



BOARD OF SUPERVISORS MEETING AMENDED

Wednesday, October 16, 2024
Immediately following a Prior Scheduled Meeting

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

MINUTES

THIS MEETING IS IMMEDIATELY FOLLOWING THE CLAYTON SANITARY DISTRICT #1
MEETING.

CALL TO ORDER – Chair Geise called the meeting to order at 6:07 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 - arrived 6:20 pm

APPROVAL OF MINUTES

- A. Approval of the Minutes of the Wednesday, October 2, 2024 Town Board Meeting

MOTION

Motion made by unanimous consent to approve the Minutes of the Wednesday, October 2, 2024 Town Board Meeting.

Motion carried by unanimous voice vote.

OPEN FORUM – TOWN RELATED MATTERS NOT ON THE AGENDA

William Kordus, 7376 Carden Dr, Neenah, had questions for the Board regarding citations received.

CORRESPONDENCE

- A. Distribution of the September 2024 Building Inspection Report
- B. Distribution of the September 2024 Winnebago County Tonnage Report

- C. Distribution of Notice of the Agriculture & Household Hazardous Waste Clean Sweep Event taking place November 8-9, 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. Chair & Supervisor Reports
- D. Administrator's Report

BUSINESS REFERRED BY THE PLAN COMMISSION

- A. Plan Commission Recommendation: Town Board review & consideration of a Site Plan Review Application submitted by Amerco Real Estate Company for a proposed addition of personal self-storage units on Tax ID #006-0306-07 (2927 Shady Ln).

MOTION

Motion made by unanimous consent to deny the Site Plan Review Application submitted by Amerco Real Estate Company.

Motion carried by unanimous voice vote.

- B. Plan Commission Discussion: Town Board review & discussion on a Final Plat Review Application submitted by McMahan Associates on behalf of Clayton Development Group, LLC, for approval of the Scholar Ridge Estates Final Plat, dividing Tax ID #006-0617-01; Tax ID #006-0618-01; and Tax ID #006-0632 into 43 lots and 2 outlots intended for single-family residential use.

DISCUSSION ITEM ONLY - NO ACTION TAKEN

BUSINESS

- A. Discussion/Action: Town Board review & consideration of Resolution 2024-004 Allowing Voter Registration in the Clerk's Office on Election Day.

MOTION

Motion made by Supervisor Christianson, **Seconded** by Supervisor Grundman to approve Resolution 2024-004 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 the Contractor's Application for Payment #3 Revised for Deer Trail Estates Drainage Resolve submitted by Highway Landscapers, Inc. in the amount of \$40,656.34.

MOTION

Motion made by unanimous consent to approve the Contractor's Application for Payment #3 Revised submitted by Highway Landscapers, Inc. in the amount of \$40,656.34.

Motion carried by unanimous voice vote.

- C. Discussion/Action: Town Board review & consideration of the project proposal submitted by Bassett Mechanical for the replacement of the boiler for the Town Hall at a cost of \$14,115.00.

MOTION

Motion made by unanimous consent to approve moving forward with the project proposal as submitted by Bassett Mechanical at a cost not to exceed \$14,115.

Motion carried by unanimous voice vote.

UPCOMING MEETING ATTENDANCE

- A. Town Board (6:30 pm start unless otherwise noted) - Nov 6 & 20 (**immediately following the Special Town Electors Meeting**); Dec 4 & 18; Jan 8 & 22
- B. Special Town Electors Meeting - November 20 beginning at 6 pm
- C. Plan Commission (6:30 pm start unless otherwise noted) - Nov 13; Dec 11; Jan 15

BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS

ADJOURNMENT

MOTION

Motion made by unanimous consent to adjourn at 6:25 pm.

Motion carried by unanimous voice vote.

Respectfully submitted,

Kelsey Faust-Kubale
Town Clerk