



BOARD OF SUPERVISORS MEETING

Wednesday, March 20, 2024 at 6:30 PM

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

MINUTES

CALL TO ORDER – Chair Geise called the meeting to order at 6:30 pm

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

PRESENT

Town Chair Geise
Supervisor Lettau
Supervisor Grundman
Supervisor Christianson
Supervisor Reif

STAFF

Administrator Wisnefske
Clerk Faust-Kubale
Treasurer Feitzer
Attorney LaFrombois

APPROVAL OF MINUTES

- A. Approval of the Minutes of the Wednesday, March 6, 2024 Town Board Meeting

MOTION

Motion made by unanimous consent to approve the Wednesday, March 6, 2024 Town Board Meeting Minutes.

Motion carried by unanimous voice vote.

OPEN FORUM – TOWN RELATED MATTERS NOT ON THE AGENDA – NONE

CORRESPONDENCE

- A. Distribution of the Agenda for the April 4, 2024 meeting of the Wisconsin Towns Association Winnebago Unit
- B. Distribution of the February 2024 Winnebago County Tonnage Report

DISCUSSION ITEMS (NO ACTION WILL BE TAKEN)

- A. Winnebago County Sheriff's Department – Public Concerns and Issues
- B. Administrator's Report
- C. Chair & Supervisor Reports

OPERATOR LICENSES ISSUED BY THE TOWN CLERK

- A. New - Dwight Kerr, Winnagamie Golf Course
- B. New - Emma Stuetgen, Westridge Golf Course

BUSINESS REFERRED BY THE PLAN COMMISSION

- A. Plan Commission Recommendation: Motion to postpone approval of Resolution 2024-002 Amending the Town of Clayton Zoning Code of Ordinances with respect to the definition and development of Self Storage within the Town of Clayton for no more than 60 days until clarification is received regarding the definition.

MOTION

Motion made by Supervisor Grundman, **Seconded** by Supervisor Christianson to approve Resolution 2024-002 Amending the Town of Clayton Zoning Code of Ordinances.

Voting Yea: Town Chair Geise, Supervisor Lettau, Supervisor Grundman, Supervisor Christianson, Supervisor Reif

Motion carried 5-0.

- B. Plan Commission Recommendation: Motion to approve a Certified Survey Map (CSM) submitted by Chris Perrenault on behalf of Mary Alice Eisch for approval of a CSM combining & reconfiguring Tax ID #006-0693 (Oakwood Ave), Tax ID #006-0694, Tax ID #006-0695 (Oakridge Rd), and Tax ID # 006-0696 into two (2) lots.

MOTION

Motion made by unanimous consent to approve the CSM submitted by Chris Perrenault on behalf of Mary Alice Eisch as proposed.

Motion carried by unanimous voice vote.

- C. Plan Commission Recommendation: Motion to approve Ordinance 2024-Z001 to Amend the Official Town of Clayton Zoning Map for the re-zoning of Tax ID #006-0095-01-03 (Winnegamie Dr) from R-1 (Rural Residential District) to R-3 (Two-family Residential District).

MOTION

Motion made by Town Chair Geise, **Seconded** by Supervisor Reif to approve Ordinance 2024-Z001 Amending the Official Town of Clayton Zoning Map.

Voting Yea: Town Chair Geise, Supervisor Reif

Voting Nay: Supervisor Lettau, Supervisor Grundman, Supervisor Christianson

Motion failed 3-2.

- D. Plan Commission Recommendation: Motion to approve a Conditional Use Application submitted by Leif Bergstrom for a proposed pond residential accessory use located at 3130 Rose Moon Way, specifically described as Tax ID #006-0670-01-06.

MOTION

Motion made by unanimous consent to approve the Conditional Use Application submitted by Leif Bergstrom with all Plan Commission Recommendations & Conditions:

1. The project shall comply with all applicable local, state, and federal codes/ordinances. Applicant should be aware that a Winnebago County stormwater management/erosion control permit may be required for this project. It is the applicant's responsibility to comply with any Winnebago County permit/approval

requirements and obtain any required Winnebago County permits/approvals prior to commencing construction.

2. Any substantial changes, additions, and/or expansions to the pond shall be reviewed and approved by the Plan Commission and Town Board in accordance with the Town of Clayton Zoning Ordinance and the Town of Clayton Pond Ordinance (Town of Clayton Ordinance 2022-002). Determination of whether a change or addition is substantial shall be at the discretion of the Town Administrator.

3. Pond may not be used by applicant or others for any recreational purposes including, but not limited to, swimming, docks, and/or piers.

Motion carried by unanimous voice vote.

BUSINESS

- A. Discussion/Action: Town Board review & consideration of payment of Invoice #356342 from KerberRose S.C. in the amount of \$12,500.00 for progress billing for the 2023 audit and preparation of the Form C annual report.

MOTION

Motion made by unanimous consent to approve payment of invoice #356342 in the amount of \$12,500.00 to KerberRose.

Motion carried by unanimous voice vote.

- B. Review/Discussion: Town Board review & discussion of options to purchase a replacement or repair the Public Works Brining Truck.

DISCUSSION ITEM ONLY - NO ACTION TAKEN

REVIEW OF DISBURSEMENTS

UPCOMING MEETING ATTENDANCE

- A. Town Board (6:30 pm start unless otherwise noted) - March 20; Apr 3 & 17; May 1 & 15
The April 17th meeting will begin immediately following the Annual Reorganizational Meeting
- B. Plan Commission (6:30 pm start unless otherwise noted) - Apr 10; May 8; June 12
- C. Annual Town Meeting - April 16 at 6:30 pm
- D. Annual Reorganizational Meeting - April 17 at 6:00 pm

BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS

ADJOURNMENT

MOTION

Motion made by unanimous consent to adjourn at 7:03 pm.

Motion carried by unanimous voice vote.

Respectfully submitted,

Kelsey Faust-Kubale
Town Clerk