



BOARD OF SUPERVISORS MEETING

Wednesday, September 02, 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, August 19, 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

BUSINESS

- A. Discussion/Action: Town Board review & consideration of the annual renewal of the Joint Powers Agreement for the Winnebago County 911 Emergency System.

REVIEW OF DISBURSEMENTS

- A. Check Summary Register

UPCOMING MEETING ATTENDANCE

- A. Town Board (6:30 pm start unless otherwise noted) - Sept 16; Oct 7 & 21; Nov 4 & 18
- B. Plan Commission (6:30 pm start unless otherwise noted) - Sept 9; Oct 14; Nov 11

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, August 19, 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
Supervisor Grundman
Supervisor Christianson
Supervisor Reif

STAFF

Administrator Wisnefske
Clerk Faust-Kubale
Treasurer Fietzer
Attorney LaFrombois - virtual
Code Administrator Kamke

APPROVAL OF MINUTES

- A. Approval of the Minutes of the Wednesday, August 5, 2026 Town Board Meeting

MOTION

Motion made by unanimous consent to approve the Minutes of the Wednesday, August 5, 2026 Town Board Meeting as presented.

Motion carried by unanimous voice vote.

OPEN FORUM – TOWN RELATED MATTERS NOT ON THE AGENDA

Joann Woolridge, 8159 Galaxy Dr, Neenah, had additional questions regarding the rezoning application, and wondered when additional sewer & water facilities would be installed through the Town.

CORRESPONDENCE

- A. Distribution of the July 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. New - Jennifer Lemke, Century Elm
- B. Temporary Event - Sarah Schneiker
- C. Temporary Event - Paula Schwartz

BUSINESS REFERRED BY THE PLAN COMMISSION

- A. Discussion/Action: Town Board review & consideration of Ordinance 2026-004, Amending the Town of Clayton Comprehensive Plan 2040, amending the future land use categories for Tax ID #006-0352; 006-0352-01; 006-0352-01-01; 006-0353; 006-0354; and 006-0355 from 45.02 acres of Gateway Commercial & Retail to approximately 13.24 acres; 27.82 acres of Medium & High Density Residential to approximately 25.55 acres; 30.79 acres of Neighborhood Center Mixed Use to 0 acres; 37.85 acres of Parks & Recreation to approximately 22.96 acres; and add 79.73 acres of Single & Duplex Residential.

MOTION

Motion made by Supervisor Christianson, **Seconded** by Supervisor Grundman to deny Ordinance 2026-004 Amending the Town of Clayton Comprehensive Plan 2040.

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 Ordinance 2026-Z006 to Amend the Official Town of Clayton Zoning Map for the rezoning of approximately 141.48 acres from A-2 (General Agriculture District) to approximately 79.73 acres of R-2 (Suburban Residential District); approximately 25.55 acres of R-4 (Multi-Family Residential District); approximately 13.24 acres of B-2 (Community Business District); and approximately 22.96 acres of P-I (Public Institutional District).

MOTION

Motion made by Supervisor Grundman, **Seconded** by Supervisor Christianson to deny Ordinance 2026-Z0036 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.

- C. Discussion/Action: Town Board review & consideration of Ordinance 2026-005 Amending the Comprehensive Plan 2040 to correct drafting errors in the amendments made by Ordinance 2026-001, adopted January 21, 2026.

MOTION

Motion made by Supervisor Christianson, **Seconded** by Supervisor Lettau to approve Ordinance 2026-005 to Amend the Comprehensive Plan 2040 to correct drafting errors.

Voting Yea: Town Chair Geise, Supervisor Lettau, Supervisor Grundman, Supervisor Christianson, Supervisor Reif
Motion carried 5-0.

BUSINESS

- A. Discussion/Action: Town Board review & consideration of Resolution 2026-006 regarding proposed text amendments affecting the Winnebago County Chapter 16 of the Winnebago County General Code.

MOTION

Motion made by Supervisor Christianson, **Seconded** by Supervisor Grundman to approve Resolution 2026-006 regarding proposed text amendments affecting the Winnebago County Chapter 16 of the Winnebago County General Code.

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 an Application for a Temporary Class "B" license by Central Wisconsin Auto Collectors for an event to be held August 23, 2026.

MOTION

Motion made by unanimous consent to approve the application submitted by Central Wisconsin Auto Collectors and grant a Temporary Class "B" license for an event to be held on August 23, 2026.

Motion carried by unanimous voice vote.

UPCOMING MEETING ATTENDANCE

- A. Town Board (6:30 pm start unless otherwise noted) - Sept 2 & 16; Oct 7 & 21; Nov 4 & 18
 B. Plan Commission (6:30 pm start unless otherwise noted) - Sept 9; Oct 14; Nov 11
 C. Board of Review - Aug 25 beginning at 10 am

BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS

ADJOURNMENT

MOTION

Motion made by unanimous consent to adjourn at 7:00 pm.

Motion carried by unanimous voice vote.

Respectfully submitted,

Kelsey Faust-Kubale
 Town Clerk

County update



Miller, Howard <Howard.Miller@winnebagoountywi.gov>

To ■ Holly Stevens; ■ Clerk Town of Clayton; ■ townofwolfriver@centurytel.net

Reply

Reply All

Forward

Tue 8/25/2026 7:28 AM

Complete

Follow up. Completed on Thursday, August 27, 2026.

260929 towns.docx
15 KB

Good Morning

The county is working on an update of the Chapter 16 Private On-site Wastewater Treatment System (POWTS). This will affect many people in your town. A redline copy of this code change should be coming to you soon. I hope you will look it over carefully and inform the County Planning and Zoning Department of any concerns that you might have. Attached is a document I wrote that outlines a few of the changes that I feel you should be looked at carefully. It is currently scheduled to be on the public hearing agenda for Tuesday, September 29.

In September, I plan to attend the follow town board meeting:

Clayton -Sept, 2

Winchester -Sept. 21

Wolf River – Sept 28

Thanks

Howie

Howard Miller

Winnebago County Supervisor, Dist. 36

Phone: (920) 427-6423

e-mail: Howard.Miller@winnebagoountywi.gov

Winnebago County Chapter 16
Privat On-site Wastewater Treatment System (POWTS)
Howard Miller

Winnebago County is in the process of re-writing the code for Privat On-site Wastewater Treatment Systems. This will have a direct effect on many residents of the town. Please review the new code. Currently this is scheduled to go to public hearing on September 29. We would like to provide written comments for that hearing. Below are some areas that we should comment on as well as any other areas anyone may feel is important.

Section 16.01 (7)(c)

This paragraph adds travel trailers to the regulated requirements of this chapter.

Section 16.05 Holding Tanks:

This section requires a water meter to be installed on all commercial establishments that have a holding tank. It also would require, at the discretion of the county, that a water meter be installed on any property using a holding tank. This section also establishes a Holding Tank Agreement and a Holding Tank Servicing Contract. A new servicing contract would need to be submitted to the county each time an individual changes pumping contactors.

Section 16.09 (3)

This is a fee that every POWTS owner pays annually on their tax bill. The current code sets this fee at \$5/year. The new fee lets the county board decide the amount and could change every year.

Department of Public Safety

August 27th. 2026

DPS Report to Town Board

As of August 27th. the Dept. has been paged out for 167 calls. 101 were EMR calls and 48 were fire calls, and 18, that were both. This compares to 167 to date in 2025. This puts us right at pace for 2025. I discovered a formatting error in our run report program. Our total number of calls has been correct, but the breakdown was inaccurate since May. Thank you for your understanding.

Our Touch-A-Truck event was well attended. We estimate about 450 attendees.

We created a promotional video with the help of a new company looking to get a start. We plan on putting a QR link on the Clayton Fire Rescue page of the Town website and will use it on social media, such as our Facebook page.

CFR took part in the Appleton Airport's FAA required, readiness drill on August 19th.

Please contact me with questions or concerns,

Director Rieckmann

MEMORANDUM

Business Item A

From: Administrator/Staff

To: Town Board

Re: Town Board review & consideration of the annual renewal of the Joint Powers Agreement for the Winnebago County 911 Emergency System.

Included is a copy of the renewal information for the Winnebago County Joint Powers Agreement as required by State Statute 256.35(9). The Statute requires an annual renewal of the Agreement.

The agreement requires that any agency dispatched by the Winnebago County Emergency 911 System render service even if that service is out of its legal jurisdiction. The second part of the agreement sets up a Winnebago County Communications and Information System Advisory Committee to establish a protocol for emergency service communications and public safety records. Both functions are systems that need the proper protocol and records systems.

SUGGESTED MOTION(S):

Motion to approve the Winnebago County 911 System Joint Powers Agreement, and direct Staff to submit the signed document to Winnebago County Sheriff.

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

Respectfully submitted,
Kelsey

JOINT POWERS AGREEMENT WINNEBAGO COUNTY 911 EMERGENCY SYSTEM

WHEREAS, Winnebago County and the municipalities located within the boundaries of Winnebago County have implemented an Emergency 911 System for the purposes of providing emergency services to residents and visitors of these municipalities, including fire fighting, law enforcement, ambulance, medical and other emergency services; and

WHEREAS, Sec. 256.35(9), Wis. Stats. "Joint Powers Agreement", requires that in implementing a 911 system as has been done in Winnebago County, municipalities shall annually enter into a Joint Powers Agreement, which Agreement shall be applicable on a daily basis and which shall provide that if an emergency services vehicle is dispatched in response to a request through the Winnebago County 911 System, such vehicle shall render its services to the persons needing the services, regardless of whether the vehicle is operating outside the vehicle's normal jurisdictional boundaries.

THEREFORE, in consideration of the mutual promises, agreements, and conditions contained herein, it is hereby jointly agreed between Winnebago County and the **Town of Clayton**, municipality", as follows:

1. That effective **December 1, 2026**, this Agreement shall, thereafter, be applicable on a daily basis from said date through **November 30, 2027**.
2. That if an emergency services vehicle operated by the municipality, or operated by an agency with which the municipality contracts for that particular emergency service, is dispatched in response to a request through the Winnebago County Emergency 911 System, such vehicle (whether owned and operated by the municipality or by the agency) shall render its services to the persons needing the services, regardless of whether the vehicle is operating outside the vehicle's normal jurisdictional (or as defined by contract) boundaries.
3. That a Winnebago County Communications and Information System Advisory Committee shall be established to develop and recommend policy and procedures in an advisory capacity for emergency services communications and public safety records management issues in Winnebago County. A User's Guide that was developed in 1994 has been updated as necessary, and includes directives and guidelines for the proper use of E911 communication devices (which may include, but not be limited to, radios, computers, mobile data devices and pagers). Violation of User Guide directives could result in disciplinary action being imposed by the employing agency. The committee will be charged to effectively recommend equipment/software purchases and resource allocation with the authority to develop sub-committees as needed to accomplish that task. The committee may develop special ad-hoc, advisory task forces to research

regional communication network(s) with neighboring public safety departments or other County E911 Systems. The Advisory Committee will report to the County Executive and service that position in an advisory nature. Membership on the Advisory Committee shall consist of 9 representatives (appointed by the County Executive) from the following:

4 – Police Agency (separate departments) Representatives (normally the Police Chief or his/her designee).

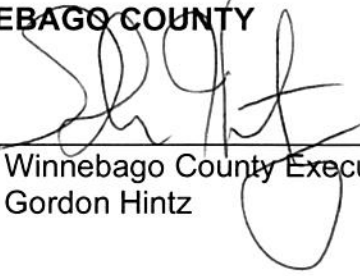
4 – Fire Agency (separate departments) Representatives (normally the Fire Chief or his/her designee).

1 – Emergency Government Representative.

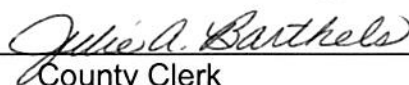
The Advisory Committee shall elect one Chair and Vice-Chair each year commencing in January.

4. That a copy of this Agreement shall be filed with the State Department of Justice, as required by Sec. 256.35 (9)(c), Wis. Stats.

WINNEBAGO COUNTY

By: 
Winnebago County Executive
Gordon Hintz

Date: 8-3-2026

By: 
County Clerk
Julie Barthels

Date: 7.22.2026

TOWN OF CLAYTON

By: _____
Town Chairman

Date: _____

By: _____
Town Clerk

Date: _____

8/27/2026 9:24 AM Reprint Check Register - Quick Report - ALL Page: 1
ACCT

NICOLET NATIONAL BANK (POOLED)

Accounting Checks

Posted From: 8/01/2026 From Account:
Thru: 8/31/2026 Thru Account:

Check Nbr	Check Date	Payee	Amount
32624	8/05/2026	AIT BUSINESS TECHNOLOGIES LLC	2,777.17
32625	8/05/2026	CEDAR CORPORATION	19,366.40
32626	8/05/2026	CINTAS CORPORATION	1,189.71
32627	8/05/2026	COUNTRY VISIONS COOPERATIVE	639.12
32628	8/05/2026	DIGGERS HOTLINE	137.60
32629	8/05/2026	GANNETT WISCONSIN LOCALIQ	220.07
32630	8/05/2026	GARROW OIL MARKETING INC	3,257.22
32631	8/05/2026	GREENVILLE FIRE DEPT	1,845.00
32632	8/05/2026	LEE RECREATION, LLC	820.00
32633	8/05/2026	MCPAHON ASSOCIATES INC	4,245.50
32634	8/05/2026	N&M AUTO SUPPLY	77.54
32635	8/05/2026	NEENAH JOINT SCHOOL DISTRICT	356.94
32636	8/05/2026	RHYME BUSINESS PRODUCTS	529.02
32637	8/05/2026	STRYKER	1,639.00
32638	8/05/2026	TOWN OF WINCHESTER FIRE DEPT	1,305.00
32639	8/05/2026	WI DEPT OF JUSTICE	14.00
32640	8/05/2026	WINNEBAGO COUNTY TREASURER	970.64
32641	8/05/2026	WINNEBAGO LIQUID WASTE	450.00
32642	8/19/2026	AMY SHAW	74.25
32643	8/19/2026	DEAN ACKMANN	67.50
32644	8/19/2026	FOX CROSSING UTILITIES	789.00
32645	8/19/2026	FOX WEST REGIONAL SEWERAGE COMMISSION	7,821.42
32646	8/19/2026	FRANCES CARUANA	214.50
32647	8/19/2026	JANICE SUUTALA	63.00
32648	8/19/2026	JOHN EWEN	76.50
32649	8/19/2026	JOHN'S SAW SERVICE	95.98
32650	8/19/2026	LANGE ENTERPRISES INC	340.24
32651	8/19/2026	LARSEN MATERIALS LLC	86.00
32652	8/19/2026	LARSEN WINCHESTER SANITARY DISTRICT	17,945.39
32653	8/19/2026	LAURA ACKMANN	67.50
32654	8/19/2026	LINDA GRUNDMAN	69.50
32655	8/19/2026	LISA LANG-RIEGEL	67.50
32656	8/19/2026	LUCKY'S LAND MANAGMENT LLC	5,400.00

8/27/2026 9:24 AM Reprint Check Register - Quick Report - ALL Page: 2
ACCT

NICOLET NATIONAL BANK (POOLED)

Accounting Checks

Posted From: 8/01/2026 From Account:
Thru: 8/31/2026 Thru Account:

Check Nbr	Check Date	Payee	Amount
32657	8/19/2026	MCC INC	2,835.00
32658	8/19/2026	MENARDS	74.40
32659	8/19/2026	MICHELLE ANDERSON	47.25
32660	8/19/2026	MSA	1,233.36
32661	8/19/2026	N&M AUTO SUPPLY	76.83
32662	8/19/2026	NORTHEAST ASPHALT INC	855.81
32663	8/19/2026	OSHKOSH FIRE & POLICE EQUIPMENT INC	3,372.00
32664	8/19/2026	PREMIUM WATERS INC	46.95
32665	8/19/2026	QUALITY TRUCK CARE CENTER, INC	55.82
32666	8/19/2026	REBECCA HASKELL	263.25
32667	8/19/2026	RED POWER DIESEL	230.00
32668	8/19/2026	SERWE IMPLEMENT CO INC	51.60
32669	8/19/2026	STERICYCLE/SHRED-IT	185.07
32670	8/19/2026	TED ECKSTEIN	5,500.00
32671	8/19/2026	TOM HERRMANN	308.00
32672	8/19/2026	VICKI SCHMIDT	72.00
32673	8/19/2026	WAYNE NEMECEK	72.00
32674	8/19/2026	WINNEBAGO COUNTY TREASURER	11,010.91
CS7-26	8/10/2026	CENTRAL STATES H&W FUND	17,600.70
DOR240	8/24/2026	WI DEPT OF REVENUE	1,006.32
DOR576	8/17/2026	WI DEPT OF REVENUE	1,040.36
KT7-26	8/14/2026	KWIK TRIP INC	500.26
NNB7-26	8/10/2026	NICOLET NATIONAL BANK	3,944.57
TAT8-26	8/10/2026	NICOLET NATIONAL BANK	1,200.00
EFPTS647	8/24/2026	EFTPS	5,348.89
EFPTS182	8/04/2026	EFTPS	780.41
EFPTS427	8/07/2026	EFTPS	5,480.31
EFPTS968	8/17/2026	EFTPS	843.32
WPSSL7-26	8/24/2026	WI PUBLIC SERVICE	935.01
2021A 9-26	8/25/2026	ASSOCIATED BANK	256,912.00
CHASE2021B	8/26/2026	CHASE BANK	8,125.00
NNBSVC8-26	8/14/2026	NICOLET NATIONAL BANK	105.00
WE83866-26	8/12/2026	WE ENERGIES	22.18

8/27/2026 9:24 AM Reprint Check Register - Quick Report - ALL Page: 3
ACCT

NICOLET NATIONAL BANK (POOLED)

Accounting Checks

Posted From: 8/01/2026 From Account:
Thru: 8/31/2026 Thru Account:

Check Nbr	Check Date	Payee	Amount
WE8386B626	8/11/2026	WE ENERGIES	-0.89
WE8386STEB	8/11/2026	WE ENERGIES	12.47
WE90236-26	8/10/2026	WE ENERGIES	16.02
WPS8-27-26	8/27/2026	WI PUBLIC SERVICE	253.15
WPS8-28-26	8/28/2026	WI PUBLIC SERVICE	183.34
WPS08-31-26	8/31/2026	WI PUBLIC SERVICE	20.24
WPS83486-26	8/05/2026	WI PUBLIC SERVICE	868.51
WPS90237-26	8/19/2026	WI PUBLIC SERVICE	281.39
Grand Total			404,787.02

8/27/2026 9:24 AM Reprint Check Register - Quick Report - ALL Page: 4
ACCT

NICOLET NATIONAL BANK (POOLED)

Accounting Checks

Posted From: 8/01/2026 From Account:
Thru: 8/31/2026 Thru Account:

	Amount
Total Expenditure from Fund # 100 - GENERAL FUND	100,648.48
Total Expenditure from Fund # 230 - SOLID WASTE/RECYCLING	6,559.16
Total Expenditure from Fund # 240 - CEMETERY	5,500.00
Total Expenditure from Fund # 250 - FIRE DONATIONS	5,989.00
Total Expenditure from Fund # 300 - DEBT SERVICE	265,037.00
Total Expenditure from Fund # 420 - TID #1	297.41
Total Expenditure from Fund # 620 - SANITARY DISTRICT	9,788.54
Total Expenditure from Fund # 640 - STORM WATER	10,967.43
Total Expenditure from all Funds	404,787.02