



BOARD OF SUPERVISORS MEETING

Wednesday, July 01, 2026 at 6:30 PM

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

AGENDA

CALL TO ORDER

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

APPROVAL OF MINUTES

- A. Approval of the Minutes of the Wednesday, June 17, 2026 Town Board Meeting

OPEN FORUM – TOWN RELATED MATTERS NOT ON THE AGENDA

Individuals properly signed in may speak directly to the Town Board on non-repetitive Town Matters whether on or not on the agenda. Commentators must wait to be called, must speak from the podium, directing their comments to the Board. Comments must be orderly, and will be limited to a maximum of 2 minutes per person. **Public comment is not permitted outside of this public comment period.** *Note:* The Board's ability to act on or respond to the public comments is limited by Chapter 19, Wis. Stats. Please complete the "Request to Speak at Meeting" form located on the agenda/sign-in table and submit the form to the Town Clerk for in-person attendance.

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 - Elise Herman, Winagamie Golf Course
- B. New - Jack Klundt, Willie Beamons
- C. New - Emma Bottensek, Willie Beamons

BUSINESS

- A. Review/Discussion: Town Board review & discussion on lowering the speed limit on West American Drive to 30 mph.

REVIEW OF DISBURSEMENTS

- A. Check Summary Register

UPCOMING MEETING ATTENDANCE

- A. Town Board (6:30 pm start unless otherwise noted) - July 15; Aug 5 & 19; Sept 2 & 16
- B. Plan Commission (6:30 pm start unless otherwise noted) - July 8; Aug 12; Sept 9
- C. Town of Clayton Open Book - July 30, 10 am to 4 pm via scheduled phone call

BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS

ADJOURNMENT

Respectfully submitted,

Russell D. Geise
Town Chairperson

Pursuant to Wisconsin Statute 19.84 (2) and (3) notice is hereby given to the public and the media that two or more members of any or all Boards, Commissions, and Committees of the Town of Clayton, may attend the meeting of the Town Board in order to gather information. For purposes of the Open Meetings Law only; attendance at a meeting by a quorum of members of the Town Boards, Commissions, and Committees constitutes a meeting of the Board, Commission, or Committee, pursuant to Badke Vs. Village Board of Village of Greendale, 173 Wis2d 553, 494 NW2d 408 (1993), and must be noticed as such, although it is not contemplated that any formal action by those bodies will be taken. The only business to be conducted is for Town Board action.

Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, please call the Town Office at 920.836.2007.

This agenda has been posted at the following locations in the Town of Clayton:

- 1. The Town Hall Posting Board – 8348 Hickory Ave, Larsen, WI 54947
- 2. The Town's Web Page: --



BOARD OF SUPERVISORS MEETING

Wednesday, June 17, 2026 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 - arrived 6:35 pm
 Supervisor Grundman
 Supervisor Christianson
 Supervisor Reif

STAFF

Administrator Wisniefske
 Clerk Faust-Kubale
 Treasurer Fietzer
 Attorney LaFrombois

APPROVAL OF MINUTES

- A. Approval of the Minutes of the Wednesday, June 3, 2026 Town Board Meeting

MOTION

Motion made to approve the Minutes of the Wednesday, June 3, 2026, Town Board Meeting as presented.

Motion carried 4-0 (Geise abstained).

OPEN FORUM – TOWN RELATED MATTERS NOT ON THE AGENDA

Michael McGuire, 3024 Saffron Lane, Neenah, requested that the Town look at road repairs for the Basil Ct cul-de-sac.

Mark Fosler, 3916 Larsen Rd, Larsen, requested that the Board look into better high-speed internet access on Larsen Rd and throughout the Town.

Mary Powers, 7398 Murray Rd, Neenah, questioned the feasibility of road work being done at the end of Murray Road and requested clarification on what is being proposed.

There was a significant disturbance during the Open Forum portion of the agenda, which was resolved by the Winnebago County Sheriff's Department.

CORRESPONDENCE

- A. Distribution of the May 2026 Winnebago County Tonnage Report
- B. Distribution of the Agenda for the July 2, 2026, WI Towns Association Winnebago County Unit Meeting
- C. Distribution of Notice of Public Hearing for the Winnebago County Planning & Zoning Committee regarding a change to Chapter 23 of the County Ordinance, allowing for all members of the Committee to attend their meeting(s) after holding a public hearing.

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 - David Cheslock, The Woodshed
- B. Renewal - Katie Miller, The Woodshed
- C. Renewal - Dwight Kerr, Winnagamie Golf Course
- D. New - Elizabeth Jacobs, Westridge Golf Course
- E. New - Isabelle Laluzerne, Willie Beamons

BUSINESS REFERRED BY THE PLAN COMMISSION

- A. Plan Commission Recommendation: Town Board review & consideration of a Certified Survey Map (CSM) submitted by Michael Roubal on behalf of Penny Brazee to reconfigure portions of Tax ID #006-0796-01 and Tax ID #006-0796-02 (7611 County Rd T).

MOTION

Motion made by unanimous consent to approve the CSM submitted by Michael Roubal on behalf of Penny Brazee with the following conditions:

1. Add relevant feature information to Sheet 3, including septic system tank and drainfield and the well location.
2. Add language in surveyor's certificate documenting total area contained by survey.
3. Remove language in surveyor's certificate not relevant to this survey.
4. Verify document number of Brazee Ridge Inc. recording information is accurate on bottom of Sheet 4 as it differs from the document number listed in the surveyor's certificate.
5. Update year field in the Town Board approval endorsement section on Sheet 5.

Motion carried by unanimous voice vote.

- B. Plan Commission Recommendation: Town Board review & consideration of a Site Plan Review Application submitted by Mach IV Engineering & Surveying LLC on behalf of 924 Holdings LLC for a new office building located on Tax ID #006-0337-02 (2830 W American Dr).

MOTION

Motion made by unanimous voice vote to approve the Site Plan Application submitted by Mach IV Engineering & Surveying LLC on behalf of 924 Holdings LLC with the following conditions:

1. Applicant to change driveway access location a minimum of 13 feet to the east of the currently proposed location with the updated plan to be submitted to the Town for review and final approval.
2. Administrative review and verification of parking space minimums and landscaping standards will be required if access layout is changed.
3. Applicant to provide copies of issued permits from Winnebago County for Stormwater and Erosion Control.
4. Applicant to provide revised list of and install only Dark Sky compliant fixtures.
5. Provide SRI values for roofing materials showing compliance with minimum values required by building roof pitch (SRI 78 or higher).

Motion carried by unanimous voice vote.

- C. Plan Commission Discussion: Town Board review & discussion on revisions to the definitions of "farm" and "residential" within the A-2 zoning district in the Town Zoning Ordinance.

DISCUSSION ITEM ONLY - NO ACTION TAKEN

BUSINESS

- A. Discussion/Action: Town Board review & consideration of Resolution 2026-003 a Resolution Approving an Intergovernmental Agreement to Satisfy Eligibility for a Recycling Consolidation Grant for Calendar Year 2027.

MOTION

Motion made by Supervisor Grundman, **Seconded** by Supervisor Christianson to approve Resolution 2026-003 and direct staff to submit the approved Resolution to the Winnebago County Solid Waste Management Board.

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 use of approximately \$64,000.00 from insurance to replace the totaled Department of Public Works truck.

MOTION

Motion made to approve the use of the funds received as a result of insurance totaling a DPW plow truck to purchase a used truck and direct staff to discuss the option of receiving sealed bids for any potential replacement truck.

Motion carried by unanimous voice vote.

- C. Discussion/Action: Town Board review & consideration of amending the Town of Clayton Purchasing Procedures Policy.

DISCUSSION ITEM ONLY - NO ACTION TAKEN

- D. Discussion/Action: Town Board review & consideration of options for completing the road mowing for 2026.

MOTION

Motion made by Supervisor Grundman, **Seconded** by Supervisor Lettau to approve the purchase, as a unique opportunity in the used market justifying the sole source acquisition, of a used mower at an approximate cost of \$28,000.

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

Motion carried 5-0.

UPCOMING MEETING ATTENDANCE

- A. Town Board (6:30 pm start unless otherwise noted) - July 1 & 15; Aug 5 & 19; Sept 2 & 16
- B. Plan Commission (6:30 pm start unless otherwise noted) - July 8; Aug 12; Sept 9
- 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 7:22 pm.

Motion carried by unanimous voice vote.

Respectfully submitted,

Kelsey Faust-Kubale
Town Clerk

From: [Miller, Howard](#)
To: [Clerk Town of Clayton](#); [Holly Stevens](#); townofwolfriver@centurytel.net
Subject: County update
Date: Thursday, June 25, 2026 8:26:24 AM

Hi Clerks

Winnebago county has entered into a long-term lease agreement with Volare Hangers of Oshkosh, LLC for the 47 acres of land the county owns on the east side of the airport. The county has owned this property for a number of years, and it is good that it will finally be developed.

I plan to attend the following town board meetings in July:

Clayton – July 1

Winchester – July 6

Wolf River – July 27

Have a great day

Howie

Howard Miller

Winnebago County Supervisor, Dist. 36

Phone: (920) 427-6423

e-mail: Howard.Miller@winnebagocountywi.gov

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ACCT

NICOLET NATIONAL BANK (POOLED)

Accounting Checks

Posted From: 6/01/2026 From Account:
Thru: 6/30/2026 Thru Account:

Check Nbr	Check Date	Payee	Amount
32503	6/08/2026	AIT BUSINESS TECHNOLOGIES LLC	3,481.21
32504	6/08/2026	ARCHITECS IN COMMON LLC	7,425.00
32505	6/08/2026	ASCENSION MEDICAL GROUP	71.00
32506	6/08/2026	ASSOCIATED APPRAISAL CONSULTANTS INC	1,984.21
32507	6/08/2026	CEDAR CORPORATION	13,752.26
32508	6/08/2026	CINTAS CORPORATION	1,197.99
32509	6/08/2026	COUNTRY VISIONS COOPERATIVE	924.12
32510	6/08/2026	DIGGERS HOTLINE	90.30
32511	6/08/2026	GANNETT WISCONSIN LOCALIQ	424.85
32512	6/08/2026	GARROW OIL MARKETING INC	1,267.84
32513	6/08/2026	GFL ENVIRONMENTAL	25,984.82
32514	6/08/2026	GREEN BAY HIGHWAY PRODUCTS LLC	2,120.80
32515	6/08/2026	LAPPEN SECURITY PRODUCTS INC	972.00
32516	6/08/2026	LARSEN MATERIALS LLC	43.00
32517	6/08/2026	LIBERTY VOTE USA INC	316.73
32518	6/08/2026	MANNING GROSS & MASSENBURG LLP	19,944.00
32519	6/08/2026	MCMAHON ASSOCIATES INC	12,823.77
32520	6/08/2026	NEENAH JOINT SCHOOL DISTRICT	356.94
32521	6/08/2026	NORTHEAST ASPHALT INC	429.70
32522	6/08/2026	PREMIUM WATERS INC	56.94
32523	6/08/2026	RHYME BUSINESS PRODUCTS	861.96
32524	6/08/2026	ROBERT EHLERT	150.00
32525	6/08/2026	RPM, INC	86.97
32526	6/08/2026	STERICYCLE/SHRED-IT	176.01
32527	6/08/2026	SWIDERSKI POWER INC	167.04
32528	6/08/2026	TED ECKSTEIN	1,500.00
32529	6/08/2026	TOM HERRMANN	67.90
32530	6/08/2026	WAUPACA MACHINE AND REPAIR LLC	2,925.00
32531	6/08/2026	WI DEPT OF NATURAL RESOURCES	531.80
32532	6/08/2026	WINNEBAGO COUNTY TREASURER	1,276.34
32533	6/08/2026	WINNEBAGO LIQUID WASTE	150.00
32534	6/17/2026	AFS	7.83
32535	6/17/2026	ARCHITECS IN COMMON LLC	6,320.00

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NICOLET NATIONAL BANK (POOLED)

Accounting Checks

Posted From: 6/01/2026 From Account:
Thru: 6/30/2026 Thru Account:

Check Nbr	Check Date	Payee	Amount
32536	6/17/2026	DUO-SAFETY LADDER CORP	910.00
32537	6/17/2026	FOX WEST REGIONAL SEWERAGE COMMISSION	7,093.54
32538	6/17/2026	GARROW OIL MARKETING INC	178.55
32539	6/17/2026	JOHN'S SAW SERVICE	170.91
32540	6/17/2026	LANGE ENTERPRISES INC	193.93
32541	6/17/2026	LUCKY'S LAND MANAGMENT LLC	2,200.00
32542	6/17/2026	MCMAHON ASSOCIATES INC	10,078.70
32543	6/17/2026	MENARDS	145.29
32544	6/17/2026	MUNICIPAL TREASURERS ASSOCIATION	80.00
32545	6/17/2026	N&M AUTO SUPPLY	31.58
32546	6/17/2026	NORTHEAST ASPHALT INC	28.86
32547	6/17/2026	PREMIUM WATERS INC	46.95
32548	6/17/2026	RIESTERER & SCHNELL INC	76.86
32549	6/17/2026	SWIDERSKI POWER INC	458.20
32550	6/17/2026	TEAMSTERS LOCAL UNION 662	212.00
32551	6/17/2026	US LUBRICANTS	501.76
32552	6/17/2026	WI DEPT OF JUSTICE	126.00
32553	6/17/2026	WINNEBAGO COUNTY TREASURER	7,453.66
CS5-26	6/04/2026	CENTRAL STATES H&W FUND	22,565.00
KT5-26	6/11/2026	KWIK TRIP INC	459.41
NNB5-26	6/11/2026	NICOLET NATIONAL BANK	2,720.37
DOR055968	6/22/2026	WI DEPT OF REVENUE	1,053.62
DPR979744	6/30/2026	WI DEPT OF REVENUE	1,039.05
EFT344938	6/30/2026	WI DEPT OF EMPLOYEE TRUST FUNDS	8,441.88
WE6-12-26	6/12/2026	WE ENERGIES	31.16
WPS6-1-26	6/01/2026	WI PUBLIC SERVICE	577.50
WPSCPUCUD	6/29/2026	WI PUBLIC SERVICE	254.45
WPSSL5-26	6/24/2026	WI PUBLIC SERVICE	935.07
EFTPS45197	6/02/2026	EFTPS	780.41
EFTPS55452	6/30/2026	EFTPS	5,551.14
NNBSVC6-15	6/15/2026	NICOLET NATIONAL BANK	105.00
WE90234-26	6/10/2026	WE ENERGIES	22.56
WPS4-26GEN	6/02/2026	WI PUBLIC SERVICE	24.03

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NICOLET NATIONAL BANK (POOLED)

Accounting Checks

Posted From: 6/01/2026 From Account:
Thru: 6/30/2026 Thru Account:

Check Nbr	Check Date	Payee	Amount
EFTPS779363	6/15/2026	EFTPS	5,991.41
WPS83484-26	6/05/2026	WI PUBLIC SERVICE	1,375.05
WPS90236-26	6/18/2026	WI PUBLIC SERVICE	197.15
PB 3-30 6-29	6/29/2026	PITNEY BOWES BANK INC PURCHASE POWER	230.64
WPS526 EOS B	6/23/2026	WI PUBLIC SERVICE	421.14
Grand Total			190,651.16

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NICOLET NATIONAL BANK (POOLED)

Accounting Checks

Posted From: 6/01/2026 From Account:
 Thru: 6/30/2026 Thru Account:

	Amount
Total Expenditure from Fund # 100 - GENERAL FUND	118,279.84
Total Expenditure from Fund # 230 - SOLID WASTE/RECYCLING	32,411.68
Total Expenditure from Fund # 240 - CEMETERY	1,500.00
Total Expenditure from Fund # 250 - FIRE DONATIONS	910.00
Total Expenditure from Fund # 260 - FIRE IMPACT FEES	6,014.19
Total Expenditure from Fund # 400 - GENERAL CAPITAL PROJECTS	12,245.00
Total Expenditure from Fund # 420 - TID #1	8,560.08
Total Expenditure from Fund # 620 - SANITARY DISTRICT	7,213.11
Total Expenditure from Fund # 640 - STORM WATER	3,517.26
Total Expenditure from all Funds	190,651.16