



BOARD OF SUPERVISORS MEETING

Wednesday, August 20, 2025 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 6:30 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
Treasurer Fietzer
Admin. Assist. Gulbrandsen
Attorney LaFrombois – arrived 6:32 pm

EXCUSED

Clerk Faust-Kubale

APPROVAL OF MINUTES

- A. Approval of the Minutes of the Wednesday, August 6, 2025 Town Board Meeting

MOTION

Motion made by unanimous consent to approve the Minutes of the Wednesday, August 6, 2025 Town Board Meeting as presented.

Motion carried by unanimous voice vote.

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

CORRESPONDENCE

- A. Distribution of the July 2025 Winnebago County Tonnage Report

DISCUSSION ITEMS (NO ACTION WILL BE TAKEN)

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

BUSINESS REFERRED BY THE PLAN COMMISSION

- A. Plan Commission Recommendation: Town Board review & consideration of a CSM Review Application submitted by Chris Perreault on behalf of John Kulogo to combine approximately 3.95 acres of Tax ID #006-0420-05 with Tax ID #006-0420-03 (3442 County Rd II), creating a lot approximately 5.2 acres in size.

MOTION

Motion made by unanimous consent to approve the CSM Review Application submitted by Chris Perreault on behalf of John Kulogo with the following conditions:

1. The on-site sewerage system is only partially shown on the proposed CSM. The drain field must be included on the survey to complement the documented tank access manhole.
2. Ownership of adjacent lots must be listed on the map.
3. Distance of the northern-most accessory building from the nearest south lot line should be added, to document if the building is conforming to setback and height limits for the district.
4. Notes on the map indicate that no ownership change is occurring as part of the survey; it should be clarified if the new lot will be co-owned by both the LLC and the individual.

Motion carried by unanimous voice vote.

BUSINESS

- A. Discussion/Action: Town Board review & consideration of renewal of the Joint Powers Agreement for the Winnebago County 911 Emergency System.

MOTION

Motion made by unanimous consent to approve the Winnebago County 911 System Joint Powers Agreement, and direct Staff to submit the signed document to Winnebago County Sheriff.

Motion carried by unanimous voice vote.

UPCOMING MEETING ATTENDANCE

- A. Town Board (6:30 pm start unless otherwise noted) - Sept 3 & 17; Oct 1 & 15; Nov 5 & 19
- B. Plan Commission (6:30 pm start unless otherwise noted) - Sept 10; Oct 8; Nov 12

BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS

ADJOURNMENT

MOTION

Motion made by unanimous consent to adjourn at 6:40 pm.

Motion carried by unanimous voice vote.

Respectfully submitted,

Coralee Gulbrandsen
Town Administrative Assistant