



BOARD OF SUPERVISORS' MEETING

**Monday, November 17, 2025, following the Special Budget Meeting
4528 State Highway 57, (Institute), Sturgeon Bay, WI 54235**

Call to Order. The meeting was called to order by Chairman, Dan Woelfel at 6:34 p.m.

Pledge of Allegiance. The Chairman asked all to rise and join in the Pledge of Allegiance.

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

Meet n' Greet. Following the introduction of the Board and also in attendance: Amy M. Flok, Clerk-Treasurer, Ryan Hoffmann – Sevastopol Videographer, Dale Vogel, Jeff Schmeckpeper and Hugh Zettel.

Public Participation. None

Agenda/Proper Notice/Adopt. Upon verification of proper notice, motion by Olsen and second by Haen to approve and adopt the agenda. Motion carried.

Approval of Minutes – Board of Supervisors' Meeting – October 20, 2025. Motion by Wait and second by Vogel to approve the minutes of the Board of Supervisors' Meeting, October 20, 2025. Motion carried.

Pending Business

Update on AT&T. There is no official update on AT&T. We did receive the second bill that will be getting paid tonight.

Board of Land Commissioner's Loan Application Status – AT&T. Woelfel stated that we did the preapplication with the Board of Land Commissioner's Loan. We received the actual loan application today. We had approved everything (amount and term) at a previous meeting, but we need to approve a resolution to state that the Board has spoken about it and agrees to borrow funds of \$1,129,000.00. Motion by Olsen and second by Vogel to approve Resolution 2025-06 – Borrowing of Funds from the Board of Commissioners of Public Land for Broadband Expansion in the Town of Sevastopol, contingent on receiving a satisfactory amortization schedule with the first payment being in March 2027. Supervisor Olsen – aye, Supervisor Vogel – aye, Supervisor Wait - aye, Supervisor Haen - aye, and Chairman Woelfel - aye. Motion carried.

Grant Update – Schauer Road. Woelfel stated that we have been patiently waiting to hear from the Door County Foundation. They are currently having their legal counsel look into the application and we will hear in up to 3 weeks.

New Business

Change in 2026 Meeting Schedule. Woelfel reported that the update to the 2026 Meeting Schedule was for the Board of Review and Open Book.

Notice of Spring 2026 Election. Woelfel stated that there are 2 supervisor seats up for the Spring 2026 Election along with the Chairman seat. The incumbents are Trent Olsen and Jeanne Vogel.

Adoption of the 2026 Budget. Motion by Wait and second by Vogel to adopt and approve the budget per the spreadsheet that was presented earlier. With total expenditures of \$1,595,780.00; with total revenues \$768,079 plus total tax levy of \$686,008 for total revenues of \$1,595,780.00. Motion carried unanimously.

Gene Scheuermann and Mary Scheuermann request a Conditional Use Permit in order to rebuild and expand floor area of a single-family residence located at 5401 West Carla Court. The lot already contains two single-family residences, is considered a Multiple Occupancy Development (MOD) and is a non-conforming use in the Estate (ES) zoning district. Parcel No. 022-270100.

Woelfel stated they did not attend the Plan Commission meeting this past Thursday. They also have not appeared tonight. There is an RPC (Resource Planning Committee) meeting on Thursday, December 4th. Motion by Wait and second Haen by to move to respond to the recommendation to the RPC denial based on not appearing to answer questions, the drawing is unclear, and there has been no response with the Town at all. Motion carried unanimously.

Ordinances/Resolutions

Resolution No. 2025 - 05TB (Town Board) – “Establish Tax Rate 2025” (to be collected in 2026). Motion by Haen and second by Olsen to approve Resolution No. 2025-05TB – Establish Tax Rate 2025 (to be collected in 2026). Motion carried.

Financial Reports – October 2025. Motion by Wait and second by Vogel to accept the financial reports for October 2025.

Treasurer's Report. The Town has received the remaining balance of the State Shared Revenues. The 2026 property tax bill will be out in the mail by December 15, 2025. When we look at our current budget through October our revenues are at 113% and our expenses are at 87%.

Approval of Vouchers, Bills, and Claims October 21, 2025, through November 17, 2025. Motion by Vogel and second by Olsen to approve the vouchers, bills, and claims from October 21, 2025, through November 17, 2025. Motion carried.

Oral Committee/Commission Reports/Minutes.

Motion by Haen and second by Olsen to place the ordinance committee minutes from August 5, 2025, and the Plan Commission meeting minutes from May 13, 2025, and place on file. Motion carried.

Wait stated that she has a Door County Tourism Zone Executive Committee meeting this coming Thursday. The committee does get to look at the 2026 budget for Destination Door County and give input. She also attended the Destination Sturgeon Bay meeting.

Some of our residents did not receive our newsletter because the post office has added two new routes. We will take note of that for the 2026 newsletter.

County Board Report – District 14 Supervisor – Hugh Zettel. At last month's meeting of the County Board, there was a talk about the need for another station between the Town of Jacksonport and the Town of Egg Harbor. The challenge is response time. Falls are the highest reasons for the ambulance calls. There will be more talks about this additional statement. The county updated the administrative manual on how they use artificial intelligence.

Licenses & Permits

Inspection Specialists, LLC – October 2025. Placed on file.
Door County Zoning Permits – October 2025. Placed on file.

Correspondence

City of Sturgeon Bay Fire Department Report – October 2025
Land Use Letter – M. Haberli

Town of Sevastopol, Board of Supervisors' Meeting – November 17, 2025

Land Use Letter – N. Hoffmann

Municipal Law PowerPoint

Announcements

7th Annual Town of Sevastopol Christmas Party – Friday, December 5th from 5:00-8:00 p.m.

Board of Supervisors' Meeting – Monday, December 15th, at 7:00 p.m.

Agenda Items for Next Meeting.

Adjourn. Motion by Olsen and second by Haen to adjourn. Motion carried and the meeting adjourned at 7:41p.m.

Respectfully submitted,

Amy M. Flok

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