Board of Supervisor's Meeting
4528 State Highway 57, (Institute), Sturgeon Bay, WI 54235
Monday, February 19, 2024, at 7:00 p.m.

Call to Order. The meeting was called to order by Vice Chair, Linda Wait at 7:00 p.m.

Pledge of Allegiance. Vice Chair Wait asked all to rise and join in the Pledge of Allegiance.

Roll Call to Establish Quorum. In addition to Wait, the following Board members were in attendance and constitute and quorum: Supervisor Mark Haen, Supervisor Jeanne Vogel, and Supervisor Derek Denil. Chairman Dan Woelfel is excused.

Meet 'n Greet. Following the introduction of the Board and also in attendance: Amy M. Flok/Clerk-Treasurer, Laddie Chapman/Video Voice of Door County, Darrick DeMeuse, Hugh Zettel, Dale Vogel, Mark Haberli, Trent Olsen, Ryan Giada, and Attorney James Downey on behalf of the Kenneth Stoppa Rezone.

Public Participation. None

Agenda/Proper Notice/Adopt. Motion by Vogel and second by Haen to adopt the agenda as noticed. Motion carried.

Approval of Minutes: Board of Supervisors' Meeting January 15th, 2024. Motion by Haen and second by Vogel to approve the minutes of the Board of Supervisors' meeting of January 15th, 2024. Motion carried.

Pending Business.

Update on Audio/Visual – Supervisor Vogel. Vogel stated that in late January, we met with Northern Sound and there were some changes in costs to the estimate that was provided in October 2023. The highlights of the changes are that it will be easy for us as the Board to control the audio when we are having meetings by adding a Mimo Panel by the Clerk, along with adding another Mimo in the Meeting Room for public access to renters utilizing the town hall during their events. This will give everyone using the Town Hall access to the sound system. The Town has placed funds aside for this project to be done, so there will be no additional cost or increase to the budget. Motion by Vogel and second by Denil to accept the proposal from Northern Sound for $19,624.98. Motion carried unanimously.

2024 Newsletter. Wait stated we did not send a newsletter out in 2023 but we are working on one for 2024 in hopes to get it in mailboxes in June. The Board worked on ideas for articles. We will do an article about our new Building Inspector. We will hopefully have some dates for the Open Book and Board of Review. Broadband article will be written by Supervisor Vogel. We will talk about our community. Town Park updates/upgrades. "Pickleball Anyone?" article written by Chairman Woelfel. Setbacks, Right of Ways, Landscaping article to be determined. A possible camping article. Supervisor Denil will compose an EMR article. Meet Interim Fire Chief Katlyn Montivideo article. Just to name a few articles in the issue.

New Business

Kenneth Anthony Stoppa Trust petitions to rezone from Wetland (W) to Single-Family Residential (SF20) an area 16 feet wide and up to 12 feet in length for the purpose of installing a driveway through wetland to create access to the upland portion of Parcel Id. 022-03-16282711N4, located approx. 0.16 miles south of intersection of E Whitefish Bay Road and Glidden Drive, Town of Sevastopol.

Attorney Downey spoke on behalf of Kenneth Anthony Stoppa Trust. It is a half-acre parcel. They bought this parcel wanting to place their residence here. Wait recapped the Plan Commission meeting. No one had issues with the location of the driveway on the northern end of the property. There was an email that we received from the neighboring property regarding concerns about water flow on their property if this rezone was approved. The recommendation of the Plan Commission was to support it unanimously to the Town Board. It would allow the owner to construct a residence, it's situated far to the north and not interrupting the frontage. It is consistent with the Town's Comprehensive Plan, and it will have minimum effect on the surrounding properties. The concerns and objections were subject to all the recommendations of the Army Corps of Engineers, DNR, and Door County Planning and Zoning Department. Motion by Denil and second by Haen to recommend to the Resource Planning Committee support to rezone from an area 16' wide and up to 12' long from Wetland (W) to Single Family Residential 20,000 (SF-20) to install a driveway through the wetland to create access to the upland portion of the lot. Motion carried unanimously.

Destination Door County Stewardship Plan – Draft 2034. Wait stated that she was a part of the draft plan for the Destination Door County Stewardship Plan. They are working to collect and share information with the municipalities throughout the year. They suggested the County do an overall Short Term Rental Regulation. You can find this online and if you have any questions, please contact Julie Gilbert.

Culvert Inventory – Door County Highway Department. This has come from the Wisconsin Towns Association. We are required to have an inventory of our culverts and bridges by the end of the year. We will have Thad Ash as a speaker at the Wisconsin Towns

Association, Door County Unit meeting on Thursday at the Town of Gardner explain it in more depth. Motion by Vogel and second by Haen to request that the Door County Highway Department do the inventory of the culverts. Motion carried.

Authorization for Payment of March 2024 Vouchers/Bills/Claims in lieu of Board Meeting. Motion by Haen and second by Vogel to authorize payment of the March 2024 vouchers/bills/ claims in lieu of a Board Meeting. Motion carried.

Ordinances/Resolutions. None

Financial Reports – January 2024. Motion by Denil and second by Haen to accept the financial reports for January 2024. Motion carried.

Treasurer's Report. Clerk Flok reported that we are off to a very good start in our interest earned category. We budgeted $25,000 this year, and we already have $10,000. We did receive our Culvert Aid from the Door County Highway Department for 2023 in the amount of $22,250. The culverts that we were reimbursed for were E. Dunn – between Weber Road and Pond Road, N. Brauer @ the intersection of Clark Lake Road, and Townline Road. February Settlement checks have gone out to Sturgeon Bay School, Sevastopol School, the County, NWTC, and the Sevastopol Sanitary District.

Approval of Vouchers/Bills/Claims – January 16th, 2024, through February 19, 2024. Motion by Haen and second by Vogel to accept the vouchers, bills, and claims for January 16th, 2024, through February 19th, 2024. Motion carried.

Oral Committee/Commission Reports & Minutes.

Motion by Vogel and second by Haen to approve the Plan Commission Minutes of November 14th, 2023, and place on file. Motion carried.

Vogel stated that the Capital Project Fund Project Awards date has been pushed back from March or April to May.

Wait gave an update on the Door County Tourism Zone Commission. She stated they hired a new full-time person, and they are in their new location in the Economic Development Hub.

County Board Report – District 14 Supervisor – Hugh Zettel.

The highlights from County Board Meeting were that UW Oshkosh sent up a representative to talk about a study regarding emerging contaminants. There is a Flood Plain Public Hearing on March 7th, 2024 .

Licenses and Permits.

Inspection Specialists LLC – Brett Guilette. Placed on file.

Correspondence

The Nature Conservancy Donation -$100
City of Sturgeon Bay Fire Department Report – December/January
Destination Connection
DCTZ Correspondence
WI DOR Assessed vs Equalized Values
State of WI Payment
Highway 42 Detour Project
UW Oshkosh Well Monitoring Program

Announcements

League of Women Voter's-Board of Supervisor's Forum – Wednesday, March 6th, 2024, at 6:00 p.m.
In-person, Absentee Voting, April Election, starts, Tuesday, March19th for April 2nd Election.
Spring Election – Tuesday, April 2nd, 2024, Poll open 7:00 a.m. – 8:00 p.m.
Board of Supervisors' Meeting – Monday, April 15th, 2024, 7:00 p.m.
Annual Meeting, Tuesday, April 16th, 2024, at 6:00 p.m.

Agenda Items for April

Flood Plain Update
Newsletter

Adjourn. Motion by Denil and second by Haen to adjourn. Motion carried and the meeting adjourned at 8:06 p.m.

Respectfully submitted,

Amy M. Flok
March 15, 2024
Draft