Board of Supervisors' Meeting
Monday, November 18, 2024
4528 State Highway 57, (Institute), Sturgeon Bay, WI 54235

Call to Order. The Chairman, Dan Woelfel, called the meeting to order at 7:00 p.m.

Roll Call to Establish a Quorum. In addition to Woelfel, the following Board members were in attendance and constitute a quorum: Supervisor Linda Wait, Supervisor Jeanne Vogel, Supervisor Mark Haen, and Supervisor Trent Olsen.

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, Jim Mitsche, Carrie Nellis, Craig Nellis, Jeff Lange, April Durkin, and Jeff Schmeckpeper.

Public Participation. None.

Adopt the Agenda/on evidence of proper notice. Motion by Wait and second by Olsen to approve and adopt the agenda as notice. Motion carried.

Approval of Minutes – Board of Supervisors' Meeting – October 21, 2024. Motion by Vogel and second by Haen to approve the minutes of the Board of Supervisors' Meeting of October 21, 2024. Motion carried.

Pending Business
Emergency Response Plan. Supervisor Olsen updated the Emergency Response Plan. The Board will all be issued a hard copy for their records.

New Business
Ad Hoc Ordinance Committee Appointment. Woelfel stated that Olsen will be the Chair of the Ad Hoc Ordinance Committee. Committee members will be Linda Wait, Amy Flok, Laddie Chapman, and Jeff Schmeckpeper. Motion by Vogel and second Haen by to approve the Ad Hoc Ordinance Committee Appointments.

Change in 2025 Meeting Schedule. Woelfel stated that we will have a meeting in March but go without a meeting in February. Wait will be chairing the March meeting. We have also set the dates for the Open Book and the Board of Review.

Notice of the Spring Election. Woelfel stated that there are 2 supervisor seats up for the Spring 2025 Election along with the Chairman seat. The incumbents are: Mark Haen, Linda Wait, and Dan Woelfel.

Adoption of the 2025 Town Budget. Motion by Wait and second by Olsen to adopt the Town Budget for 2025, with total expenditures of $1,688,133 and a general property tax levy of $673,816, as presented at our Public Hearing. Motion carried.

Kenneth Anthony Stoppa Trust petitioning to rezone a 118.08 square foot area from Wetland (W) to Single- Family Residential (SF20) in order to install a driveway through wetland and create access to upland portion of the parcel. The Property is located on Glidden Drive (south of 4839 and west of 3822), Sturgeon Bay, WI.

Wait recapped the meeting with the Plan Commission. A similar request came before the Plan Commission and Town Board in February 2024. Both the Plan Commission and the Town Board recommended support at that time; however, the Door County RPC and the County Board denied that rezone request.

This current request indicates a slightly smaller area for the driveway. A neighbor to the north of the Stoppa property provided some background information on the parcel, indicated that she was made aware of the wetland area prior to purchasing her property and expressed her opposition to the Stoppa rezone request. Another neighbor to the east of the parcel also leans towards the protection of wetlands. The Plan Commission denied support for the rezone. Motion by Wait and second by Vogel to make a recommendation to the RPC for denial of the Stoppa petition to rezone. Motion carried unanimously.

Ordinances/Resolutions

Resolution No. 2024 - 03TB (Town Board) – "Establish Tax Rate 2024" (to be collected in 2025).

Motion by Haen and second by Olsen to adopt Resolution No. 2024-03TB (Town Board) – "Establish Tax Rate 2024" (to be collected in 2025) at a mill rate of $0.50712. Motion carried.

Financial Reports – October 2024. Motion by Wait and second by Vogel to accept the financial reports for October 2024. Motion carried.

> **Treasurer's Report.** The Town has received the remaining balance of the State Shared Revenues. The 2025 property tax bill will be out in the mail by December 15, 2024. With the September Room Tax Revenues, we will be 15% above what the Town budgeted. When looking at the entire Town Budget for 2024, we currently have 91% of revenues versus 83% of expenses.

Approval of Vouchers, Bills, and Claims – October 22, 2024, through November 18, 2024.

Motion by Haen and second by Vogel to accept the vouchers, bills, and claims October 21, 2024, through November 18, 2024. Motion carried.

Oral Committee/Commission Reports & Minutes.

Wait stated, the DCTZ meets on Thursday and will be reviewing Destination Door County's budget.

Haen stated that they need to finish up the work on the dam and putting it back together. After next week they will be a metal cap over the work that was done. They plan on putting a full cap of metal or plastic on the spillway next year. The Park and Rec Committee has been pulling out the stalls in the Concession Stand.

County Board Report – Hugh Zettel. Hugh stated that on the resolution side, the County approved the Wisconsin Deflection Initiative Grant to the Door County Sheriff's Office, and a resolution to

update Land Use Services department fees. He also went through the Door County Soil and water well monitoring program.

Licenses & Permits

Inspection Specialists – October 2024 – Place on file.
Door County Planning/Zoning Permits – October 2024 – Place on file.

Correspondence

Sturgeon Bay Fire Department Report

Announcements

Friday, December 6th – Town Christmas Party – 5:00-8:00 p.m.
Wednesday, December 11th, Joint Public Hearing with Town of Jacksonport – Sevastopol Town Hall
Monday, December 16th – Board of Supervisors' Meeting – 7:00 p.m.
January 14-16, 2025 – Town Audit with CLA
Monday, January 20th, 2025 – Town of Supervisors' Meeting – 7:00 p.m.

Agenda Items for Next Month

Adjourn. Motion by Olsen and second by Haen to adjourn. Motion carried and the meeting adjourned at 7:51 p.m.

Respectfully submitted

Amy M. Flok
11/27/2024