



# BOARD OF SUPERVISORS MEETING

Wednesday, April 15, 2026 at 6:30 PM

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

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## 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 Fietzer  
Attorney LaFrombois - virtual

### APPROVAL OF MINUTES

- A. Approval of the Minutes of the Wednesday, April 1, 2026 Town Board Meeting

### MOTION

**Motion made** by unanimous consent to approve the Minutes of the Wednesday, April 1, 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 March 2026 Building Inspection Report
- B. Distribution of the March 2026 Winnebago County Tonnage Report

### 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

### OPERATOR LICENSES ISSUED BY THE TOWN CLERK

- A. Renewal - Debra Toll, Winagamie Golf Course

### BUSINESS REFERRED BY THE PLAN COMMISSION

- A. Plan Commission Recommendation: Town Board review & consideration of Ordinance 2026-Z003 to Amend the Official Town of Clayton Zoning Map for the rezoning of

approximately 0.23 acres of proposed Lot 1 (8393 Moser Ln) from R-3 (Two-Family Residential District) to R-2 (Suburban Residential District).

**MOTION**

**Motion made** by Supervisor Christianson, **Seconded** by Supervisor Grundman to approve Ordinance 2026-Z003 to Amend the Official Town of Clayton Zoning Map.  
**Voting Yea:** Town Chair Geise, Supervisor Lettau, Supervisor Grundman, Supervisor Christianson, Supervisor Reif  
**Motion carried 5-0.**

- B. Plan Commission Recommendation: Town Board review & consideration of a Certified Survey Map (CSM) submitted by Stephen & Anna Seljan to reconfigure portions of Tax ID #006-1184 (8393 Moser Ln), and Tax ID #006-0502-05.

**MOTION**

**Motion made** by unanimous consent to approve the CSM Application submitted by Stephen & Anna Seljan with the following condition:  
1. Addition of the Right to Farm language to the CSM  
**Motion carried by unanimous voice vote.**

- C. Plan Commission Recommendation: Town Board review & consideration of Ordinance 2026-Z004 to Amend the Official Town of Clayton Zoning Map for the rezoning of approximately 1.55 acres of Tax ID #006-006-09-02 and approximately 3.45 acres of Tax ID #006-006-09-03 from A-2 (General Agriculture District) to R-1 (Rural Residential District).

**MOTION**

**Motion made** by Supervisor Grundman, **Seconded** by Supervisor Lettau to approve Ordinance 2026-Z004 to Amend the Official Town of Clayton Zoning Map.  
**Voting Yea:** Town Chair Geise, Supervisor Lettau, Supervisor Grundman, Supervisor Christianson, Supervisor Reif  
**Motion carried 5-0.**

- D. Plan Commission Recommendation: Town Board review & consideration of a Certified Survey Map (CSM) submitted by Doug Woelz on behalf of Joshua Kitzmiller and Terry & Lynn Haase to reconfigure portions of Tax ID #006-0006-09-02 and Tax ID #006-0006-09-03.

**MOTION**

**Motion made** by unanimous consent to approve the CSM Application submitted by Doug Woelz on behalf of Joshua Kitzmiller and Terry & Lynn Haase with the following conditions:  
1. Updated language for Lind Lane right-of-way dedication  
2. Addition of the Right to Farm language  
**Motion carried by unanimous voice vote.**

- E. Plan Commission Discussion: Town Board review & discussion on a Concept Plan Review Application submitted by Vierbicher on behalf of Vander Heiden Family Limited Partnership for a proposed mixed-use development.

**DISCUSSION ITEM ONLY - NO ACTION TAKEN**

**BUSINESS**

- A. Discussion/Action: Town Board review & consideration of Resolution 2026-002 Authorizing the Issuance and Sale of \$10,385,000 General Obligation Promissory Notes, Series 2026A.

**MOTION**

**Motion made** by Supervisor Christianson, **Seconded** by Supervisor Lettau to approve Resolution 2026-002 and direct Staff to publish and post accordingly.

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

**Motion carried 5-0.**

- B. Discussion/Action: Town Board review & consideration of revisions to the definitions of "farm" and "residential" within the A-2 zoning district in the Town Zoning Ordinance.

**MOTION**

**Motion made** by unanimous consent to remand this item to the Plan Commission May 13th meeting for further discussion and definition.

**Motion carried by unanimous voice vote.**

**UPCOMING MEETING ATTENDANCE**

- A. Town Board (6:30 pm start unless otherwise noted) - May 6 & 20; Jun 3 & 17; July 1 & 15
- B. 176th Annual Meeting of the Town's Electors - April 21 at 6:30 pm
- C. Annual Reorganizational Meeting - April 21 immediately following the Town Electors Meeting
- D. Plan Commission (6:30 pm start unless otherwise noted) - May 13; Jun 10; July 8
- E. 1st Board of Review Meeting - May 6 at 6:00 pm

**BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS**

**ADJOURNMENT**

**MOTION**

**Motion made** by unanimous consent to adjourn at 7:25 pm.

**Motion carried by unanimous voice vote.**

Respectfully submitted,

Kelsey Faust-Kubale  
Town Clerk