



# BOARD OF SUPERVISORS MEETING

Wednesday, March 19, 2025 at 6:30 PM

---

Town Hall Meeting Room, 8348 Hickory Ave, Larsen, WI 54947

---

## AGENDA

### CALL TO ORDER

- A. Pledge of Allegiance
- B. Verification of Notice
- C. Meeting Roll

### APPROVAL OF MINUTES

- A. Approval of the Minutes of the Wednesday, March 5, 2025 Town Board Meeting

### OPEN FORUM – TOWN RELATED MATTERS NOT ON THE AGENDA

Individuals properly signed in may speak directly to the Town Board on non-repetitive Town Matters whether on or not on the agenda. Commentators must wait to be called, must speak from the podium, directing their comments to the Board. Comments must be orderly, and will be limited to a maximum of **2 minutes** per person. **Public comment is not permitted outside of this public comment period. Note:** The Board's ability to act on or respond to the public comments is limited by Chapter 19, Wis. Stats. Please complete the "Request to Speak at Meeting" form located on the agenda/sign-in table and submit the form to the Town Clerk for in-person attendance.

### CORRESPONDENCE

- A. Distribution of the March 2025 Winnebago County Tonnage Report
- B. Distribution of the Draft Audit Report submitted by KerberRose for the year ended December 31, 2024

### DISCUSSION ITEMS (NO ACTION WILL BE TAKEN)

- A. Winnebago County Sheriff's Department – Public Concerns and Issues
- B. Larsen/Winchester Sanitary District Report
- C. Administrator's Report
- D. Chair & Supervisor Reports

### BUSINESS REFERRED BY THE PLAN COMMISSION

- A. Plan Commission Recommendation: Town Board review & consideration of a Conditional Use Application submitted by Brittany & Chris Voigt for a proposed commercial stable use located at 3411 Winnegamie Dr, specifically described as Tax ID #006-0042-02.
- B. Plan Commission Recommendation: Town Board review & consideration of a Site Plan Application submitted by Wildflower Development for a proposed addition to the existing storage condominium development located on Tax ID #006-0895-06 (north of 7577 Black Top Way).

### BUSINESS

- A. Discussion/Action: Town Board review & consideration of Resolution 2025-002 Amending the Town of Clayton Fee Schedule for the addition of the Short-Term Rental Permit.

**REVIEW OF DISBURSEMENTS**

- A. Check Summary Register

**UPCOMING MEETING ATTENDANCE**

- A. Town Board (6:30 pm start unless otherwise noted) - Apr 2 & 16; May 7 & 21; June 4 & 18
- B. Plan Commission (6:30 pm start unless otherwise noted) - April 9; May 14; June 11
- C. 175th Annual Meeting of the Town's Electors - April 15, 2025
- D. Annual Reorganizational Meeting - April 16, 2025

**BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS**

**ADJOURNMENT**

Respectfully submitted,

Russell D. Geise  
Town Chairperson

*Pursuant to Wisconsin Statute 19.84 (2) and (3) notice is hereby given to the public and the media that two or more members of any or all Boards, Commissions, and Committees of the Town of Clayton, may attend the meeting of the Town Board in order to gather information. For purposes of the Open Meetings Law only; attendance at a meeting by a quorum of members of the Town Boards, Commissions, and Committees constitutes a meeting of the Board, Commission, or Committee, pursuant to Badke Vs. Village Board of Village of Greendale, 173 Wis2d 553, 494 NW2d 408 (1993), and must be noticed as such, although it is not contemplated that any formal action by those bodies will be taken. The only business to be conducted is for Town Board action.*

*Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, please call the Town Office at 920.836.2007.*

**This agenda has been posted at the following locations in the Town of Clayton:**

- 1. The Town Hall Posting Board – 8348 Hickory Ave, Larsen, WI 54947
- 2. The Town’s Web Page: --