

**Town of Nasewaupee**  
**Town Board Meeting**  
**3388 County PD, Nasewaupee Town Hall**  
**August 20, 2025**  
**Minutes**

**Call to Order**

The August 20, 2025, Nasewaupee Town Board meeting was called to order by Chairman Steve Sullivan at 6:00 p.m. at the Nasewaupee Town Hall.

**Establish a Quorum/Members Present**

Board Members present: Steve Sullivan, Mark Hilsabeck, Mark Feuerstein, Tim Smith, and Paul Keddell.

Also present: Clerk Jill Lau, Treasurer Christy Herschleb, and public.

**Approval of Agenda**

Motion by Smith, seconded by Feuerstein to approve the agenda. Motion carried by voice vote.

**Approve Minutes of the July 17, 2025 Town Board Meeting**

Motion by Hilsabeck, seconded by Feuerstein to approve the minutes of the July 17, 2025 Board Meeting. Motion carried by voice vote.

**Fire Protection - Nasewaupee Fire Rescue Department**

**Fire Committee Update / Chief's Monthly Report**

Fire Committee Chairman Bill Krueger provided the monthly update which included: monthly fire calls, total YTD fire calls 52; monthly EMR calls; total YTD EMR calls 103; current roster 25; training internal August pump ops, hose line advancement and set 2025/2026 training schedule and September Ladders and Knots training; external training BUG FD for RIT August training; finishing up small details on the used truck; working on UTV; working on 2026 expenses; Golf outing on September 19<sup>th</sup>; working on carrying/administering Narcan; both engines passed the pump test; county radio system upgrade; Nasewaupee is hosting the Door County Fire Chief's meeting in September.

**Accept \$100 Fire Department Gift from The Brooker Family Fund**

Motion by Smith, seconded by Hilsabeck to accept the \$100 gift from the Brooker Family Fund. Motion carried by voice vote.

**Purchase UTV Trailer**

The Fire Committee recommends selling the trailer and purchasing a new, larger trailer for the UTV. The Board asks Fire Chief Schartner to obtain three quotes for a new trailer. The old trailer can be sold by advertising.

**Town Hall / Fire Station**

**Roof Repairs**

Doug Schroeder is making progress. Phase II is in progress; roof is about 80% finished.

**Generator**

August 27<sup>th</sup> will be an on-site inspection between 11-1; Chairman Sullivan asked that a member of the Fire Department be on-site. Proposals will be for two different sizes – running essentials only and full building/station.

**Station Garage Door Opener(s) Replacement**

Fire Department is asking for two door openers to be replaced. Assistant Chief Espe is working on obtaining pricing. Replacement can be planned for 2026.

**Fire Department Personnel / New Hires**

Two candidates were recommended for hire by the Fire Committee, Isaah Scudder, and Conner Robert Waterstreet.

Motion by Hilsabeck, seconded by Smith to approve the hiring of Isaah Scudder and Conner Robert Waterstreet. Motion carried by voice vote.

### **Resolution 2025-07 – Budget Resolution to Amend the 2025 Budget**

The resolution formalizes the transfer of reserve funds to Parks Outlay Expense.

Motion by Feuerstein, seconded by Hilsabeck to approve the resolution as presented. Motion carried by roll call vote with all Members voting Yes.

### **Short Term Rental Ordinance – Policy for Enforcement of Maximum Occupancy – Update**

Treasurer Herschleb reported she has been in contact with Pinkert Law Firm. The Town's current attorney is out of the office for an extended period. Herschleb has been in contact with a backup attorney. This is not urgent and we may wait for our town attorney to return.

### **Request from Brian Bosben to Abandon a Portion of Melland Road, Tax Parcel 020-0227282514B**

Chairman Sullivan reported he has talked to the neighboring property owner. Mr. Bosben and the neighboring property owner are intending to meet to discuss what Mr. Bosben is requesting. Chairman Sullivan will meet with the Door County Highway Department at the site to determine what will be needed for a snowplow turn-around.

### **Local Fiber / Broadband**

#### **Fibernet/Broadband Committee Update**

No new information to report.

### **Door County Tourism Zone Commission – Rep Update**

Rep Richard Young reported there was a meeting today. First quarter revenue is up and occupancy is up. Spending for the second quarter was \$66.4M. 2<sup>nd</sup> quarter grants were distributed; total grants since inception \$2.4M.

### **Roads, Park, and Cemetery**

#### **Elms Road Water Access**

Court case is scheduled for October 27 - 28, 2025. Attorney will be contacting witnesses for a meeting in September. The property owner north has provided a written, signed statement indicating he is not contesting the property line and he is willing to testify it has been public access for as long as he has owned his property.

### **ARIP/Idlewild Road Project**

Due to additional permits needed through the DNR, the project is being delayed to 2026.

### **Authorize Signers for Borrowing Purposes**

Bank of Luxemburg requires the Town to authorize, in the minutes, who the signers for the loan will be.

Motion by Feuerstein, seconded by Hilsabeck to authorize Steve Sullivan, Christina Herschleb, and Jill Lau to sign for borrowing on behalf of the Town. Motion carried by voice vote.

### **Signs for Dunes/Grass**

Richard Young will continue to either search for the signs that were on the beach or look on Amazon to purchase new signs.

### **Permits**

#### **Administrative**

Lori Schwenner & Marc Roeder, 6839 Blue Jay Court – shed; Justin Cherry, 4446 County M – shed.

### **Building**

Jeff Spriet & Susan Kinas, 6874 Meredith Lane – single family home; Miles Amorelli, 2656 Idlewild Rd – single family home; Tim Beck, Idlewild Woods Lane – storage building; Jason Mann, 3348 Painters Way – permit renewal; Jennifer Weber, 4096 Larson Road – detached garage; Bill & Cheryl Klitzien, 4527 E Sherwood Point Road – kitchen remodel; Allison Glienke, 6899 County M – service; Raymond Kazenske, 1920 Maple Road – panel change; Dave & Jan Stueck, 3632 Garnet Circle – house addition; Dale & Jamie Monday, 3680 Diamond Lane – addition; Jeff Weatherwax, 7401 Rock Farm Road – storage building; Tom Soukup, 7148 HWY 42-57 – service.

Motion by Sullivan, seconded by Hilsabeck to approve the Administrative and Building Permits. Motion carried by

### **Driveway**

Allie Rasmussen, 4041 Valley View Tr back driveway on Golf Valley Dr.

Motion by Smith, second by Feuerstein to approve the Driveway permit. Motion carried by voice vote.

### **Sign**

No sign permit applications were received.

### **Camping**

Sherwood Acres, LLC / Tim Cross, 4071 Larson Road – seasonal permit 1/1/25 – 1/1/26; use a portable waste tank and transports to dump station.

Motion by Feuerstein, seconded by Hilsabeck to approve the Camping Permit contingent upon receiving receipts for waste dumping. Motion carried by voice vote.

### **Camping Violations – Sherwood Acres, LLC – 4071 Larson Road and Robert Scheeler, Vacant Lot off Larson Road**

Town Clerk Lau sent letters to the property owners notifying them they are in violation of the Town ordinance. Sherwood Acres, LLC has submitted an application. The Town has not received any communication from Robert Scheeler.

### **Correspondence**

- Letter and Resolution from County of Door re: Public Safety Radio System upgrade costs and next steps
- Memo from Mastercare re: other services offered
- Wisconsin Department of Revenue Letter re: Net New Construction explanation of decrease
- Wisconsin Department of Administration Letter re: population estimate

### **Public Comment**

- County Board Supervisor Jeff Miller reported he was contacted by Jon Hanson with concerns about Duluth Avenue, cutting back of the trees and shrubs. Jeff cannot help with this as this is a town road. Jeff asked the Board to consider looking into what can be done and to contact Mr. Hanson to discuss.
- Dennis Rimert questioned if the Town could look at making improvements at the boat launch. Dennis suggested the area be cleaned up. There are extra dock pieces, a part of a broken dock is laying there, the grass is not being cut, there are dead trees that need to be cut.
- Parking area closest to boat launch needs repair. The whole area needs to be cleaned up.

### **September Agenda Items**

- Generator

### **Presentation and Approval of Bills**

Bills were read aloud.

Motion by Hilsabeck, seconded by Smith to approve the bills as presented, checks 4981 – 5016, EFT/ACH to US Treasury, in the amount of \$97,329.11, and to approve the July debit card transactions as presented. Motion carried by voice vote.

### **Next Meeting Date:**

Thursday, September 18, 2025 - 6:00 p.m.

### **Adjourn**

Motion by Sullivan, seconded by Hilsabeck to adjourn. Motion carried by voice vote. Time: 7:13 p.m.

Respectfully submitted by Jill M. Lau, Town Clerk