans		Yes, through fire dept.	
StormReady certification	No	No	No	No	?
Firewise Communities certification	No	No	No	No	No
Public-private partnership initiatives addressing disaster-related issues	No	No	No	No	No
Other	None	Funding sources need to be known to staff and the committees that are involved in hazard mitigation. Perhaps a clearinghouse of grant sources and programs could be established. The financial impacts that a disaster can impose on the community should be made available and impressed on communities so that all hazard mitigation becomes a priority.	None	None	None

## **APPENDIX C: NON-NATURAL HAZARD TYPES, DESCRIPTIONS FROM 2016 PLAN**

## **NON-NATURAL HAZARD PROFILES**

The non-natural hazards described in this section are as follows:

- ✓ communicable diseases
- ✓ private water supply contamination
- ✓ hazardous materials – roadway
- ✓ hazardous materials – waterway
- ✓ loss of electrical system
- ✓ transportation – roadway accidents
- ✓ structural fire
  
- ✓ loss of sewer system
- ✓ nuclear power plant

The data provided below regarding communicable diseases comes from the Center for Disease Control and Prevention. The roadway accident information comes from the Wisconsin Department of Transportation. The private water supply contamination, hazardous materials on roadways, and hazardous materials on waterways come from the DNR's Remediation and Redevelopment Program, which oversees the investigation and cleanup of environmental contamination and the redevelopment of contaminated properties. The Bureau for Remediation and Redevelopment Tracking System (BRRTS) is the DNR's on-line database that provides information about contaminated properties and other activities related to the investigation and cleanup of contaminated soil or groundwater in Wisconsin for both state and federal cleanup programs. The database includes (but is not limited to) the following contamination data:

- ✓ investigations and cleanups of contaminated soil and/or groundwater
- ✓ spills
- ✓ Superfund sites
- ✓ DNR funding assistance

The BRRTS divides the data into groups of activities, as listed below:

- ✓ Abandoned container. An abandoned container with potentially hazardous contents has been inspected and recovered. No known discharge to the environment has occurred. If the container discharged a hazardous substance, a "Spills" activity is created at this location (see "Spills" below).
- ✓ Leaking Underground Storage Tank (LUST). A LUST site has soil and/or groundwater contaminated with petroleum, which includes toxic and cancer causing substances. However, given time, petroleum contamination naturally breaks down in the environment (biodegradation). Some LUST sites may emit potentially explosive vapors.
- ✓ Environmental Repair Program (ERP). ERP sites are sites other than LUSTs that have contaminated soil and/or groundwater. Examples include industrial spills (or dumping) that need long term investigation, buried containers of hazardous substances, and closed landfills that have caused contamination. The ERP module includes petroleum contamination from above-ground (but not from underground) storage tanks.
- ✓ Spills. A discharge of a hazardous substance that may adversely impact, or threaten to impact, public health, welfare, or the environment. Spills are usually cleaned up quickly. A spill is reportable to the DNR if there is an impact to human health; to the environment; there is a fire, explosion or safety hazard; or the spill has been cleaned up immediately. Spills more than the quantities listed below must be reported to the DNR:



- Petroleum compounds
  - petroleum product spilled and completely contained on an impervious surface
  - less than 1 gallon of gasoline or light grade petroleum product spilled onto a pervious surface or which runs off an impervious surface
  - less than 5 gallons of medium or heavy grade petroleum products spilled onto a pervious surface or which runs off an impervious surface
- Agrichemical compounds
  - less than 250 pounds dry fertilizer
  - less than 25 gallons of a liquid fertilizer
  - pesticides that would cover less than 1 acre of land if applied according to label instructions
- General Property Information. This consists of records of various milestones related to liability exemptions, liability clarifications, and cleanup agreements that have been approved by the DNR to clarify the legal status of a property.
- Voluntary Party Liability Exemption (VPLE). VPLEs are an elective process in which a property owner conducts an environmental investigation and cleanup of an entire property and then receives limits on future liability for that contamination under s. 292.15, Wisconsin Statutes. An individual, business, or unit of government can receive the liability exemption after a completed cleanup is approved.
- No Action Required. There was, or may have been, a discharge to the environment and, based on the known information, DNR has determined that the responsible party does not need to undertake an investigation or cleanup in response to that discharge.

### **NUCLEAR POWER PLANT (RADIOLOGICAL RELEASE)**

The Planning Team assigned nuclear power plant a total of three points out of a possible nine points for level of risk.

*Note: the information below is condensed from a Door County Environmental Council newsletter, sourced from Star Tribune, Power Engineering, Associated Press.*

The Nuclear Regulatory Commission defines two emergency planning zones around nuclear power plants: a plume exposure pathway zone with a radius of 10 miles, concerned primarily with exposure to, and inhalation of, airborne radioactive contamination, and an ingestion pathway zone of about 50 miles, concerned primarily with ingestion of food and liquid contaminated by radioactivity.

The Point Beach nuclear power plant is located in Two Rivers, approximately 30 miles from Door County's southern border. This plant provides approximately one-sixth of the total electric power generated for Wisconsin. The Kewaunee Nuclear Power Station, now closed, is located in Kewaunee County on the shore of Lake Michigan, 15 miles from Door County's southern border. The plant ceased operation on May 7<sup>th</sup>, 2013. As of 2015, Dominion Resources, the current owner, was seeking a waiver of this requirement, contending that the rule is outdated and overly conservative. The Nuclear Regulatory Commission's estimate of the risk each year of an earthquake intense enough to cause core damage to the reactor at Kewaunee was 1 in 83,333, according to a study they published in 2010.

## **HAZARDOUS MATERIALS INCIDENT, INCLUDING FIXED FACILITIES AND TRANSPORTATION**

### **WATER SUPPLY CONTAMINATION – PRIVATE**

The Planning Team assigned private water supply contamination a total of eight points out of a possible nine points for level of risk.

Many of the soils in Door County are very shallow, especially in the northern two-thirds of the county. Across most of the county, soils are less than five feet in depth to bedrock; 22% of the soil is less than 18 inches in depth and another 17% is between 18 to 36 inches in depth. The soils in the northern two-thirds of the county are rough and/or shallow, with much of the land cover remaining in woodland or wetland. The soils in the southern one-third of the county are deeper, smoother, and predominantly farmed. The largest acreage of the county's wetlands are also found in this region.

Since the county's groundwater is recharged from water that infiltrates through a land surface consisting of thin soils and bedrock formations, Door County has one of the highest risks of surface water pollution to groundwater of any county in Wisconsin. The dolostone bedrock contains many karst features that provide for large water-holding capacity and lateral flow, but also allow water and accompanying contaminants to quickly and directly enter the dolostone aquifer.

As development in an area increases, so does the impervious surface area, such as roofs, driveways, and parking lots. This affects the amount and quality of water that infiltrates to the groundwater due to the changes to vegetative cover, slope, soil composition, and soil depth. Groundwater may be contaminated by construction and agricultural runoff events, which can lead to contamination of private wells, fish kills, and an influx of nutrients into surface waters, causing algal blooms. Additionally, leaking private septic system tanks, usually made out of steel, or other malfunctioning portions of private septic systems, are primary contributors of bacteria such as fecal coliform and E. coli to groundwater.

Figure 2.2 is a groundwater contamination susceptibility map, created by the DNR in partnership with the United States Geological Survey, University of Wisconsin-Extension, and Wisconsin Geological and Natural History Survey. Five physical resource characteristics were identified as important in determining how easily a contaminant can be carried through overlying materials to the groundwater. These characteristics are depth to bedrock, type of bedrock, soil characteristics, depth to water table, and characteristics of surficial deposits (glacial deposits lying between bedrock and soil).

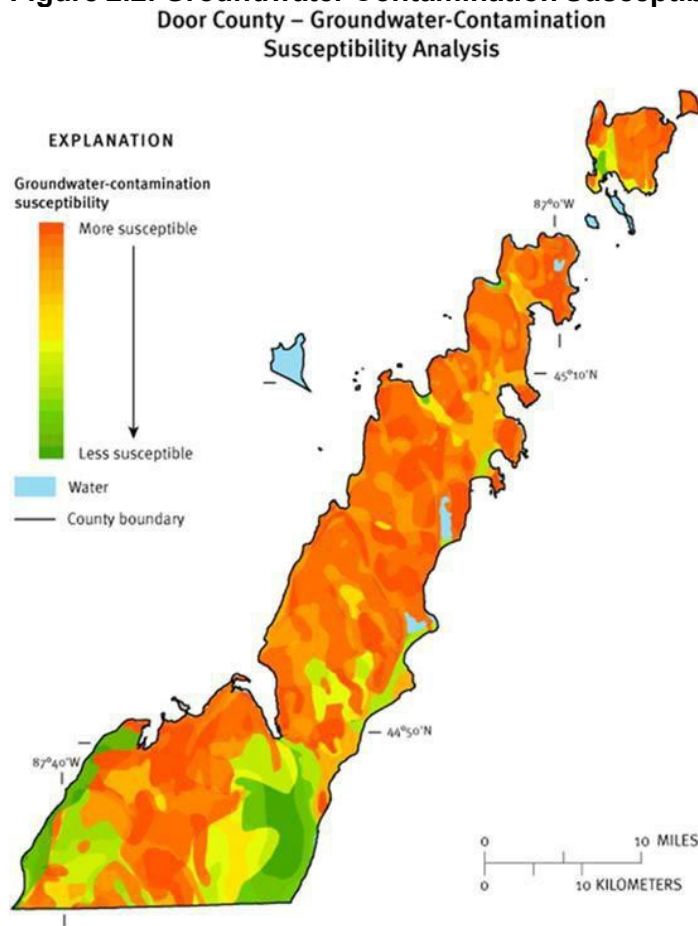
Municipal wells serve approximately one-third of the county's households, while private wells serve approximately two-thirds of the county's households. Only the City of Sturgeon Bay, the Villages of Forestville and Sister Bay, and Maplewood (Town of Forestville) have municipal water. The Village of Sister Bay also serves some households located in the Town of Liberty Grove. The City of Sturgeon Bay and the Villages of Forestville and Sister Bay have mapped their "zones of contribution," the surface area on the land that contributes rain and snowfall to the groundwater for a particular well site. Subsequent to mapping their zones of contributions, the City of Sturgeon Bay, Town of Liberty Grove, and the Village of Sister Bay have adopted wellhead protection ordinances.

Due to Door County's high risk for groundwater contamination, the county has requirements above and beyond the typical state requirements for well-drilling in place, such as additional casing requirements. The well casing is a steel or plastic pipe that lines the well, keeping it from caving in and protecting contamination of the ground water by surface water. In 1971, based on the findings of a study conducted by the Wisconsin Geological Survey of the county's groundwater, the county set casing depths for two different "zones," with minimum requirements of 100 feet and 170 feet depending upon which zone the well was located within. (State-wide, wells constructed prior to 1957 were required to have a uniform minimum casing of 40 feet; between 1957 and 1971, a uniform minimum casing of 100 feet was required. Currently,

state-wide requirements vary depending on site conditions.) Since 2006, the transition areas between those zones are now required to have a minimum of 140 feet of casing. In some situations, the DNR grants variances for construction and/or usage of a well with less than the minimum required casing amounts. The DNR may also recommend more casing based on known contamination in an area.

While municipal wells are routinely tested for contaminants, proper monitoring of contaminants in private wells often does not occur. Known problems for private wells are primarily bacterial contamination and nitrates. Copper and lead can also be present in groundwater, but usually come from plumbing/piping and sometimes from pesticides or herbicides. Lead can also be present in groundwater because of the county's past agricultural practice of using lead arsenic for controlling diseases in orchards.

**Figure 2.2: Groundwater Contamination Susceptibility Analysis, Door County**



This groundwater-contamination susceptibility map is a composite of five resource characteristic maps, each of which was derived from generalized statewide information at small scales, and cannot be used for any site-specific purposes.

Map source: Schmidt, R.R., 1987, Groundwater contamination susceptibility map and evaluation: Wisconsin Department of Natural Resources, Wisconsin's Groundwater Management Plan Report 5, PUBL-WR-177-87, 27 p.

Figure created for the "Protecting Wisconsin's Groundwater Through Comprehensive Planning" web site, 2007, <http://wi.water.usgs.gov/gwcomp/>

Contaminants may enter the groundwater through spills and leaking underground tanks. Water supply contamination from such occurrences has been reported to the DNR 14 times between 1984 and 2009, as listed below by type:

- 2 ERP – open
- 1 LUST – open
- 1 historical Spill
- 5 closed LUST
- 5 closed Spills

The type of substances causing the contamination and number of events reported are as follows:

- petroleum: 8
- volatile organic compounds: 2
- agriculture chemicals: 2
- food: 1
- manure: 1

Note that the one manure event listed in the database occurred in 2005. Not included in the database is a manure event that occurred in 2014 when manure was spread too close to a sinkhole and ended up in the drinking water supply of nearby homes in the Town of Jacksonport. Sixteen people became ill and one person was hospitalized, according to the Door County Department of Public Health.

## **HAZARDOUS MATERIALS – ROADWAY**

The Planning Team assigned hazardous material spills along or near a roadway a total ranking of six points out of a possible nine points.

Hazardous material spills along or near a roadway in Door County have been reported to the DNR 12 times between 1996 and 2014. The types of substances and number of events reported are listed below:

- petroleum: 8
- agriculture chemicals: 2
- sewage: 1
- anti-freeze: 1
- mineral oil: 1
- manure: 1

## **HAZARDOUS MATERIALS – WATERWAY**

The Planning Team assigned hazardous material spills in a waterway a total of five points out of a possible nine points.

Hazardous material spills resulting in surface water contamination in Door County have been reported to the DNR 193 times between 1971 and 2015. The status of all events are either “closed spill,” “historic spill,” or “closed ERP.” The types of substances and number of events reported are listed below:

- petroleum: 134
- unknown or historical spill with no substance listed: 45
- sewage: 4
- other: 4
- mineral oil: 3
- industrial chemical: 2
- volatile organic compound: 1
- animal product: 1

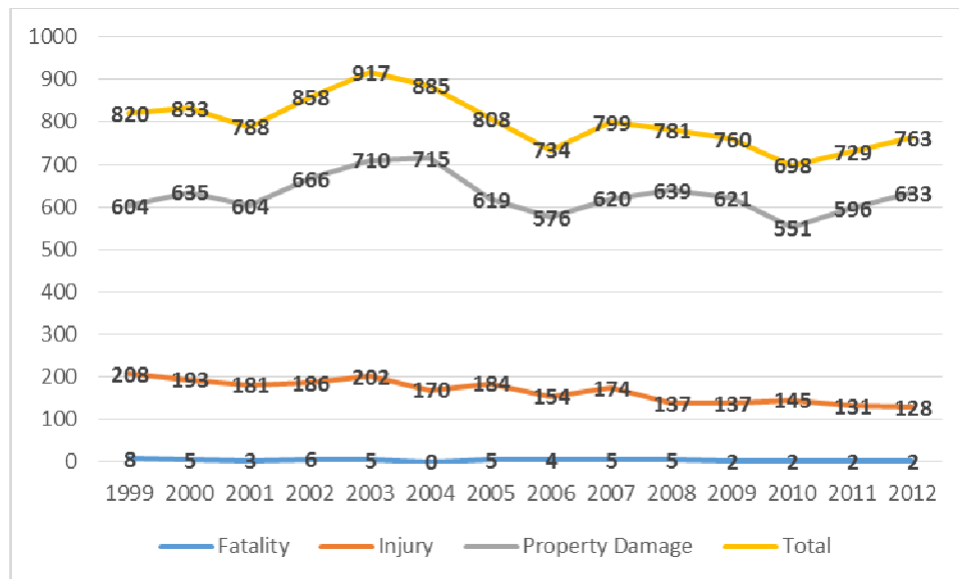
- food: 1
- industrial chemical: 1
- anti-freeze - 1
- manure - 1

Out of these 193 events, 163 (84%) took place in the Sturgeon Bay area, primarily taking place at the ship building/repair businesses.

## TRANSPORTATION – ROADWAY ACCIDENTS

Vehicle crash reports are filed with WisDOT by county and city police departments, providing the time, location, type, and severity of the crash. The number, location, and severity of accidents often indicate problems with road and street alignments, construction, or the geometric design of the street. A variety of measures, including alterations in the street geometry, enlargement of the intersection turning radii, placement of more prominent signs, relocation of access drives, and speed changes, are often used to alleviate problem areas. Detailed crash information for Door County can be found on-line from WisDOT. Figure 2.3 below shows the most recent data available for number and severity of vehicle crashes in Door County between 1999 and 2012.

**Figure 2.3: Number and Severity of Crashes, Door County, 1999 - 2012**



Source: <http://www.dot.wisconsin.gov/safety/motorist/crashfacts/>.

## DISRUPTION OF LIFELINES – ELECTRIC, FUEL, WATER, WASTEWATER

### LOSS OF ELECTRICAL SYSTEM

According to a federal report issued by the Executive Office of the President, “Economic Benefits of Increasing Electric Grid Resilience to Weather Outages,” severe weather is the leading cause of power outages in the United States. During a power outage, the normal operation of homes, businesses, public buildings and other critical community facilities may be interrupted. The costs of outages take various forms, including lost output and wages, spoiled inventory, delayed production, inconvenience, and damage to the electric grid. Grid resilience is increasingly important as climate change increases the frequency and intensity of severe weather. Scientific research predicts more severe hurricanes, winter storms, heat waves, floods and other extreme weather events induced by climate change. Continued investment in grid

modernization and resilience will mitigate these costs over time, saving the economy billions of dollars and reducing the hardship experienced when extreme weather strikes.

In addition to the economic costs of power outages, the loss of home heating and cooling systems may lead to heat exhaustion and hypothermia. Note that there are no recorded deaths or hospitalizations in Door County due to the loss of home heating and cooling systems. Described below are the primary electric, natural gas, and other fuel sources that keep homes heated/cooled in Door County.

### **Electric Service**

Except for a few small home-based alternative energy systems, all of the county's energy for electricity is imported from outside the county. Wisconsin Public Service (WPS) supplies the majority of power to Door County's residential, agricultural, commercial, and industrial customers, except for the Sturgeon Bay Utilities service area and the Town of Washington.

Sturgeon Bay Utilities (SBU) maintains an electric distribution system that services over 8,300 customers in the City of Sturgeon Bay and the Towns of Clay Banks, Nasewaupee, Sevastopol, and Sturgeon Bay. Utility staff members are responsible for maintaining three substations with current capacity of over 98 megawatts and over 281 miles of overhead and underground transmission lines. Over 3,300 transformers regulate the voltage measured by 9,400 meters used by its customers.

SBU is customer-owned and a member of Wisconsin Public Power, Inc. (WPPI). WPPI, created to provide reliable, low-cost power and services to its member/owners, is a regional power company serving 50 customer-owned electric utilities. Through WPPI, these public power utilities share resources and own generation facilities that provide reliable, affordable electricity to more than 190,000 homes and businesses in Wisconsin, Upper Michigan, and Iowa. WPPI supplies electricity to approximately 60 percent of the load served by municipal electric systems in Wisconsin, based on energy sales.

The Washington Island Electric Cooperative Inc., a private electric service utility established in 1945, serves approximately 700 year-round residents and 1,300 seasonal residents on Washington Island.

Most electric power for the county is transmitted along high voltage electric transmission lines owned and operated by the American Transmission Company (ATC). The ATC, formed in 2001, is a transmission- only utility that owns and operates approximately 9,350 miles of transmission lines and 500 substations. It serves approximately two-thirds of Wisconsin, including Door County. Four transmission lines run through Southern Door to the City. Only one transmission line serves all of northern Door County (north of the Dunn Road station). Major transmission lines within Door County include 138 kilovolt lines. Smaller electric transmission lines (69 kilovolt) also traverse throughout the county.

The ATC publishes an annual 10-year Transmission System Assessment Summary Report that outlines systems limitations and solutions for each of their five zones in Wisconsin. The September 2014 report recommends rebuilding a 69 kilovolt line between Dyckesville and the City, to be in service by the year 2016. ATC also plans to upgrade equipment at the Canal substation.

### **Natural Gas and Other Fuels**

WPS provides natural gas service to the City of Sturgeon Bay and Southern and Central Door, including the Towns of Brussels, Forestville, Gardner, Nasewaupee, Sevastopol, Sturgeon Bay, and Union. County residents and businesses without natural gas service have individual on-site tanks for liquid propane or fuel oil, purchased from other private vendors. Wood stoves and pellet stoves have also become increasingly popular as energy costs rise and renewable energy sources receive greater attention in the media. Pellets are made from recycled sawdust, wood shavings, corn, walnut and peanut shells, and similar biomass wastes that are ground up, compressed, and extruded.



## **LOSS OF SEWER SYSTEM**

A private septic system failure can cause pooling of sewage on the ground, which kids sometimes play in and get sick. Failure of a municipal sewer system can cause structural damage, as well as pose health risks. There no recorded deaths or hospitalizations in Door County due to failure of a sewer system.

## **STRUCTURAL FIRE**

The Planning Team assigned structural fire a total of four points out of a possible nine points for level of risk. House fires pose a health risk primarily due to smoke inhalation and burns.

## **EMERGING INFECTIOUS DISEASES, INCLUDING PANDEMIC INFLUENZA**

The Planning Team assigned communicable diseases a total of nine points out of a possible nine points for level of risk.

**Meningitis** (3 occurrences reported in Door County between 1997 and 2014). Meningitis is an inflammation of the membranes (meninges) surrounding the brain and spinal cord. The swelling associated with meningitis often triggers the "hallmark" signs and symptoms of this condition, including headache, fever, and a stiff neck. Most cases of meningitis in the U.S. are caused by a viral infection, but bacterial and fungal infections also can lead to meningitis. Depending on the cause of the infection, meningitis can get better on its own in a couple of weeks or it can be a life- threatening emergency requiring urgent antibiotic treatment.

It's easy to mistake the early signs and symptoms of meningitis for the flu (influenza). Meningitis signs and symptoms may develop over several hours or over one or two days. The signs and symptoms that may occur in anyone older than the age of two include:

- sudden high fever
- severe headache that isn't easily confused with other types of headache
- stiff neck
- vomiting or nausea with headache
- confusion or difficulty concentrating
- seizures
- sleepiness or difficulty waking up
- sensitivity to light
- lack of interest in drinking and eating
- skin rash in some cases, such as in meningococcal meningitis

**Tuberculosis** (7 TB and 34 latent TB occurrences reported in Door County between 1997 and 2014). Tuberculosis (TB) is a disease caused by germs that are spread from person to person through the air. TB usually affects the lungs, but it can also affect other parts of the body, such as the brain, the kidneys, or the spine. A person with TB can die if they do not get treatment. The general symptoms of TB disease include feelings of sickness or weakness, weight loss, fever, and night sweats. The symptoms of TB disease of the lungs also include coughing, chest pain, and the coughing up of blood. Symptoms of TB disease in other parts of the body depend on the area affected.

TB germs spread into the air when a person with TB disease of the lungs or throat coughs, sneezes, speaks, or sings. These germs can stay in the air for several hours, depending on the environment. Persons who breathe in the air containing these TB germs can become infected; this is called latent TB infection. People with latent TB infection have TB germs in their bodies, but they are not sick because the germs are not active. These people do not have symptoms of TB disease, and they cannot spread the germs to others,

however, they may develop TB disease in the future. They are often prescribed treatment to prevent them from developing TB disease.

People with TB disease have TB germs that are active, meaning that the germs are multiplying and destroying tissue in their body and can be spread to others. They usually, but not always, have symptoms of TB disease, which include those listed below. Drugs that can treat TB disease are available.

- a bad cough that lasts three weeks or longer
- pain in the chest
- coughing up blood or sputum
- weakness or fatigue
- weight loss
- no appetite
- chills
- fever
- sweating at night

**Cryptosporidium** (33 cases of cryptosporidiosis reported in Door County between 1997 and 2014). Cryptosporidium is a microscopic parasite that causes the diarrheal disease cryptosporidiosis. Both the parasite and the disease are commonly known as "Crypto." There are many species of Cryptosporidium that infect animals, some of which also infect humans. The parasite is protected by an outer shell that allows it to survive outside the body for long periods of time and makes it very tolerant to chlorine disinfection. While this parasite can be spread in several different ways, water (drinking water and recreational water) is the most common way the parasite spreads.

Cryptosporidium is a leading cause of waterborne disease among humans in the United States. Cryptosporidium parasites are found in every region of the United States and throughout the world. Travelers to developing countries may be at greater risk for infection because of poorer water treatment and food sanitation. In the United States, an estimated 748,000 cases of cryptosporidiosis occur each year.

Crypto lives in the intestine of infected humans or animals that shed Cryptosporidium parasites in the stool. Millions of Crypto parasites can be released in a bowel movement from an infected human or animal. Shedding begins when the symptoms begin and can last for weeks after the symptoms (e.g., diarrhea) stop. Crypto may be found in soil, food, water, or surfaces that have been contaminated with the feces from infected humans or animals. Crypto is not spread by contact with blood. Crypto can be spread by:

- putting something in the mouth or accidentally swallowing something that has come in contact with the stool of a person or animal infected with Crypto
- swallowing recreational water or beverages contaminated with Crypto
- eating uncooked food contaminated with Crypto
- touching your mouth with contaminated hands

Contaminated water may include water that has not been boiled or filtered, as well as contaminated recreational water sources. Several community-wide outbreaks of cryptosporidiosis have been linked to drinking municipal water or recreational water contaminated with Cryptosporidium. Once infected, people with decreased immunity are most at risk for severe disease, depending on a person's degree of immune suppression.



***E. Coli*** (5 cases of Shiga Toxin-Producing occurrences reported in Door County between 1997 and 2014). *Escherichia coli* (*E. coli*) bacteria normally live in the intestines of people and animals. Most *E. coli* are harmless and actually are an important part of a healthy human intestinal tract. Some *E. coli* are pathogenic, however, meaning they can cause illness, either diarrhea or illness outside of the intestinal tract.

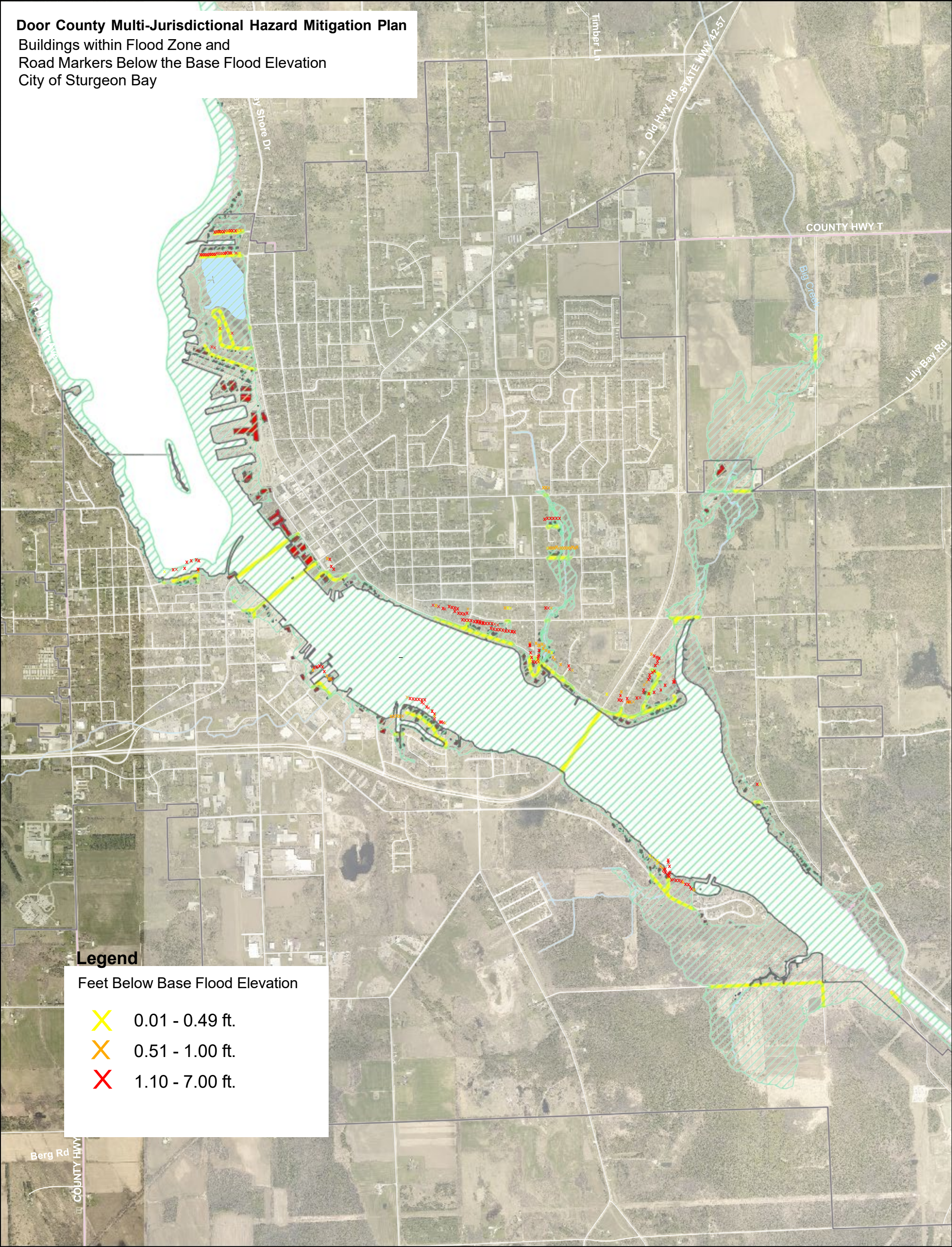
In 2002, the Door County Public Health Department began an extensive effort to monitor *E. coli* in the water at many beaches around Door County, largely due to the outbreak of a gastrointestinal illness traced back to one of the county's most popular beaches. In 2003, the Door County Soil & Water Conservation Department (SWCD) began identifying *E. coli* contamination sources at 31 beaches around the county, with a final report published in 2007. The final report concluded that storm water discharge during and after rain events is one of the clear sources of *E. coli* contamination in beach water throughout the county, with the most contaminated sources originating from onshore sources. Eleven beaches in nine different municipalities throughout the county were shown to have elevated *E. Coli* levels during or after rain events, the contamination likely due to the storm water discharge pipes located on or near the beaches. Since the 2007 report, the SWCD, through its Beach Contamination Reduction program, has worked with the county, City of Sturgeon Bay, Villages of Egg Harbor, Ephraim, and Sister Bay, and the Towns of Baileys Harbor, Gibraltar, Jacksonport, and Liberty Grove to develop construction plans to reduce stormwater contamination in public beach water.

- ✓ **Pneumonia.** Pneumonia can be caused by viruses, bacteria, and fungi. In the United States, common causes of viral pneumonia are influenza and respiratory syncytial virus, and a common cause of bacterial pneumonia is *Streptococcus pneumoniae* (pneumococcus).
- ✓ **Norovirus.** Norovirus is very contagious, transmitted from an infected person, contaminated food or water, or by touching contaminated surfaces. The virus causes the stomach or intestines or both to get inflamed (acute gastroenteritis), leading to stomach pain, nausea, diarrhea, and vomiting. It is the most common cause of acute gastroenteritis in the United States. Norovirus illness can be serious, especially for young children and older adults. Each year, it causes 19-21 million illnesses and contributes to 56,000-71,000 hospitalizations and 570-800 deaths. Norovirus is also the most common cause of foodborne-disease outbreaks in the United States. The best way to help prevent norovirus is to practice proper hand washing and general cleanliness.
- ✓ **Influenza** (3 hospitalizations between 1996 and 2014)
  - Seasonal Flu. A contagious respiratory illness caused by influenza (flu) viruses occurring every year. It affects an average of 5 percent to 20 percent of the U.S. population by causing mild to severe illness, and in some instances can lead to death.
  - H1N1 Influenza (swine flu; 18 cases in 2009). H1N1 influenza is a respiratory disease of pigs caused by type A influenza viruses that cause regular outbreaks in pigs. People do not normally get H1N1 influenza, but human infections can and do happen. H1N1 influenza viruses have been reported to spread from person-to-person.
  - Avian Influenza. Commonly known as bird flu, this strain of influenza virus is naturally occurring in birds. Wild birds can carry the virus and may not get sick from it; however, domestic birds may become infected by the virus and often die from it.

## **APPENDIX D: MUNICIPAL FLOODPLAIN MAPS**



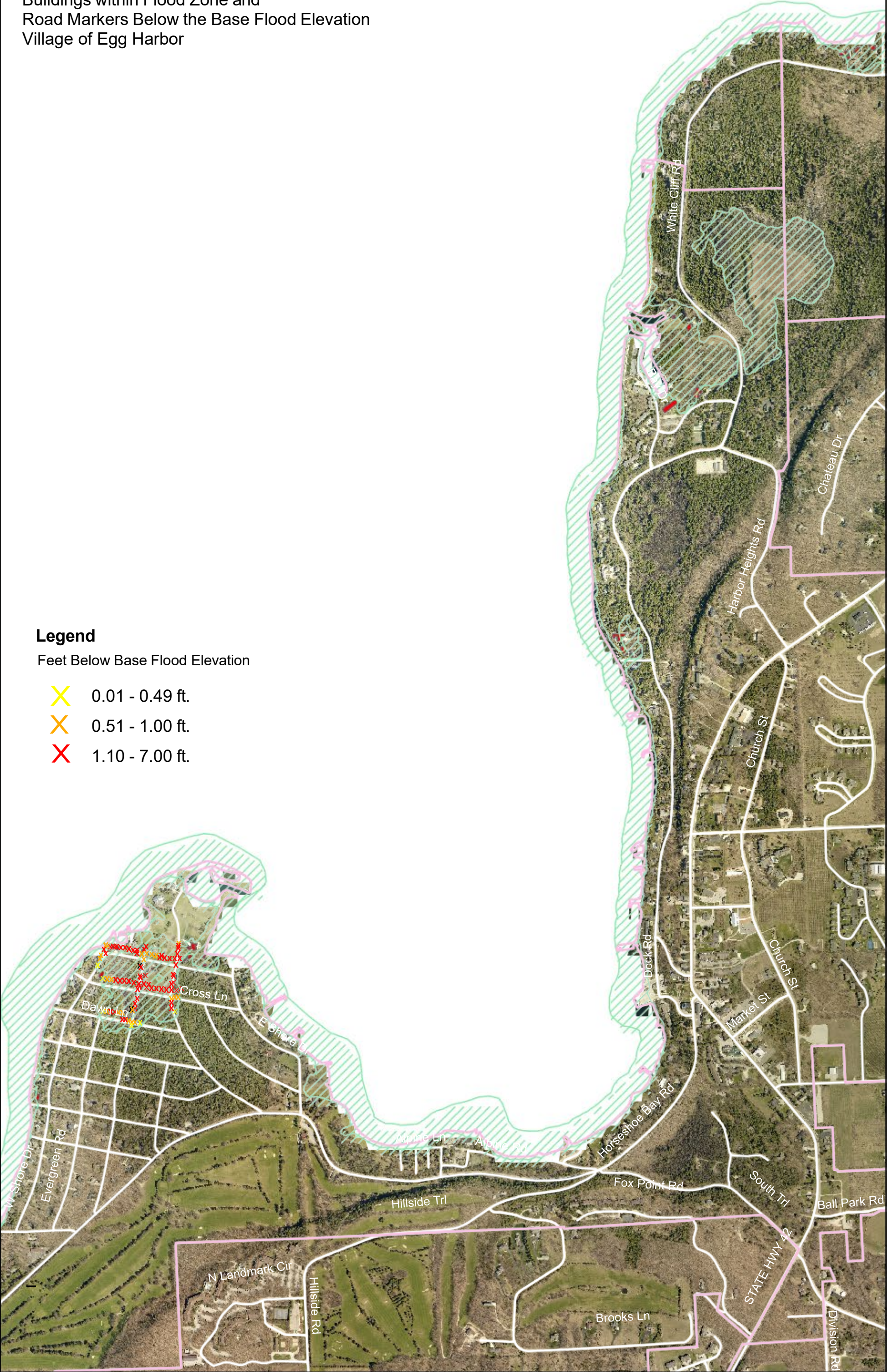
**Door County Multi-Jurisdictional Hazard Mitigation Plan**  
Buildings within Flood Zone and  
Road Markers Below the Base Flood Elevation  
City of Sturgeon Bay





Door County Multi-Jurisdictional Hazard Mitigation Plan

Buildings within Flood Zone and  
Road Markers Below the Base Flood Elevation  
Village of Egg Harbor



Legend




Feet Below Base Flood Elevation

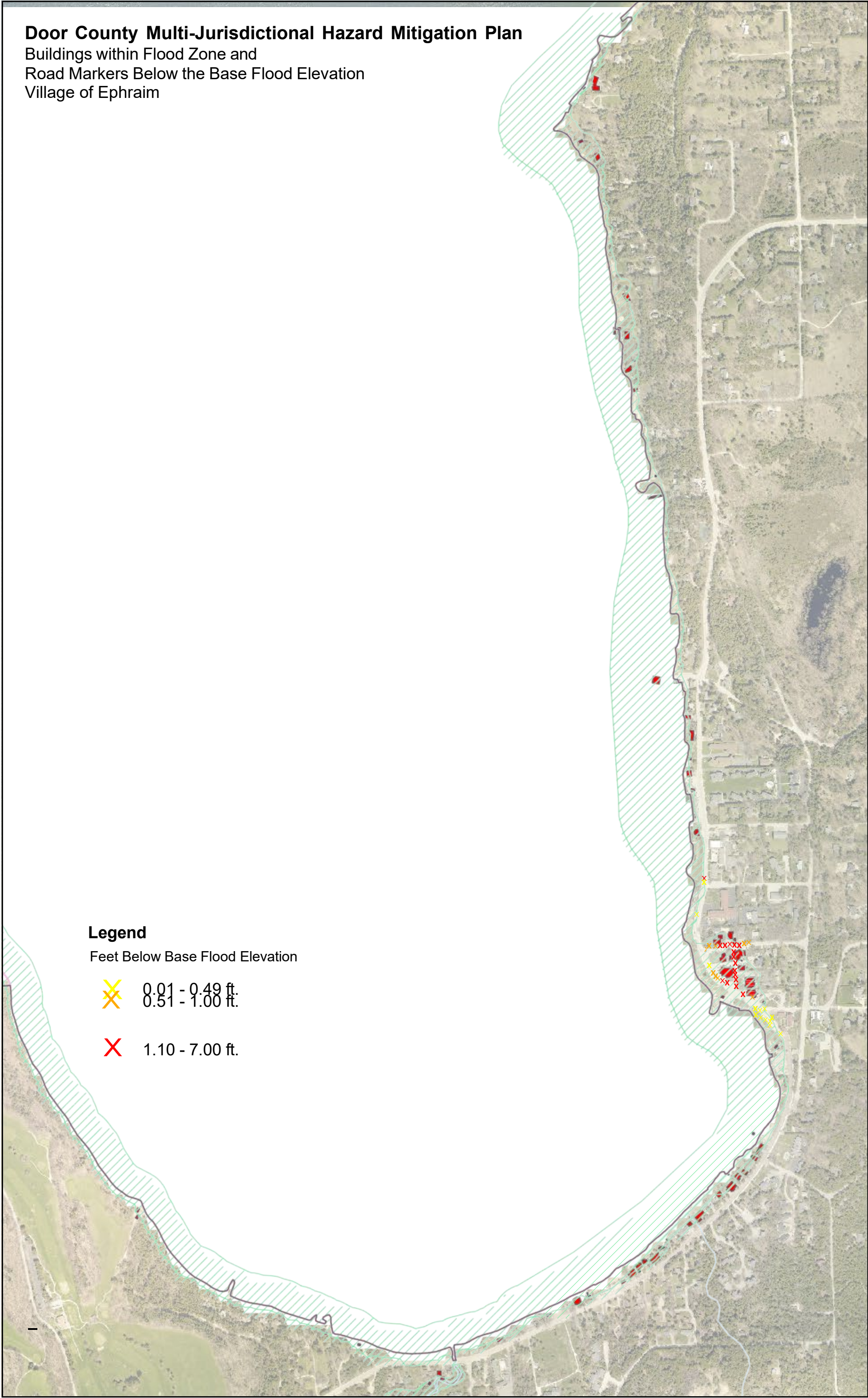
- 0.01 - 0.49 ft.
- 0.51 - 1.00 ft.
- 1.10 - 7.00 ft.



**Door County Multi-Jurisdictional Hazard Mitigation Plan**  
Buildings within Flood Zone and  
Road Markers Below the Base Flood Elevation  
Village of Ephraim

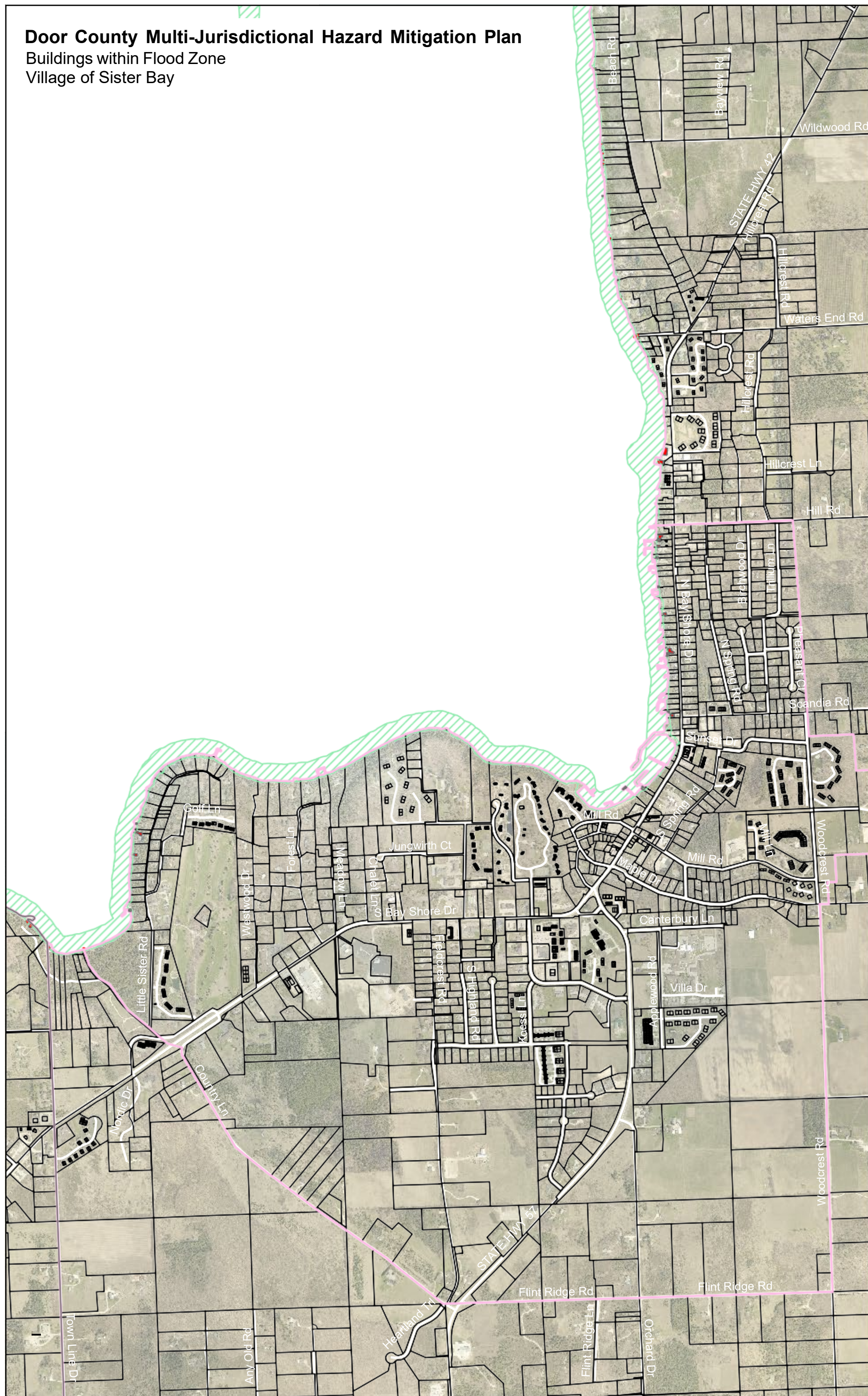
**Legend**  
Feet Below Base Flood Elevation

	0.01 - 0.49 ft.
	0.51 - 1.00 ft.
	1.10 - 7.00 ft.





## Buildings within Flood Zone Village of Sister Bay







**Stantec Consulting Services, Inc.**  
312 N 5th Avenue, Sturgeon Bay WI 54235

November 11, 2022

**Attention: Mr. Brent Bristol**

Village of Ephraim

PO Box 138

Ephraim WI 54211

920-854-5501

[bbristol@ephrain.wi.gov](mailto:bbristol@ephrain.wi.gov)

Dear Brent,

**Reference: Proposal for Professional Consulting Services for: Village of Ephraim – Remainder of Baudhuin Contract (Village Hall)**

Stantec Consulting Services Inc. (Stantec) has prepared this proposal for Professional Consulting Services, as described below, for the completion of the parking lot and highway parking stalls located at the Village Hall building. Any requested additional design work shall be considered additional services and a change order to this proposal.

## **Scope of Work:**

Stantec shall provide Civil Engineering and Land Surveying professional services for the Project. Stantec will self-perform Tasks A through D and are further described herein. We have organized the project tasks into the following categories:

- A. Finalize Civil Design Packet
- B. Collect Bids
- C. Coordinate with DOT
- D. Construction Staking

These tasks are described in further detail below.

## **Task A – Finalize Civil Design Packet**

- Final changes will be made to the Baudhuin plans and a final packet prepared suitable for DOT application.

**Reference:**     **Proposal for Professional Consulting Services for: Village of Ephraim – Remainder of Baudhuin Contract (Village Hall)**

**Deliverables:**

- Engineering plans suitable for permitting application and contractor bidding.

## **Task B – Bid Package**

- A short form quantity list and civil bid sections will be provided to the Builder for inclusion in their bid package.
- This cost assumes the Village will complete the actual bid procurement process.

**Deliverables:**

- Bid quantities and specification sections for Civil portions of project.

## **Task C – Coordination with DOT**

- Minor plan changes will be completed and coordination with the builder/Village throughout the design and bidding process will be provided.
  - Remote meeting testimony will be provided at up to one meeting with the Village approval committees.

**Deliverables:**

- Not applicable

## **Task D – Construction Staking**

- Grading will be staked with wood lath at parking stalls and curb locations a maximum of two trips.

**Deliverables:**

- PDF of staking plans to contractors. The field staking budget is based on a maximum of 2 site staking trips.



Reference: Proposal for Professional Consulting Services for: Village of Ephraim – Remainder of Baudhuin Contract (Village Hall)

## Exclusions:

### Not included (separate proposal if needed):

- Site Lighting and Photometric Plan, which will include selection of a pole type, fixtures and determining the locations by providing light scans. Conduit, wiring and system plans are not included and shall be provided by the electrical Engineer of record. Lighting plan is limited to two fixture types.
- Detailed Landscape Plan by landscape architect.
- Geotechnical testing
- Construction Administration.
- Fees charged by review agencies.
- DNR industrial wastewater holding tank permit if required.
- On-site wastewater system if required.

## Schedule:

Stantec will work with you to come up with a mutually agreeable schedule for entitlements, approvals, permitting and bidding of the projects. It is anticipated that completing the design, gaining approvals, and permits may take anywhere from 2 to 3 months to complete.

Project delays could be incurred due to factors outside our control such as slow response from regulators and timing of municipal sewer service to the site as well as delays caused by the COVID-19 pandemic. That said, Stantec will work closely with the Client to meet schedule expectations and develop a mutual agreement of when the final deliverables will be completed.

## Fees:

Professional services as identified in the above scope of work for Task A, B, C, and D will be completed on a Lump Sum basis matching the remainder of the historic Baudhuin contract. Invoices will be sent monthly for services rendered. Fees are identified below.

Task A –Finalize Civil Design Packet

Task B – Bid Package

Task C – Coordination with DOT

Task D – Construction Staking

**TOTAL FIXED FEE BUDGET (Tasks A-D)      \$5,250**

Additional Meetings at standard billing rates

Stantec will not exceed the Fixed Fee budget as defined above without written approval from the Client. Once the budget has been spent, and scope of services complete, additional requests from the Client or others will be considered additional services and additional budget will then need to be authorized by the Client prior to the work being completed.

**Reference:** Proposal for Professional Consulting Services for: Village of Ephraim – Remainder of Baudhuin Contract (Village Hall)

\* Usual and customary expenses such as, review fees, municipal fees, postage, delivery, title reports and documents purchased are not included and will be invoiced at cost.

## Assumptions and Conditions:

- A. No wetlands exist within the project area.
- B. It is understood the Client will coordinate any necessary Geotechnical and soil testing investigations if deemed necessary.
- C. The Village will complete all aspects of the bidding process, except for responding to Requests for Information (RFIs).
- D. Construction staking budget is based on a maximum of 2 trips.
- E. Where not stated as being included in the fees, project specific subconsultant, contractor, lab and other similar third-party charges will be charged as invoiced to Stantec with a 10 percent markup.
- F. Client and regulatory correspondence and meetings not specified herein will be provided as supplemental services, if desired.
- G. Stantec will not enter any form of litigation regarding the services performed in the tasks defined by this proposal.
- H. Stantec not responsible for any costs incurred due to schedule delays beyond our control (e.g. weather, client-induced delays, non-performance of other contractors, etc.)

## Additional Services:

No additional services other than those specifically identified in the body of this proposal are included in the Scope of Work. If items outside the above-mentioned Scope of Work are found to be required, Stantec can provide you with additional professional services as an amendment to the base contract.

## Contracting

Stantec will provide these services on a fixed fee basis. Stantec will invoice monthly, in proportion to the amount of work complete. Payment terms will be 30 days upon receipt. Any applicable state and local taxes are not included.

By signing this proposal, the Village authorizes Stantec to proceed with the services herein described and the Client acknowledges that it has read and agrees to be bound by the attached Professional Services Terms and Conditions.

This proposal is accepted and agreed on the below date:

November 11, 2022

Mr. Brent Bristol

Page 5 of 5

**Reference:** Proposal for Professional Consulting Services for: Village of Ephraim – Remainder of Baudhuin Contract (Village Hall)

Per Company Name

Date

Print Name & Title

Signature

### Closing:

Thank you for the opportunity to provide you with our Proposal. We trust this proposal meets your approval and has addressed the project goals we have discussed. If you have any questions, or require any additional information, please call me at (920)-298-1759. We look forward to working with you on this great project.

Regards,

**Stantec Consulting Services, Inc.**



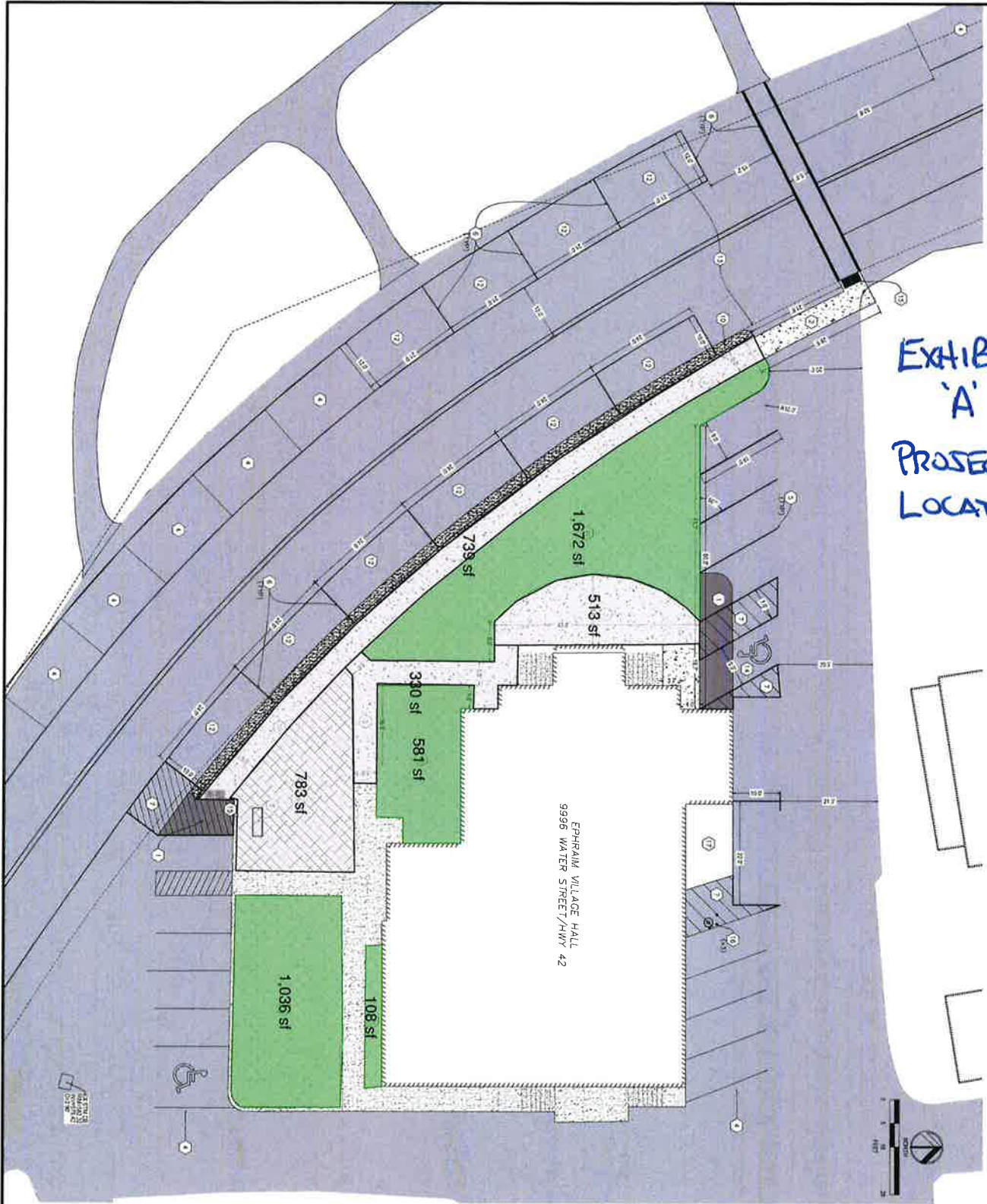
**Pete Hurth** PE  
Project Manager  
Phone: 920-298-1759  
Peter.Hurth@stantec.com

**Attachment:** Exhibit A – Property Exhibit

c. CC

mc v:\1938\business

EXHIBIT  
 'A'  
 PROJECT  
 LOCATION



# SHEET KEY NOTES

1. ASPHALT PAVEMENT - STANDARD DUTY; SEE DETAIL A SHEET C400
2. CONCRETE SIDEWALK - 6" THICKNESS WITH BROOMED FINISH; SEE DETAIL B SHEET C400
3. CONCRETE SIDEWALK/PAVEMENT - 4" THICKNESS WITH BROOMED FINISH; SEE DETAIL C SHEET C400
4. EXISTING PARKING STALLS TO REMAIN
5. PAINT STRIP - 4" WIDE, COLOR BY OWNER PREFERENCE
6. PAINT STRIP - 6" WIDE, COLOR WHITE, PER WDOT REQUIREMENTS
7. HAZARD STRIPING
8. SIGN LOCATION - EPHRAIM VILLAGE HALL
9. CONCRETE PAVEMENT - 4" WITH STAMPED FINISH; STAMP PATTERN BY OWNER PREFERENCE; SEE DETAIL C SHEET C400
10. CONCRETE CURB AND GUTTER - 30" WIDTH WITH 6" VERTICAL CURB; SEE DETAIL E SHEET C400
11. GREENSPACE, LAWN OR LANDSCAPED AREA; OWNER PREFERENCE, WORK COMPLETED BY OTHERS
12. NEW PARALLEL PARKING STALL
13. HIGHWAY RIGHT-OF-WAY LINE; NO CONSTRUCTED ALTERATIONS PROPOSED WITHIN RIGHT-OF-WAY; ONLY PAINTED LINE MODIFICATIONS PROPOSED (PARKING STALL AND WALKWAY RELOCATIONS); WDOT WORK-IN-ROW PERMIT REQUIRED BEFORE PROJECT START
14. ADA VANDERBILT PARKING STALL WITH ADA SYMBOL, ADA SIGN, AND ADA ACCESSIBLE
15. ADA DETECTABLE WARNING PLATE
16. PIPE BOLLARD - 6" Ø; SEE DETAIL D SHEET C400
17. EXISTING MECHANICAL UNIT LOCATION (HVAC, WELL, ETC)

PROPOSED GREEN  
 SPACE  
 3387 SF

## SITE PLAN

VILLAGE HALL PARKING LOT RENOVATION  
 VILLAGE OF EPHRAIM  
 EPHRAIM, WI 54211

DATE OF ISSUANCE	DATE
DATE	DATE
REVISION	DATE
NO.	DATE
1	DATE
2	DATE
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C200





The following Terms and Conditions are attached to and form part of a proposal for services to be performed by Consultant and together, when the Client authorizes Consultant to proceed with the services, constitute the Agreement. Consultant means the Stantec entity issuing the Proposal.

**DESCRIPTION OF WORK:** Consultant shall render the services described in the Proposal (hereinafter called the "Services") to the Client.

**TERMS AND CONDITIONS:** No terms, conditions, understandings, or agreements purporting to modify or vary these Terms and Conditions shall be binding unless hereafter made in writing and signed by the Client and Consultant. In the event of any conflict between the Proposal and these Terms and Conditions, these Terms and Conditions shall take precedence. This Agreement supercedes all previous agreements, arrangements or understandings between the parties whether written or oral in connection with or incidental to the Project.

**COMPENSATION:** Payment is due to Consultant upon receipt of invoice. Failure to make any payment when due is a material breach of this Agreement and will entitle Consultant, at its option, to suspend or terminate this Agreement and the provision of the Services. Interest will accrue on accounts overdue by 30 days at the lesser of 1.5 percent per month (18 percent per annum) or the maximum legal rate of interest. Unless otherwise noted, the fees in this agreement do not include any value added, sales, or other taxes that may be applied by Government on fees for services. Such taxes will be added to all invoices as required. The Client will make payment by Electronic Funds Transfer when requested by Consultant.

**NOTICES:** Each party shall designate a representative who is authorized to act on behalf of that party. All notices, consents, and approvals required to be given hereunder shall be in writing and shall be given to the representatives of each party.

**TERMINATION:** Either party may terminate the Agreement without cause upon thirty (30) days notice in writing. If either party breaches the Agreement and fails to remedy such breach within seven (7) days of notice to do so by the non-defaulting party, the non-defaulting party may immediately terminate the Agreement. Non-payment by the Client of Consultant's invoices within 30 days of Consultant rendering same is agreed to constitute a material breach and, upon written notice as prescribed above, the duties, obligations and responsibilities of Consultant are terminated. On termination by either party, the Client shall forthwith pay Consultant all fees and charges for the Services provided to the effective date of termination.

**ENVIRONMENTAL:** Except as specifically described in this Agreement, Consultant's field investigation, laboratory testing and engineering recommendations will not address or evaluate pollution of soil or pollution of groundwater. Consultant is entitled to rely upon information provided by the Client, its consultants, and third-party sources provided such third party is, in Consultant's opinion, a reasonable source for such information, relating to subterranean structures or utilities. The Client releases Consultant from any liability and agrees to defend, indemnify and hold Consultant harmless from any and all claims, damages, losses and/or expenses, direct and indirect, or consequential damages relating to subterranean structures or utilities which are not correctly identified in such information.

**PROFESSIONAL RESPONSIBILITY:** In performing the Services, Consultant will provide and exercise the standard of care, skill and diligence required by customarily accepted professional practices normally provided in the performance of the Services at the time and the location in which the Services were performed.

**INDEMNITY:** The Client releases Consultant from any liability and agrees to defend, indemnify and hold Consultant harmless from any and all claims, damages, losses, and/or expenses, direct and indirect, or consequential damages, including but not limited to attorney's fees and charges and court and arbitration costs, arising out of, or claimed to arise out of, the performance of the Services, excepting liability arising from the sole negligence of Consultant.

**LIMITATION OF LIABILITY:** It is agreed that, to the fullest extent possible under the applicable law, the total amount of all claims the Client may have against Consultant under this Agreement, including but not limited to claims for negligence, negligent misrepresentation and/or breach of contract, shall be strictly limited to the lesser of professional fees paid to Consultant for the Services or \$50,000.00. No claim may be brought against Consultant more than two (2) years after the cause of action arose. As the Client's sole and exclusive remedy under this Agreement any claim, demand or suit shall be directed and/or asserted only against Consultant and not against any of Consultant's employees, officers or directors.

Consultant's liability with respect to any claims arising out of this Agreement shall be absolutely limited to direct damages arising out of the Services and Consultant shall bear no liability whatsoever for any consequential loss, injury or damage incurred by the Client, including but not limited to claims for loss of use, loss of profits and/or loss of markets.

In no event shall Consultant's obligation to pay damages of any kind exceed its proportionate share of liability for causing such damages.

**DOCUMENTS:** All of the documents prepared by or on behalf of Consultant in connection with the Project are instruments of service for the execution of the Project. Consultant retains the property and copyright in these documents, whether the Project is executed or not. These documents may not be used for any other purpose without the prior written consent of Consultant. In the event Consultants documents are subsequently reused or modified in any material respect without the prior consent of Consultant, the Client agrees to defend, hold harmless and indemnify Consultant from any claims advanced on account of said reuse or modification.

Any document produced by Consultant in relation to the Services is intended for the sole use of Client. The documents may not be relied upon by any other party without the express written consent of Consultant, which may be withheld at Consultant's discretion. Any such consent will provide no greater rights to the third party than those held by the Client under the contract and will only be authorized pursuant to the conditions of Consultant's standard form reliance letter.

Consultant cannot guarantee the authenticity, integrity or completeness of data files supplied in electronic format ("Electronic Files"). Client shall release, indemnify and hold Consultant, its officers, employees, Consultant's and agents harmless from any claims or damages arising from the use of Electronic Files. Electronic files will not contain stamps or seals, remain the property of Consultant, are not to be used for any purpose other than that for which they were transmitted, and are not to be retransmitted to a third party without Consultant's written consent.



**FIELD SERVICES:** Consultant shall not be responsible for construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with work on the Project, and shall not be responsible for any contractor's failure to carry out the work in accordance with the contract documents. Consultant shall not be responsible for the acts or omissions of any contractor, subcontractor, any of their agents or employees, or any other persons performing any of the work in connection with the Project. Consultant shall not be the prime contractor or similar under any occupational health and safety legislation.

**GOVERNING LAW/COMPLIANCE WITH LAWS:** The Agreement shall be governed, construed and enforced in accordance with the laws of the jurisdiction in which the majority of the Services are performed. Consultant shall observe and comply with all applicable laws, continue to provide equal employment opportunity to all qualified persons, and to recruit, hire, train, promote and compensate persons in all jobs without regard to race, color, religion, sex, age, disability or national origin or any other basis prohibited by applicable laws.

**DISPUTE RESOLUTION:** If requested in writing by either the Client or Consultant, the Client and Consultant shall attempt to resolve any dispute between them arising out of or in connection with this Agreement by entering into structured non-binding negotiations with the assistance of a mediator on a without prejudice basis. The mediator shall be appointed by agreement of the parties. The Parties agree that any actions under this Agreement will be brought in the appropriate court in the jurisdiction of the Governing Law, or elsewhere by mutual agreement. Nothing herein however prevents Consultant from any exercising statutory lien rights or remedies in accordance with legislation where the project site is located.

**ASSIGNMENT:** The Client shall not, without the prior written consent of Consultant, assign the benefit or in any way transfer the obligations under these Terms and Conditions or any part hereof.

**SEVERABILITY:** If any term, condition or covenant of the Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions of the Agreement shall be binding on the Client and Consultant.

**FORCE MAJEURE:** Any default in the performance of this Agreement caused by any of the following events and without fault or negligence on the part of the defaulting party shall not constitute a breach of contract, labor strikes, riots, war, acts of governmental authorities, unusually severe weather conditions or other natural catastrophe, disease, epidemic or pandemic, or any other cause beyond the reasonable control or contemplation of either party. Nothing herein relieves the Client of its obligation to pay Consultant for services rendered.

**COVID-19:** The parties acknowledge the ongoing COVID-19 pandemic and agree that the fee and schedule in the proposal is based on what is currently understood. Where conditions change, the parties may have further discussions to manage and mitigate the impact of this evolving situation on the Project.

**CONTRA PROFERENTEM:** The parties agree that in the event this Agreement is subject to interpretation or construction by a third party, such third party shall not construe this Agreement or any part of it against either party as the drafter of this Agreement.

**BUSINESS PRACTICES:** Each Party shall comply with all applicable laws, contractual requirements and mandatory or best practice guidance regarding improper or illegal payments, gifts, or gratuities, and will not pay, promise to pay or authorize the payment of any money or anything of value, directly or indirectly, to any person (whether a government official or private individual) or entity for the purpose or illegally or improperly inducing a decision or obtaining or retaining business in connection with this Agreement or the Services.

**FLORIDA CONTRACTS: PURSUANT TO FLORIDA STATUTES CHAPTER 558.0035 AN INDIVIDUAL EMPLOYEE OR AGENT MAY NOT BE HELD INDIVIDUALLY LIABLE FOR DAMAGES RESULTING FROM NEGLIGENCE.**

Decker Supply Co Inc.  
1115 O'Neill Ave  
PO Box 8008  
Madison WI 53708

# QUOTATION

Quote Number: 479107  
Quote Date: 07/08/22  
Page: 1  
Customer Phone: 920-845-5501  
Customer Fax:

**B  
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L**

VILLAGE OF EPHRAIM  
P.O. BOX 138  
EPHRAIM, WI 54211

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VILLAGE OF EPHRAIM  
10005 NORWAY STREET  
EPHRAIM, WI 54211  
920-495-0039  
ATTN: JUSTIN MACDONALD

Entered By: JOSH  
Location:  
Account Cd: EPHRAIMWI  
Salesperson: 7250

RFQ Number:  
Ship Via: UPS/SDS  
Taxable: Y  
Pmt Terms: NET 30

Line	Order Qty	Part Number	Description	Price	UM	Ext Price	Est Ship
1	1.00	TC-400	MODULAR BATTERY POWERED RADAR SIGN - 11" LED DISPLAY - (2) 12V 20AH LITIUM IRON BATTERIES - AC BATTERY CHARGER - GO BRACKET (AA044) - BASHPLATE - WIFI COMMUNICATION - 2 YEAR WARRANT - 24" X 21" YOUR SPEED FACEPLATE * WHITE *	\$2,995.0000	EA	\$2,995.00	11/14/22
2	1.00	MISC	RED/BLUE STROBE FOR TC-400	\$100.0000	EA	\$100.00	11/14/22
3	1.00	AA044	GO BRACKET FOR TC-400 SIGN * OPTIONAL ADD-ON *	\$60.0000	EA	\$60.00	11/14/22
4	1.00	SS002	STREETSMART DATA COLLECTION SOFTWARE (LICENSED PER SIGN) - KEEPS TRACK OF VEHICLE DATA * OPTIONAL ADD-ON *	\$275.0000	EA	\$275.00	11/14/22
- ADD FREIGHT, LISTED BELOW - SHIP BEST WAY - SALESPERSON: JOSH							

Thank you for the opportunity  
of quoting.

Prices are good for 45 days

Subtotal: \$3,430.00  
Sales Tax: \$0.00

Decker Supply Co Inc.  
1115 O'Neill Ave  
PO Box 8008  
Madison WI 53708

QUOTATION

Quote Number: 479107  
Quote Date: 07/08/22  
Page: 2  
Customer Phone: 920-845-5501  
Customer Fax:

**B** VILLAGE OF EPHRAIM  
**I** P.O. BOX 138  
**L** EPHRAIM, WI 54211  
**L**

**S** VILLAGE OF EPHRAIM  
**H** 10005 NORWAY STREET  
**I** EPHRAIM, WI 54211  
**P** 920-495-0039  
ATTN: JUSTIN MACDONALD

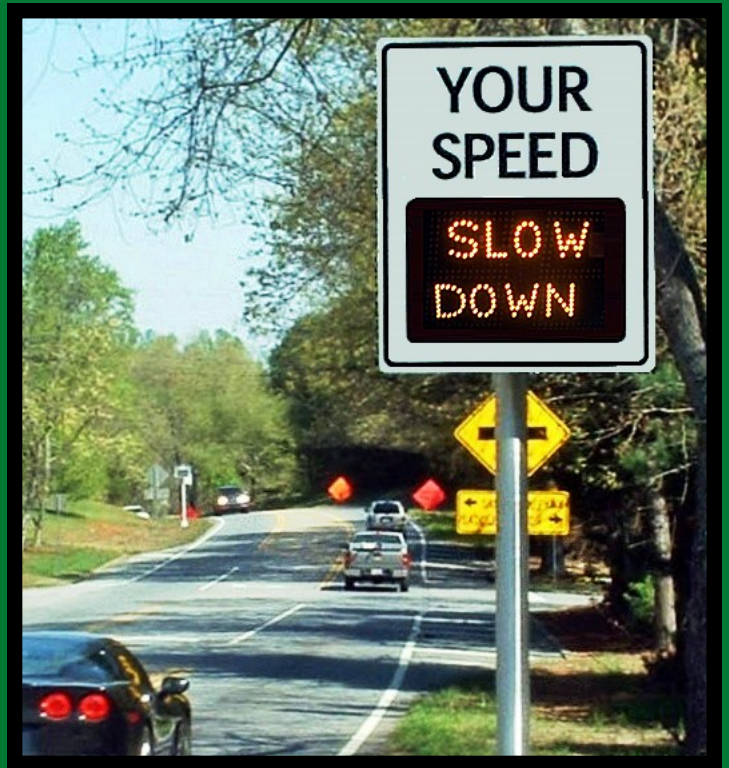
Entered By: JOSH	RFQ Number:
Location:	Ship Via: UPS/SDS
Account Cd: EPHRAIMWI	Taxable: Y
Salesperson: 7250	Pmt Terms: NET 30





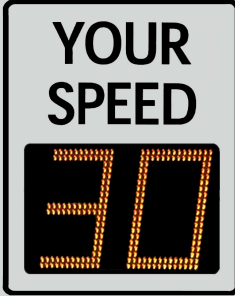

Line	Order Qty	Part Number	Description	Price	UM	Ext Price	Est Ship
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Freight:	\$105.00
Total:	<u>\$3,535.00</u>

from quotation date.





	Portable	Permanent Pole Mount		Permanent Pole Mount	
	 Pg. 4	  Pg. 5	 Pg. 6	 Pg. 6	
Radarsign Model	TC-400	TC-600A	TC-600S	TC-1000A	TC-1000S
Power Source	Battery	AC	Solar	AC	Solar
LED Display Size	11"	13" Full Matrix	13" Full Matrix	17"	17"
Display readable at	400 feet	600 feet	600 feet	1000 feet	1000 feet
YOUR SPEED Faceplate	24"W x 21"H	28"W x 33"H	28"W x 33"H	36"W x 44"H	36"W x 44"H
Ideal for roads with speed limits of	5-35 mph	10-45 mph	10-45 mph	40-75 mph	40-75 mph
Operates for +/-2 weeks on fully charged batteries	✓		✓		✓
Includes two 12-volt, 18 A/H Ni-MH battery packs	✓				
Includes battery charger	✓				
Operates 24/7 w/ AC power supply		✓		✓	
Hard wire to 100V-240V power supply		✓		✓	
Includes two 12-volt AGM batteries			✓		✓
Slow Down Alert Message		✓	✓	✓	✓
Wi-Fi Enabled	✓	✓	✓	✓	✓
Allows access to program signs from most web enabled devices (Apple, Android, Windows, etc.)					
Two-year warranty on parts & labor	✓	✓	✓	✓	✓
Options					
StreetSmart Traffic Data Reporting Software	✓	✓	✓	✓	✓
EZ Comm Cellular Modem and Service		✓	✓	✓	✓
AC and DC Relay Switch: triggers external devices or external device triggers radar sign		✓	✓	✓	✓
Available for Safety in a Box Bundle		✓	✓	✓	✓
Available for Mobile Patrol Stand	✓	✓	✓		
Available for Radar on the GO Trailer Hitch	✓				



Certified Quality System  
ISO 9001:2008



Our  
Radar Speed Signs  
are 100% MUTCD  
Compliant



Proudly Engineered  
and Manufactured  
in the USA



Part #	Radar Speed Signs
TC-400	<div data-bbox="321 138 704 478">  <p data-bbox="380 487 643 520">Exceptional visibility</p> </div> <div data-bbox="763 138 1156 478">  <p data-bbox="763 487 1149 520">Field replacement of batteries</p> </div> <div data-bbox="1240 184 1510 420">  <p data-bbox="1289 441 1458 474">Battery pack</p> </div> <div data-bbox="438 562 584 978">  <p data-bbox="373 982 649 1016">Universal Go Bracket</p> </div> <div data-bbox="821 567 1097 978">  <p data-bbox="1006 987 1341 1020">Compact, modular design</p> </div> <div data-bbox="1305 562 1523 978">  </div>
TC-400	<p data-bbox="292 1075 1214 1108"><b>Battery Powered, Portable Radar Speed Sign with 11" LED Display</b></p> <ul data-bbox="292 1121 1445 1906" style="list-style-type: none"> <li>• Portable: radar speed sign weighs only 20 lbs.</li> <li>• Easily transportable; fits in any trunk</li> <li>• Installs in just a few minutes, with multiple mounting brackets in place; NO TOOLS REQUIRED to move sign from bracket to bracket</li> <li>• 24"W x 21"H YOUR SPEED faceplate with 3" high lettering</li> <li>• Speed Violator Alerts: Slow flash and fast flash of actual speed</li> <li>• Easily readable up to 400 feet</li> <li>• Radar detects vehicles up to 1200 feet away</li> <li>• Universal mounting bracket allows strapping, banding, pipe clamps, or bolting to any size/style of pole</li> <li>• Includes dual 12-volt, 18 A/H Ni-MH battery packs; includes AC adapter/charger</li> <li>• Field exchange of batteries allows for multi-month usage</li> <li>• Operates for +/-2 weeks on fully charged batteries; 24 hour recharge period</li> <li>• Thick aluminum Bashplate shields the LED display and protects electronic components from abuse and vandalism</li> <li>• Wi-Fi enabled: Allows access to program signs from most web enabled devices (Apple, Android, Windows, etc.). Wi-Fi has WPA2 encrypted security, and is password protected. Range of up to 300 feet from sign.</li> </ul> <p data-bbox="292 1961 587 1995">See page 3 for options</p>

# VILLAGE OF EPHRAIM

## FOUNDED 1853



### Plan Committee Meeting Minutes Tuesday, November 22, 2022 – 7:00 PM

**Present:** Michael McCutcheon-Chair, Monique McClean, Kenneth Nelson, Andrew Bartelt, BD Thorp

**Absent:** Grace Held, Susie Samson

**Staff:** Brent Bristol- Administrator, Andrea Collak-Clerk/Treasurer

**Guests:** Natalie Neddersen, Dawn Volpe, Patrick Perkins, Jason Hockers, Kelsey Stone

1. **Call to order:** The meeting was called to order by Michael McCutcheon-Chair at 7:00 PM.
2. **Quorum:** A quorum is present for this meeting.
3. **Changes in Agenda:** None
4. **Visitors' comments:** None
5. **Approve Previous Plan Committee Minutes:** Minutes from 9/6/2022 and 10/25/2022

**Bartelt moved, McClean seconded to approve the Special Plan Committee meeting minutes from September 6, 2022, as presented, all ayes, and the motion carried.**

**Nelson moved, BD Thorp seconded to approve the Plan Working session meeting minutes from October 25, 2022, as presented, all ayes, and the motion carried.**

**Nelson moved, Bartelt seconded to approve the Plan Committee meeting minutes from October 25, 2022, as presented, all ayes, and the motion carried.**

#### 6. **Ephraim Moravian Church – 9970 Moravia St – Solar Panel Review**

Bristol introduced this item. Ephraim Moravian Church would like to add 22 solar panels to the shallow-pitched metal roof on the back addition to the church. Bristol added that the Plan Committee is the body that drafted the solar ordinance last year. This is the first application coming before the committee under the newly adopted ordinance.

##### 17.15 (20) Solar Energy Systems

As a permitted accessory use,

- (a) Solar energy systems shall be designed to blend into the architecture of the building to the extent that such provisions do not diminish solar production or increase costs, consistent with WI State Statute §66.0401.
- (b) As a general principle, roof or rooftop placement of such systems is encouraged, with care for placement away from public view and obstruction.
- (c) A building or roof-mounted solar energy system shall not exceed the maximum allowed height in any zoning district nor shall it extend beyond the perimeter of the building on which the system is mounted or built. Exterior piping for solar hot water systems shall be allowed to extend beyond the perimeter of the building on a side yard exposure.
- (d) Ground-mounted or free-standing solar energy systems are considered accessory structures and are subject to dimensional standards in the applicable zoning district. They must be maintained in functional condition.

- (e) Within the Historic Preservation District, any solar energy system must meet the special standards designed to preserve the unique characteristics of the district within the limitations of WI State Statute §66.0401.
- (f) Applicants must file the appropriate application forms available from the village zoning officer as follows:
  - a. Rooftop systems apply via a general village zoning permit.
  - b. Ground-mounted or free-standing systems apply as accessory structures.
  - c. All plans within the Historic Preservation District must also submit the Historic Preservation District Solar Checklist and be reviewed by the HPC for recommendation to the Plan Committee.
- (g) Sample Solar Ordinance (DRAFT 2.1, 2021.09.23)

Bristol added that when it comes to historic district property owners with solar array installation projects have to submit the Historic Preservation District Solar Checklist with their permit application which will come before HPC and Plan Committee.



## Historic Preservation District Solar Checklist

Background		
<p>The Village of Ephraim requires the completion of this solar checklist for solar installations completed in the historic district. The checklist is used as a supplement to Ephraim's solar zoning ordinance and Wisconsin Statute 66.0401.</p> <p>The goal of the checklist and solar ordinance is to minimize or eliminate the visual impact of solar panels from the public right of way when placed in the historic district in light of the unique characteristics and "look" of Ephraim (see 17.26(1)).</p> <p>If your property is in the historic district, please submit the following items when you submit your permit application.</p> <p>If you have questions on the requirements, please contact the zoning administrator at 920-854-5501.</p>		
1. Property Information		
<p>Property Address:</p> <p>Property Owner:</p> <p>Installer:</p>		
2. Site Plan and Photos of Property		
<p><input type="checkbox"/> Photos are attached of property from public rights of way (sidewalks, street), showing the building and the location where the panels are proposed.</p> <p><input type="checkbox"/> A completed site plan is attached (as required in the solar permit).</p>		
3. Reason for Array Location.		
1) We considered all options for locating a solar array on the property.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
2) This is the only option that will work to maximize the solar energy production on the property.	<input type="checkbox"/> Yes	<input type="checkbox"/> No

**4. Why did you choose the product**

- 1) The product provides the lowest cost and best efficiency for solar energy production for the customer. All other options (such as solar shingles) were too cost-prohibitive. ☐ Yes ☐ No

Bristol concluded that the applicant answered YES to all the questions and submitted pictures and a little narrative about the project.

Natalie Neddersen, member of the Board of Trustees for Ephraim Moravian Church explained to the committee that as Church communities dwindle across the country due to financial pressures, the Ephraim Moravian Church community is proud of pursuing its mission to sustain its inter-generational congregation while integrating with the natural world. They would like to take an action to ameliorate climate change. To maintain Ephraim Moravian Church's economic viability for generations to come and to actively join in the nation's environmental goal of reducing emissions to slow climate change, solar energy offers a cleaner energy source than our existing electricity generated by coal-burning plants as supplied by Wisconsin Public Service. Ephraim Moravian Church is expected to replace 28-30% of its electric energy use with clean energy while saving on a monthly expense. The installation will not be on the original historic structure of the Church. Panels would be applied to the southerly slope of the middle, newer addition behind the Church due to the desired pitch of the roof and would not be visible from the west, the front of the Church, or from the north or coming down Q from North Moravia. The panels would be only partially seen from the back upper driveway of the Church on the east side, privately owned by the Church. There are no public roadways, or homes that see this view. The panels are installed flush-mounted with the roof. They would be affixed with a standing seam clamp and will stand not more than 4 inches above the roof. The life expectancy of the panels is 25 to 30 years before they would need to be replaced. They are scheduled to be replaced in March 2023.

After a short discussion, the Plan Committee members had no issues with the application as presented.

**BD Thorp moved, Bartelt seconded to approve the application for Solar Panel Review for Ephraim Moravian Church at 9970 Moravia Street as presented, all ayes, and the motion carried.**

**7. Edgewater Resort – 10040 Water St – Accessory Structure – Concept Review**

Bristol introduced this item. This is an application for a concept review for the placement of a portable shed for storage purposes in the middle of their property very near the existing garage. Because the building is in Historic District and is largely metal with a metal roof it would require Special Exception Review. The application came in two days too late to be heard formally. The applicant would like to get some feedback from the committee.

Patrick Perkins, General Manager for Edgewater Resort (EWR) stated it is very important to EWR that this new building blends into their existing structures and is in line with the Ephraim and EWR look and feel. The size would be 14 feet deep, 28 feet wide, 8 feet wall height, and a roof peak at approximately 12 feet. The shed is built by Sunnyview Storage, LLC. The placement of the shed

would be on their current asphalt pad and the site will be prepared so it will sit leveled appropriately. The portable shed will be white metal siding, clay-colored metal roof, shutters, and trim. It would match the existing colors for EWR as well as the historical district. It would have double doors with windows and two additional windows with shutters and a flower box below them. It would also have a cupola on top with a weathervane on top of that which would give it a more historical appearance and not look like a storage shed. It will have no electrical power. EWR has had to rent the storage space off the property and keep the garage door of their existing garage open all day long. The new shed would eliminate that. The EWR would appreciate having additional storage for maintenance and housekeeping.

Perkins presented the committee with pictures of the proposed building and site.

Committee members suggested looking into different material and color options for the building and maybe an asphalt shingle roof to match the look of other existing structures. Loss of parking spaces will be discussed at the formal hearing for this item. Are there any other sites that could be considered in case this place would not work?

**8. Jason Hockers – Norwegian Wood Dr – 121-01-24312742D1 – New SFR – Design Review**

Bristol has no issues from a dimensional standpoint.

Jason Hockers believes that Ephraim is a great location to raise the family. Hockers would like to build an English Farm House style home; no frills, very clean classic look. The proposed house location is fairly flat. Grading will be minimal and landscaping will preserve existing vegetation. The exterior will have white concrete board siding and white vinyl windows with a gray asphalt shingle roof. The driveway leading to the house off Norwegian Wood Drive would be 15 feet wide. Hockers presented the committee with material and color samples for the proposed project that were already approved by the Norwegian Wood Property Owner Association. The plan is to build in the spring of 2023.

Plan Committee members had no issues with the proposed project.

**BD Thorp moved, Nelson seconded to approve New SFR 121-01-24312742D1 – Design Review for Jason Hockers at Norwegian Wood Dr as presented, all ayes, and the motion carried.**

**9. Discussion and Consideration regarding building height definition**

Bristol noted that this item was discussed at the afternoon Plan Committee Working session. The unique roof design of the new house on Norwegian Way brought some concerning hypotheticals in a play of how we look at the “**height**” definition from the ordinance. Bristol read the definition into the record; *The vertical distance from the average elevation of the ground adjoining a building or structure to the highest point of the roof of a building, measured from a benchmark which shall be determined by the owner and Zoning Administrator prior to application for a permit.*

Bristol suggested formally communicating that the ordinance cannot be interpreted as an average of the roof line but rather should be applied as the average elevation of the ground to the highest single point of the roof.



The consensus of Plan Committee members was to maintain the existing ordinance definition for “height”.

**10. Adjournment:**

<b>Nelson moved, BD Thorp seconded to adjourn the Plan Committee Meeting at 7:38 PM, all ayes and the motion carried.</b>
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Recorded by,

Andrea Collak-Clerk/Treasurer

DRAFT

**VILLAGE OF EPHRAIM PLAN COMMITTEE  
WORKING SESSION MEETING MINUTES  
TUESDAY, NOVEMBER 22, 2022 - 12:00 PM  
9996 WATER STREET**



**Present:** Dr. Michael McCutcheon, Andy Bartelt, Monique McClean, Ken Nelson, and B.D. Thorp.

**Absent:** Grace Held and Susie Samson.

**Staff:** Brent Bristol -Village Administrator and Kim Roberts - Deputy Clerk.

**Guests in person:** None.

**Online guests:** Kelsey Stone (EBC), and Paul.

**Call to Order:** The working session was called to order by McCutcheon at 12:00 PM.

A discussion was held regarding the height definition as outlined in Chapter 17 of the Ephraim Code of Ordinances. Bristol read the definition of “Height” from the ordinance, “The vertical distance from the average elevation of the ground adjoining a building or structure to the highest point of the roof of a building, measured from a benchmark which shall be determined by owner and Zoning Administrator prior to application for permit.”

Bristol explained that the interpretation of the definition may have evolved over time and its application may have been applied based on an average of the roof line. He suggested formally communicating that the ordinance cannot be interpreted as an average of the roof line. It should be applied as the average elevation of the ground.

The consensus of Plan Committee members in attendance was to maintain the current ordinance definition for “height”. Members also agreed to have a pre-emptive conversation about basements on lots with a slope. Bristol suggested looking at zoning districts during this conversation. McCutcheon suggested considering finished versus unfinished basements. Bristol noted considering exposure and access in addition to finished versus unfinished.

The Plan Committee continued their discussion from the previous working session regarding a shoreline wall ordinance. Bristol reviewed that a wall is a structure that holds something back and fences establish a boundary of a property. For conversation purposes, he reviewed the application of county zoning for walls and fences. Bristol introduced draft language to add to the ordinance. K. Nelson suggested that the fence must be built within ten feet (10’) of the ordinary high water mark or bulkhead. Bristol expressed concern about areas such as North Shore Road and Crystal Springs Road where there was not a bulkhead line. He noted that there were strict rules for tree cutting along the shoreline and noted there could be an issue in allowing someone to excavate and put up a stone wall along the water. K. Nelson expressed concern about opening up potential problems and unintended consequences in responding to one (1) person's request. Bristol stated that he wanted to think about natural vegetation and erosion control. K. Nelson added that he wanted to discuss further than eighteen inches (18”) and in relation to what. He explained that not everyone would have a poured sidewalk. He suggested another walk along the shoreline.

The Plan Committee will continue the discussion regarding a shoreline wall ordinance on January 24<sup>th</sup>, 2022 at 12:00 PM. There will be no meeting in December.

*Recorded by,*

*Kim Roberts – Deputy Clerk*

**VILLAGE OF EPHRAIM  
COMMUNITY PROTECTION COMMITTEE MINUTES  
THURSDAY, DECEMBER 1, 2022 - 3:30 PM  
9996 WATER STREET**



**ACTION ITEMS:**

**Shannon moved, Dukehart seconded to approve the minutes of November 3rd, 2022, all ayes.** Motion carried.

**Krist moved, Dukehart seconded to adjourn at 4:20 PM, all ayes. Motion carried.**

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**Present:** Cindy Nelson-Chair, Dan Shannon, Keith Krist, Tad Dukehart, and John Cox.

**Staff:** Justin MacDonald – Village of Ephraim Fire Chief, Brent Bristol – Village Administrator, and Kim Roberts-Deputy Clerk.

**Guests:** Elfie Johnson, John Held, Matt Meacham, and Joel Bremmer.

1. **Call to Order:** The meeting was called to order by C. Nelson at 3:30 PM. A quorum was present for this meeting.
2. **Changes to the agenda:** There were no changes.
3. **Approval of the previous minutes:**  
**Shannon moved, Dukehart seconded to approve the minutes of November 3rd, 2022, all ayes.** Motion carried.
4. **Visitors' Comments:** There were none.
5. **Discussion regarding parking from Brookside Lane to the Ephraim Wetlands:**  
C. Nelson introduced the agenda item noting that the committee would be discussing parking by breaking up the Village into different sections to allow for community input.

Held stated that he was speaking on behalf of Hedy Heise, Marilyn Cushing, and himself. He explained the situation that has developed since the WI DOT completed work across from their properties ("waterside"); the waterside portions of their properties. The area now appears to be a public, open, government piece of property with one of the best open water views in Door County. It has become a very attractive area to stop and take pictures. He noted that Heise, Cushing, and himself would like No Parking / No Standing signs placed on the waterside from Ephraim Creek to Dan Shannon's property (9826 Water Street).

Dukehart noted that he observed that people don't park in the area; they stop and take a picture and move on. There is a difference between parking and standing, he said. Parking is not an issue, stopping and standing is the issue.

Held further expressed his concern regarding safety with people parking on the "house" side and crossing the street. He added that he understood that signs were not going to stop people. What they are trying to do is keep the beach private. No parking signs will help the cause.

Dukehart asked if the WI Department of Transportation "DOT" would allow a fence.

Held stated it could be pursued thirty-three feet (33') from the center line but was not guaranteed.

Bremmer stated that he was curious about the thirty-three feet (33') right-of-way (ROW). He asked what was state property, where the ordinary high water mark was located, and what was private property. He was concerned about placing no parking signs in this area when in the rest of the Village people can park on the waterside.

C. Nelson reminded everyone that the committee is breaking up the parking discussion into sections to address concerns and gather input.

Additional discussion was held between Held and Bremmer regarding easements, road ROW, crossing private property, the right to get ankles wet, and private versus public property concerning water access. C. Nelson stressed that there is no right to cross private property. Dukehart reminded everyone that the discussion was about parking not access to the water. Bremmer asked who would stick up for those that want to see the water.

Cox sympathized with Held and his concerns. He has struggled with his own property. He felt that at minimum the committee could try and assist with some property owner relief but not turn off the ability to take pictures. Both sides have to be weighed, he said. He felt other options besides signs should be tried and also expressed concern about who would enforce signs if they were implemented.

Dukehart asked if the committee had come to a consensus that on the northbound, “house side”, no parking signs were not needed.

*There was a consensus of the Community Protection Committee that on the “house side”, northbound STH 42, no parking signs were not needed.*

Cox added that the charge of the CPC committee is safety, not public access. He asked how far the committee would dig into property owner problems. He asked the committee to consider if there is a legitimate safety issue in the area being discussed that requires parking to be limited. He inquired if a fence and plantings could help alleviate the situation.

Held explained his position on the safety issues. He discussed that there is a small ribbon of asphalt and gravel and then grass for a car to pull off the road. They have to park the car on the grass, which is public property but there is no hard surface for a car to pull over onto. He expressed concern for the cars that don’t pull completely off the road and are still in or extremely close to the lane of traffic.

C. Nelson asked where the group was with working with the WI DOT to gain approval to install a fence and plantings to make the area look like private property.

Held responded that WI DOT has not been asked. A fence can be placed thirty-three feet (33’) off the center line. He noted that the Village would have to approve the fence; they have not begun that process either. He stressed that the best approach would be a two (2) pronged approach: (1) signs and (2) fencing.

C. Nelson felt that the fencing might be the first step so that there can be a period of observation to see what happens. She offered that the options could be grouped as well to see both in action.

Held stated that he would like to pursue both options.

C. Nelson stated this would not be going to a vote. The committee would go through all the sections of the Village to get the whole picture.

Bristol reviewed the option in the State ROW. There is no regulation of parking, it is left to the municipality to regulate and enforce. Signage and striping are options but first, the ordinance would have to be amended. Striping could be tried first to see if it works. Signage would be enforced by the Sheriff. Both options would require an ordinance amendment first.

Shannon clarified that the activity is stopping not parking. He wanted everyone to be clear about that.

Bremmer stated that there was an important distinction between parking and trespassing. You are trying to stop a crime via parking. Trespassing, he said, is the crime, not the parking. He asked if a safety argument had been made.

C. Nelson stated that she had not heard a significant safety argument.

Held stated while it may not be big it is a safety issue they are trying to stop trespassing.

C. Nelson summarized that a fence would be looked into on the private property with the WI DOT and no parking signs would be considered on the waterside as part of the larger, whole picture as the Committee reviews each section. No action is to be taken at this time.

**6. Discussion and recommendation regarding portable speed sign:**

C. Nelson reviewed that the portable speed sign had been approved at the November meeting and will go to the Board for the December meeting.

**7. Discussion of general safety issues in the Village:**

C. Nelson noted that folks on CTH Q were appreciative of the speed sign placement and said that it had helped considerably. They requested a more permanent placement.

C. Nelson discussed an issue with pet owners not picking up after their dogs in the cemetery. She added she was not sure what could be done. A resident would like signs.

Meacham suggested monitoring the situation to see if it continues.

Krist asked what the status was with German Road.

C. Nelson stated that we were still waiting on the survey.

Krist further inquired about the trimming of Brookside and Larson.

There was a brief discussion about Village staff completing the trimming work, challenges in completing the work without a wood chipper, buying a wood chipper, and prioritizing safety issues. Krist suggested a recommendation from CPC to Physical Facilities and Utilities regarding the purchase of a chipper.

**8. New business for the next meeting:**

The next meeting of the Community Protection Committee will be held Thursday, January 5<sup>th</sup>, 2023 at 3:30 PM.

- Discussion regarding parking in the area from Brookside Lane to German Road.

**9. Adjournment:**

**Krist moved, Dukehart seconded to adjourn at 4:20 PM, all ayes. Motion carried.**

Recorded by, Kim Roberts – Deputy Clerk

# VILLAGE OF EPHRAIM

FOUNDED 1853



## Wastewater Committee Minutes Monday, December 5, 2022, 9:00 AM

**Present:** Karen McMurtry- Chair, Michael McCutcheon, Jim Peterman

**Absent:** Bruce Nelson

**Staff:** Russ Salfi – Public Works Supervisor/Operator in Charge, Brent Bristol-Administrator, Andrea Collak – Clerk/Treasurer

1. **Call to order:** The meeting called to order by Chair McMurtry-Chair, and a quorum is present for this meeting.
2. **Changes in Agenda:** None
3. **Previous minutes – Minutes from October 3, 2022**

**McCutcheon moved, McMurtry seconded to approve the October 3, 2022 meeting minutes as presented, all ayes and the motion carried.**

4. **Visitors' comments:** None
5. **Public Works Supervisor OIC Report:** Salfi reviewed the Public Works Supervisor OIC report as included in the agenda packet. Wastewater duties were completed according to schedule.

Salfi in his report noted that he spoke with Anthony Kappell of McMahon Engineers due to Tom Kispert's retirement, and projects that are currently underway the VOE Wastewater Needs Assessment will be completed on the first of the year 2023.

Salfi added that the diver that made the discovery dive on the Outfall was unable to make a second dive this year. Throughout the winter Salfi will be contacting professional underwater cleanup/repair companies to work on the Outfall in the spring of 2023.

### The month of November:

Winter prep of UV trough completed. Sewer flush Collection System. Draw down West Clarifier and disengage drive. Empty collection system air/vacuum relief valve manholes throughout the Village. Startup of Plant and garage furnaces. Additional winter prep of Plant and Lift stations.

There were 45 in-house bacteria tests completed, no clean water tests, 2 holding tank pump-outs, and no septic inspections in November 2022.

Salfi read a written statement into the record: *For members of the community that encounter what they believe to be an immediate or imminent danger to public safety that could result in serious injury or death please first call: **The Emergency Contact Number 911***

*The dispatcher will immediately send out a Police Officer to the location to assess the danger and make contact with the appropriate response parties to take necessary actions to address the issue. Once the call has been made then contact additional parties you feel need to be made aware of the situation.*

6. **Discussion and consideration of working with Great Lakes Community Action Partnership (GLCAP) in developing a VOE Wastewater updated rate schedule**

Salfi reported that he is working with Kim Roberts-Deputy/Utility Clerk on providing the Great Lakes Community Action Partnership/RCAP-WI representatives; Lisa Totten and Wesley Hoem; with the information they need.

Committee members all agreed to go ahead with a proposed plan.

7. **Visitors' comments:** None

8. **New business for next meeting:** McMahon Report, Upgrade to Collection System, Repairs to the Outfalls. The next meeting is Monday, January 9, 2023, at 9:00 AM.

9. **Adjournment**

<b>McMurtry moved, McCutcheon seconded to adjourn the meeting, all ayes, and the motion carried.</b>
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Recorded by,  
Andrea Collak- Clerk/Treasurer



**VILLAGE OF EPHRAIM  
PHYSICAL FACILITIES & UTILITIES COMMITTEE MINUTES  
TUESDAY, DECEMBER 6, 2022 – 8:00 AM  
9996 WATER STREET**



**ACTION ITEMS:**

**Flottman moved, J. Peterman seconded to approve the minutes of November 1, 2022, all ayes.** Bridenhagen aye, Paul Flottman aye, and Jim Peterman aye. **Meacham abstained.** Motion carried.

**Flottman moved, J. Peterman seconded to alter the Village Hall Landscaping Plan by removing the concrete and replacing it with grass at the front of the building, all ayes.** Motion carried.

**Bridenhagen moved, Flottman seconded to adjourn at 8:46 AM, all ayes.** Motion carried.

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**Present:** Fred Bridenhagen, Paul Flottman Matt Meacham, and Jim Peterman.

**Absent:** Diane Taillon

**Staff:** Russ Salfi - Public Works OIC, Brent Bristol - Village Administrator, and Kim Roberts - Deputy Clerk.

**Guests:** M. Peterman, Lane Methner (Ephraim Business Council), and Kelsey Stone (Ephraim Business Council).

1. **Call to Order:** The meeting was called to order by J. Peterman at 8:00 AM. A quorum was present for this meeting.
2. **Changes to the agenda:** There were no changes to the agenda.
3. **Approval of the previous minutes:**  
**Flottman moved, J. Peterman seconded to approve the minutes of November 1, 2022, all ayes.** Bridenhagen aye, Paul Flottman aye, and Jim Peterman aye. **Meacham abstained.** Motion carried.
4. **Visitors' Comments:**  
J. Peterman complimented the lights at the Ephraim Wetlands as well as the light poles all the way to Town Line Drive.
5. **Public Works OIC Report:**  
Salfi reviewed the Public Works report for November: Speed limit signs were changed, the silt fence was installed at the Public Beach, trucks were prepped for salting and plowing including the installation of a side plow on the F-350, the Village Hall and Harborside Park Gazebo were decorated, and holiday lights were installed on the street lights.

Salfi provided the commercial string lighting purchase information as requested from the November meeting.

Salfi reviewed work to be completed in December: Double grind wood chips and mulch, continued work at the German Road dump site, and winter maintenance of Village streets and facilities including plowing, sanding, and salting.

A discussion was held about the location of the mulch pile. J. Peterman requested that the pile be moved. Salfi explained that the existing location of the mulch pile allows for easier service and loading due to the fact residents can park on blacktop making the location more efficient. It was agreed that the placement of the brush and mulch pile would be new business for the next meeting.

Salfi provided an update on the progress of the German Road dump site. Meacham explained that the same site plan that was developed will be utilized and everything is on plan to be completed except there is the possibility that the junipers may not need to be removed to provide trailer parking on the east side. Meacham added that they are working to determine how deep the soil is to try and get down to bedrock to

avoid mud issues.

A discussion was held about Salfi's retirement. Salfi stated that his last day with the Village would be April 3, 2023. Bridenhagen congratulated Salfi. He suggested a workflow schedule be created for continuity through the transition. Salfi noted that both the maintenance and wastewater departments have workflow calendars.

Further discussion was held about the PFU committee sitting down with Justin MacDonald, Brad Rasmusson, and Russ Salfi to have a conversation and review past work calendars. Bridenhagen suggested adding to the conversation what basic equipment should be on every truck. It was agreed that the work schedule calendar would be new business for the next meeting.

**6. Discussion and recommendation regarding the Village of Ephraim Landscaping Plan:**

Meacham noted the agenda item should be edited to "Discussion and recommendation regarding the Village Hall Landscaping Plan". He went on to say that there had been a discussion about removing the concrete pad. There needs to be something permanent, he said, such as the ECO system similar to what is installed at the Ridges in Baileys Harbor.

A discussion was held about the best material suited to make the Village Hall functional and provide better use of the area. Bridenhagen asked why this was being discussed when the plan in front of them called for concrete. Bristol clarified that the item would be on the Board agenda next week. This process was started with Baudhuin who now has been bought by Stantec. A new contract with Stantec has to be executed before the project goes to bid. This is a mechanism to have a conversation about the change while it may not be a huge time or cost difference there will be an update to the plan set and quantities. He stressed that making a change now before the project goes to bid is more advantageous than submitting change orders later. Also to be considered, spring work is bid in January.

Meacham polled the members of the PFU Committee: Peterman preferred to send the project to bid with grass and no concrete, Bridenhagen wanted to see the project get completed and preferred to go with what would get the project done, and Flottman preferred grass but if that would cause hiccups he suggested to go with the plan as is. Meacham stated he was fine with grass; there would be no changes from an engineering standpoint.

**Flottman moved, J. Peterman seconded to alter the Village Hall Landscaping Plan by removing the concrete and replacing it with grass at the front of the building, all ayes. Motion carried.**

**7. Visitors' Comments:** There were none.

**8. New business for the next meeting:**

- a. Workflow schedule for maintenance.
- b. Placement of the brush and mulch piles.
- c. Update on Moravia Point.
- d. Discussion of a plan to combat geese waste.

**9. Adjournment:**

**Bridenhagen moved, Flottman seconded to adjourn at 8:46 AM, all ayes. Motion carried.**

*Recorded by, Kim Roberts – Deputy Clerk*

**VILLAGE OF EPHRAIM  
MARINAS AND MOORINGS COMMITTEE MINUTES  
WEDNESDAY, DECEMBER 7, 2022 – 8:00 AM  
9996 WATER STREET**



**ACTION ITEMS:**

**Thorp moved, B. Nelson seconded to approve the minutes of November 2, 2022, as presented, all ayes.**  
Motion carried.

**Thorp moved, B. Nelson seconded to adopt the amended slip and mooring contract language as discussed today, December, 7<sup>th</sup>, 2022, all ayes.** Motion carried.

*The consensus of the committee was to replace the lighted, red and green channel markers.*

*The consensus of the committee was to discuss with Kahr and seek options to place one (1) ladder and ring set at the end of each pier at Firehouse Marina.*

*The consensus of the committee was to place one (1) ladder and ring set in the marina corner in front of Roy Elquist's boat at Anderson Marina.*

**Held moved, B. Nelson seconded to adjourn at 9:24 AM, all ayes.** Motion carried.

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**Present:** Tim Nelson-Chair, B.D. Thorp, Bruce Nelson, John Held, and Bob Plansky.

**Staff:** Brent Bristol - Village Administrator/Harbormaster and Kim Roberts - Deputy Clerk.

**Guests:** There were no guests.

1. **Call to Order:** The meeting was called to order by T. Nelson at 8:00 AM. A quorum was present for this meeting.
2. **Changes to the agenda:** There were no changes.
3. **Approval of the previous minutes:**  
**Thorp moved, B. Nelson seconded to approve the minutes of November 2, 2022, as presented, all ayes.**  
Motion carried.
4. **Visitors' Comments:** There were no visitors' comments.
5. **Discussion and consideration regarding 2023 contract language:**  
The Marinas and Moorings committee reviewed the 2023 contract language for mooring and slip holders. For the slip contract, item number three (3), the committee asked that the word "bumper" be replaced with "fender". T. Nelson asked that the word "understand" be removed from each line of the slip and mooring contracts. For item number two (2), mooring should be struck from the slip contract. Item number five (5) should have the following language added to the end of the sentence, "to another party." Item number six (6), language should be added after the first sentence, "slips shall be reassigned that are unused after two (2) years." There was discussion regarding changing the number of years concerning item number six (6), ultimately the committee agreed to leave it at two (2) years.

The committee then reviewed the 2023 mooring contract language. For item number two (2), the word "slip" should be struck from the mooring contract. Item number five (5), should be struck entirely. Item number six (6) was to include language that addressed that boats need to be off their moorings by October 15<sup>th</sup> but mooring tackle needs to be removed by October 30<sup>th</sup>. The committee further asked that "ground tackle" be changed to "mooring tackle" for item number six (6).

The committee requested that all contracts should include the date of revision and additions should be noted in bold and italics.

The committee discussed two (2) moorings that remain in the mooring field. It was decided to ask Jeff Long to remove and hold onto the moorings so that when the owners want them back they can make

payment directly to Long for his work to remove them.

**Thorp moved, B. Nelson seconded to adopt the amended slip and mooring contract language as discussed today December, 7<sup>th</sup>, 2022, all ayes.** Motion carried.

**6. Review of spring work required prior to season (cleats, decking replacement, buoys, and concrete):**

Bristol discussed cleat replacement when the piers are reset. Coordination of the different types of cleats would have to be done with Kahr to determine what was needed and who needed to procure the supplies for the different types of cleats needed. Decking replacement was discussed in two (2) phases. For spring work, Bristol is to reach out and see if Tom Soik is interested in replacing decking on the southern “L” floater as well as T1, T2, and T3. If Soik is interested in the work, they will work on having supplies ready to go.

Further discussion included Fall 2023 work that should be planned in August, how to coordinate supplies, availability for Tom Soik and Kahr’s team, a window to complete the work that would allow for Soik to remove decking, and for Kahr’s team to come in and look at the superstructure to ensure everything is sound. All agreed that Bristol should reach out to Soik to gauge his interest in the work.

The discussion moved on to buoys. Bristol noted that Jeff Long was not able to look at the condition of the buoys that were removed or inventory what was in storage. He went on to say that he was communicating with Mike Neil to ensure that the markers are done correctly.

Thorp reviewed what he had inventoried for buoys: Three (3) green channel markers, two (2) red channel markers, three (3) slow/no wake, two (2) rock, one (1) mooring, and one (1) swim.

Bristol asked the committee if the channel markers with lights should be replaced.

*The consensus of the committee was to replace the lighted, red and green channel markers.*

Held noted that when Long puts the buoys back in the water in the spring, he can repair weights, chains, and shackles and invoice the village.

Further discussion was held regarding the area of low water and rocks on the west side of the mooring field. Bristol noted that Long would speak with Mike Neil to determine how it should be marked as a shoal. T. Nelson stressed that it has to coordinate with charts; you can’t have conflicting information.

Bristol moved on to concrete patching at Anderson Dock and inquired if the committee felt this may also be a job for Soik. He noted that the water is going down significantly which may have opened a window to delay the larger project for repairs. However, the decking is pitted and a tripping hazard. Bristol suggested a spring test of the acrylic concrete patch material, Ardex, and splitting the bill with Physical Facilities.

T. Nelson agreed and said the concrete by the slips is not bad, and at least fifty percent (50%) of the repairs are the responsibility of the Village. He was in favor of exploring a temporary remedy to fix the hazards but as a member of the Board of Trustees, with the water going down, we would be foolish not to take advantage of the window to take care of Anderson Dock.

Held inquired about the erosion at Fire House Marina. He suggested that Kahr take a look at it again and provide an estimate.

Bristol noted that it may be winter work but if it is June work, it can’t be a six (6) week project with the parking lot torn up.

B. Nelson reminded the committee that they needed to continue to watch the main dock holes that are leaking gravel. He thought it might be time to look at taking care of these.

Held asked if it would be possible for Long to dive and weld something into the holes.

**7. Review of possible projects for next season (chains, ladders, extinguishers, rings, etc.)**

A discussion was held regarding the conversation with Kahr about ladders and rings. Bristol noted that we were not at the point where we have a shopping list. Discussion included placement of rings and ladders, obstruction to navigation, and ladders that remained fixed in the water as opposed to ladders that fold and can come out of the water.

*The consensus of the committee was to discuss with Kahr and seek options to place one(1) ladder and ring set at the end of each pier at Firehouse Marina.*

A discussion was held about ladder and ring sets for Anderson Dock. Held noted that there are some existing built-in ladders but no rings. He suggested having at least one (1) very visible ring at the end of the dock. T. Nelson felt that might have to go to the Village for approval.

*The consensus of the committee was to place one (1) ladder and ring set in the marina corner in front of Roy Elquist's boat and one (1) ladder and ring set at the west end at Anderson Dock.*

Held asked about approaching the Village to get permission to get a set out at the end of Anderson Dock.

Bristol stated that the ask is easy, especially if Marinas and Moorings is willing to pay for it versus asking the Village to pay.

B. Nelson summarized that there would be two (2) sets of ladders and rings at Anderson Marina and three (3) at Firehouse Marina.

Dock pedestal stations were reviewed. B. Nelson stated that as of last summer all lights work but some of the outlets do not. He noted that once cleat placement is fixed it will help the issue of people tying lines to the pedestals.

8. **Visitors' comments:** There were none.
9. **New business for the next meeting:**
  - a. Update on where the steel post that was removed from Anderson Marina went after removal. Bristol to email Kahr and report back.
10. **Next meeting date:** Wednesday, January 4, 2023, at 8:00 AM.
11. **Adjournment:**  
**Held moved, B. Nelson seconded to adjourn at 9:24 AM, all ayes.** Motion carried.

Recorded by, Kim Roberts – Deputy Clerk

**VILLAGE OF EPHRAIM  
GREEN TIER AD-HOC COMMITTEE WORKING SESSION MINUTES  
THURSDAY, DECEMBER 8, 2022 – 8:00 AM  
9996 WATER STREET**



**Present:** Cindy Nelson-Chair, Lane Methner, Bruce Nelson, Jeff Lutsey, Cody Schreck, and Dr. Michael McCutcheon.

**Absent:** None

**Staff:** Brent Bristol – Village Administrator and Kim Roberts – Deputy Clerk.

1. **Update on charging stations throughout Northern Door County:**

C. Nelson provided an update from the recent county-wide meeting and noted that Kurt Scattergood would be collecting information for Northern Door County. The feeling had been let's work on the project together as opposed to each community applying individually.

Further discussion included grant/funding possibilities from Destination Door County “DDC” and the parameters for applying for upcoming grants. In essence, there seemed to be conflicting information and concerns about collaborative versus municipal grant applications. Methner noted that there would be information sessions coming up for everyone to learn more through the Door County Community Foundation. Bristol expressed concern that a million-dollar line item for grants was approved in the DDC budget before any details were released. C. Nelson asked that Methner and Lutsey inform the committee about the dates and times for the informational meetings. Lutsey stressed that work should continue to be ready for applying for a grant whether it is collaborative or not.

Discussion continued about funding, the cost of energy for charging stations, how customers could be charged for the service, possible locations, research into site preparation, and a way to let people know where to charge possibly through an app. Lutsey said he would reach out to DDC regarding the grant funding for new information and pass along any new information.

2. **Update on water filling stations throughout Northern Door County:**

C. Nelson noted that she was gathering information for Northern Door County.

3. **Other:**

C. Nelson stated that they need to have their tree order in soon for the May giveaway. She noted that one hundred and fifty (150) seemed to be a good number. A discussion was held about the size of the tree to source and the cost difference. It was decided they would go with one hundred and fifty (150) native conifers trees and proceed with allowing a donation bucket during the giveaway event.

C. Nelson discussed that there may be a new Green Tier checklist and they should know the details by February and it will be submitted in April.

Lutsey provided an update on the compost initiative. He noted that there are ten (10) sites participating. Everyone in the county is about ten (10) miles away from a private compost site.

*Next meeting date: Thursday, February 26, 2023, at 8:00 AM.*

*Recorded by, Kim Roberts – Deputy Clerk*