



BOARD OF SUPERVISORS MEETING

Wednesday, June 03, 2026 at 6:30 PM

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

MINUTES

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

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

PRESENT

Supervisor Lettau
Supervisor Grundman
Supervisor Christianson
Supervisor Reif

EXCUSED

Town Chair Geise

STAFF

Administrator Wisnefske
Clerk Faust-Kubale
Attorney LaFrombois - virtual

PUBLIC HEARING(S) AND/OR PUBLIC INFORMATION MEETINGS

- A. Town Board Public Hearing on proposed amendments to the Town's Subdivision Ordinance, Chapter 7.10.

NO COMMENTS - PUBLIC HEARING CLOSED AT 6:32 PM

APPROVAL OF MINUTES

- A. Approval of the Minutes of the Wednesday, May 20, 2026 Town Board Meeting

MOTION

Motion made by unanimous consent to approve the Minutes of the Wednesday, May 20, 2026 Town Board Meeting as presented.

Motion carried by unanimous voice vote.

OPEN FORUM – TOWN RELATED MATTERS NOT ON THE AGENDA

CORRESPONDENCE

- A. Distribution of the May 2026 Building Inspection Report
- B. Distribution of the letter enclosed with the security return for the Clayton Fire Rescue Station 42.

DISCUSSION ITEMS (NO ACTION WILL BE TAKEN)

- A. County Board Supervisor Report

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

OPERATOR LICENSES ISSUED BY THE TOWN CLERK

- A. Renewal - Alexandria Hueller-Smith, Willie Beamons
- B. Renewal - Kimberly Hayes, The Woodshed

BUSINESS

- A. Discussion/Action: Town Board review & consideration of the following Alcohol License Applications:
 The following parties have submitted renewal applications for a Class "B" license to sell fermented malt beverages, and "Class B" license to sell intoxicating liquors with the Town of Clayton Clerk's Office for the licensing period July 1, 2026, through June 30, 2027, the granting of which is now pending subject to compliance with State Statutes & Municipal Ordinances:
 - a. EJ Phoenix Enterprises LLC (dba Century Elm Supper Club), 8300 Hickory Ave, Larsen WI 54947; Agent: Elisabeth Jackson
 - b. Winagamie Inc. (dba Winagamie Golf Course), 3501 Winnegamie Drive, Neenah WI 54956; Agent: Matthew Burry
 - c. The Woodshed Inc., (dba The Woodshed Bar and Grill) 2895 County Road II, Neenah WI 54956; Agent: Dino O Valeri
 - d. KBN, LLC (dba Willie Beamons), 2590 County Road II, Neenah WI 54956; Agent: Nicholas Blythe
 - e. Ridgeway Country Club, Inc., (dba Ridgeway Country Club) 2913 County Road II, Neenah WI 54956; Agent: Scott A. Lemire
 - f. Dale Mart LLC (dba Kitchen Comfort), 8510 State Rd 76 Unit #2, Neenah, WI 54956; Agent: Dinesh Tiwari
 - g. The Larsen Tavern LLC (dba The Larsen Tavern), 8338 Hickory Ave, Larsen WI 54947; Agent: Stephanie J. Sweere

MOTION

Motion made by unanimous consent to approve the renewal applications submitted for Class "B" licenses to sell fermented malt beverages, and "Class B" licenses to sell intoxicating liquors for the licensing period July 1, 2026, through June 30, 2027, subject to compliance with State Statutes and Municipal Ordinances.

Motion carried by unanimous voice vote.

- B. Discussion/Action: Town Board review & consideration of the following Alcohol License Applications:
 The following parties have submitted renewal applications for a Reserve Class "B" license to sell fermented malt beverages, and a Reserve "Class B" license to sell intoxicating liquors with the Town of Clayton Clerk's Office for the licensing period July 1, 2026, through June 30, 2027, the granting of which is now pending subject to compliance with State Statutes & Municipal Ordinances:
 - a. Leisure Golf #1, LLC, (DBA Westridge Golf Course), 8130 Golf Course Drive, Neenah, WI 54956; Agent: Rory Burton

MOTION

Motion made by unanimous consent to approve the application submitted by Leisure Golf #1, LLC for a Reserve Class “B” license to sell fermented malt beverages, and Reserve “Class B” license to sell intoxicating liquors for the licensing period July 1, 2026, through June 30, 2027, subject to compliance with State Statutes and Municipal Ordinances.

Motion carried by unanimous voice vote.

- C. Discussion/Action: Town Board review & consideration of the following Alcohol License Applications:

The following parties have submitted renewal applications for a Class “A” license to sell fermented malt beverages, and “Class A” license to sell intoxicating liquors with the Town of Clayton Clerk’s Office for the licensing period July 1, 2026, through June 30, 2027, the granting of which is now pending subject to compliance with State Statutes & Municipal Ordinances:

a. Hollandtown Minimart, LLC, (DBA Ridgeway BP), 8510 State Rd 76 Unit 1, Neenah, WI 54956; Agent: Durga Tiwari

MOTION

Motion made by unanimous consent to approve the application submitted by Hollandtown Minimart, LLC for a Class “A” license to sell fermented malt beverages, and “Class A” license to sell intoxicating liquors for the licensing period July 1, 2026, through June 30, 2027, subject to compliance with State Statutes and Municipal Ordinances.

Motion carried by unanimous voice vote.

- D. Discussion/Action: Town Board review & consideration of the following Cigarette and Tobacco Products License Applications:

The following parties have submitted renewal applications for a Cigarette and Tobacco Products license in and for the Town of Clayton, for the licensing period July 1, 2026, through June 30, 2027, the granting of which is now pending subject to compliance with State Statutes & Municipal Ordinances:

a. Ridgeway Country Club, Inc, 2613 County Road II, Neenah, WI 54956; Agent: Scott A. Lemire

b. Hollandtown Minimart, LLC, (DBA Ridgeway BP), 8510 State Rd 76, Neenah, WI 54956; Agent: Durga Tiwari

MOTION

Motion made by unanimous consent to approve the applications submitted for a Cigarette and Tobacco Products License for the period July 1, 2026, through June 30, 2027, subject to compliance with State Statutes and Municipal Ordinances.

Motion carried by unanimous voice vote.

- E. Discussion/Action: Town Board review & consideration of amendments to the Town's Subdivision Ordinance, Chapter 7.10.

MOTION

Motion made by Supervisor Christianson, **Seconded** by Supervisor Lettau to approve the proposed amendments to the Town of Clayton Subdivision Ordinance as presented.

Voting Yea: Supervisor Lettau, Supervisor Grundman, Supervisor Christianson, Supervisor Reif

Motion carried 4-0.

- F. Discussion/Action: Town Board review & consideration of awarding the bid for the Valley View Ct & Clayton Ridge Grading & Graveling to MCC, Inc. in the amount of \$279,150.31.

MOTION

Motion made by unanimous consent to award Contract C0023-09-25-00703 to MCC, Inc. in the amount of \$279,150.31.

Motion carried by unanimous voice vote.

- G. Discussion/Action: Town Board review & consideration of approval of the CY 2026 farm leases for the following Town-owned properties:

- Leslie Ory: Tax ID #006-0391-05; Total of 7.11 acres
- Van De Loo Farms LLC: Tax ID #006-0319-04-02; Total of 1.75 acres
- Daniel Seelow: Tax ID #006-0328-01; Total of 22.37 acres

MOTION

Motion made by unanimous consent to approve the renewal of the leases with Leslie Ory, Van De Loo Farms, LLC, and Daniel Seelow as presented at a lease price of \$110.00 per acre.

Motion carried by unanimous voice vote.

REVIEW OF DISBURSEMENTS

- A. Check Summary Register

UPCOMING MEETING ATTENDANCE

- A. Town Board (6:30 pm start unless otherwise noted) - Jun 17; July 1 & 15; Aug 5 & 19
- B. Plan Commission (6:30 pm start unless otherwise noted) - Jun 10; July 8; Aug 12
- C. TID #1 Joint Review Board - Jun 18 at 10 am
- D. Town of Clayton Open Book - July 30 10 am to 4 pm via scheduled phone call

BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS

ADJOURNMENT

MOTION

Motion made by unanimous consent to adjourn at 6:54 pm.

Motion carried by unanimous voice vote.

Respectfully submitted,

Kelsey Faust-Kubale
Town Clerk