

Town of Sturgeon Bay
Door County – Sturgeon Bay WI
Website: Townofsturgeonbay-wi.gov

Town Board Meeting Minutes

Monday, February 9, 2026 at 6:00 p.m.

Location: Arle Memorial Hall, 692 Tacoma Beach Road

1. Call to Order 6:01 pm
2. Pledge of Allegiance
3. Establish a Quorum/Members Present
 - Chair Robertson and Supervisor 2 Torp in attendance, in addition to Clerk Sternard and Treasurer DeLair.
4. Adopt agenda/properly noticed
 - M: Torp S: Robertson Motion carried by voice vote.
5. Approve Minutes from January 12, 2026 Town Board Meeting - posted on town website
 - M: Torp S: Robertson Motion carried by voice vote.
6. Door County Trails--Strategic Master Plan Project – guest Amanda Acardi with Destination Door County
 - Planning and establishing alternate modes of transportation for the county for walking, biking, running. Door County Trails is a 501c3 created for this initiative. Town to publish the survey on our website to seek opinions from our constituents. Amanda also suggested we seek someone in our municipality to be a liaison going forward. Door County Trails will provide a summary of the feedback received.
7. Treasurers Report, presented by Treasurer DeLair.
 - Checking - \$1,006,536.73
 - Savings - \$41, 829.20
 - M: Robertson S: Torp Motion carried by voice vote.
8. Broadband Committee Report
 - Presented by Jeff Feuerstein. Update will be included in Minutes packet.
9. County Board Report – Hugh Zettel was not in attendance.
10. Roads and/or Parks:
 - Completed Road Projects
 - Miscellaneous
 - Brush and canopy work to be worked on this winter yet. Request for bids posted on Town website on January 21, 2026
11. Old Business – Discussion/Action
 - Dretzer ROW
 - Record retention adoption plan has been sent to the state
 - Working on liquor license fee schedule
 - Feuerstein – has Reviewed Sevastopol’s fee schedule, possibly pattern/best practice/state Department of Revenue, Rod and Gun Club is interested in additional license – more to follow on this – Feuerstein will present and to finalize in March
12. New Business – Discussion/Action
 - Appoint new Supervisor I (position created by Feuerstein’s planned resignation from Chair position and appointment of Robertson as new town Chair).
 - Position was posted on the website; no applicants.
 - M: Robertson S: Torp to appoint Jeff Feuerstein. Motion passed by voice vote.
 - Review bids and award projects for canopy and tree work to be completed by May 1.
 - 4 projects – Torp Lawncare, Bubba’s Tree & Stump Removal
 - To maintain no conflict of interest with Supervisor Torp, Torp Lawncare bids were sealed and opened at the meeting and Bubba’s Tree bids were only sent to Clerk Sternard.
 - M: Feuerstein – accept low bid for each and award. S: Torp Motion passed by voice vote
 - If work is not started by April 15th, move onto another bid
 - Camping/Shipping Container Ordinance Regulation Survey presented by Land Use Services Department
 - M: Feuerstein –Clerk to complete surveys S: Torp Motion passed by

voice vote. Main concept is “yes, Town of Sturgeon Bay would like to be part of a group to discuss ordinance revisions” and “we agree the ordinance should be amended to allow accessory structures in select zoning districts with restrictions”. Clerk to complete survey and sent to the Land Use Department.

- New Gmail emails for Chair and Supervisors (in lieu of personal emails)
 - M: Robertson S: Torp Motion passed by voice vote.

13. Correspondence

- Thank You to Pam Kraase – Pam has tendered her resignation as Chief Election Inspector. Pam ---Thank you for your service to the Town of Sturgeon Bay!
 - Detail of position is listed below for anyone interested
- Upcoming trainings – WTA, Board of Review training
- National Incident Management Training – County of Door training provided
- WTA Unit meeting this week – Town of Union

14. Public Comment

15. Craig Chepak asked who is responsible for deer carcasses on roads – County of Door is responsible

16. Approval of Bills

17. Adjourn at 7:24 pm

M: Robertson S: Torp Motion passed by voice vote.

(Deviation from the order shown may occur)

Reminders:

March 9, 2026 – next Town Board meeting

Date: 2/7/26
From: Jeff Feuerstein
To: Town of Sturgeon Bay Board and officers
CC: TSB BB Committee, Hugh Zettel, Jessica Hatch
Subject: Update at 2/9/26 Town Meeting.

1. Committee meetings.
 - a. No committee meeting since last report
2. Update from ATT
 - a. See attached
 - b. installation estimates
 - c. att contact
3. Summary and action items
 - a. Main topics
 - i. Jessica Hatch role change to assisting with adoption of broadband. Will present at the March meeting
 - b. Feuerstein to contact ATT for estimates of service locations, invoicing from ATT and need for loan application from BCPL

Election Day Positions

The following information is from the Wisconsin Election Commission (WEC). This information can be found at <https://elections.wi.gov/elections-voting/voters/become-a-poll-worker>.

The Wisconsin Elections Commission encourages every eligible citizen to vote and to become involved in the election process. One of the most rewarding ways to do this is to become an Election Day poll worker (also known as an election inspector).

There are several different jobs at polling places in Wisconsin, all of which are appointed by municipal clerks.

Election Inspector

Election inspectors help check voters in at the polling place and register them to vote, as well as issuing them ballots. Election inspectors receive training from the municipal clerk or online from the Wisconsin Elections Commission. They must be residents of the county where they will be working.

Chief Election Inspector

The Chief Election Inspector serves as the lead election official at a polling place and has additional training requirements. In order to become a Chief Election Inspector, you must complete online or in person baseline training which lasts about two hours. Chief Election Inspectors must be residents of the town, village or city where they serve as a chief inspector (in a pinch a Chief Inspector can be from the county).

Greeters or Election Registration Officials

Each polling place can have one person appointed as an official Greeter who must be a resident of the county where they serve. Greeters can also help at a polling place by making sure voters are in the correct line and assist with sanitization efforts. Election Registration Officials, or EROs, must be residents of the county in which they serve and help voters registering to vote on Election Day. Both greeters and EROs must take some training before Election Day about the job they will be doing.

Tabulator

Tabulators assist with ballot counting after the polls close on Election Day. State law does not make any specific residency requirements of these individuals.

Polling Place Helper

Some elections may need polling place helpers to keep the polling place organized.

Depending on the clerk and the election, you may be able to volunteer to help out at a polling place by making sure voters are in the correct lines, assist with enforcing social distancing, and making sure the polling place is properly cleaned throughout the day. Citizens who just want to help with these tasks on Election Day do not need to meet any training or residency requirements