AGENDA:

1. Call Meeting to Order
2. Pledge of Allegiance to the Flag
3. Roll Call by County Clerk
4. Presentation of Agenda
5. Correspondence
   • Unassigned Fund Balance
   • Christine Wendler Letter
   • Letter from Congressman Mike Gallagher re: Aquila Resources Back 40 Mine Project
   • Letter from National Park Service - Notice of a Study to Determine Potential for Designation as a National Historic Landmark – Rock Island Site II
6. Public Comment
7. Supervisors Response
8. Approval of Minutes of July 25, 2017 Regular Meeting
9. Pending Business/Updates
10. Resolutions
    • 2017-53  International Migratory Bird Day
    • 2017-54  Approval of Mass Incident Plan
    • 2017-55  Transfer of Non-Budgeted Funds: Justice Center – Fire Alarm Control Panel Replacement
11. Ordinances
12. Special Reports
    → NWTC Update – Dr. H. Jeffrey Rafn, President – 9:10 a.m.
    → DCEDC Update – Caleb Frostman, Executive Director – 9:20 a.m.
    → Nicolet Federated Library System (NFLS) and Door County Library (DCL) – Tina Kakuske, Library Director – 9:30 a.m.
13. New Business
    → New Human Services Resource Center Sign
14. Oral Committee Reports
15. Review Committee Minutes
16. Review Vouchers, Claims and Bills
17. Announcements
    • Next Regular County Board Meeting – September 19, 2017 – 9:00 a.m.
    • WCA Annual Conference – September 24-26, 2017 – Wisconsin Dells, WI
18. Meeting Per Diem Code
19. Adjourn
The following information on the General Fund is being provided to the Door County Board of Supervisors pursuant to Rule 19:

### 2016 Changes to Unassigned Fund Balance:

<table>
<thead>
<tr>
<th>Description</th>
<th>Additions To ($)</th>
<th>Reductions From ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2016 Portion of Dark Optic Fiber Project-Resolution 2015-8</td>
<td>$ 812,550.00</td>
<td></td>
</tr>
<tr>
<td>Increase for 2016 Portion of Dark Optic Fiber Project-Resolution 2016-06;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Portion Expended in 2016</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transfer 2016 Vehicle Replacement Fund Reserve/Purchases</td>
<td>$ 254,086.62</td>
<td>$ 466,654.00</td>
</tr>
<tr>
<td>Transfer from Tower Project Reserve</td>
<td>$ 67,262.13</td>
<td></td>
</tr>
<tr>
<td>Transfer from/to Reserve for Inventory and Prepaid Expenses</td>
<td>$ 476,114.94</td>
<td>$ 457,612.30</td>
</tr>
<tr>
<td>Transfer from Reserves for EMS Central Station/Human Services Center</td>
<td>$ 1,043,269.87</td>
<td></td>
</tr>
<tr>
<td>Transfer to Cana Island Preservation Reserve</td>
<td></td>
<td>(32,338.05)</td>
</tr>
<tr>
<td>Transfer Museum Expansion Donations to Reserve</td>
<td></td>
<td>(2,100.00)</td>
</tr>
<tr>
<td>Transfer from Museum Expansion Reserve for Consultant</td>
<td>$ 30,514.60</td>
<td></td>
</tr>
<tr>
<td>Transfer to LIO Reserve</td>
<td>(29,716.06)</td>
<td></td>
</tr>
<tr>
<td>Adjust Sales Tax Reserve</td>
<td>(3,612.48)</td>
<td></td>
</tr>
<tr>
<td>Transfer to Boat Launch Reserve</td>
<td>(71,135.13)</td>
<td></td>
</tr>
<tr>
<td>Carryforns from 2016 to 2017</td>
<td>(638.42)</td>
<td></td>
</tr>
<tr>
<td>Transfer from Reserve for Delinquent Taxes</td>
<td>$ 219,903.27</td>
<td>(482,346.33)</td>
</tr>
<tr>
<td>Transfer to Payroll Reserve</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transfer from Human Services and Senior Center Funds</td>
<td>$ 882,402.83</td>
<td></td>
</tr>
<tr>
<td>Net 2016 Operations to Date</td>
<td>$ 1,222,397.83</td>
<td>(2,603,437.82)</td>
</tr>
<tr>
<td></td>
<td>$ 4,195,980.89</td>
<td></td>
</tr>
</tbody>
</table>

**Unassigned Fund Balance 12/31/2016: $14,118,375.10 Unaudited**

### 2017 Changes to Unassigned Fund Balance:

<table>
<thead>
<tr>
<th>Description</th>
<th>Additions To ($)</th>
<th>Reductions From ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2017 Portion of Dark Optic Fiber Project-Resolution 2016-06</td>
<td>$ 100,000.00</td>
<td></td>
</tr>
<tr>
<td>Increase for 2016 Portion of Dark Optic Fiber Project-Resolution 2016-06;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Portion Not Expended in 2016</td>
<td></td>
<td></td>
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<tr>
<td>South Ambulance Station-Resolution 2016-40</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transfer 2017 Vehicle Replacement Fund Reserve/YTD Purchases</td>
<td>$ 55,660.50</td>
<td>$ 621,873.00</td>
</tr>
<tr>
<td>Transfer from Reserve for Inventory &amp; Prepaid Expenses</td>
<td>$ 457,612.30</td>
<td></td>
</tr>
<tr>
<td>Transfer to Building Replacement Reserve and IS Equipment Reserve,</td>
<td></td>
<td></td>
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<tr>
<td>per 2017 Budget</td>
<td>(200,000.00)</td>
<td></td>
</tr>
<tr>
<td>Transfer to Cana Island Restoration Fund for Phase II Improvements-</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Resolution 2017-47</td>
<td></td>
<td>$ 70,000.00</td>
</tr>
<tr>
<td></td>
<td>$ 513,272.80</td>
<td>(1,833,123.00)</td>
</tr>
</tbody>
</table>

**Unassigned Fund Balance 7/31/2017: $12,798,524.90 Unaudited**

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**Mark E. Janik, Finance Director**

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

- **Current Unassigned Fund Balance:** $12,798,524.90
- **General Fund Budgeted Expenditures - 2017:** $26,867,270.00
- **All Other Budgeted Funds Requiring Tax Levy - 2017:** $24,845,035.00

The County's current unassigned fund balance of $12,798,524.90 represents approximately 23.78364%

Of its governmental funds budgeted expenditures. This level of funding is above the the 12%-15% reserve funding levels set forth in Resolution 72-03 adopted August 26, 2003.

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

**Note:**

- The amount above (below) the upper limit of 15% which, if above, could be a consideration for unforeseen expenditures $4,726,679.15
- 15% Upper Limit would equate to an unassigned fund balance of $8,071,845.75
- 12% Lower Limit would equate to an unassigned fund balance of $6,457,476.60
August 4, 2017

Door County Soil & Water Conservation
421 Nebraska Street
Sturgeon Bay, WI  54235

Dear Department Members and Door County Board Members:

Such great news that the County Board opposes the Back Forty Mine and is supporting two additional clean water resolutions!

I have been a Door County resident for 26 years and still follow conservation efforts in my birth county in southern Wisconsin – Green County. I was thrilled to find out that the Land and Conservation Committee of the Green County Board recently recommended to the Green County Board to pass a moratorium on CAFOs. They do this to acknowledge the impact on county health, specifically groundwater and air quality. “It’s all about water and air.” Once our water and air have been negatively impacted, there is no turning back.

I live just one-half mile from the site of the sinkhole manure-spreading incident in West Jacksonport that contaminated several wells and sickened seven people and two dogs. It would be great if Door County could work on this effort next. Please consider our present generation and future generations and develop and support a moratorium on CAFOs in Door County. While the Back Forty Mine could affect waters eleven miles from Egg Harbor, CAFOs are in our back yards – we’re on a slippery slope and must protect our air and water now.

Please start the process of supporting a county moratorium on CAFOs and share this letter with the members of the Door County Board. Thank you!

Sincerely,

Christine M. Wendler
4406 Hillside Road
Egg Harbor, WI  54209
Chairman David Lienau  
421 Nebraska St.  
Sturgeon Bay, WI 54235

To the honorable Chairman and Members of the Door County Board of Supervisors,

I recently received a copy of the Door County Board of Supervisor’s resolution opposing the Aquila Resources Back 40 Mine project. Thank you for speaking out on this important issue.

As you know, permitting for individual mining projects is conducted at the state level and falls outside the operational jurisdiction of the House of Representatives. Currently the Back 40 Mine is undergoing final review by the Michigan Department of Environmental Quality (DEQ). The DEQ consulted Wisconsin’s Department of Natural Resources and the EPA as it reviewed this application, but retains the final authority to approve or deny the project. I look forward to continued communication with my colleague Congressman Bergman (R-MI), who represents the Upper Peninsula of Michigan, as the DEQ readies a final decision.

Like the Board of Supervisors, I am concerned about the potential risks to our environment and important cultural sites posed by the Back 40 Mine project. This project seems especially concerning given that it would be only 100 feet from the banks of the Menominee River. This river is not only an economic asset to Northern Wisconsin’s outdoor recreation industry; it also holds immense spiritual and cultural significance to the people of the Menominee Nation. I believe we have a responsibility to preserve these treasures and pass along clean air and clean water to the next generation. Unfortunately, I do not feel the concerns of Wisconsin stakeholders have been adequately addressed in this process.

As demonstrated by the 2015 Gold King Mine spill in Arizona, the risks from mining activity don’t end once the mine closes. Poorly designed and maintained safety features can fail decades later and pollute entire watersheds with mining waste. Surface and groundwater contamination risks from sulfide mining are well documented and it is important to review all pollution mitigation strategies before proceeding with these projects. Please know that I will keep your thoughts closely in mind as this issue progresses in the coming months.

Once again, thank you for providing me a copy of this resolution. If there’s ever anything you or the Board of Supervisors feel I need to be aware of in this process, please don’t hesitate to reach out. And because my primary email account can get a bit behind, please feel free to contact my environmental affairs staffer, Maggie Woodin, at Maggie.Woodin@mail.house.gov to ensure I receive it in a timely manner.

Respectfully,

Mike Gallagher, Member of Congress
Notice of a Study to Determine Potential for Designation as a National Historic Landmark

AUG 03 2017

The National Park Service is pleased to announce that a study is being conducted on the following property to determine its potential for designation as a National Historic Landmark:

Rock Island Site II
Door County, Wisconsin

National Historic Landmarks are nationally significant places that illustrate important themes, persons, or events in American history. The National Historic Landmarks Program recognizes properties of exceptional national significance in the nation's history, architecture, archeology, engineering and culture. Once reviewed by the National Park System Advisory Board and designated by the Secretary of the Interior, each landmark may request an official bronze plaque from the National Park Service that recognizes this high distinction.

When the study is completed and scheduled for review by the National Park System Advisory Board, you will receive a copy of the nomination and have 60 days to comment in writing, if you so desire. After the 60-day period, the nomination and any comments received will be submitted to the National Park System Advisory Board.

For your information, we have enclosed a brochure that describes the National Historic Landmarks Program and a fact sheet that describes the effects of designation.

For further information on the National Historic Landmarks Program, including the designation process and questions on this specific study please contact: Ms. Patricia Henry, Historian, National Park Service, National Historic Landmarks Program, 1849 C Street NW, Mail Stop 7228, Washington, DC 20240, or call 202/354-2216.

Additional information on the National Historic Landmarks Program is available at: www.nps.gov/nhl.

cc: Mr. Mark Dudzik, Department Archeologist, Cultural Resources, Wisconsin Department of Natural Resources
Mr. Robert Blanchard, Tribal Chairman, Bad River Band of Lake Superior Chippewa Indians
Mr. Mic Isham, Chairman, Lac Courte Oreilles Band of Lake Superior Chippewa Indians
Mr. Joseph Wildcat Sr., President, Lac du Flambeau Band of Lake Superior Chippewa Indians
Mr. Bryan Bainbridge, Tribal Chair, Red Cliff Band of Lake Superior Chippewa Indians
Mr. Chris McGeshick, Chairman, Sokaogon Chippewa Community
Mr. Lewis Taylor, Chairman, St. Croix Band of Lake Superior Chippewa Indians
Mr. Harold Frank, Chairman, Forest County Potawatomi
Mr. James Williams, Lac Vieux Desert Band of Lake Superior Chippewa Indians
Ms. Regina Gasco Bentley, The Little Traverse Bay Bands of Odawa Indians
Mr. Wesley Andrews, THPO, The Little Traverse Bay Bands of Odawa Indians
Mr. Michael W. Allen Sr., Executive Director, Great Lakes Inter-Tribal Council, Inc.
Dr. John Briohahn, State Archeologist, Wisconsin Historical Society
Mr. John Madden, Superintendent, Ice Age National Scenic Trail
Ms. Michelle Hefty, Property Manager, Rock Island State Park
NATIONAL HISTORIC LANDMARKS PROGRAM

FEDERAL EFFECTS OF NATIONAL HISTORIC LANDMARK DESIGNATION

The purpose of the National Historic Landmarks Program is to focus attention on properties of exceptional value to the nation as a whole rather than to a particular state or locality. The program recognizes and promotes the preservation efforts of federal, state, local agencies, and Indian tribes, as well as those of private organizations and individuals and encourages the owners of Landmark properties to observe preservation precepts.

If not already so recognized, properties designated as National Historic Landmarks are listed in the National Register of Historic Places upon designation as National Historic Landmarks. Listing of private property on the National Register does not prohibit under federal law or regulations any actions that may otherwise be taken by the property owner with respect to the property. For further information on the National Historic Landmarks program see: www.nps.gov/nhl.

Specific effects of designation are:

A. The National Register was designed to be and is administered as a planning tool. Federal agencies undertaking a project having an effect on a listed or eligible property must provide the Advisory Council on Historic Preservation a reasonable opportunity to comment pursuant to Section 106 of the National Historic Preservation Act of 1966, as amended. The Advisory Council has adopted procedures concerning, \textit{inter alia}, their commenting responsibility in 36 CFR, Part 800.

B. Section 110(f) of the National Historic Preservation Act of 1966, as amended, requires that before approval of any federal undertaking which may directly and adversely affect any National Historic Landmark, the head of the responsible federal agency shall, to the maximum extent possible, undertake such planning and actions as may be necessary to minimize harm to such landmark, and shall afford the Advisory Council a reasonable opportunity to comment on the undertaking.

C. Listing in the National Register makes property owners eligible to be considered for federal grants in-aid for historic preservation.


E. If a property contains surface coal resources and is listed in the National Register, certain provisions of the Surface Mining and Control Act of 1977 require consideration of a property's historic values in determining issuance of a surface coal mining permit.

F. Section 8 of the National Park System General Authorities Act of 1970, as amended (90 Stat. 1940, 16 U.S.C. 1-5), directs the Secretary to prepare an annual report to Congress which identifies all National Historic Landmarks that exhibit known or anticipated damage or threats to the integrity of their resources. In addition, National Historic Landmarks may be studied by NPS for possible recommendation to Congress for inclusion in the National Park System.

G. Section 9 of the Mining Act of 1976 (90 Stat. 1342, 16 U.S.C. 1980) directs the Secretary of the Interior to submit to the Advisory Council a report on any surface mining activity which the Secretary has determined may destroy a National Historic Landmark in whole or in part, and to request the Advisory Council's advice on alternative measures to mitigate or abate such activity.
National Historic Landmarks make tangible the American experience.

They are places where nationally significant historical events occurred, that are associated with prominent Americans, that represent those pivotal ideas that shaped the nation, that teach us about our ancient past, or that are premier examples of design or construction.

National Historic Landmarks help us to understand nationally significant patterns, movements, and themes in American history, ensuring that the nation's heritage will be accessible to future generations.

While many historic places are important locally or at a state level, a few have meaning for all Americans. National Historic Landmarks are places that “possess exceptional value or quality in illustrating and interpreting the heritage of the United States.” They illuminate our rich and complex national story that spans more than 15,000 years, from the earliest native people to the exploration of outer space. The story is there to be told in Presidential homes, in our seafaring vessels and aids to navigation, on battlefields, at pueblo ruins and earthen mounds, in industrial facilities, in historic towns and communities, and in architecture and engineering structures.

In 1935, the U.S. Congress charged the Department of the Interior with the responsibility for designating nationally significant historic sites, buildings, and objects and promoting their preservation for the inspiration and benefit of the people of the United States. The National Historic Landmarks Program was established to identify and protect places possessing exceptional value in illustrating the nation’s heritage. Only 3% of properties listed in the National Register of Historic Places are designated as National Historic Landmarks.

The National Park Service administers the National Historic Landmarks Program for the Secretary of the Interior. It is a cooperative endeavor of government agencies, professionals, and independent organizations sharing knowledge with the Service and working jointly to identify and preserve these exceptional places.

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The architecture of Alden B. Dow received national attention from his very early career through to his late period, because of his association with Frank Lloyd Wright. The body of his work is of rare quality and completeness and remains highly original among the competing forces of 20th century architecture. The house and studio are his most clearly acknowledged masterpiece.

Photo courtesy of the Alden B. Dow Archives, n.d.
National Historic Landmarks Program

How Are National Historic Landmarks Designated?

National Historic Landmarks may be nominated through broad, organized initiatives called theme studies, which are authorized by the U.S. Congress and examine related places linked by a single subject or theme. Or they may be identified through historic context studies or special studies. The National Park Service often conducts National Historic Landmark studies in partnership with federal, state, tribal, or local preservation officials; the academic community; independent scholars; interested parties; and others knowledgeable about a particular subject. The National Park Service’s National Historic Landmarks Program staff in the Washington, DC and Regional Offices prepares nominations, advises others on their preparation, and evaluates potential National Historic Landmark nominees for their ability to meet specific criteria.

Once a nomination is completed, owners, public officials, and interested parties are given an opportunity to comment on National Historic Landmark nominations. Private owners of potential National Historic Landmarks are given the opportunity to concur with or object to their designation. The Landmarks Committee of the National Park System Advisory Board reviews the nomination and makes recommendations to the full Board. The nomination is then forwarded to the Board for review and recommendation to the Secretary of the Interior. The Secretary considers the recommendations and makes the designation.
What Does National Historic Landmark Designation Mean?

- National Historic Landmark designation recognizes properties that are nationally significant to the nation as a whole.

- National Historic Landmarks are automatically listed in the National Register of Historic Places.

- Owners of National Historic Landmarks are free to manage their property as they choose, but projects potentially affecting landmarks are subject to official review if they involve federal licensing, permitting, or funding.

- Federal agencies whose projects affect a National Historic Landmark must give the Advisory Council on Historic Preservation an opportunity to comment on the project and its effects on the property.

- Owners of National Historic Landmarks may be able to obtain federal historic preservation funding when funds are available. Federal investment tax credits for rehabilitation and other provisions may apply.

- A bronze plaque bearing the name of the National Historic Landmark and attesting to its national significance may be presented to the owner upon request.

Most National Historic Landmarks are owned by private individuals or groups. Others are owned by local, state, tribal, or federal government agencies, or have mixed public-private ownership.
National Historic Landmarks Assistance

The National Park Service promotes the preservation of National Historic Landmarks through technical assistance to their stewards—owners, managers, and friends groups—and education of the general public about the importance of National Historic Landmarks. The National Park Service works with partners such as other federal agencies, state governments, Indian tribes, local governments, colleges and universities, private organizations and individuals, and nonprofit organizations such as the National Trust for Historic Preservation, the National Park Foundation, and the National Parks Conservation Association, to educate and assist the public in preserving its national heritage.

In providing assistance, the National Park Service works to:

- Ensure the long-term preservation of National Historic Landmarks.
- Provide technical support and assistance to owners, managers, and friends groups of National Historic Landmarks.
- Build partnerships between the National Park Service and other federal agencies; state, tribal, and local governments; nonprofit organizations; and individuals to enhance the protection of these unique places.
- Educate the public about National Historic Landmarks to build support for their protection and that of the nation's heritage.
- Teach the stories inherent in these important resources.
What Are Endangered Landmarks?

Unfortunately, at any moment, some 2.3% of designated National Historic Landmarks are at risk for destruction or loss. The federal government has no power to compel owners to maintain their property, even if it is important to our national heritage. Deterioration is a major threat to National Historic Landmarks. Other threats include demolition, natural disasters, commercial and residential development pressure, inappropriate alterations, and vandalism. Threats such as these destroy the historic character of National Historic Landmarks and their ability to convey nationally significant stories.

The National Historic Landmarks Program continually monitors the condition of National Historic Landmarks and maintains an assessment of threatened Landmarks on the NHL website.

How Can You Help?

Nothing can replace the experience of being in the authentic historic settings where our national history was shaped. No replica conveys an authentic connection with historic places and our collective past. National Historic Landmarks are the actual places where the nation can experience its history firsthand. You help preserve National Historic Landmarks when you:

- Visit those National Historic Landmarks that are open to the public across the nation and discover the stories in these places.
- Become familiar with historic preservation issues and techniques.
- Teach young people the value of preserving historic resources as a tangible way to understand the history of the United States. Ask your local schools to do the same.
- Attend local planning meetings to ensure that decision makers acknowledge and protect National Historic Landmarks as important historic places and tourist sites.
- Join your local, statewide, and national historic preservation organizations and become involved in the founding of a National Historic Landmarks friends group.
- Volunteer at a National Historic Landmark.
- Support historic preservation initiatives through newspaper editorials and at events and community meetings.
Contacts

To find out more about the National Historic Landmarks Program, visit the National Park Service's Cultural Resources web sites or contact one of the offices listed here.

**National Historic Landmarks Program:**
www.nps.gov/nhl/

**National Park Service Cultural Resources:**
www.nps.gov/history

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**Alaska Regional Office**
National Park Service
240 W. 5th Ave.
Anchorage, AK 99501
(907) 644-3470
AK

**Intermountain Regional Office**
National Park Service
12795 W. Alameda Pkwy
P.O. Box 25287
Denver, CO 80225-0287
(303) 969-2882
AZ, CO, MT, NM, OK, TX, UT, WY

**Midwest Regional Office**
National Park Service
601 Riverfront Drive
Omaha, NE 68102-4226
(402) 661-1910
AR, IA, IL, IN, KS, MI, MN, MO, ND, NE, OH, SD, WI

**Northeast Regional Office**
National Park Service
200 Chestnut Street
Philadelphia, PA 19106
(215) 597-1578
CT, DE, DC, ME, MD, MA, NH, NJ, NY, PA, RI, VT, VA, WV
Front cover:

Nevada Northern Railway, East Ely Yards, Ely, Nevada
Date of Designation: September 20, 2006

Established in 1905 to support the area's booming copper mining industry, the Nevada Northern Railway's East Ely Facility is exemplary of steam-era rail yards that maintained and repaired the nation's rail traffic. However, the dieselization of the railroad industry during the second half of the 20th century led to major alterations or demolition of railroad yards and shops nationwide. Amazingly, East Ely survived that era unscathed, and it remains essentially unaltered by modern upgrades or demolitions. East Ely, with its depots, offices, shops, yards, motive power, and rolling stock, represents the best preserved, least altered, and most complete main yard complex of a historic standard gauge, common carrier, steam-powered railroad in the United States. Photo courtesy of the Nevada Northern Railway Museum, 2006.

Twelfth Street YMCA Building, Washington, D.C.
Date of Designation: October 12, 1984

Dedicated on May 12, 1912, the Twelfth Street YMCA Building in Washington, D.C., was the home of the nation's first African-American chapter of the Young Men's Christian Association (YMCA). Designed by African-American architect William Sidney Pittman, it came to be known as the "Bowmen Y" after Anthony Bowmen, who founded the black "Y" movement in the United States in 1853. Photo courtesy of the Historic American Buildings Survey, Dye on Court Mahon, photographer, 1979.

Ryman Auditorium, Nashville, Tennessee
Date of Designation: January 3, 2001

As the most famous home of the Grand Ole Opry, the Ryman Auditorium is called the Mother Church of Country Music. The Opry's live shows and radio programs greatly influenced the evolution of country music. Photo courtesy of Gaylord Entertainment, n.a.

The Voorhees House, Staten Island, New York
Date of Designation: November 5, 1961

This house was constructed by the early Dutch settlers before 1696 to serve as a church, a school, and the residence of the voorhees, the layman chosen to assist the Pastor in the church services and keep the church records. In addition to his religious duties, he often conducted school in which primary reading, writing, arithmetic, and religious catechism were taught. It is considered to be the oldest elementary school building in the country. Photo courtesy of the National Historic Landmarks Program, R. E. Greenwood, photographer, 1975.

Back cover:

Cleveland Arcade, Cleveland, Ohio
Date of Designation: May 15, 1975

When the Cleveland Arcade was built in 1890, it was the embodiment of the grandeur of the Industrial Age. However, over the years it fell into disrepair. In 2001, it was rehabilitated and reopened as a hotel and shopping center. Photo courtesy of Historic American Buildings Survey, Martin Linsey, photographer, 1986.
Call Meeting to Order
The July 25, 2017 meeting of the Door County Board of Supervisors was called to order at 9:02 a.m. by Chairman David Lienau.

Chairman Lienau led the Pledge of Allegiance to the Flag.

Roll Call by County Clerk
Roll call was taken – 20 County Board Members were present – Dan Austad, Helen Bacon, David Englebert, David Enigl, Roy Englebert, Ken Fisher, Joel Gunnlaugsson, Randy Halstead, Susan Kohout, David Lienau, Megan Lundahl, Mark Moeller, John Neinas, Nancy Robillard, Kathy Schultz, Don Sitte, Steve Sohns, Richard Virlee, Laura Vlies Wotachek, and Linda Wait. Jon Koch was excused.

Presentation of Agenda
Motion by Moeller, seconded by Schultz to approve the agenda. Motion carried by unanimous voice vote.

Correspondence
- Unassigned Fund Balance
- Town of Egg Harbor Resolution
- Memo dated September 1, 2016 from Charlene Hunter Peterson

Public Comment
Chairman Lienau noted in accordance with the terms of the Rules of the County Board public comment is limited to 30 minutes with a maximum of 3 minutes per person.

- Don Freix, commented regarding his opposition to resolution 2017-47
The following commented regarding the Back Forty Mine (resolution 2017-49):
  - Jim Soletski, Green Bay, Wisconsin
  - Scott Lindquist, Menominee, Michigan
  - Tony Brown, Menominee Reservation
  - Craig Corn, Vice-Chairman Menominee Indian Tribe
  - Burt Warrington, Wisconsin Rapids, Wisconsin
  - Guy Reiter, Menominee Reservation
  - Allin Walker, Sturgeon Bay
  - Russ Burie, N 5th Avenue, Sturgeon Bay
  - Regina Chaltry, Menominee, Michigan
  - Paula Mohan, Madison, Wisconsin
  - Jeffery J. Budish, Peshtigo, Wisconsin

Supervisors Response
No response was given.

Approval of Minutes of June 27, 2017 Regular Meeting
Motion by Schultz, seconded by Robillard to approve the minutes of the June 27, 2017 regular meeting. Motion carried by unanimous voice vote.

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

2017-49 In Opposition to the Aquila Resources Inc. Proposed Back Forty Mine Project
Motion by Kohout, seconded by Sohns to approve Resolution 2017-49 – A resolution opposing Aquila Resources, Inc. Back Forty Mine Project and urging the Michigan Department of Environmental Quality to deny any further permitting for the project.

Administrator Pabich noted the county had received a copy of Marinette County’s resolution opposing the mine followed by an individual contacting the county with concerns. At that time the County placed the issue on the Legislative Committee agenda. At the last Legislative Committee meeting there were many individuals in attendance and a lengthy public comment period was allowed. Supervisor Kohout has reached out to a variety of persons asking for comments and read aloud an email received from a local fisherman Charles Henriksen.

Discussion. Supervisor Wait suggested postponing action on the resolution until Menominee Michigan acts and the Wisconsin DNR offers an opinion. Supervisor Wait noted the State of Michigan has already issued several permits for the mine; discussion regarding language in the resolution specific to line 27 and 28 of the resolution in regards to opposing the issuance of a mining permit. Supervisor Neinas questioned if the board has heard both sides of the issue and agreed with Supervisor Wait about delaying action on the resolution. State Representative Nygren’s, who represents areas in Wisconsin adjacent to Michigan, office has issued a statement which does not appear to be in opposition to the mine.

Motion by Kohout, seconded by R. Englebert to amend the language in the resolution, line 27 to read “to deny any further permitting” and striking the remainder of line 27 and 28. Motion carried by voice vote.

Motion, as amended, carried by voice vote with Supervisors Wait and Neinas voting no.

2017-44 In Memoriam – Stephan Mann
Motion by Lundahl, seconded by Enigl to approve Resolution 2017-44 – Recognition in honor of the achievements Stephan attained during his tenure as a County Board Supervisor.

Supervisor Lundahl read the resolution aloud.

Motion carried by unanimous voice vote.

2017-45 Name Change – Door County Information Systems Department to Door County Technology Services Department
Motion by Enigl, seconded by Sitte to approve Resolution 2017-45 – Approval of changing the name of the Door County Information Systems Department to Door County Technology Services Department, effective July 25, 2017.

Supervisor Enigl noted the request stems from many calls to the department looking for information about Door County and many other unrelated items.

Motion carried by unanimous voice vote.

2017-46 Appointment of Door County Technology Services Director
Motion by Enigl, seconded by Moeller to approve Resolution 2017-46 – Confirmation of the appointment of Jason Rouer as Door County’s Technology Services Director.

Administrator Pabich explained the department has gone through a period of transition and a plan for reorganizing the department was developed with great assistance by Jason. Jason’s level of knowledge and expertise is outstanding and Pabich strongly recommends appointing Jason as the next TS director.

Motion carried by unanimous voice vote.
Jason thanked the board for the opportunity and took a moment to recognize his outstanding staff in the TS Department.

**2017-47 Appropriation of Non-Budgeted Funds – Cana Island Preservation-Rehabilitation-Restoration Project Phase II**

Motion by Schultz, seconded by Kohout to approve Resolution 2017-47 – A resolution affirming the authorization of Phase II of this project proceed, that up to $70,000 be transferred from the Unassigned Fund Balance to the Cana Island Restoration Fund to cover the shortfall for Phase II of this project, subject to reimbursement by the Door County Maritime Museum through the Cana Island Preservation Reserve Fund within two years.

A chart outlining past fundraising was distributed. Administrator Pabich explained the project was approved for $411,000 with $200,000 from the county and $211,000 from the Maritime Museum. After two rounds of bidding the project has met budget however a federal grant the Museum expected to be awarded has fell through. The Museum is looking to advance the funds from the Unassigned Fund Balance with a two-year payback from the Cana Island Fund. The project is to repair the exterior and roofs of the buildings. Delaying the project will cause costs to escalate. Administrator Pabich assured the board that Finance Director Janiak would track the payback accordingly. Maritime Museum Director Amy Paul thanked the county for their work restoring Cana Island.

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

**2017-48 Non-Commercial Hangar Site Lease Agreement – Jerry Schomburg – Building No. 52**

Motion by Austad, seconded by Sohns to approve Resolution 2017-48 – Approval to the Airport & Parks Committee to enter into a 10 year non-commercial hangar site lease agreement, with a 10 year renewal clause for the parcel of land on which Building No. 52 has been constructed.

Motion carried by unanimous voice vote.

**2017-50 Capital Improvements Plan 2018-2022**

Motion by Schultz, seconded by Moeller to approve Resolution 2017-50 – Approval of the 2018-2022 Capital Improvements Plan.

Administrator Pabich noted the adoption today is just the plan, not a formal authorization for the projects. Final approval will be through the budget process. Pabich reviewed the requests and changes recommended by himself and the Finance Committee. Chairman Lienau questioned the Highway projects increase. Administrator Pabich noted a federal project with federal funding was included.

Motion carried by a roll call vote with 19 Members voting Yes; 1 Member voting No – Fisher; 1 Member excused.

**2017-51 Maintain Funding for the Great Lakes Restoration Initiative**

Motion by Fisher, seconded by Virlee to approve Resolution 2017-51 – A resolution supporting full funding of $300 million for the GLRI in the upcoming federal budget.

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

**2017-52 Maintain Funding for the Coastal Management Program**

Motion by Fisher, seconded by Virlee to approve Resolution 2017-52 – A resolution supporting full funding of the Coastal Zone Management Program in the upcoming federal budget.

Motion by Fisher, seconded by Sohns to amend the language in the resolution on line 1 to read “Federal Administration”. Motion carried by unanimous voice vote.
Motion to approve the amended resolution carried by a roll call vote with all 20 Members voting Yes; 1 Member excused.

Motion by Fisher, seconded by Halstead to reconsider Resolution 2017-51. Motion carried by unanimous voice vote.

Motion by Fisher, seconded by Enigl to amend the language in the resolution on line 1 to read “Federal Administration”. Motion carried by unanimous voice vote.

Motion by Fisher, seconded by Sitte to approve amended resolution 2017-51. Motion carried by unanimous voice vote.

Ordinances

Report - Amendment to the Zoning Map of Gibraltar
Motion by Fisher, seconded by Kohout to accept the report.

The Town of Gibraltar requested the rezoning as part of the process to expand the existing town park, including the addition of a new restroom facility and play area on the two newly acquired lots.

Motion carried by voice unanimous vote.

2017-09 Amendment to the Zoning Map of Gibraltar
Motion by Fisher, seconded by Enigl to approve Ordinance 2017-09.

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

Report - Amendment to the Zoning Map of Sevastopol – Gundrum
Motion by Fisher, seconded by Kohout to accept the report.

The rezoning request is being sought so that the applicant, Andrew and Karen Gundrum may apply for a conditional use permit to establish a winery and farm market.

Motion carried by unanimous voice vote.

2017-10 Amendment to the Zoning Map of Sevastopol - Gundrum
Motion by Fisher, seconded by Kohout to approve Ordinance 2017-10.

Supervisor Wait noted the request came before the Sevastopol Town Board. The Town Board recommended supporting the request, however at the time Sevastopol had not been provided with the conditional use permit and required documents. Last evening the Town Board addressed the conditional use permit application. Many residents were in objection and after consideration the Board objects to the conditional use permit request. Supervisor Wait questioned if action on the rezoning could be tabled until the conditional use permit request is addressed by the Resource Planning Committee. CC Thomas explained the Board can enact as drafted, amend and enact as amended, or deny but cannot table action on the ordinance. Discussion. CC Thomas noted if the amendment is denied the petitioners would have to request the zoning amendment again. Supervisor Fisher urged the Board to grant the zoning amendment and allow RPC to hold the hearing on the conditional use permit

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

Special Reports
No special reports were presented.
New Business
No new business was presented.

Oral Committee Reports
No oral committee reports were presented.

Review Committee Minutes
Reviewed without comment.

Review Vouchers, Claims and Bills
Reviewed without comment.

Announcements
- Next Regular County Board Meeting – August 22, 2017 – 9:00 a.m.
- County Board Retreat – July 27, 2017 – 8:00 a.m. – 12:30 p.m. – Landmark Resort
- WCA Annual Conference – September 24-26, 2017 – Wisconsin Dells, WI
- September County Board Meeting – September 19, 2017 – 9:00 a.m.

Meeting Per Diem Code
725.

Adjourn
Motion by Fisher, seconded by Sitte to adjourn. Time 11:00 a.m. Motion carried by voice vote.

Respectfully submitted by Jill M. Lau, County Clerk
Resolution No. 2017-53
INTERNATIONAL MIGRATORY BIRD DAY

TO THE DOOR COUNTY BOARD OF SUPERVISORS:

WHEREAS, Migratory birds are some of the most beautiful and easily observed wildlife that share our communities, and

WHEREAS, Many citizens recognize and welcome migratory songbirds as symbolic harbingers of spring, and

WHEREAS, These migrant species also play an important economic role in our community, controlling insect pests and generating millions in recreational dollars statewide, and

WHEREAS, Migratory birds and their habitats are declining throughout the Americas, facing a growing number of threats on their migration routes and in both their summer and winter homes; and

WHEREAS, Public awareness and concern are crucial components of migratory bird conservation; and

WHEREAS, Citizens enthusiastic about birds, informed about the threats they face, and empowered to help address those threats can directly contribute to maintaining health bird populations, and

WHEREAS, Since 1993 International Migratory Bird Day (IMBD) has become a primary vehicle for focusing public attention on the nearly 350 species that travel between nesting habitats in our communities and throughout North America and their wintering grounds in South and Central America, Mexico, the Caribbean, and the southern U.S., and

WHEREAS, Hundreds of thousands of people will observe IMBD, gathering in town squares, community centers, schools, parks, nature centers, and wildlife refuges to learn about birds, take action to conserve them, and simply to have fun, and

WHEREAS, While IMBD officially is held each year on the second Saturday in May, its observance is not limited to a single day, and planners are encouraged to schedule activities on the dates best suited to the presence of both migrants and celebrants, and

WHEREAS, IMBD is not only a day to foster appreciation for wild birds and to celebrate and support migratory bird conservation, but also a call to action,

NOW THEREFORE, BE IT RESOLVED, That the Door County Board of Supervisors does hereby proclaim the second Saturday in May, as International Migratory Bird Day in the County of Door.

BE IT FURTHER RESOLVED, That the County Board urges all citizens to celebrate this observance and to support efforts to protect and conserve migratory birds and their habitats in our community and the world at large.

SUBMITTED BY: AIRPORT & PARKS COMMITTEE

Dan Austad, Chairman
Don Sitte
Kathy Schultz
Laura Vlies Wotachek

Reviewed by: Jill M. Lau, Clerk of Door County, hereby certify that the above is true and correct copy of a resolution that was adopted on the 22nd day of August, 2017 by the Door County Board of Supervisors.

Jill M. Lau, County Clerk, Door County
WHEREAS, It is deemed prudent to develop and adopt a response plan to address management of a mass casualty incident during the preliminary stages, when first on scene, using the principles of the Incident Command System; and

WHEREAS, The Door County Emergency Services Department has drafted a "Door County Mass Casualty Incident Plan"; and

WHEREAS, The "Door County Mass Casualty Incident Plan" is a planning guide, is advisory in nature, and is not intended to, and does not, obligate Door County to undertake any particular actions; and

WHEREAS, The Emergency Services Committee has reviewed and approved the "Door County Mass Casualty Incident Plan" as drafted; and

WHEREAS, Adoption of the "Door County Mass Casualty Incident Plan" furthers public purposes and is in the public’s interest.

NOW, THEREFORE, BE IT RESOLVED, That the Door County Board of Supervisors does hereby adopt the "Door County Mass Casualty Incident Plan" (which is incorporated herein by reference as if set forth in full).

SUBMITTED BY: Emergency Services Committee

Joel Gunnlaugsson, Chair

David Englebert

Don Sitte

Randy Halstead

Laura Vlies Wotachek

Jon Koch

Reviewed by: Jill M. Lau, Clerk of Door County

Reviewed by: Jill M. Lau, Clerk of Door County

FISCAL IMPACT: There is no fiscal impact associated with the adoption of this resolution. MEJ

Certification:
I, Jill M. Lau, Clerk of Door County, hereby certify that the above is a true and correct copy of a resolution that was adopted on the 22nd day of August, 2017 by the Door County Board of Supervisors.

Jill M. Lau
County Clerk, Door County
July, 2017
Introduction

This emergency response plan procedure was developed to manage any type of multiple casualty incident (MCI). It is intended to outline a standardized response and notification procedure designed to provide predetermined quantities of equipment and personnel. The Door County MCI plan has implemented and institutionalized processes, systems and/or procedures to ensure effective cross-jurisdictional coordination between multiple local public safety organizations responding to an incident in Door County. The plan ensures that field command and management functions are performed in accordance with a standard set of ICS organizations, doctrine, and procedures. Incident Commanders have the authority and flexibility to modify procedures and organizational structure as necessary to align with the operating characteristics of their specific agency or to accomplish the mission in the context of a hazard scenario.

This MCI plan ensures its ICS is modular and scalable through the following operating characteristics:

- Suitable for operations within a single jurisdiction or agency
- Suitable for operations within a single jurisdiction with multiagency involvement
- Suitable for operations within multiple jurisdictions with multiagency involvement
- Readily adaptable to new technology
- Adaptable to any emergency or incident to which domestic incident management agencies would be expected to respond
- Scalable in organizational structure based on the size and complexity of the incident

This Door County EMS response plan will work within the incident command structure of the National Incident Management System.
The following plan has been endorsed by the agencies identified below (signatures on file):

Algoma
Kewaunee
Luxemburg
Ashwaubenon Public Safety
County Rescue
De Pere Fire Rescue
Gold Cross
Sturgeon Bay Fire
Two Rivers Fire
Manitowoc Fire
Door County Medical Center (Base Hospital)
Aurora Bay Care
Bellin Hospital
St. Mary’s
St. Vincent’s
Door County Board
Door County 911 Communication Center
Door County Sheriff’s Department
Brown County Public Safety Communications Center
Kewaunee County Communications Center
Outagamie Communications Center
Manitowoc Communications Center
Kewaunee County MABAS
Outagamie County MABAS
Brown County MABAS
Manitowoc County MABAS
Door County MABAS
Door County Emergency Services
Door County Emergency Services Medical Director
Section I
General Terms Defined

Advanced Life Support (ALS) (Type II) – Ambulances containing advanced life support equipment and staffed by Paramedics.

Basic Life Support (BLS) (Type IV) – Ambulances containing basic life support equipment and staffed by Emergency Medical Technicians EMT- Basic.

Command Center - Location on scene from which the Incident Commander or Unified Command personnel operate.

Designated Command (Base) Hospital – Door County Medical Center can be designated as the command (base) hospital. The emergency room physician at the designated command (base) hospital shall be deemed Medical Control for the incident. Contact should be made with Medical Control before implementing any disaster medical protocols to be carried out on scene during the incident. Treatment and transport disaster protocols may be implemented as Medical Control deems necessary for the complexity of the incident.

Primary Hospital(s) – Even the most minimal plan activation (MABAS Box Alarm) should utilize the four primary hospitals in Brown County to facilitate optimal patient care. Destination determination should follow current Door County EMS protocols considering factors such as proximity, services immediately available and emergency department bed capacity at the time of the incident.

Secondary Hospitals – Transport of patients to regional hospitals may be necessary. It is the responsibility of the Transport Supervisor / Communications Manager or the Command (base) Hospital to contact both primary and regional facilities in order to determine their capacity to receive patients. Should the Communications Manager need assistance, they may contact the Command Hospital to facilitate this communication through WI Trac or by an alternative communication system (telephone, radio, etc.).

MABAS – A standardized response to a request for additional assistance necessary to treat / transport multiple victims. Boxes may be upgraded to the next level(s) if the incident should expand.

Helispot – Any designated location where a helicopter can safely take off and land.

Medical Supply Cache – A cache consisting of standardized medical supplies and equipment stored in a predetermined location for dispatch to incidents.
Section II: Procedures Affecting the Order of Events

MABAS Life Safety Box Alarm
The Incident Commander may request a MABAS Life Safety Box Alarm based on the number of ill or injured patients and the severity of their injuries.

MABAS Life Safety Box Alarm 5-9 patients
Door County Communications Center will contact Kewaunee County Communications and provide the following:

MABAS Box Alarm – Life Safety Card #
Location of incident
Type of incident
Command Post and/or Staging location (if established)
Direction or route of approach (if warranted)

Response:
3 – BLS / ALS Ambulances - Algoma, Kewaunee and Luxemburg Ambulances

At the discretion of the Incident Commander, the following optional ambulances may be requested:
Medical Helicopters
Door County Communications Center will notify the Incident Commander of the additional units assigned.

Door County Communications Center will notify:
Door County Emergency Services Director
EOC will be activated

MABAS 2nd Life Safety Box Alarm
The Incident Commander may request a MABAS 2nd Life Safety Box based on the following:

MABAS 2nd Life Safety Box 10-15 patients
Door County Communications Center will contact Brown County dispatch and request the following:
MABAS 2nd Life Safety Box Alarm
Location of incident
Type of incident
Command Post and/or Staging location (if established)
Direction or route of approach (if warranted)

Response:
3- BLS / ALS Ambulances – Green Bay Fire, County Rescue, De Pere Fire Rescue

At the discretion of the Incident Commander, the following optional resources may be requested:
Medical Helicopters
Door County Communications Center will notify the Incident Commander of the additional units assigned.
MABAS 3rd Life Safety Box Alarm
The Incident Commander may request a MABAS 3rd Life Safety Box based on the following:

MABAS 3rd Life Safety Box 16-24 patients

Door County Communications Center will contact Manitowoc County Dispatch and provide the following:
- MABAS 3rd Life Safety Box
- Location of incident
- Type of incident
- Command Post and/or Staging location (if established)
- Direction or route of approach (if warranted)

Response:
- 3 - BLS / ALS Ambulances – 2 Manitowoc Fire Ambulances and 1 Two Rivers Fire Ambulance

At the discretion of the Incident Commander, the following optional resources may be requested:
- Medical Helicopters

Door County Communications Center will notify the Incident Commander of the additional units assigned.

MABAS 4th Life Safety Box Alarm
The Incident Commander may request a MABAS 4th Life Safety Box based on the following:

MABAS 4th Box 25 - 34 patients

Door County Communications Center will contact Outagamie County Dispatch and provide the following:
- MABAS 4th Life Safety Box
- Location of incident
- Type of incident
- Command Post and/or Staging location (if established)
- Direction or route of approach (if warranted)

Response:
- 3 - BLS / ALS Ambulances – Kaukauna Fire Ambulance, 2 Gold Cross Ambulances

At the discretion of the Incident Commander, the following optional resources may be requested:
- Medical Helicopters

Door County Communications Center will notify the Incident Commander of the additional units assigned.
MABAS 5th Life Safety Box Alarm
The Incident Commander may request a MABAS 5th Life Safety Box based on the following:

MABAS 5th Life Safety Box >35 patients
Door County Communications Center will contact Brown County Dispatch and provide the following:
MABAS 5th Life Safety Box
Location of incident
Type of incident
Command Post and/or Staging location (if established)
Direction or route of approach (if warranted)

Response:
3 - BLS / ALS Ambulances – 1 – Green Bay Fire Ambulance, 1 Ashwaubenon Public Safety Ambulance, 1 County Rescue Ambulance

At the discretion of the Incident Commander, the following optional resources may be requested: Medical Helicopters

Door County Communications Center will notify the Incident Commander of the additional units assigned.

Section III: Specific Duties and Functions

A. First Arriving Ambulance

1. Command
   The first arriving ambulance at the scene of a mass casualty incident may be designated as the Command Post. Its senior medic may become the Incident Commander or the Medical Branch Director if an IC is already established. Other members of the first arriving ambulance shall become the triage team.

2. Triage
   a. The Triage Team will quickly assess all victims and report the magnitude and severity of injuries to the Incident Commander. Quick interventions such as airway and/or external hemorrhage control may be attempted.
   b. The Triage Team will return to all victims and make a second quick assessment and ribbon/tag each patient.

3. Additional arriving ambulances may also be designated as members of the Triage Team depending on the magnitude of the incident and the number of victims yet to be triaged.

4. If a treatment area has been established and all victims have been triaged, the team(s) may be reassigned to provide care in the treatment area.
B. Second Arriving Ambulance
   1. The second arriving ambulance will report to the Incident Commander / Medical Branch Director for assignment.
   2. On a large-scale incident, the second ambulance may be required to establish a treatment area or may become an additional triage team.

C. Additional Ambulances
   All other ambulances shall report to the EMS Staging Area unless otherwise directed by the Incident Commander / Medical Branch Director.

MEDICAL BRANCH
   The Medical Branch structure in this plan is designed to provide the Incident Commander with a basic, expandable system for managing a large number of patients during an incident. If incident conditions warrant, one or more additional Medical Groups may be established under the Medical Branch Director. The degree of implementation will depend upon the complexity of the incident.

D. Incident Commander
   The Incident Commander is responsible for the entire incident. The IC’s initial responsibilities include, but are not limited to:
   - Size up incident scene
   - Establish perimeter
   - Establish command and command site
   - Activate appropriate MABAS EMS Plan
   - Request additional resources
   - Assign incoming personnel and division/group assignments
   - Notify dispatch and the base hospital of approximate patient numbers
   - Coordinate command with police, Haz-mat, etc.
   - Periodically re-evaluate status of incident and provide updates

   Ongoing responsibilities include, but are not limited to:
   - Ensuring responder safety
   - Assessing incident priorities
   - Determining operational objectives
   - Developing and implementing the Incident Action Plan (IAP)
   - Developing an appropriate organizational structure
   - Maintaining a manageable span of control
   - Managing incident resources
   - Delegating functions
   - Coordinating overall emergency activities
   - Coordinating the activities of outside agencies
   - Authorizing the release of information to the media
   - Keeping track of costs
E. Medical Branch Director:
May also be the Incident Commander until a Unified Command Center is established or command is passed to another authority. The Medical Branch Director is responsible for the implementation of the Incident Action Plan within the Medical Branch. The Branch Director reports to the Operations Section Chief and supervises the Medical Group(s).
Assumes control of all EMS scene operations during the incident
Assigns medical division / group supervisors as appropriate or assumes the duties associated with those positions not assigned
Determines when the plan is medically secured or needs to be upgraded to a higher-level plan and advises the appropriate personnel
Determines and requests additional personnel and resources sufficient to handle the magnitude of the incident
Receives status report from division/group supervisors
Establishes a secondary triage and treatment area
Isolates morgue and minor treatment areas from immediate and delayed treatment areas
Requests law enforcement / coroner involvement as needed
Ensures activation of the hospital alert system
Periodically re-evaluates status of incident and provides updates
Provides input to Incident Command on the Incident Action Plan
Ensures proper security, traffic control, and access for the medical area
Directs medically trained personnel to the appropriate Supervisor
Maintains Unit/Activity log (ICS-214)

F. Triage Unit Leader
The Triage Unit Leader reports to the Medical Group Supervisor and supervises Triage Personnel/Litter Bearers and the Morgue Manager. When triage has been completed, the Unit Leader may be reassigned as needed. Member of the first arriving ambulance and is responsible for, but not limited to, the following:
Notifies Incident Commander / Medical Group Supervisor of approximate patient number and severity of injuries
Supervises the immediate and secondary triage of all victims
Assigns triage teams
Informs Incident Command or Medical Group Supervisor of resource needs
Reports progress and needs to Incident Command or Medical Group Supervisor
Establishes contact with Treatment Area Unit Leader

G. Treatment Area Unit Leader
The Treatment Unit Leader reports to the Medical Group Supervisor and supervises Treatment Managers. The Treatment Unit Leader assumes responsibility for treatment, preparation for transport
and movement of patients to the loading location(s). They are designated by the IC / Medical Group Supervisor and are responsible for, but not limited to, the following:
Establishes and identifies triage / treatment area as requested by Incident Command or the Medical Group Supervisor
Ensures set-up of treatment area in a safe place
Establishes morgue (if warranted)
Ensures continual triage of patients throughout Treatment Areas
Assumes control over all EMS personnel providing treatment in the treatment area
Supervises the movement of victims into and out of the treatment area
Advises Transport Supervisor when victims have been readied for transport
Ensures adequate personnel and medical supplies to provide treatment for all patients
Requests sufficient medical caches and supplies as necessary
Reports progress and needs to Incident Command or Medical Group Supervisor

H. Immediate, Delayed and Minor Treatment Area Manager
They report to the Treatment Area Unit Leader and are responsible for treatment and re-triage of patients assigned to their specific treatment area.
Request or establish Medical Teams as necessary
Assign treatment personnel to patients received in the Treatment Area
Ensure treatment of patients triaged to the Treatment Area
Ensure that patients are prioritized for transportation
Ensure that appropriate patient information is recorded

I. Morgue Manager
Assumes responsibility for Morgue Area functions until properly relieved
Assesses resource/supply needs and orders as needed
Coordinates all Morgue Area activities
Keeps area off limits to all but authorized personnel
Coordinates with law enforcement and assists the Medical Examiner representative
Keeps identity of deceased persons confidential

J. Transport Group Supervisor
The Patient Transportation Group Supervisor supervises the Medical Communications Manager and the Ambulance Coordinator. He/She is responsible for the coordination of patient transportation and maintenance of records relating to the patient’s identification, condition and destination. They are designated by the IC / Medical Branch Director and are responsible for, but not limited to, the following:
Ensures the establishment of communications with hospital(s)
Obtains a status report from the IC / Medical Branch Director or Staging Manager on the number of ambulances available for transport
DOOR COUNTY MASS CASUALTY INCIDENT PLAN

Establishes safe ambulance loading area
Assumes control over the movement of all patients out of the treatment area and transport to the receiving hospitals
Loads patients by priority and distributes them evenly to appropriate receiving hospitals
May also assume Medical Communication Manager duties until one is assigned
Coordinates communications with Treatment Unit Leader, Medical Communication Manager and Staging Managers
Coordinates the establishment of the Air Ambulance Helispots with the Medical Branch Director and/or Air Operations Branch Director
Provides periodic status reports to the IC / Medical Branch Director
Maintains hospital routing log and accountability of all patients
Ensures WI Trac wristbands are attached to patients prior to scene departure

K. Medical Communications Manager
The Medical Communications Manager reports to the Patient Transportation Supervisor. He/she maintains communications with the hospital alert system to maintain the status of available hospital beds to assure proper patient transportation. The Medical Communication Manager assures proper patient transportation and destination. They are designated by the Medical Branch Director / Transport Supervisor and are responsible for, but not limited to, the following:
Assumes control of all communications with the designated Command (base) Hospital
Inquires about status and availability of all receiving hospitals through the Command (base) Hospital
Communicates patient air ambulance transportation needs
Communicates all patient information received from the Transport Supervisor to the hospital

L. Ground / Air Ambulance Coordinator
The Ground/Air Ambulance Coordinator reports to the Transportation Supervisor.
Establishes routes of travel for ambulances for incident operations
Ensures that necessary equipment is available in the ambulance for patient needs during transportation
Establishes contact with ambulance providers at the scene
Provides an inventory of medical supplies available at the ambulance staging area for use at the scene
Provides ambulances upon request from the Medical Communications Manager.
Requests additional transportation resources as appropriate.

M. Medical Supply Coordinator
The Medical Supply Coordinator reports to the Medical Group Supervisor and acquires and maintains control of appropriate medical equipment and supplies from units assigned to the Medical Group.
Acquires, distributes and maintains status of medical equipment and supplies within the Medical Group*
Requests additional medical supplies*
Distributes medical supplies to Treatment and Triage Units

* If the Logistics Section is established, this position would coordinate with the Logistics Section Chief or Supply Unit Leader.

N. Staging Manager
Designated by the Incident Commander / Operation Section Chief and is responsible for, but not limited to, the following:
Establishes a safe and large enough staging area at the request of Incident Commander
Secures the staging area and stages the rigs for easy access
Notifies Incident Command / Operation Section Chief or Medical Branch Director of units’ arrival
Informs ambulances to drop off necessary EMS equipment at proper location
Acquire Ambulance mobile phone numbers to use as an alternative communication system
Provides the best route into the scene from the staging area
Sends units into the incident at the request of the Incident Commander

O. EMS Communications at the Scene
1) EMS units responding will communicate with the appropriate dispatch center in accordance with geographical boundaries
2) Arriving units will notify:
   a. The appropriate dispatch center of their arrival at the scene
   b. The Medical Branch Director on the incident designated EMS channel or by mobile phone
   c. If staging is established report face-to-face to the Staging Manager
3) Ambulances transporting victims:
   a. Will report their departure preferably face-to-face to the Transport Supervisor
   b. Will report their arrival at the receiving hospital to the appropriate dispatch center
4) During MCI Plan activated incidents, the Incident Commander or Medical Branch Director will designate the EMS frequency that will be used as EMS ground operations. All EMS units assigned to the incident will switch their portables, mobiles, and radios to the designated EMS channel after reporting their arrival to dispatch. EMS units will remain on the specified EMS ground operations channel until after departure from the scene.
5) Ambulances will only use the hospital channel / cell phones to report their arrival at the receiving hospital or when released from the plan by the IC / Medical Branch Director. Ambulances should never give patient reports, even if the patient worsens.
6) Communications between dispatch and the Medical Branch Director shall be via the EMS channel.
7) To avoid confusion, unit numbers shall be utilized throughout the Plan (example: Med 1, GB 421)

8) Use simple language, avoid 10 codes

**P. Hospital Communications**

1) Communications with the designated Command Hospital will only be made by the Medical Communication Manager. Individual ambulances will not contact the designated Command Hospital or secondary hospitals.

2) Medical management is determined by patient care protocols and notification to the Command Hospital is through the Medical Communication Manager.

3) The Medical Communication Manager will provide the designated Command Hospital and Secondary Hospitals with the information on each patient based on the importance of the information for the management of the patient and allowable time.

4) The Medical Communication Manager will communicate to the hospitals the following information on each patient:
   a. Triage color category
   b. Transporting ambulance
   c. Age group – adult, pediatric
   d. Major type of injuries or illness
   e. Estimated arrival time (ETA)
   f. Additional medical conditions, i.e., impending delivery (optional)

**Q. Documentation and Reports**

1) The Triage Team shall attach the triage ribbon/tag and indicate any treatment rendered to the victim by the Triage Team.

2) Further treatment will be recorded on the triage tag by the Medical Treatment Team initiating the care in the treatment area.

3) The procedures for preparing run reports will remain the same during mass casualty incidents.

4) EMS personnel will initiate one run report for each patient they transport to a hospital from a mass casualty incident.

5) The run report will be initiated as soon as practically possible based on patient load, weather conditions, medical needs, etc.

6) The run report shall be initiated by the transport crew. This report will include treatment recorded on the triage tag and any further care provided during transportation.
Resolution No. 2017-55
TRANSFER OF NON-BUDGETED FUNDS
JUSTICE CENTER-FIRE ALARM CONTROL PANEL REPLACEMENT

TO THE DOOR COUNTY BOARD OF SUPERVISORS:

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

WHEREAS, The requested transfer of funds is to cover the cost of a new fire alarm control panel at the Justice Center. The existing fire alarm control panel has been in service for 12+ years, no longer reliably functions as originally designed, and cannot be repaired. This fire alarm control panel was originally planned for replacement in 2018, but must be replaced immediately in order to provide the Justice Center with a functional fire alarm system; and

WHEREAS, The Property Committee has considered the matter and recommends that a new fire alarm control panel be installed at the Justice Center posthaste; and

WHEREAS, Funds were not appropriated for this purpose in the 2017 Budget; and,

WHEREAS, The Finance Committee, after appropriate deliberation, recommends a transfer of an amount not to exceed $20,000 from the Contingency Expense Account #100.06.1161.59103 to the Repair & Maintenance Equipment - Justice Center Account #100.37.1120.52304.6501 for this project.

NOW, THEREFORE, BE IT RESOLVED, That the Door County Board of Supervisors does hereby approve the transfer of not to exceed $20,000 from the Door County Contingency Expense Account #100.06.1161.59103 to the Building & Grounds – Justice Center, Repair & Maintenance to Equipment Account #100.37.1120.52304.6501 to fund the installation of a new fire alarm control panel at the Justice Center.

SUBMITTED BY: FINANCE COMMITTEE

Kathy Schultz, Chair

Ken Fisher

David Englebert

Susan Kohout

Roy Englebert

Mark Moeller

David Enigl

Certification:

I, Jill M. Lau, Clerk of Door County, hereby certify that the above is a true and correct copy of a resolution that was adopted on the 22nd day of August, 2017 by the Door County Board of Supervisors.

Jill M. Lau
County Clerk, Door County