



BOARD OF SUPERVISORS MEETING

Wednesday, January 03, 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 Russell Geise
Supervisor Kay Lettau
Supervisor Linda Grundman
Supervisor Patti Christianson
Supervisor Scott Reif

STAFF

Administrator Wisnefske
Clerk Faust-Kubale
Treasurer Zolp
Attorney LaFrombois – arrived 6:33 pm

APPROVAL OF MINUTES

- A. Approval of the Minutes of the Wednesday, December 20, 2023 Town Board Meeting

MOTION

Motion made by unanimous consent to approve the Minutes of the Wednesday, December 20, 2023 Town Board Meeting.

Motion carried by unanimous voice vote.

OPEN FORUM – TOWN RELATED MATTERS NOT ON THE AGENDA

Steve Hansen, 3373 Fairview Rd, Neenah WI addressed the Board with comments specific to his property & and the corresponding assessment.

Kevin Rogaczewski, 8275 Hickory Ave, Larsen, WI addressed the Board regarding drainage issues specific to his property.

Eric Heywood, 223 Bosworth Ln, Neenah, WI addressed the Board as a candidate for the Winnebago County Branch 1 Judge seat.

Louis Braatz, 3646 Emerald Crown Pkwy, Neenah, WI addressed the Board regarding a notice he received regarding the operation of a Short-Term Rental within the Town without a Conditional Use Permit.

CORRESPONDENCE

- A. Distribution of the meeting materials for the January 3, 2024 Fox West Regional Sewerage Commission Meeting

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. New - Megan Watermolen

BUSINESS

- A. Discussion/Action: Town Board review & consideration of Change Order #23-13 for the Deer Trail Estates Drainage project for an increase to the contract in the amount of \$9,750.00.

MOTION

Motion made by unanimous consent to approve Change Order #23-13 for an increase in the contract amount of \$9,750.00.

Motion carried 4-0, Supervisor Rief abstained from voice vote.

- B. Discussion/Action: Town Board review & consideration of Application for Payment #1 submitted by Highway Landscapers Inc. in the amount of \$177,781.66.

MOTION

Motion made by unanimous consent to approve the Application for Payment #1 submitted by Highway Landscapers Inc. for \$177,781.66.

Motion carried 4-0, Supervisor Rief abstained from voice vote.

- C. Discussion/Action: Town Board review & consideration of payment for Fox Crossing Invoice #15038 for County Rd II Sewer & Water Extension in the amount of \$598,845.27.

MOTION

Motion made by unanimous consent to approve payment for Fox Crossing Invoice #15038 for \$598,845.27.

Motion carried by unanimous voice vote.

- D. Discussion/Action: Town Board review & consideration of hiring Jeffrey Bruette for an open Public Works Laborer position at a wage of \$23.20 per hour with a start date of January 2, 2024.

MOTION

Motion made by unanimous consent to approve the hiring of Jeffrey Bruette for an open Public Works Laborer position at a wage of \$23.20 per hour.

Motion carried by unanimous voice vote.

UPCOMING MEETING ATTENDANCE

- A. Town Board (6:30 pm start unless otherwise noted) - Jan 17; Feb 7 & 21; March 6 & 20
- B. Plan Commission (6:30 pm start unless otherwise noted) - Jan 10; Feb 14; March 13

BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS

ADJOURNMENT

MOTION

Motion made by unanimous consent to adjourn at 6:57 pm

Motion carried by unanimous voice vote.

Respectfully submitted,

Kelsey Faust-Kubale
Town Clerk