



**BOARD OF SUPERVISORS' MEETING**

**Monday, February 16, 2026, at 7:00 p.m.**

**4528 State Highway 57, (Institute), Sturgeon Bay, WI 54235**

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

**Pledge of Allegiance.** The Vice Chair 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 a quorum: Supervisor Vogel, Supervisor Haen, and Supervisor Olsen. Chairman Dan Woelfel is excused.

**Meet n' Greet.** Following the introduction of the Board and also in attendance: Amy M. Flok – Clerk/Treasurer, Ryan Hoffmann – Sevastopol Videographer, Hugh Zettel, Amanda Accardi – Door County Trails, Stacie Denil, Gwenn Graboyes, Dave Chanta.

**Public Participation.** Gwenn Graboyes spoke about bills that are at the State level regarding invasive species and wake boating.

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

**Approval of Minutes – Board of Supervisor' Meeting – January 19, 2026.** Motion by Olsen and second by Haen to approve the minutes of the Board of Supervisors' Meeting, January 19, 2026. Motion carried.

**Door County Trails Presentation.** Amanda Accardi stated they are trying to start a transportation trail network. They have visited most municipalities and have been getting feedback. There will be a strategy presented to the municipalities sometime in March. They would like to have a letter of support from all 19 municipalities by May.

**Pending Business**

**E-Plan Exam – Commercial Plan Review Services Consideration.** Vice Chair Wait stated that this is back for your review and potential approval. She suggested adding some verbiage to liability. Motion by Olsen and second by Haen that we enter into the E-Plan Exam and ask them to add the suggested language from our Attorney. Motion carried.

**Schauer Road Update on Cost Share.** Wait stated the cost share breakdown is included in the packet. The total cost of the project is \$354,712. The board previously had approved \$50,000 as our share but the costs changed, and the town needed an additional \$20,000 to make their share of the project complete. Vogel stated she would like to see the project continue. Motion by Haen and second by Vogel to accept the most recent estimate to cost share the Schauer Road update to exceed no more than \$20,000. Motion carried.

**New Business**

1 **Door County Coastal Byway – Authorization for disbursement of grant funds.** The Door County  
2 Coastal Byways have a grant and are sitting in the designated fund with the Town of Sevastopol. Coastal  
3 Byways need to spend \$4,000 before they can use the grant funds. Wait is looking to disburse the grant  
4 funds as needed. Motion by Olsen and second by Vogel to pay the invoices as needed. Motion carried.  
5

6 **Authorization for Payment of March 2026 Vouchers/Bills/Claims in lieu of Board Meeting.** Motion by  
7 Haen and second by Olsen to authorize the payment of the March 2026 voucher, bills, and claims.  
8 Motion carried.  
9

10 **2026 Newsletter.** Wait stated that last year we did 12-page newsletter but hope to bring it back down to  
11 8 pages. We are looking for articles and pictures. Please have articles to Wait or Clerk Flok by June 1<sup>st</sup>.  
12

13 **Quarry Bluff Plat – Approval of Land Division.** Quarry Bluff Estates are asking for the Town of Sevastopol  
14 to approve the plat subject to compliance with all state, County, and Local ordinances, including the Town  
15 of Sevastopol Road standards when it comes to driveways. Motion by Haen and second by Olsen to  
16 approve subject to compliance with all State, Local and Private/Public roadway standards. Motion  
17 carried.  
18

19 **Adjustment of Committed Funds.** Wait stated that she talked to Elizabeth McMasters regarding our  
20 committed funds. The funds were sitting in our unassigned funds to avoid a negative position, but we will  
21 replenish those funds in 2026. The Town was fiscally responsible for not borrowing before we needed it  
22 and securing the best interest rate. Motion by Wait and second by Haen for the Clerk to work with CLA to  
23 work this out. Motion carried.  
24

25 **Shipping Containers and Camping Regulations Survey – Door County Zoning.** Wait stated the Zoning  
26 Department is seeking consideration on the camping and shipping container regulations. They ask for  
27 each municipality to complete a survey. The Board went through the surveys on both shipping containers  
28 and camping. The Board made these final recommendations regarding the shipping containers as  
29 accessory structures: The Town would place a conditional use permit on the use of one and to only be  
30 used in certain zoning districts. They would need to define the exact intended use of the container, would  
31 not be able to stack them, and if necessary, place a time limit on the use. The Board made the following  
32 recommendations regarding camping: not allowing camping units to be used as short-term rentals. Clerk  
33 will submit it to the Zoning Department.  
34

35 **Ordinances/Resolutions.** None  
36

37 **Financial Reports – January 2026.** Motion by Haen and second by Olsen to accept the financial reports  
38 for January 2026.

39 **Treasurer's Report.** The Town has paid its first quarter of fire protection. The snow  
40 removal has been a little bit more than the budgeted about with the weekend snows. We  
41 will have a better assessment as of next month.  
42

43 **Approval of Vouchers, Bills, and Claims – January 20, 2026, through February 16, 2026.** Motion by  
44 Haen and second by Vogel to approve the vouchers, bills, and claims from January 20, 2026, through  
45 February 16, 2026. Motion carried.  
46

**Oral Committee/Commission Reports/Minutes.**

Door County Tourism Zone meets on Thursday, February 19th.

Vogel stated that completion of the installation of broadband is on schedule for 2026. Depending on how far Sturgeon Bay Utilities gets this year on Bay Shore Drive, there may be about 123 addresses that will be serviced by broadband on ariel poles instead of underground, which is driven by grant funding expiration.

**County Board Report – District 14 Supervisor – Hugh Zettel.**

Hugh stated that County Board had a short meeting in January. The Health and Human Services have added HHS staff for dementia. They approved the ordinance for the changes on the zoning map for the Town of Gibraltar.

**Licenses & Permits**

Inspection Specialists, LLC – January 2026. Placed on file.

Door County Zoning Permits – January 2026. Placed on file.

**Correspondence**

Evaluation on STR Growth in Door County

State of Wisconsin Municipal Payment

Board of Commissioners of Public Land – Amortization Schedule

Toys for Tots Thank You Letter

Sevastopol Historical Society – Door County Rocks and Fossils Program

**Announcements**

Historical Society Event – Sunday, February 22, 2026, at 1:00 p.m.

Spring Election – Tuesday, April 7, 2026; Polls are open 7 a.m.-8 p.m.

Board of Supervisors' Meeting – Monday, April 20, 2026, at 7:00 p.m.

Annual Town Meeting - Tuesday, April 21, 2026, at 6:00 p.m.

**Agenda Items for Next Month**

**Adjourn.** Motion by Olsen and second by Haen to adjourn. Motion carried and the meeting adjourned 8:51 p.m.

Respectfully Submitted,

Amy M. Flok, Clerk

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