



# BOARD OF SUPERVISORS MEETING

Wednesday, June 05, 2024 at 6:30 PM

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

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## 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

## APPROVAL OF MINUTES

- A. Approval of the Minutes of the Wednesday, May 15, 2024 Town Board Meeting

### MOTION

**Motion made** by unanimous consent to approve the Minutes of the Wednesday, May 15, 2024, Town Board Meeting.

**Motion carried by unanimous voice vote.**

## OPEN FORUM – TOWN RELATED MATTERS NOT ON THE AGENDA

Mark Westphal, 945 Hunt Ave, Neenah, WI asked for action on construction of a planned road on the Town-owned parcel of land, Tax ID #006-0391-05 (County Rd II).

## CORRESPONDENCE

- A. Distribution of a Save the Date for Winnebago County Emergency Management Municipal Readiness Workshop on June 18, 2024
- B. Distribution of the meeting materials for the June 5, 2024 Fox West Regional Sewerage Commission Meeting

## DISCUSSION ITEMS (NO ACTION WILL BE TAKEN)

- A. County Board Supervisor Report

- B. Winnebago County Sheriff's Department – Public Concerns and Issues
- C. Larsen/Winchester Sanitary District Report
- D. Administrator's Report
- E. Chair & Supervisor Reports

**OPERATOR LICENSES ISSUED BY THE TOWN CLERK**

- A. New - Susan Erdmann, Larsen Tavern
- B. New - Kaitlyn Dietz, Westridge Golf Course
- C. New - Megan Hunt, Westridge Golf Course
- D. New - Olivia Pratt, Willie Beamons

**BUSINESS**

- A. Discussion/Action: Town Board review & consideration of the following Alcohol License Applications:

The following parties have submitted renewal applications for a Class "B" license to sell fermented malt beverages, and a "Class B" license to sell intoxicating liquors on file in the Town of Clayton Clerk's Office for the licensing period of July 1, 2024 through June 30, 2025, the granting of which is now pending and subject to compliance with State Statutes and Municipal Ordinances:

- a. EJ Phoenix Enterprises LLC (DBA Century Elm Supper Club), 8300 Hickory Ave, Larsen, WI 54947; Agent: Elizabeth Jackson
- b. Stephanie J. Sweere (DBA The Larsen Tavern), 8338 Hickory Ave, Larsen, WI 54947; Agent: Stephanie J. Sweere
- b. Ridgeway Country Club Inc., 2913 County Road II, Neenah, WI 54956; Agent: Scott A. Lemire
- c. Micki D's, LLC (DBA The ReMixx), 8386 State Road 76 Suite B, Neenah, WI 54956; Agent: Michelle A. Baumann
- d. KBN LLC (DBA Willie Beamons), 2590 County Road II, Neenah, WI 54956; Agent: Nicholas Blythe
- e. Winagamie, Inc. (DBA Winagamie Golf Course), 3501 Winnegamie Drive, Neenah, WI 54956; Agent: Matthew Burry
- f. The Woodshed Inc., (DBA The Woodshed Bar and Grill), 2895 County Road II, Neenah, WI 54956; Agent: Dino O. Valeri

**MOTION**

**Motion made** by unanimous consent to approve the following applications submitted for Class "B" licenses to sell fermented malt beverages, and "Class B" licenses to sell intoxicating liquors for the licensing period July 1, 2024, through June 30, 2025, subject to compliance with State Statutes and Municipal Ordinances:

EJ Phoenix Enterprises LLC (DBA Century Elm Supper Club), 8300 Hickory Ave, Larsen WI 54947; Agent: Elisabeth Jackson

Stephanie J. Sweere (DBA The Larsen Tavern), 8338 Hickory Ave, Larsen WI 54947; Agent: Stephanie J. Sweere

Ridgeway Country Club, Inc., 2913 County Rd II, Neenah WI 54956; Agent: Scott A. Lemire

Micki D's, LLC (DBA The ReMixx), 8386 State Road 76 Suite B, Neenah WI 54956; Agent: Michelle A. Baumann

KBN LLC (DBA Willie Beamons), 2590 County Rd II, Neenah WI 54956; Agent: Nicholas Blythe

Winagamie, Inc. (DBA Winagamie Golf Course), 3501 Winnegamie Drive, Neenah WI 54956; Agent: Matthew Burry

The Woodshed Inc., (DBA The Woodshed Bar and Grill), 2895 County Road II, Neenah WI 54956; Agent: Dino O. Valeri

**Motion carried by unanimous voice vote.**

- B. Discussion/Action: Town Board review & consideration of the following Alcohol License Application:

The following party has submitted a renewal application for a Reserve Class "B" license to sell fermented malt beverages, and a Reserve "Class B" license to sell intoxicating liquors on file in the Town of Clayton Clerk's Office for the licensing period of July 1, 2024 through June 30, 2025, the granting of which is now pending and subject to compliance with State Statutes and Municipal Ordinances:

a. Leisure Golf #1, LLC, (DBA Westridge Golf Course), 8130 Golf Course Drive, Neenah, WI 54956; Agent: Rory Burton

**MOTION**

**Motion made** by unanimous consent to approve the following application submitted by Leisure Golf #1, LLC (DBA Westridge Golf Course), for a Reserve Class "B" license to sell fermented malt beverages, and Reserve "Class B" license to sell intoxicating liquors for the licensing period July 1, 2024, through June 30, 2025, subject to compliance with State Statutes and Municipal Ordinances.

**Motion carried by unanimous voice vote.**

- C. Discussion/Action: Town Board review & consideration of the following Alcohol License Applications:

The following parties have submitted a renewal application for a Class "B" license to sell fermented malt beverages on file in the Town of Clayton Clerk's Office for the licensing period of July 1, 2024 through June 30, 2025, the granting of which is now pending and subject to compliance with State Statutes and Municipal Ordinances:

a. Dale Mart LLC, (DBA Kitchen Comfort), 8510 State Road 76 Unit 2, Neenah, WI 54956; Agent: Dinesh Tiwari

**MOTION**

**Motion made** by unanimous consent to approve the following application submitted by Dale Mart LLC (DBA Kitchen Comfort), for a Class "B" license to sell fermented malt beverages for the licensing period July 1, 2024, through June 30, 2025, subject to compliance with State Statutes and Municipal Ordinances.

**Motion carried by unanimous voice vote.**

- D. Discussion/Action: Town Board review & consideration of the following Alcohol License Application:

The following party has an application for a "Class A" license to sell intoxicating liquors, and a Class "A" license to sell fermented malt beverages on file in the Town of Clayton Clerk's Office for the licensing period of July 1, 2024 through June 30, 2025, the granting of which is now pending and subject to compliance with State Statutes and Municipal Ordinances:

- a. Hollandtown Minimart, LLC, (DBA Ridgeway BP), 8510 State Road 76 Unit 1, Neenah, WI 54956; Agent: Durga Tiwari

**MOTION**

**Motion made** by unanimous consent to approve the following application submitted by Hollandtown Minimart LLC (DBA Ridgeway BP), for a Class "A" license to sell fermented malt beverages, and a "Class A" license to sell intoxicating liquors for the licensing period July 1, 2024, through June 30, 2025, subject to compliance with State Statutes and Municipal Ordinances.

**Motion carried by unanimous voice vote.**

- E. Discussion/Action: Town Board review & consideration of the following Cigarette License Applications:

The following parties have applied for a Cigarette and Tobacco Products License in and for the Town of Clayton, for the period of July 1, 2024 to June 30, 2025, subject to compliance with State Statutes and Municipal Ordinances:

- a. Ridgeway Country Club, Inc, 2913 County Road II, Neenah, WI 54956; Agent: Scott A. Lemire  
b. Hollandtown Minimart, LLC, (DBA Ridgeway BP), 8510 State Road 76, Neenah, WI 54956; Agent: Durga Tiwari

**MOTION**

**Motion made** by unanimous consent to approve the following applications submitted for a Cigarette and Tobacco Products License for the licensing period July 1, 2024, through June 30, 2025, subject to compliance with State Statutes and Municipal Ordinances:

- Ridgeway Country Club, Inc., 2913 County Rd II, Neenah WI 54956; Agent: Scott A. Lemire

Hollandtown Minimart, LLC (DBA Ridgeway BP), 8510 State Road 76, Neenah WI 54956; Agent: Durga Tiwari

**Motion carried by unanimous voice vote.**

- F. Discussion/Action: Town Board review & consideration of Estimate #7457 submitted by Fox Cities Sign LLC for new signage to replace the existing "Welcome to Town of Clayton" signage in the amount of \$5,512.00.

**MOTION**

**Motion made** by unanimous consent to approve Estimate #7457 submitted by Fox Cities Sign LLC in the amount of \$5,512.00.

**Motion carried by unanimous voice vote.**

- G. Discussion/Action: Town Board review & consideration of a Tax Increment Finance (TIF) Application submitted by Last Time Realty LLC for a proposed heavy vehicle sales and rental development on Tax ID #006-0341-02 (West American Dr).

**MOTION**

**Motion made** by unanimous consent to approve the TIF Application submitted by Last Time Realty LLC as presented & authorize the Administrator to proceed as necessary to execute the agreement.

**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) - June 19; July 3 & 17; Aug 7 & 21  
B. Plan Commission (6:30 pm start unless otherwise noted) - June 12; July 10; Aug 14  
C. Town of Clayton TID #1 Annual Meeting - June 20 starting at 10 am

**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