



BOARD OF SUPERVISORS MEETING

Wednesday, December 17, 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

APPROVAL OF MINUTES

- A. Approval of the Minutes of the Wednesday, December 3, 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 November 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

OPERATOR LICENSES ISSUED BY THE TOWN CLERK

- A. New - Brittany Jensen, Larsen Tavern

BUSINESS

- A. Discussion/Action: Town Board review & consideration of Resolution 2025-010 A Resolution Creating a Statutorily Required List of Appointed Election Inspectors for the 2026-2027 Election Cycle.
- B. Discussion/Action: Town Board review & consideration of Ordinance 2025-010 to Rescind and Recreate Ordinance 2019-008 regarding the Joint Municipal Court Intergovernmental Cooperation Agreement.

- C. Discussion/Action: Town Board review & consideration of Resolution 2025-011 a Joint Resolution Appointing the Municipal Judge for the Winneconne Joint Municipal Court.

UPCOMING MEETING ATTENDANCE

- A. Town Board (6:30 pm start unless otherwise noted) - Jan 7 & 21; Feb 4 & 18; Mar 4 & 18
- B. Plan Commission (6:30 pm start unless otherwise noted) - Jan 14; Feb 11; Mar 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, December 03, 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

EXCUSED

Supervisor Reif

STAFF

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

APPROVAL OF MINUTES

- A. Approval of the Minutes of the Wednesday, November 19, 2025 Town Board Meeting

MOTION

Motion made by unanimous consent to approve the Minutes of the Wednesday, November 19, 2025, Town Board Meeting as presented.

Motion carried by unanimous voice vote.

OPEN FORUM – TOWN RELATED MATTERS NOT ON THE AGENDA

Brittany Voigt, 3411 Winnegamie Dr, Neenah, WI, spoke regarding a request from the State of Wisconsin for a variance on their business's sprinkler system from the Town, concerns with the amount spent on Town legal fees, and feeling the minutes of the Special Electors Meeting were not accurate.

CORRESPONDENCE

- A. Distribution of the November 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

BUSINESS

- A. Discussion/Action: Town Board review & consideration of Resolution 2025-009 Amending the Town of Clayton Fee Schedule.

MOTION

Motion made by Supervisor Grundman, **Seconded** by Supervisor Christianson to approve Resolution 2025-009, Amending the Town's Fee Schedule, and direct Staff to post the new fee schedule to the Town's website.

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

Motion carried 4-0.

- B. Discussion/Action: Town Board review & consideration of increasing the amount contributed to the Length of Service VFIS for Clayton Fire Rescue to \$509.56 per eligible participant.

MOTION

Motion made by unanimous consent to approve increasing the contribution per eligible participant to \$509.56.

Motion carried by unanimous voice vote.

- C. Discussion/Action: Town Board review & consideration of an Agreement for Professional Service submitted by McMahon Associates to design, bid & construct the grading & graveling of Valley View Ct and Clayton Ridge in the amount of \$36,500.00.

MOTION

Motion made by unanimous consent to approve the Agreement for Professional Services submitted by McMahon Associates in the amount of \$36,500.00.

Motion carried by unanimous voice vote.

- D. Discussion/Action: Town Board review & consideration of a proposed Contracted Police Services Agreement between Winnebago County and the Town.

MOTION

Motion made by unanimous consent to approve the Contracted Police Services Agreement as presented.

Motion carried by unanimous voice vote.

- E. Discussion/Action: Town Board review & consideration of a Vacant Land Offer to Purchase from Thomas Lemke Jr. for Tax ID #006-1480 at a purchase price of \$17,000.00.

MOTION

Motion made by unanimous consent to accept the Offer to Purchase from Thomas Lemke Jr. for Tax ID #006-1480 at a purchase price of \$17,000.00.

Motion carried by unanimous voice vote.

REVIEW OF DISBURSEMENTS

- A. Check Summary Register

UPCOMING MEETING ATTENDANCE

- A. Town Board (6:30 pm start unless otherwise noted) - Dec 17; Jan 7 & 21; Feb 4 & 18
- B. Plan Commission (6:30 pm start unless otherwise noted) - Dec 10; Jan 14; Feb 11

BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS

ADJOURNMENT

MOTION

Motion made by unanimous consent to adjourn at 7:05 pm.

Motion carried by unanimous voice vote.

Respectfully submitted,

Kelsey Faust-Kubale
Town Clerk

**WINNEBAGO COUNTY SOLID WASTE MANAGEMENT BOARD
2025 RECYCLING TONNAGE REPORT**

	January	February	March	April	May	June	July	August	September	October	November	December	YTD	
	SS Tons	SS Tons	SS Tons	SS Tons	SS Tons	SS Tons	SS Tons	SS Tons	SS Tons	SS Tons	SS Tons	SS Tons	SS Tons	
001	T. Algoma	64.10	34.34	39.99	41.09	45.98	44.27	43.86	53.16	40.77	39.37	40.82	487.75	T. Algoma
002	T. Black Wolf	21.21	17.29	16.94	18.97	26.25	19.69	27.20	18.73	16.89	21.27	17.02	221.46	T. Black Wolf
003	T. Clayton	32.22	29.62	33.53	36.01	36.70	37.20	39.76	32.87	42.09	31.64	33.48	385.12	T. Clayton
004	V. Fox Crossing	119.59	82.63	99.67	113.34	114.59	102.28	126.41	101.28	102.02	110.05	96.26	1168.12	V. Fox Crossing
005	T. Neenah	29.20	30.96	36.68	25.81	33.18	27.11	35.46	28.45	24.09	32.37	25.68	328.99	T. Neenah
006	T. Nekimi	10.28	8.29	8.90	10.71	9.53	8.94	12.29	8.50	7.84	9.88	7.30	102.46	T. Nekimi
008	T. Omro	9.81	8.11	10.97	7.02	12.09	11.72	9.48	10.02	11.27	8.81	8.86	108.16	T. Omro
013	T. Vinland	11.96	9.62	13.12	18.47	15.12	13.86	18.05	14.36	16.46	11.54	13.18	155.74	T. Vinland
014	T. Winchester	16.40	11.56	12.21	11.97	14.52	14.96	13.70	13.59	11.72	15.14	12.50	148.27	T. Winchester
015	T. Winneconne	26.60	18.26	18.39	21.98	34.03	26.11	39.00	26.82	31.24	33.46	25.38	301.27	T. Winneconne
016	T. Wolf River	9.51	4.80	6.47	6.11	7.81	10.48	15.17	8.79	8.04	7.72	7.41	92.31	T. Wolf River
017	V. Winneconne	18.98	15.42	14.80	13.92	18.32	12.45	19.68	15.15	14.09	17.65	13.56	174.02	V. Winneconne
018	C. Menasha	131.18	77.49	117.63	120.69	100.23	132.58	108.30	110.27	91.77	121.91	70.04	1182.09	C. Menasha
019	C. Neenah	169.09	131.53	149.20	171.61	180.26	164.84	181.55	155.18	161.76	164.25	146.09	1775.36	C. Neenah
020	C. Omro	29.79	16.95	18.62	19.11	20.19	21.35	25.39	23.89	18.81	18.85	19.05	232.00	C. Omro
021	C. Oshkosh	315.79	254.82	291.80	333.34	384.65	351.73	342.12	297.60	301.09	295.75	255.30	3423.99	C. Oshkosh
	Other SS	278.51	173.11	265.54	244.17	282.10	229.55	282.43	215.14	170.44	130.38	114.93	2386.30	Other SS
	TOTAL TONS	1294.22	924.80	1154.46	1214.32	1335.55	1229.12	1339.85	1133.80	1070.39	1070.04	906.86	12673.41	TOTAL TONS

	Population	SS lbs./person		Population	SS lbs./person		Population	SS lbs./person
T. Algoma	6,867	142.06	T. Omro	2,413	89.65	C. Menasha	18,662	126.68
T. Black Wolf	2,429	182.35	T. Vinland	1,754	177.58	C. Neenah	27,611	128.60
T. Clayton	4,525	170.22	T. Winchester	1,783	166.32	C. Omro	3,624	128.04
V. Fox Crossing	19,285	121.14	T. Winneconne	2,647	227.63	C. Oshkosh	67,245	101.84
T. Neenah	3,664	179.58	T. Wolf River	1,214	152.08			
T. Nekimi	1,324	154.77	V. Winneconne	2,514	138.44	Total	167561	122.79

*Population updated on 1/31/24 from Dept. of Admin. "January 1, 2024 Final Population Estimates"

https://doa.wi.gov/DIR/Final_Ests_Muni_2024.pdf

https://doa.wi.gov/Pages/LocalGovtsGrants/Population_Estimates.aspx

** Other SS - in 2017 include all direct haul to OC (City Disposal, etc.)

MEMORANDUM

Business Item A

From: Administrator/Staff

To: Town Board

Re: Town Board review & consideration of Resolution 2025-010 A Resolution Creating a Statutorily Required List of Appointed Election Inspectors for the 2026-2027 Election Cycle.

Included in the packet is a copy of Resolution 2023-010 and the names proposed for approval as Election Inspectors for the Town.

Suggested Motion:

*Motion and **ROLL CALL** to approve Resolution 2025-010 Creating a Statutorily Required List of Appointed Election Inspectors for the 2025-2026 election cycle and the listed names on Exhibit A as presented.*

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

Respectfully Submitted,
Kelsey

**Town of Clayton
Resolution 2025-010**

**A Resolution Creating a Statutorily Required List of
Appointed Election Inspectors Submitted for Approval by the
Town Chair**

WHEREAS, The Town Board for the Town of Clayton, County of Winnebago is aware that Wisconsin Statutes do require the appointment of Election Poll Workers every 2 years; and

WHEREAS, The Town Board for the Town of Clayton, County of Winnebago is aware that the Clerk may receive input from both the Democratic and Republican Parties on the names provided to the Board on the attached, Exhibit A, List of Eligible Poll Workers; and

WHEREAS, The Town Board for the Town of Clayton, County of Winnebago is aware that the Clerk has received input from only the Republican Party on the names provided to the Board on the attached, Exhibit A, List of Eligible Poll Workers; and

WHEREAS, The Town Board for the Town of Clayton, County of Winnebago has received the attached, Exhibit A, List of Eligible Poll Workers; and

WHEREAS, The Town Board for the Town of Clayton, County of Winnebago has received a request from the Town Clerk to appoint the individuals named on the attached, Exhibit A, List of Eligible Poll Workers and Chief Poll Worker for Elections Held in CY 2026 and CY 2027; and

NOW THEREFORE BE IT RESOLVED, that the Town Board for the Town of Clayton, County of Winnebago does appoint the individuals named on the attached, Exhibit A, List of Eligible Poll Workers and Chief Poll Worker for Elections Held in CY 2026 and CY 2027.

Vote: Yes: No: Abstain:

Adopted this _____ day of December, 20_____

Attest:

Russell D. Geise, Town Chair

Kelsey Faust-Kubale, Clerk

Attachment A**2026-2027 Election Inspectors**

Last Name	First Name
Haskell	Becky
Caruana	Fran
Anderson	Michelle
Irvine	Andy
Ackmann*	Dean
Ackmann*	Laura
Andersen	Bridget
Balzar	Betty Jo
Beckwith	Linda
Bureau	George
Bureau	Ramona
Codner	Carol
Cox	James
Dieck-Hillegas	Christine
Eastman-Kiesow	Jennie
Ewen	John
Grundman	Linda
Grzyb	Gerry
Hyatt	Kari
Jacob	Kerri
Lang-Riegel	Lisa
Lewis	Cristina
Mankiewicz	Jenny
Morrissey	Beth
Moss	Sarah
Nemecek	Wayne
Petersen	Jill
Probst	Lois
Rasmussen*	Ronald
Recker	Cheryl
Schmidt	Vicki
Shaw*	Amy
Strobel*	Darci
Suutala	Janice
Suutala	Rock
Winter	Kim

MEMORANDUM

Business Item B

From: Administrator/Staff

To: Town Board

Re: Town Board review & consideration of Ordinance 2025-010 to Rescind and Recreate Ordinance 2019-008 regarding the Joint Municipal Court Intergovernmental Cooperation Agreement.

This item was requested due to the addition of the Town of Hortonia and the implementation of an annual fee of \$200.00.

Suggested Motion:

*Motion and **ROLL CALL** to approve Ordinance 2025-010 to Rescind and Recreate Ordinance 2019-008.*

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

Respectfully Submitted,
Kelsey

ORDINANCE 2025-010
JOINT MUNICIPAL COURT
INTERGOVERNMENTAL COOPERATION AGREEMENT

AN ORDINANCE TO RESCIND AND RECREATE ORDINANCE 2019-008 OF THE MUNICIPAL CODE OF TOWN OF CLAYTON, AND

PURSUANT TO WIS. STATS. §66.0301 AND CHAPTER 755 OF THE WISCONSIN STATUTES.

THE TOWN BOARD OF THE *TOWN OF CLAYTON*, WINNEBAGO COUNTY, WISCONSIN, DOES HEREBY ORDAIN AS FOLLOWS:

SECTION I. Ordinance 2019-008 of the Code of Ordinances of the *Town of Clayton*, Winnebago County, Wisconsin, is hereby rescinded and recreated as follows:

A. Joint Municipal Court Created/Annual Fee

(1) Pursuant to the authority granted by Chapter 755 of the Wisconsin Statutes, there is hereby created and established a Joint Municipal Court to be designated Winneconne Joint Municipal Court [hereinafter referred to as Joint Municipal Court] having jurisdiction over the Village of Winneconne, Town of Winneconne, Town of Vinland, the Town of Clayton, the Town of Neenah, the Town of Winchester, and the Town of Horton, said Court to become operative and functional on **January 5, 2026** or at such time as certification has been received from the Chief Judge of the Judicial Administrative District and notification has been provided to the Director of State Courts of the adoption of this Ordinance, whichever is later.

(2) Pursuant to §66.0301(2) Wis. Stats. the Joint Municipal Court has implemented an annual fee of \$200.00 per municipality. This fee will be billed each year on January 15 and must be paid within 30 days of issuance. The funds collected will be allocated toward the administration and operational support of the Joint Municipal Court.

B. Municipal Judge

(1) **Qualifications:** The Joint Municipal Court shall be under the jurisdiction of and presided over by a Municipal Judge who resides in one (1) of the municipalities that is a party to the agreement forming the Joint Municipal Court.

(2) **Oath and Bond:** The Municipal Judge shall, after election or appointment to fill a vacancy, take and file the official oath as prescribed in §757.02(1), Wis. Stats., and at the same time execute and file an official bond in the amount of \$20,000.00. The Municipal Judge shall not act until the oath and bond have been filed as required by §19.01(4) Wis. Stats and the requirements of §755.03(2) Wis. Stats. have been complied with.

(3) **Salary:** The salary of the Municipal Judge shall be determined by the Village of Winneconne Board and paid for by the Village of Winneconne. No salary shall be paid for any time during the term during which the Municipal Judge has not executed the official bond or official oath, as required by §755.03, Wis. Stats., and filed pursuant to §19.010(4) Wis. Stats.

C. Elections

(1) Term: The Municipal Judge shall be elected at large and serve for a term of four (4) years commencing on May 1 succeeding his or her election. All candidates for the position of Municipal Judge shall be nominated by nomination papers as provided in §8.10 Wis. Stats., and selection at a primary election, if such is held, as provided in §8.11, Wis. Stats. The County Clerk's office shall serve as filing officer for the candidates.

(2) Electors: Electors in all municipalities that are parties to the agreement shall vote for a judge.

D. Jurisdiction

The Joint Municipal Court shall have jurisdiction over incidents occurring on or after the establishment of the Joint Municipal Court as provided in Article VII, Sec. 14 of the Wisconsin Constitution, §755.045 and §755.05, Wis. Stats., and as otherwise provided by state law. In addition, it shall have exclusive jurisdiction over actions in the municipalities that are parties to the agreement seeking to impose forfeitures for violations of municipal ordinances, resolutions and bylaws.

The Municipal Judge may issue civil warrants to enforce matters under the jurisdiction of the Joint Municipal Court under §755.045(2) and §66.0119, Wis. Stats.

The Joint Municipal Court has jurisdiction over juvenile offenders when a municipality that is party to the agreement enacts an ordinance under the authority of §938.17(2)(cm), Wis. Stats.

E. Winneconne Joint Municipal Court

(1) Hours: The Joint Municipal Court shall be open at such location and at such times as determined by the governing bodies of the municipalities that are parties to the agreement and the Municipal Judge.

(2) Employees: The Municipal Judge shall, in writing, appoint such clerks and deputy clerks as authorized by the Village of Winneconne Board and funded by the Village of Winneconne. The Clerk of the Joint Municipal Court shall, before entering upon the duties of the office, take the oath provided in §19.01 Wis. Stats. and give a bond if required by the Village Board. Oaths and bonds for such Clerks shall be filed with the Village Clerk. The cost of the bond shall be paid by the Village of Winneconne.

(3) Duties: The Clerk of the Joint Municipal Court shall perform all duties as required by law and such other duties as are requested by the Municipal Judge.

F. Collection of Forfeitures and Costs

The Municipal Judge may impose punishment and sentences as provided by Chapters 800 and 938 Wis. Stats., and as provided in the ordinances of the municipalities that are parties to the agreement. All forfeitures, fees, assessments, surcharges and costs shall be paid to the Joint Municipal Court and shall be deposited into a bank trust account. This account shall be the temporary depository for court funds. The Municipal Court Clerk shall maintain a complete record of deposits and expenditures including without limitation the title of the action, the nature of the offenses for which a forfeiture was imposed and the total

amount of the forfeiture, fees, penalty assessments and costs, if any. The Municipal Court Clerk shall prepare a monthly listing of the funds that are due to be disbursed as provided in §814.675(1), §165-87, §167.31(5) and §346.655 Wis. Stats. All forfeitures shall be disbursed monthly by the Municipal Court Clerk to the member of the municipality for which the monies were collected.

G. Contempt of Court

The Municipal Judge, after affording an opportunity to the person accused to be heard in defense, may impose a sanction authorized under §800.12, Wis. Stat., and may impose a forfeiture therefor not to exceed two hundred dollars (\$200) plus costs, or upon nonpayment of the forfeiture and the assessments thereon, a jail sentence not to exceed seven (7) days.

H. Abolition

The Joint Municipal Court hereby established shall not be abolished except as provided under Wis. Stats. §755.01(4).

SECTION II. This Ordinance shall take effect from and after its passage and publication as provided by law.

SECTION II. This Ordinance shall take effect from and after its passage and publication as provided by law.

INTRODUCED: _____

PASSED: _____

PUBLISHED: _____

TOWN OF CLAYTON

BY: _____
Russ Geise, Town Chairman

ATTEST:

Kelsey Faust-Kubale, Clerk

I certify that this is a true and correct copy of the original on file at the office of the Town of Clayton.

Kelsey Faust-Kubale, Clerk

Dated: _____

TOWN OF CLATYON

ORDINANCE 2019-008

AN ORDINANCE TO CREATE CHAPTER 3, PUBLIC SAFETY, SECTION 3.0 MUNICIPAL COURT OF THE MUNICIPAL CODE OF TOWN OF CLAYTON

PURSUANT TO WIS. STATS. §66.0301 AND CHAPTER 755 OF THE WISCONSIN STATUTES

THE TOWN BOARD OF THE TOWN OF CLAYTON, WINNEBAGO COUNTY, WISCONSIN, DOES HEREBY ORDAIN AS FOLLOWS:

Chapter 3 – Public Safety, Section 3.0 – Municipal Court of the Code of Ordinances of the Town of Clayton is hereby created as follows:

(a) Joint Municipal Court Created

Pursuant to the authority granted by Chapter 755 of the Wisconsin Statutes, there is hereby created and established a Joint Municipal Court to be designated “Municipal Court” for the court to become operative and function on June 1, 2019 or at such time as certification has been received from the Chief Judge of the Judicial Administrative District and notification has been provided to the director of state courts of the adoption of this Ordinance, whichever is later.

(b) Municipal Judge

(1) Qualifications: The Joint Court shall be under the jurisdiction of and presided over by a Municipal Judge who resides in one (1) of the Municipalities that is a party to the agreement forming the joint court.

(2) Oath and Bond: The Judge shall, after election or appointment to fill a vacancy, take and file the official oath as prescribed in §757.02(1), Wis. Stats., and at the same time execute and file an official bond in the amount of \$20,000.00. The Judge shall not act until the oath and bond have been filed as required by §19.01(4) Wis. Stats., and the requirements of §755.03(2) have been complied with.

(3) Salary: The salary of the Municipal Judge shall be determined and paid for by the Village Board of the Village of Winneconne. No salary shall be paid for any time during the term during which such Judge has not executed the official bond or official oath, as required by §755.03, Wis. Stats., and filed pursuant to §19.01(4) Wis. Stats. The municipalities may by separate ordinance allocate funds for the administration of the Municipal Court pursuant to §66.0302 Wis. Stats.

(c) Elections

(1) Term: The Municipal Judge shall be elected at large in the spring election commencing with April 2020 for a term of four (4) years commencing on May 1 succeeding his or her election. All candidates for the position of Municipal Judge shall be nominated by

nomination papers as provided in §8.10, Wis. Stats., and selection at a primary election if such is held as provided in §8.11, Wis. Stats. The State Elections Board shall serve as filing officer for the candidates.

(2) Electors: Electors in all municipalities that are parties to the agreement shall vote for judge.

(d) Jurisdiction

The Municipal Court shall have jurisdiction over incidents occurring on or after June 1, 2019 as provided in Article VII, sec. 14 of the Wisconsin Constitution, §§755.045 and 755.05, Wis. Stats., and as otherwise provided by State Law. In addition, it shall have exclusive jurisdiction over actions in the municipalities that are parties to the agreement seeking to impose forfeitures for violations of municipal ordinances, resolutions and by-laws.

The Municipal Judge may issue civil warrants to enforce matters under the jurisdiction of the Municipal Court under §755.045(2) and §66.0119, Wis. Stats.

The Municipal Court has jurisdiction over juvenile offenders when a municipality that is party to the agreement enacts an ordinance under the authority of §938.17(2)(cm), Wis. Stats.

(e) Municipal Court

(1) Hours: The Municipal court shall be open at such location and at such times as determined by the governing bodies of the municipalities that are parties to the agreement and the Municipal Judge.

(2) Employees: The Judge shall, in writing, appoint such clerks and deputy clerks as are determined and paid for by the Village Board of the Village of Winneconne.

(f) Collection of Forfeitures and Costs

The Municipal Judge may impose punishment and sentences as provided by Chapters 800 and 938 Wis. Stats., and as provided in the ordinances of the municipalities that are parties to the agreement. All forfeitures, fees, assessments, surcharges and costs shall be paid to the Municipal Court. Within seven (7) days after receipt of the money by the Municipal Court, the forfeiture amount shall be paid to the treasurer of the Municipality within which the case arose. The Municipal Court shall pay all other fees, assessments, surcharges and costs to the appropriate governmental entity or agency. At the time of the payment, the Municipal Court shall report to the treasurer the title of the action, the nature of the offenses and total amount of judgments imposed in actions and proceedings in which such monies were collected.

(g) Contempt of Court

The Municipal Judge, after affording an opportunity to the person accused to be heard in defense, may impose a sanction authorized under §800.12, Wis. Stats., and may impose a forfeiture therefor not to exceed two hundred dollars (\$200) or upon nonpayment of the forfeiture and the assessments thereon, a jail sentence not to exceed seven (7) days.

(h) Abolition

The Municipal Court hereby established shall not be abolished while the Clerk of Municipal Court §755.01(4) agreement is in effect.

(1) Appointment: The Municipal Judge shall, in writing, appoint such clerks and deputy clerks as are authorized by the Municipalities. Their salaries shall be fixed by the Village Board.

(2) Oath: The Clerk of Municipal Court, shall, before entering upon the duties of office, take the oath provided in § 19.01, Wis. Stats., and give a bond if required by the Village Board. Oaths and bonds for such Clerks shall be filed with the Village Clerk-Treasurer. The cost of the bond shall be paid by the Village.

(3) Duties: The Clerk of Municipal Court shall perform all duties as required by law and such other duties as are requested by the Municipal Judge.


SECTION II. This Ordinance shall take effect from and after its passage and publication as provided by law.

SECTION III. This ordinance shall take effect from and after its passage and publication as provided by law.

INTRODUCED: 06-19-19
PASSED: 06-19-19
PUBLISHED: 06-20-19

TOWN OF CLAYTON, WINNEBAGO COUNTY,
WISCONSIN

By: 
Russ Geise, Town Chairperson

ATTEST:

Holly Stevens, Town Clerk

MEMORANDUM

Business Item C

From: Administrator/Staff

To: Town Board

Re: Town Board review & consideration of Resolution 2025-011 a Joint Resolution Appointing the Municipal Judge for the Winneconne Joint Municipal Court.

This item was requested due to the addition of the Town of Hortonia and the implementation of an annual fee of \$200.00.

Suggested Motion:

*Motion and **ROLL CALL** to approve Resolution 2025-011 Appointing the Municipal Judge for the Winneconne Joint Municipal Court.*

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

Respectfully Submitted,
Kelsey

RESOLUITON 2025-011

JOINT RESOLUTION OF THE VILLAGE OF THE VILLAGE OF WINNECONNE, THE TOWN OF WINNECONNE, THE TOWN OF VINLAND, THE TOWN OF CLAYTON, THE TOWN OF NEENAH, THE TOWN OF WINCHESTER, AND THE TOWN OF HORTONIA

APPOINTING THE MUNICIPAL JUDGE FOR THE WINNECONNE JOINT MUNICIPAL COURT

WHEREAS the Town Board of the *Town of Clayton*, Winnebago County, Wisconsin, ('the Town of Clayton Board') has adopted an Ordinance creating and establishing a joint municipal court to be designated as the Winneconne Joint Municipal Court for the Village of Winneconne, the Town of Winneconne, the Town of Vinland, the Town of Clayton, Town of Neenah, Town of Winchester and the Town of Hortonia, with said Court to become operative and functional from on **January 5, 2026**, or at such time as certification has been received from the Chief Judge of the Judicial Administrative District and notification has been provided to the director of state courts of the adoption of the Intergovernmental Cooperation Agreement Ordinance, whichever is later;

WHEREAS pursuant to §66.0301 Wis. Stats., the Village and Towns have executed a Joint Municipal Court Intergovernmental Cooperation Agreement regarding the creation and operation of the Winneconne Joint Municipal Court;

WHEREAS it is necessary and desirable that the Village and the Towns appoint a Municipal Judge to preside over the Winneconne Joint Municipal Court from the commencement date of the Winneconne Joint Municipal Court through the next elect a municipal judge for the Winneconne Joint Municipal Court;

NOW, THEREFORE BE IT RESOLVED by the Village Board, the Town of Winneconne Board, the Town Vinland Board, the Town of Clayton Board, the Town of Neenah Board, the Town of Winchester Board and the Town of Hortonia Board as follows:

That David J. Pavlik shall hereby be appointed to serve as the Municipal Judge for the new Winneconne Joint Municipal Court until the end of his term.

Signature on following page

PASSED AND ADOPTED BY THE TOWN BOARD OF THE TOWN OF CLAYTON, THIS _____ DAY OF _____, 2025.

TOWN OF CLAYTON

BY: _____
Russ Geise, Town Chairman

ATTEST:

Kelsey Faust-Kubale, Clerk

I certify that this is a true and correct copy of the original on file at the office of the Town of Clayton.

Kelsey Faust-Kubale, Clerk

Dated: _____