



BOARD OF SUPERVISORS MEETING

Wednesday, July 02, 2025 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

PUBLIC HEARING(S) AND/OR PUBLIC INFORMATION MEETINGS

- A. Town of Clayton Board of Supervisors Public Hearing on a request from the Clayton Sanitary District #1 Commission to modify the boundaries of Clayton Sanitary District #1 by the addition of Tax ID #006-0632.

APPROVAL OF MINUTES

- A. Approval of the Minutes of the Wednesday, June 18, 2025 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.

CORRESPONDENCE

- A. Distribution of the June 2025 Building Inspection Report

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 - Melissa Larsen, The ReMixx
- B. Renewal - Kayla Fritsch, The Woodshed

BUSINESS

- A. Discussion/Action: Town Board review & consideration of Resolution 2025-006 Modifying the Boundaries of Clayton Sanitary District #1.
- B. Discussion/Action: Town Board review & consideration of Ordinance 2025-005 Amending the Zoning Code of the Town of Clayton Regarding Keeping of Chickens.
- C. Discussion/Action: Town Board review & consideration of Ordinance 2025-006 Amending the Ordinance Establishing All-Terrain & Utility-Terrain Vehicle Routes.

REVIEW OF DISBURSEMENTS

- A. Check Summary Register

UPCOMING MEETING ATTENDANCE

- A. Town Board (6:30 pm start unless otherwise noted) - July 16; Aug 6 & 20; Sept 3 & 17
- B. Plan Commission (6:30 pm start unless otherwise noted) - July 9; Aug 13; Sept 10

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: --

STATE OF WISCONSIN TOWN OF CLAYTON WINNEBAGO COUNTY

IN RE:

**NOTICE OF HEARING ON PETITION
TO ADD TERRITORY TO TOWN OF
CLAYTON SANITARY DISTRICT**Tax Parcel 0060632

Notice is hereby given that the Town Board of Supervisors of the Town of Clayton, Winnebago County, State of Wisconsin, shall hold a public hearing at 6:30 P.M. on Wednesday, July 2, 2025, at the Town of Clayton Town Hall Meeting Room located at 8348 Hickory Ave., Larsen, WI 54947, to consider the request of the Commissioners of the Town of Clayton Sanitary District #1 Commission, pursuant to Wisconsin Statutes 60.785(1)(b) and 60.71, to add a property to the Town of Clayton Sanitary District #1 (the “**Sanitary District**”), specifically Tax Parcel 0060632.

Any person may appear at the hearing or may file in writing to offer objections, criticisms, or suggestions as to whether this property will be benefitted by inclusion in the sanitary district. If you cannot attend the Public Hearing, you may submit written comments to the Town Clerk before 4:00 P.M. on July 2, 2025. 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. Within thirty (30) days after the conclusion of the hearing, the Town Board shall issue written findings and a decision on the Petition to add territory.

Dated this 17th day of June, 2025.

TOWN OF CLAYTON

Kelsey Faust-Kubale, Town Clerk

Post: June 17, 2025

Publish: June 17, 2025 and June 24, 2025



BOARD OF SUPERVISORS MEETING

Wednesday, June 18, 2025 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
- Supervisor Grundman
- Supervisor Christianson
- Supervisor Reif

STAFF

- Clerk Faust-Kubale
- Treasurer Fietzer
- Attorney LaFrombois - virtual

APPROVAL OF MINUTES

- A. Approval of the Minutes of the Wednesday, June 4, 2025 Town Board Meeting

MOTION

Motion made by unanimous consent to approve the Minutes of the Wednesday, June 4, 2025 Town Board Meeting as presented.

Motion carried by unanimous voice vote.

OPEN FORUM – TOWN RELATED MATTERS NOT ON THE AGENDA – NONE

CORRESPONDENCE

- A. Distribution of the May 2025 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

NEW HIRES

- A. Tim Gordon Jr., Public Works Laborer - June 12, 2025

OPERATOR LICENSES ISSUED BY THE TOWN CLERK

- A. Renewal - Avery Portier, The ReMixx

- B. New - Binod Lamichhane, Kitchen Comfort

BUSINESS REFERRED BY THE PLAN COMMISSION

- A. Plan Commission Discussion: Town Board review & discussion on proposed changes to Division 3 (Allowable Land Uses) of Article 8 of the Town of Clayton Zoning Code of Ordinances.

DISCUSSION ITEM ONLY - NO ACTION TAKEN

BUSINESS

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

The following party has submitted a renewal application for a "Class "B" license to sell intoxicating liquors on file in the Town of Clayton Clerk's Office for the licensing period of July 1, 2025 through June 30, 2026, the granting of which is now pending and subject to compliance with State Statutes and Municipal Ordinances:

- a. Dale Mart LLC, (DBA Kitchen Comfort), 8510 State Road 76 Unit 2, Neenah, WI 54956; Agent: Dinesh Tiwari

MOTION

Motion made by unanimous consent to approve the application submitted by Dale Mart LLC for a "Class B" license to sell intoxicating liquors for the licensing period July 1, 2025, through June 30, 2026, subject to compliance with State Statutes and Municipal Ordinances.

Motion carried by unanimous voice vote.

- B. Discussion/Action: Town Board review & consideration of Ordinance 2025-003 Repealing & Replacing Ordinance 2019-015 Establishing Parking Restrictions.

MOTION

Motion made by Supervisor Grundman, **Seconded** by Supervisor Christianson to approve Ordinance 2025-003 and direct Staff to post and publish as required.

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

Motion carried 5-0.

- C. Discussion/Action: Town Board review & consideration of Ordinance 2025-004 regarding Direct Sellers and Solicitors.

MOTION

Motion made by Supervisor Christianson, **Seconded** by Supervisor Lettau to approve Ordinance 2025-004 and direct Staff to post and publish as required.

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

Motion carried 5-0.

- D. Discussion/Action: Town Board review & consideration of shifting one of the Administrative Assistant positions from part-time employment to full-time employment for utility administrative duties.

MOTION

Motion made by unanimous consent to approve the shift of one part-time Administrative Assistant position to full-time employment and direct Staff to pursue the option of funding the position from the Sanitary District Fund.

Motion carried by unanimous voice vote.

- E. Discussion/Action: Town Board review & consideration of the purchase of two flow meters for the interceptor points of Winchester Rd (County Rd II) and Shady Ln at a total cost of \$38,000.00.

MOTION

Motion made by unanimous consent to approve the purchase of the flow meters at a cost not to exceed \$38,000.00.

Motion carried by unanimous voice vote.

UPCOMING MEETING ATTENDANCE

- A. Town Board (6:30 pm start unless otherwise noted) - July 2 & 16; Aug 6 & 20; Sept 3 & 17
- B. Plan Commission (6:30 pm start unless otherwise noted) - July 9; Aug 13; Sept 10
- C. Joint TID #1 Review Board Annual Meeting - June 19 starting at 10 am

BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS

ADJOURNMENT

MOTION

Motion made by unanimous consent to adjourn at 6:55 pm.

Motion carried by unanimous voice vote.

Respectfully submitted,

Kelsey Faust-Kubale
Town Clerk

INTERMUNICIPAL REPORT JUNE 2025 PERMITTING

Item A.

DATE	PERMIT #	OWNER	ADDRESS	DESCRIPTION	CONTRACTOR	EST. PROJECT COST	PERMIT FEE	BLDING INSPECTOR FEE
TOWN OF CLAYTON PERMITS:								
6/2/2025	192-25-6B	DON SIKMA	3277 WISMER	DETACHED GARAGE	SELF	\$ 40,000.00	\$ 424.00	\$339.20
6/2/2025	193-25-6E	DON SIKMA	3277 WISMER	DETACGED GARAGE ELECT	SELF	\$ 1,500.00	\$ 316.00	\$252.80
6/2/2025	194-25-6B	BART BENBOW	9467 CENTER	ADDITION	A-SQUARE BUILDERS	\$ 130,000.00	\$ 193.60	\$154.88
6/3/2025	195-25-6E	BLACK CREEK LIMESTONE	4729 CTY II	SERVICE	MCC INC	\$ 700.00	\$ 150.00	\$120.00
6/3/2025	196-25-6P	SUE FUNK	2622 OAKRIDGE	WATER HEATER REPLACEMENT	BLACK-HAAK	\$ 5,000.00	\$ 100.00	\$80.00
6/3/2025	197-25-6E	VANS REALTY	8387 ST NORBERT	NSFD ELECT	QUANTUM ELECT	\$ 11,000.00	\$ 529.40	\$423.52
6/3/2025	198-25-6P	VANS REALTY	8378 ST NORBERT	NSFD PLUMB	TIM RAUSCH PLUMB	\$ 19,589.00	\$ 506.60	\$405.28
6/3/2025	199-25-6P	VANS REALTY	2647 LAWRENCE	NSFD PLUMB	TIM RAUSCH PLUMB	\$ 19,589.00	\$ 543.20	\$434.56
6/9/2025	200-25-6E	JUSTIN SCHROEDER	9449 MEMORY LN	NSFD ELECT	ALANS ELECT	\$ 40,000.00	\$ 1,227.70	\$982.16
6/9/2025	201-25-6P	JUSTIN SCHROEDER	9449 MEMORY LN	NSFD PLUMB	WATTERS PLUMB	\$ 55,216.00	\$ 1,227.70	\$982.16
6/9/2025	202-25-9H	JUSTIN SCHROEDER	9449 MEMORY LN	NSFD HVAC	C&S HEATING	\$ 25,000.00	\$ 1,227.70	\$982.16
6/9/2025	203-25-6E	JAKE IGEL	8469 WHISPERING MEADOWS	NSFD ELECT	A&W ELECT	\$ 15,000.00	\$ 516.40	\$413.12
6/9/2025	204-25-6P	JAKE IGEL	8469 WHISPERING MEADOWS	NSFD PLUMB	DENNEE PLUMB	\$ 13,475.00	\$ 516.50	\$413.20
6/12/2025	205-25-6E	ROB CAVAGNAL	8007 NICHOLE HEIGHTS	REMODO ELECT	QUANTUM ELECT	\$ 1,200.00	\$ 130.00	\$104.00
6/12/2025	206-25-6B	GARY CUTLER	8179 CHALLENGER	ADDN	LINKED LIVING	\$ 275,000.00	\$ 347.50	\$278.00
6/16/2025	207-25-6B	ADAM REICHENBERGER	3044 RIDGEWAY	REROOF	SELF	\$ 18,000.00	\$ 100.00	\$80.00
6/17/2025	208-25-6B	ROCK SOLID	8355 ST NORBERT	NSFD PLUMB	INTEGRITY PLUMB	\$ 16,500.00	\$ 556.70	\$445.36
6/17/2025	209-25-6H	JAKE IGEL	8469 WHISPERING MEADOWS	NSFD HVAC	KRAMER HVAC	\$ 16,125.00	\$ 516.40	\$413.12
6/18/2025	210-25-6B	ROCKSOLID PROPERTIES	8388 ST NORBERT	NSFD	ROCKSOILD	\$ 350,000.00	\$ 950.00	\$760.00
6/18/2025	211-25-6E	ROCKSOLID PROPERTIES	8388 ST NORBERT	NSFD ELECT	BADER ELCT	\$ 7,000.00	\$ 537.00	\$429.60
6/18/2025	212-25-6B	BRAD DELEEW	3014 ROSEMOON WAY	NSFD	C&C CUSTOM	\$ 877,994.00	\$ 1,250.10	\$1,000.08
6/23/2025	213-25-6B	RANDY SAMP	8040 PRAIRIEWOOD	REROOF	PRESTIGE ROOFING	\$ 26,082.00	\$ 100.00	\$80.00
6/23/2025	214-25-6H	JASON FREE	3487 KNOX	A/C REPLACEMENT	BLACK-HAAK	\$ 4,000.00	\$ 100.00	\$80.00
6/24/2025	215-25-6B	BRIAN JANOSIK	2940 E RIDGE PL	GARDEN SHED	SELF	\$ 3,000.00	\$ 124.00	\$99.20
6/25/2025	216-25-6B	SAMANTHA XIOUG	8175 OAKWOOD	DETACHED GARAGE	AFFORDABLE CONTRACTING	\$ 50,000.00	\$ 250.80	\$200.64
6/26/2025	217-25-6B	JOHN LARSON	2947 E RIDGE PL	INGROUND POOL	CLA LANDSCAPES		\$ 150.00	\$120.00
6/26/2025	218-25-6E	JOHN LARSON	2947 E RIDGE PL	INGOUND POOL ELECT	P&J KAMPO	\$ 500.00	\$ 100.00	\$80.00
								\$0.00
					TOTALS	\$ 2,021,470.00	\$ 12,691.30	\$10,153.04

TOWN OF WINNECONNE PERMITS:

6/11/2025	59-25-6B	THE STORAGE PLACE	6392 CROSS	MINI STORAGE	A&M CONST	\$ 184,000.00	\$ 353.36	\$ 282.69
6/11/2025	60-25-6B	JERRY CEGIEL	6777 WENTZEL SHORE	REROOF	ALL-AMERICAN CONST	\$ 12,000.00	\$ 40.00	\$ 32.00
6/11/2025	61-25-6E	CURT MARX	6445 PAULSON	NSFD ELECT	MK ELECT	\$ 15,000.00	\$ 129.54	\$ 103.63
6/11/2025	62-25-6H	CURT MARX	6445 PAULSON	NSFD HVAC	MARTENS HVAC	\$ 12,000.00	\$ 129.54	\$ 103.63
6/11/2025	63-25-6P	CURT MARX	6445 PAULSON	NSFD PLUMB	KIETH PETERSON PLUMB	\$ 15,000.00	\$ 129.54	\$ 103.63
6/16/2025	64-25-6B	MATT SAGORAC	6901 SUNSET	RE-ROOF	SECURITY ROOFING	\$ 28,151.00	\$ 50.00	\$ 40.00
6/17/2025	65-25-6P	HUISMAN HOMES	6674 FALCON	NSFD PLUMB	INTEGRITY PLUMB	\$ 18,000.00	\$ 183.42	\$ 146.74
6/17/2025	66-25-6E	VERIZON WIRELESS	6548 CTY M	SERVICE	STRAY VOLTAGE	\$ 15,000.00	\$ 105.00	\$ 84.00
6/19/2025	67-25-6E	THE STORAGE PLACE	6392 CROSS	SERVICE	ELECTRICAL SERVICES	\$ 3,000.00	\$ 219.96	\$ 175.97
6/19/2025	68-25-6B	PETER KRIZ	5937 OAK	REROOF	SCHSBEL EXTERIORS	\$ 20,700.00	\$ 50.00	\$ 40.00
6/25/2025	69-25-6E	DAVE BLACK	6752 E WENTZEL SHORE	GENERATOR INSTALL	ADAMS POWER	\$ 12,836.00	\$ 60.00	\$ 48.00
								\$ -
					TOTALS	\$ 335,687.00	\$ 1,450.36	\$ 1,160.29

MEMORANDUM

Business Item A

From: Administrator/Staff

To: Town Board

Re: Town Board review & consideration of Resolution 2025-006 Modifying the Boundaries of Clayton Sanitary District #1.

At the preceding Clayton Sanitary District Commission meeting, there was a vote to request modification of the district boundary. The addition of Tax ID #006-0632, at the request of the property owner, will allow the final phase(s) of the Scholar Ridge Estates development to be located within the district. The other 2 Tax IDs that made up the plat were already within the district boundaries.

Administrator Wisnefske will be available for questions.

SUGGESTED MOTION(S):

*Motion and **ROLL CALL** to approve Resolution 2025-006 and direct Staff to post and publish as required.*

If you have any questions about this information, please call or e-mail me.

Respectfully Submitted
Kelsey

**TOWN OF CLAYTON
Resolution 2025-006**

A RESOLUTION MODIFYING THE BOUNDARIES OF SANITARY DISTRICT #1

WHEREAS, the Town of Clayton received a request from the Town of Clayton Sanitary District #1 Board of Commissioners to modify the boundaries of Town of Clayton Sanitary District #1 by the addition of Tax Parcel 0060632 (the “**Property**”), pursuant to Wis Stat. 60.785(1)(b) and 60.71; and

WHEREAS, the Town of Clayton has determined that such a modification is necessary to allow planned and orderly development within the Town of Clayton; and

WHEREAS, the Town of Clayton has determined that public health, safety, convenience, and welfare will be promoted by the modification of the district; and

WHEREAS, the Town of Clayton has determined that the Property will be benefited by the boundary modification; and

NOW, THEREFORE, BE IT RESOLVED, that the Town of Clayton Board modify the boundaries of Town of Clayton Sanitary District #1 to include the Property, as described in the order attached hereto as **Attachment A**. Such modification shall be effective July 2, 2025.

This resolution was adopted by the Town of Clayton Board of Supervisors on the _____ day of _____, 2025.

TOWN BOARD OF THE
TOWN OF CLAYTON, WISCONSIN

By: _____
Russell D. Geise, Town Chair

ATTEST: _____
Kelsey Faust-Kubale, Clerk

ATTACHMENT A
ORDER MODIFYING THE BOUNDARIES OF SANITARY DISTRICT

[Order to be attached as PDF]

MEMORANDUM

Business Item B

From: Administrator/Staff

To: Town Board

Re: Town Board review & consideration of Ordinance 2025-005 Amending the Zoning Code of the Town of Clayton Regarding Keeping of Chickens.

Staff and the Plan Commission are respectfully requesting this change to the Zoning Ordinance. Both feel that the Conditional Use Permit process that the ordinance currently requires is no longer the best way of handling these applications. Transitioning to an administrative permit would alleviate some of the burden on both the applicant and staff.

A Conditional Use Permit currently has a \$350 application fee and requires a public hearing. The proposed permit process would have a nominal fee in the proposed range of \$50 - \$100, and would be able to be granted by Staff.

SUGGESTED MOTION(S):

*Motion and **ROLL CALL** to approve Ordinance 2025-005 and direct Staff to post and publish as required.*

If you have any questions about this information, please call or email me.

Respectfully Submitted
Kelsey

ORDINANCE 2025-005

AN ORDINANCE AMENDING ZONING CODE OF THE TOWN OF CLAYTON REGARDING KEEPING OF CHICKENS

The Town Board of Supervisors of the Town of Clayton do ordain as follows:

Section 1. That Chapter, ANIMALS, **Keeping of Chickens.**, is hereby created to read as follows:

§ 1.1 Keeping of Chickens.

A. Definitions. As used in this section, the following terms shall have the meanings indicated:

CHICKEN - Shall mean a female hen or pullet.

CHICKEN TRACTOR - A movable chicken coop lacking a floor.

HENHOUSE/COOP - A structure where chickens are kept.

ROOSTER - Shall mean a male domestic fowl older than 3 months.

B. A permit under this section is required for the keeping of chickens and establishment of a henhouse for all districts, except for A-1 agribusiness zoning district, or lots in the A-2 general agriculture zoning district exceeding 5 acres.

C. Permit.

1. A permit shall be issued only to the primary owner(s) of record of a single-family residence located in a residential district. The property owner/permittee shall reside on the premises regulated by the permit. The propagation of chickens for commercial purposes or for any activity or purpose not related to the personal purpose of the permit holder shall be prohibited.

2. The permit application shall include proof of registration with the Wisconsin Department of Agriculture, Trade and Consumer Protection pursuant to Section 95.51, Wis. Stats.

3. The permit application shall include a diagram describing the location of the henhouse in relationship to lot boundaries as required by Article 7, Chapter 9, Division 13, of the Code. The Town Clerk or their designee shall review the plan with staff before issuing the permit.

4. All permits shall be issued for a term of one year, commencing with the first day of January of each year and terminating as of 12:00 midnight on December 31 of each year. Application for permits may be made from January 1 through March 31st of each year without a late fee. A permit that is not renewed shall be considered expired.

5. The permit information shall be attached to the henhouse, which shall include a name, permit number and an emergency contact telephone number.

6. Permit, late fee and renewal fees shall be paid in accordance with the fee schedule set by resolution of the Town Board of Supervisors.

8. A permit shall expire at such time as the permittee no longer maintains chickens at the permitted address.

9. Revocation. A permit may be revoked by the Town Clerk or their designee at the request of the Building Inspector, Fire Inspector, Fire Chief, Police Chief, Town Administrator, or any of their designees for the following reasons:

a. Failure to comply with any of the provisions of this section of the Code.

b. Where the keeping of chickens is determined to create a nuisance as defined by Chapter 218 of the Code.

c. Where it is determined that the keeping of chickens is detrimental to the life or health of an adjacent property owner. A written physician's report of a medical condition is proof that it would be detrimental.

d. Once revoked, a permit shall not be reissued for a two-year period.

11. Any applicant whose permit application has been denied or revoked under the provisions of this Ordinance shall have the right to appeal said denial.

12. Any permit holder who has his/her permit revoked must within 96 hours properly remove the chickens and henhouse from such property.

D. Standards.

1. A total of six (6) hens and/or pullets per lot shall be permitted within the A-1 agribusiness zoning district, or those in the A-2 general agriculture zoning district, provided the lot size of the A-2 lot is in excess of 5 acres.

2. Roosters shall be prohibited on any lot not within the A-1 agribusiness zoning district, or those in the A-2 general agriculture zoning district, provided the lot size of the A-2 lot is in excess of 5 acres.

2. The slaughter of chickens shall be prohibited.

3. Chickens shall be housed within a detached structure used exclusively to keep hens. One henhouse shall be permitted per lot in the A-2 general agriculture zoning district if the lot size of the A-2 lot is in excess of 5 acres, provided that the accessory buildings, maximum floor area has not been met.

4. A henhouse shall be an enclosed, predator-proof structure that is adequately ventilated and sufficient in size to allow free movement of the fowl, and conform to Building Code requirements. An outdoor covered run may be permitted when attached to and made part of a henhouse.

5. Chickens must be secured within a henhouse during non-daylight hours.

6. Chickens may not roam free outside of a henhouse or enclosed run, or roam off of the permitted property. No dog or cat or other domesticated animal that kills a chicken off of the permitted property will, for that reason alone, be considered a dangerous or aggressive animal.

Section 6. That Chapter 330, Zoning, **§330.08-444 Backyard Chickens**, and the corresponding information contained in the most current version of the Land Use Matrix, is hereby amended to read as follows:

Add Thereto:

A. Number. A total of 6 hens and/or pullets per lot shall be permitted.

B. Roosters. The keeping of roosters is prohibited on any lot not within the A-1 agribusiness zoning district, or those in the A-2 general agriculture zoning district, provided the lot size of the A-2 lot is in excess of 5 acres.

C. Slaughter of chickens prohibited. The slaughter of chickens of the premises of any lot outside the A-1 agribusiness zoning district is prohibited.

D. Permit for chicken keeping required on all zoning districts except A-1 agribusiness zoning district.

E. The maximum height and size of a henhouse and covered run shall conform with the accessory buildings, maximum floor area of the recorded zoning district of the lot.

H. Henhouse construction shall utilize a building design and materials suitable for a residential district. The re-use of storage containers, vehicles or parts thereof, and similar objects for a henhouse shall be prohibited.

I. No henhouse or henhouse and outdoor run shall be located within 25 feet of any side and/or rear lot line, residential structure on an adjacent lot, and/or be sited to obstruct an existing drainage course or create a drainage problem for the property on which it is situated or for any neighboring property.

J. Any henhouse or henhouse and outdoor run that is abandoned or its use discontinued for the keeping of chickens for a period of twelve (12) months shall be removed from the premises by the property owner. Modification of a henhouse or henhouse and outdoor run for some other use shall not be permitted.

K. Registration required. The property owner/permittee must register the premises where chickens are kept with the Wisconsin Department of Agriculture, Trade and Consumer Protection as required by state law, and maintain such registration for so long as may be required.

Section 8. Any person violating the provisions of this Ordinance shall be subject to the penalty provided in Chapter 330, Article 14 of the Code.

Section 9. The appropriate Town officials are hereby authorized and directed to take such action as is necessary to effectuate the terms of this Ordinance.

Section 10. All other ordinances and resolutions inconsistent with the provisions of this Ordinance are hereby repealed.

Section 11. This Ordinance shall take effect and be in force upon its passage and publication as provided by law.

Adopted this _____ day of _____, 20_____

Russell D. Geise, Town Chair

Attest: Kelsey Faust-Kubale, Town Clerk

MEMORANDUM

Business Item C

From: Administrator/Staff

To: Town Board

Re: Town Board review & consideration of Ordinance 2025-006 Amending the Ordinance Establishing All-Terrain & Utility-Terrain Vehicle Routes.

A request was made by the KnightRiders ATV Club (included) to amend our ordinance for uniformity across all municipalities in Winnebago County. The County amended its ordinance (Section 7.16 General Code) to change the speed limits to regular posted speeds. The Winnebago County Sheriff's Office supports this requested change to make enforcement more uniform across all municipalities.

The material amendment to the Town's ordinance is 6.1(c) to observe posted roadway speed limits.

SUGGESTED MOTION(S):

*Motion and **ROLL CALL** to approve Ordinance 2025-006 and direct Staff to post and publish as required.*

If you have any questions about this information, please call or email me.

Respectfully Submitted
Kelsey

June 23, 2025

RECEIVED
JUN 24 2025

To: Town of Clayton

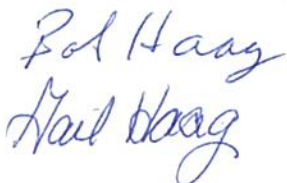
Re: Request Amending ATV/UTV Ordinance 2024-002

I am writing this letter on behalf of myself, all ATV/UTV enthusiasts in Winnebago County, and the Winnebago County ATV Alliance who are requesting a review of the Town of Clayton's ATV/UTV Ordinance 2024-002.

On June 17, 2025 the Winnebago County Board voted to amend their ordinance, Section 7.16 of the General Code of Winnebago County: All-Terrain Vehicle/Utility Terrain Vehicle Routes and Regulations passing the changes with a vote of 26 to 5. The major changes were:

- 1) Eliminating time of operation.
- 2) Eliminating car count.
- 3) Change speed limit to regular posted speeds.
- 4) Opening more county highways.

With this passage we are going back to all Townships to amend their ordinances to follow the County Ordinance. These changes were approved by the Winnebago County Sheriff's Office. We are looking to obtain uniformity in the county to allow proper enforcement.



Gail & Bob Haag

KnightRider's ATV Club

Winnebago County ATV/UTV Alliance

Town of Clayton

Ordinance 2025-006

AN ORDINANCE AMENDING ORDINANCE 2024-0023 ESTABLISHING ALL-TERRAIN & UTILITY-TERRAIN VEHICLE ROUTES

Section 1 – Authority

1.1 This ordinance is established to create all-terrain vehicle and utility-terrain vehicle routes pursuant to the authority granted to towns by Wis. Stat. § 23.33(8)(b) and § 23.33(11).

Section 2 – Purpose and Intent

2.1 The Town of Clayton, Winnebago County adopts the following all-terrain vehicle (ATV) and Utility Terrain Vehicle (UTV) Route Ordinance upon the roadways listed in Section IV. The purpose of this ordinance is to establish an ATV/UTV route and provide safe and enjoyable ATV/UTV recreation consistent with public rights and interests. The Town Board finds that the ATV/UTV route will provide recreational opportunities to members of the public and will provide economic opportunities for town businesses. The Town Board further finds that public safety on town roads is unlikely to be negatively impacted and the use of ATV/UTVs on town roads is unlikely to create wear and tear which would require maintenance earlier than would be necessary if ATV/UTVs were not allowed.

Section 3 – Definitions

3.1 “All-terrain vehicle” or “ATV” means the following, as defined in Wis. Stat. § 23.33(1)(b) and any amendments thereto: A commercially designed and manufactured motor-driven device to which all of the following applies:

- a. It has a weight, without fluids, of 900 pounds or less.
- b. It has a width of 50 inches or less.
- c. It is equipped with a seat designed to be straddled by the operator.
- d. It travels on 3 or more low-pressure tires or non-pneumatic tires.

3.2 “Utility-terrain vehicle” or “UTV” means any of the following, as defined in Wis. Stat. § 23.33(1)(ng) and any amendments thereto:

- a. A commercially designed and manufactured motor-driven device that does not meet federal motor vehicle safety standards in effect on July 1, 2012, that is not a golf cart, low-speed vehicle, dune buggy, mini-truck, or tracked vehicle, that is designed to be used primarily off of a highway, and that has, and was originally manufactured with, all of the following:
 - i. A weight, without fluids, of 2000 pounds or less.
 - ii. Four or more low-pressure tires or non-pneumatic tires.
 - iii. A steering wheel.
 - iv. A tail light.
 - v. A brake light.
 - vi. Two headlights.

- vii. A width of not more than 65 inches.
- viii. A system of seat belts, or a similar system, for restraining each occupant of the device in the event of an accident.
- ix. A system of structural members designed to reduce the likelihood that an occupant would be crushed as the result of a rollover of the device.
- b. A commercially designed and manufactured motor-driven device to which all of the following applies:
 - i. It has a weight, without fluids, of more than 900 pounds but not more than 2,000 pounds.
 - ii. It has a width of 50 inches or less.
 - iii. It is equipped with a seat designed to be straddled by the operator.
 - iv. It travels on 3 or more low-pressure tires or non-pneumatic tires.

3.3 “ATV/UTV Route” means a roadway designated by Town ordinance for use by all-terrain vehicle operators or utility-terrain vehicle operators or as defined in Wis. Stat. § 23.33(1)(c) and any amendments thereto.

Section 4 – Routes

- 4.1 The area designated as an ATV/UTV route shall be as follows:
- a. All town roads west of State Highway 76 within the Town of Clayton including those roads already approved are hereby designated as ATV/UTV routes with the exception of County Road T south of County Road II to Hickory Avenue.
 - b. The following County roadway located in the Town of Clayton is hereby declared an ATV/UTV route if authorized by the County of Winnebago:
 - i. County Road T from County Road II to the intersection of Larsen Road.

Section 5 – Special Conditions

5.1 The Town of Clayton shall have the authority to suspend operation in any of the above areas due to hazard, construction, or emergency conditions in any segment listed above.

5.2 The Town of Clayton Clerk shall be provided with a current route map.

5.3 All ATV/UTV operators must adhere to the laws set forth by the Wisconsin Department of Natural Resources, with the understanding the Town Ordinance may be more restrictive.

Section 6 - Limitations

- 6.1 The following limitations apply to all areas designated in this ordinance:
- a. ATV/UTV operators shall wear eye protection. A UTV full windshield is acceptable in lieu of separate eye protection.
 - b. ATV/UTV operators and passengers shall wear a seat belt.
 - c. ATV/UTV operators on routes shall observe posted roadway speed limits.
 - d. ATV/UTV operators on routes must slow ATV/UTV to 10 mph or less when riding within 100 feet of a person who is not on a motorized vehicle. This includes, but is not limited to slowing for anglers, hikers, bicyclists, joggers, horses, etc. as well as for other ATV/UTV operators standing along the road.
 - e. ATV/UTV operators shall ride single file.

- f. ATV/UTV may be operated on any designated route twenty-four (24) hours per day, seven (7) days per week.
- g. ATV/UTV operators must have attained the age of sixteen (16) and must have a valid driver's license.
- h. No person under the age of eighteen (18) may operate an ATV/UTV on any designated route unless wearing approved protective headgear.
- i. Operators of ATV/UTV shall observe all laws of the state of Wisconsin pertaining to the use of ATV/UTV.
- j. ATV/UTV operators shall ride on paved surfaces only.
- k. No ATV/UTV may be operated on any designated route without fully functional headlights and taillights. Lights are required to be used at all times during operation of the vehicle.
- l. Town of Clayton ATV/UTV routes can be closed at any time by the Town Board when public safety is at risk.
- m. Operators must use hand signals when turning if ATV/UTV is not equipped with turn signals.
- n. Driver must carry vehicle registration and proof of insurance at all times.
- o. No ATV/UTV may be operated on any designated route which the ATV/UTV does not meet all applicable Federal noise and air pollution standards.

Section 7 – Route Signs

7.1 The Town of Clayton, or its designee, shall maintain all route signs within the Town.

7.2 All required designated route signs shall be paid for and installed by an ATV/UTV club or association, under the direction of the Town of Clayton.

7.3 All signs posted shall be in compliance with the Federal manual on uniform traffic control devices.

7.4 No person may erect, remove, obscure, or deface any official designated route sign unless authorized by the Town of Clayton Town Board.

7.5 No person shall operate an ATV/UTV contrary to any authorized and official posted signage.

Section 8 – Enforcement

8.1 The Town Board authorizes the Winnebago County Sheriff to enforce this ordinance as well as any other law enforcement officer authorized to enforce the laws of the State of Wisconsin, including but not limited to, an officer of the state patrol, an inspector under Wis. Stats. §110.07(3), a conservation warden, or the county sheriff.

Section 9 – Penalties

9.1 Wisconsin state All-Terrain Vehicle penalties as found in Wis. Stats. §23.33(13), are adopted by reference.

9.2 Adoption of this ordinance shall not prohibit any law enforcement officer or DNR Warden from proceeding under any other ordinance, regulation, statute, law or order that pertains to the subject matter addressed under this section.

Section 10 – Severability

10.1 If any section, clause, provision or a portion of this ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remaining provisions shall not be affected thereby.

Section 11 – Effective Date

11.1 This ordinance becomes effective upon passage and publication. The clerk shall send a copy of the ordinance to the Winnebago County Sheriff, the State Traffic Patrol, and the Department of Natural Resources.

Passed this _____ day of _____, 20_____

Attest:

Russell D. Geise, Town Chairman

Kelsey Faust-Kubale, Town Clerk

6/26/2025 12:12 PM

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ACCT

NICOLET NATIONAL BANK (POOLED)

Accounting Checks

Posted From: 6/01/2025 From Account:
Thru: 6/30/2025 Thru Account:

Check Nbr	Check Date	Payee	Amount
31826	6/03/2025	AIT BUSINESS TECHNOLOGIES LLC MONTHLY MONITORING	2,702.53
31827	6/03/2025	ASSOCIATED APPRAISAL CONSULTANTS INC JUNE 2025 ASSESSOR FEES INTERNET&MAINT	1,942.54
31828	6/03/2025	BOARDMAN & CLARK LLP DISTICT EXPANSION	64.00
31829	6/03/2025	CEDAR CORPORATION OFFICE MAP ASSIST	6,311.25
31830	6/03/2025	CINTAS CORPORATION	1,220.62
31831	6/03/2025	CLA - CLIFTONLARSONALLEN LLP ASSIST MAR - APR 2025	3,935.98
31832	6/03/2025	COUNTRY VISIONS COOPERATIVE truck #20 & 21	400.25
31833	6/03/2025	CROSS PLUMBING INC TURN AND TEST ON PARK WATER FOR SUMMER	246.25
31834	6/03/2025	EMERGENCY SERVICES MARKETING CORP, INC IAR SOFTWARE YR 3 (8/2/25 - 8/1/2026)	735.00
31835	6/03/2025	GANNETT WISCONSIN LOCALIQ POST CRESCENT NOTICES	351.90
31836	6/03/2025	GRACE WITT PROVISIONAL OPER LIC NOT NEEDED	15.00
31837	6/03/2025	KNOX COMPANY 5 KNOX BOXESFOR INVENTORY	2,498.00
31838	6/03/2025	LANGE ENTERPRISES INC 8 address signs	251.57
31839	6/03/2025	LUCKY'S LAND MANAGMENT LLC MOW GRASS	1,400.00
31840	6/03/2025	MCMAHON ASSOCIATES INC BUILDING INPS APR - MAY 3 2025	3,471.45
31841	6/03/2025	N&M AUTO SUPPLY OIL FILTERS	124.13
31842	6/03/2025	NEENAH JOINT SCHOOL DISTRICT JUNE 2025 PERMIT FEES	352.97
31843	6/03/2025	PREMIUM WATERS INC BOTTLED WATER	41.46
31844	6/03/2025	QUALITY TRUCK CARE CENTER, INC TRUCK 19 STEER AXLE	428.19

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ACCT

NICOLET NATIONAL BANK (POOLED)

Accounting Checks

Posted From: 6/01/2025 From Account:
Thru: 6/30/2025 Thru Account:

Check Nbr	Check Date	Payee	Amount
31845	6/03/2025	RC MOWERS PULLEY AND V-GROOVE BELT SHIPPING	13.28
31846	6/03/2025	SPARK DEVELOPMENT CO overpay of sewer billing	40.06
31847	6/03/2025	STRYKER EMBROIDERY CHRIS	132.00
31848	6/03/2025	WI SCTF BI 5-30-25	148.00
31849	6/03/2025	INTERNAL REVENUE SERVICE 941 FAIL TO PAY ON TIME	297.81
31850	6/18/2025	ACCURATE ALIGHMENT & FRAME SERVICE REPLACE FRNT SUSPENSION 2016 NAVISTAR	3,052.74
31851	6/18/2025	ADVANTAGE OVERHEAD DOOR, LLC pins and hinges on door @ fire station	223.00
31852	6/18/2025	AIT BUSINESS TECHNOLOGIES LLC 3 COMP MONITORS	1,664.59
31853	6/18/2025	FIRE CATT LLC FIRE HOSE TESTING UITLIZING FIRE CATT	4,838.40
31854	6/18/2025	FOX VALLEY TECHNICAL COLLEGE FIRE OFFICER T URIDIL	1,290.25
31855	6/18/2025	FOX WEST REGIONAL SEWERAGE COMMISSION MAY 2025 OPER & MAINT	6,973.88
31856	6/18/2025	HORTON GROUP INC 6-2025 -6-2026	45,745.00
31857	6/18/2025	LANGE ENTERPRISES INC 2 address signs	80.07
31858	6/18/2025	LIBERTY TIRE SERVICES LLC CLEAN UP @8386 HWY 76 TIRES	1,759.56
31859	6/18/2025	LUCKY'S LAND MANAGMENT LLC TRAIL MOW	2,000.00
31860	6/18/2025	MANNING GROSS & MASSENBURG LLP APR 2025 LEGAL FEES	18,028.00
31861	6/18/2025	MCMAHON ASSOCIATES INC BUILDING INPS APR - MAY 3 2025	27.00
31862	6/18/2025	MENARDS COARSE SALT 49 BAGS @50LBS	342.77
31863	6/18/2025	N&M AUTO SUPPLY NAPA GOLD	292.68

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NICOLET NATIONAL BANK (POOLED)

Accounting Checks

Posted From: 6/01/2025 From Account:
Thru: 6/30/2025 Thru Account:

Check Nbr	Check Date	Payee	Amount
31864	6/18/2025	NEW FARM TECHNOLOGIES LLC rent	1,311.00
31865	6/18/2025	NORTHEAST ASPHALT INC	279.65
31866	6/18/2025	QUALITY TRUCK CARE CENTER, INC TRUCK 19 STEER AXLE short pay on prev	54.00
31867	6/18/2025	RHYME BUSINESS PRODUCTS LEASE MAY 2025 EXTRA COLOR COPIES	824.46
31868	6/18/2025	ROCK SOLID PROPERTIES LLC OVERPAY ON INSPECTION	10.00
31869	6/18/2025	SERVICE MOTOR COMPANY	147.56
31870	6/18/2025	STERICYCLE/SHRED-IT SHRED SERVICES	147.42
31871	6/18/2025	TEAMSTERS LOCAL UNION 662 JULY 2025 UNION DUES COLLECTED	203.00
31872	6/18/2025	TED ECKSTEIN MAY MOWING @ 4815 FAIRVIEW/7890 CTY T	5,500.00
31873	6/18/2025	WI DEPT OF JUSTICE MAY 2025 BACKGROUND CHECKS	161.00
31874	6/18/2025	WI SCTF BI 6-12-25	148.00
31875	6/18/2025	WINNEBAGO COUNTY TREASURER LANDFILL FEES MAY 2025	6,962.77
CS5-25	6/10/2025	CENTRAL STATES H&W FUND MAY 2025 health ins WIRE TRANSFER	20,308.50
		Manual Check	
KT5-25	6/16/2025	KWIK TRIP INC GAS SAFETY/FIRE	345.20
		Manual Check	
DOR846880	6/13/2025	WI DEPT OF REVENUE WT-6 BI 5-29	900.12
		Manual Check	
DOR994976	6/23/2025	WI DEPT OF REVENUE WT-6 TB 6-2 BI 6-12	947.81
		Manual Check	
EFTPS1985	6/13/2025	EFTPS SS	5,035.88
		Manual Check	
EFTPS6575	6/26/2025	EFTPS SS	5,753.24
		Manual Check	
NBSVCCH625	6/16/2025	NICOLET NATIONAL BANK SERVICE CHARGE FOR JUNE 2025	105.00
		Manual Check	

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ACCT

NICOLET NATIONAL BANK (POOLED)

Accounting Checks

Posted From: 6/01/2025 From Account:
Thru: 6/30/2025 Thru Account:

Check Nbr	Check Date	Payee	Amount
WE90235-25	6/10/2025	WE ENERGIES	51.68
	Manual Check	GAS BILLS 9023 CLAYTON AVE	
WPSGEN4-25	6/02/2025	WI PUBLIC SERVICE	23.01
	Manual Check	GENERATOR 4-25	
WPSSL52025	6/23/2025	WI PUBLIC SERVICE	926.78
	Manual Check	NEENAH STREET LIGHTING	
WPST&S4-25	6/04/2025	WI PUBLIC SERVICE	1,401.73
	Manual Check	4-25 MUNI /FIRE ELECTRIC	
EFPTS256051	6/04/2025	EFTPS	798.74
	Manual Check	SS	
WPS90235-25	6/18/2025	WI PUBLIC SERVICE	304.51
	Manual Check	BOOSTER PUMP ELECTRIC 04-28 TO 5-27	
Grand Total			166,093.24

6/26/2025 12:12 PM

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ACCT

NICOLET NATIONAL BANK (POOLED)

Accounting Checks

Posted From: 6/01/2025 From Account:
Thru: 6/30/2025 Thru Account:

	Amount
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Total Expenditure from Fund # 100 - GENERAL FUND	144,753.29
Total Expenditure from Fund # 230 - SOLID WASTE/RECYCLING	6,242.63
Total Expenditure from Fund # 240 - CEMETERY	5,500.00
Total Expenditure from Fund # 420 - TID #1	2,324.18
Total Expenditure from Fund # 620 - SANITARY DISTRICT	7,087.94
Total Expenditure from Fund # 640 - STORM WATER	185.20
Total Expenditure from all Funds	166,093.24