



# BOARD OF SUPERVISORS MEETING

Wednesday, February 05, 2025

Immediately following a Prior Scheduled Meeting

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

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## MINUTES

**THIS MEETING IS IMMEDIATELY FOLLOWING THE BOARD OF SUPERVISORS SPECIAL MEETING.**

**CALL TO ORDER** – Vice Chair Reif called the meeting to order at 6:45 pm

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

### PRESENT

Supervisor Lettau  
Supervisor Grundman  
Supervisor Christianson  
Supervisor Reif

### EXCUSED

Town Chair Geise

### STAFF

Administrator Wisnefske  
Clerk Faust-Kubale  
Attorney LaFrombois - virtual

## APPROVAL OF MINUTES

- A. Approval of the Minutes of the Wednesday, January 22, 2025 Town Board Meeting

### MOTION

**Motion made** by unanimous consent to approve the Minutes of the Wednesday, January 22, 2025 Town Board Meeting as presented.

**Motion carried by unanimous voice vote.**

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

## 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. New - Makenzie Perry, The Woodshed
- B. New - Yudda KC, Kitchen Comfort
- C. New - Suman Bhandari, Ridgeway BP

**BUSINESS**

- A. Discussion/Action: Town Board review & consideration of adopting Ordinance 2025-002 regarding Short-Term Rentals.

**MOTION**

**Motion made** by Supervisor Grundman, **Seconded** by Supervisor Christianson to approve Ordinance 2025-002 and direct Staff to publish and post accordingly.

**Voting Yea**: Supervisor Lettau, Supervisor Grundman, Supervisor Christianson, Supervisor Reif

**Motion carried 4-0.**

- B. Discussion/Action: Town Board review & consideration of an amendment to the Town's Development Agreement with Clayton Development Group LLC.

**MOTION**

**Motion made** by unanimous consent to approve the amendment to the Development Agreement as presented.

**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) - Feb 19; March 5 & 19; Apr 2 & 16
- B. Plan Commission (6:30 pm start unless otherwise noted) - Feb 12; March 12; April 9

**BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS**

**ADJOURNMENT**

**MOTION**

**Motion made** by unanimous consent to adjourn at 6:58 pm.

**Motion carried by unanimous voice vote.**

Respectfully submitted,

Kelsey Faust-Kubale  
Town Clerk