



BOARD OF SUPERVISORS MEETING

Wednesday, October 07, 2026

Immediately following a Prior Scheduled Meeting

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

MINUTES

THIS MEETING IS IMMEDIATELY FOLLOWING THE TOWN BOARD CLOSED SESSION MEETING.

CALL TO ORDER – Chair Geise called the meeting to order at 6:50 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 Wisniewski
Clerk Faust-Kubale
Treasurer Fietzer
Attorney LaFrombois

APPROVAL OF MINUTES

- A. Approval of the Minutes of the Wednesday, September 16, 2026, Town Board Meeting

MOTION

Motion made by unanimous consent to approve the Minutes of the Wednesday, September 16, 2026, Town Board Meeting as presented.

Motion carried by unanimous voice vote.

OPEN FORUM – TOWN RELATED MATTERS NOT ON THE AGENDA

John Borchert, 8761 State Rd 76, Neenah, wanted to clarify his comments regarding the property at 8386 State Rd 76 at the Town Elector Meeting and apologize to the Board.

Tammy Krutz, 8727 Oakwood Ave, Neenah, spoke to the Board regarding issues with the Town Building Inspector.

CORRESPONDENCE

- A. Distribution of the September 2026 Building Inspection Report
- B. Distribution of a resident request to resolve parking issues on Princeton Dr in the Scholar Ridge subdivision.

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 opening a commercial line of credit in the amount of \$1,500,000 to aid with the LRIP Grant project to reconstruct Oakridge Rd from County Rd T to State Hwy 76.

MOTION

Motion made by unanimous consent to approve the line of credit for the LRIP grant project in the amount of \$1,500,000.

Motion carried by unanimous voice vote.

- B. Discussion/Action: Town Board review & consideration of an intergovernmental agreement with the Winnebago County Highway Department to provide road maintenance services for the Town.

MOTION

Motion made by Supervisor Christianson, **Seconded** by Supervisor Lettau, to approve the Maintenance Agreement with Winnebago County Highway Department for 2027.

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

Voting Nay: Supervisor Reif

Motion carried 4-1.

- C. Discussion/Action: Town Board review & consideration of the escrow for the Winnebago County Stormwater Permit for Clayton Ridge Rd.

MOTION

Motion made by unanimous consent to approve the escrow for the Winnebago County Stormwater Permit in the amount of \$5,069.00.

Motion carried by unanimous voice vote.

- D. Discussion/Action: Town Board review & consideration of the quote provided by current service provider CivicPlus to continue website & meeting management services after the required migration to new platforms.

MOTION

Motion made by unanimous consent to approve the quote for continuing website & meeting management services in the amount of \$8,661.00.

Motion carried by unanimous voice vote.

REVIEW OF DISBURSEMENTS

- A. Check Summary Register

REVIEW OF GENERAL FUND BUDGET UPDATES

- A. Quarterly Budget Report

UPCOMING MEETING ATTENDANCE

- A. Town Board (6:30 pm start unless otherwise noted) - Oct 21; Nov 4 & 18; Dec 2 & 16
- B. Plan Commission (6:30 pm start unless otherwise noted) - Nov 11; Dec 9; Jan 13

BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS

ADJOURNMENT

MOTION

Motion made by unanimous consent to adjourn at 7:13 pm.

Motion carried by unanimous voice vote.

Respectfully submitted,

Kelsey Faust-Kubale
Town Clerk

DRAFT