



BOARD OF SUPERVISORS MEETING

Wednesday, September 20, 2023 at 6:30 PM

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

MINUTES

CALL TO ORDER - Supervisor Grundman called the meeting to order at 6:31 pm.

MOTION

Motion made by Supervisor Grundman, **Seconded** by Supervisor Christianson to nominate Supervisor Lettau as acting Chair for the meeting.

Motion carried 3-0.

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

PRESENT

Supervisor Lettau
Supervisor Grundman
Supervisor Christianson

EXCUSED

Town Chair Geise
Supervisor Reif

STAFF

Administrator Wisnefske
Clerk Faust-Kubale
Treasurer Zolp
Attorney LaFrombois

APPROVAL OF MINUTES

- A. Approval of the Minutes of the Wednesday, September 6, 2023, Town Board Meeting

MOTION

Motion made by Supervisor Grundman, **Seconded** by Supervisor Christianson to approve the Minutes of the Wednesday, September 6, 2023 Town Board Meeting.

Voting Yea: Supervisor Lettau, Supervisor Grundman, Supervisor Christianson

Motion carried 3-0.

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

CORRESPONDENCE

- A. Distribution of the August 2023 Winnebago County Tonnage Report
- B. Distribution of the FWRSC Notice of Public Hearing & Proposed 2024 Budget

- C. Distribution of the State/Municipal Maintenance Agreement (SMMA) related to the proposed roundabout at the State Hwy 76 and Larsen Rd intersection.

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. Administrator's Report
- E. Chair & Supervisor Reports

OPERATOR LICENSES ISSUED BY THE TOWN CLERK

- A. New - Jessica Gillespie

BUSINESS REFERRED BY THE PLAN COMMISSION

- A. Review/Recommendation: Town Board review & consideration of Ordinance 2023-Z005 for a Re-zoning Application submitted by Carow Land Surveying on behalf of John & Barbara Kulogo to re-zone approximately 3.2 acres +/- of Tax ID #006-0420 (3438/3442 County Rd II) adjacent to County Rd II from the A-2 (General Agriculture District) to the R-1 (Rural Residential District).

MOTION

Motion made by Supervisor Christianson, **Seconded** by Supervisor Grundman to approve Ordinance 2023-Z005 and direct Staff to submit the required documentation to the appropriate jurisdictions.

Voting Yea: Supervisor Lettau, Supervisor Grundman, Supervisor Christianson
Motion carried 3-0.

- B. Review/Recommendation: Plan Commission review & recommendation on a Certified Survey Map (CSM) submitted by Carow Land Surveying on behalf of John & Barbara Kulogo for approval of a CSM dividing Tax ID #006-0420 (3438/3442 County Rd II) and Tax ID #006-0420-01 (3464 County Rd II) into four (4) lots.

MOTION

Motion made by unanimous consent to approve the CSM dividing Tax ID #006-0420 & Tax ID #006-0420-01 as presented.

Motion carried by unanimous voice vote.

- C. Review/Recommendation: Plan Commission review & recommendation on a Site Plan Review Application submitted by RJ Albright, Inc. on behalf of Nikodem Revocable Trust for a 4,200 sq ft addition to the existing principal building and parking/pavement additions on Tax ID #006-1777-01 (2770 Towne Ct).

DISCUSSION ITEM ONLY - NO ACTION TAKEN

- D. Review/Discussion: Plan Commission review & discussion on allowing more than one principal building on a parcel of land & other Code Amendments.

DISCUSSION ITEM ONLY - NO ACTION TAKEN

BUSINESS

- A. Discussion/Action: Town Board review & consideration of cost to be incurred for repairs to the RPM controller on Clayton Fire Rescue Tender 43.

MOTION

Motion made by Supervisor Christianson, **Seconded** by Supervisor Grundman to approve the repair of Clayton Fire Rescue Tender 43 at a cost not to exceed \$6,500.00.

Voting Yea: Supervisor Lettau, Supervisor Grundman, Supervisor Christianson
Motion carried 3-0.

REVIEW OF DISBURSEMENTS

- A. Check Summary Register

REVIEW OF GENERAL FUND BUDGET UPDATES

UPCOMING MEETING ATTENDANCE

- A. Town Board (6:30 pm start unless otherwise noted) - Oct 4 & 18; Nov 1 & 15; Dec 6 & 20
- B. Budget Meeting - October 10, 2023 beginning at 2 pm.
- C. Plan Commission (6:30 pm start unless otherwise noted) - Oct 11; Nov 8; Dec 13

BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS

ADJOURNMENT

MOTION

Motion made by Supervisor Christianson, **Seconded** by Supervisor Grundman to adjourn at 6:55 pm.

Voting Yea: Supervisor Lettau, Supervisor Grundman, Supervisor Christianson
Motion carried 3-0.

Respectfully submitted,

Kelsey Faust-Kubale
Town Clerk