



BOARD OF SUPERVISORS MEETING

Wednesday, October 04, 2023 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 6:31 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 Wisnefske
Clerk Faust-Kubale
Treasurer Zolp
Attorney LaFrombois

APPROVAL OF MINUTES

- A. Approval of the Minutes of the Wednesday, September 20, 2023 Town Board Meeting

MOTION

Motion made by unanimous consent to approve the Minutes of the Wednesday, September 20, 2023 Town Board Meeting.

Motion carried by unanimous consent.

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

CORRESPONDENCE

- A. Distribution of the September 2023 Building Inspection Report
- B. Distribution of the Meeting Materials for the October 4, 2023 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. 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 the renewal of an intergovernmental agreement with Winnebago County to provide road maintenance services for the Town for CY 2024.

MOTION

Motion made by unanimous consent to approve the renewal of the Maintenance Service Agreement with Winnebago County for CY 2024 to provide road maintenance services at the discretion of the Town, and authorize the Administrator to execute said agreement.

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

Voting Nay: Supervisor Reif

Motion carried 4-1.

- B. Discussion/Action: Town Board review & consideration of the Certificate for Payment #3 for Eagle Heights Dr & Wing Ln Sanitary Sewer, Street & Stormwater Pond Construction submitted by MCC, Inc. in the amount of \$58,813.79.

MOTION

Motion made by unanimous consent to approve the Certificate for Payment #3 submitted by MCC, Inc. in the amount of \$58,813.79.

Motion carried by unanimous voice vote.

- C. Discussion/Action: Town Board review & consideration of the acceptance of the final payment on the Whispering Meadows subdivision road project.

MOTION

Motion made by unanimous consent to accept the final payment on the Whispering Meadows subdivision road project and consider it closed & complete.

Motion carried by unanimous voice vote.

- D. Review/Discussion: Town Board review & discussion on adding signage to Trailhead Park in recognition of the continued improvements made by Larsen-Winchester Lions Club.

DISCUSSION ITEM ONLY - NO ACTION TAKEN

REVIEW OF DISBURSEMENTS

- A. Check Summary Register

UPCOMING MEETING ATTENDANCE

- A. Annual Electors Meeting - Nov 15 starting at **6 pm**
B. Clayton Sanitary District #1 Commission Meeting - Nov 15 **immediately following the Annual Electors Meeting**

- C. Town Board (6:30 pm start unless otherwise noted) - Oct 18; Nov 1; Nov 15
(following Clayton Sanitary District #1 Commission Meeting) Dec 6 & 20
- D. Budget Meeting - October 10, 2023 beginning at 2 pm.
- E. 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 unanimous consent to adjourn at 7:03 pm.

Motion carried by unanimous voice vote.

Respectfully submitted,

Kelsey Faust-Kubale
Town Clerk