



BOARD OF SUPERVISORS MEETING AMENDED

Wednesday, May 17, 2023

Immediately following the Reorganizational Meeting

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

MINUTES

THIS MEETING IS IMMEDIATELY FOLLOWING THE BOARD OF REVIEW MEETING

CALL TO ORDER

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

SUPERVISORS

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, May 3, 2023 Town Board Meeting

MOTION:

Motion made by unanimous consent to approve the Wednesday, May 3, 2023 Town Board Meeting Minutes.

Motion carried by unanimous voice vote.

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

CORRESPONDENCE

- A. Distribution of the April 2023 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

OPERATOR LICENSES ISSUED BY THE TOWN CLERK

- A. New - Autumn Jentz
- B. New - Camryn Annoye
- C. New - Erica Sykora

BUSINESS REFERRED BY THE PLAN COMMISSION

A. Plan Commission Recommendation: Motion to approve a Preliminary Plat Review Application submitted by McMahon Associates on behalf of Clayton Development Group, LLC, for approval of the Scholar Ridge Estates Preliminary Plat, dividing Tax ID #006-0617 (2689 County Rd II), Tax ID #006-0618, & Tax ID #006-0632 into 158 lots and 4 outlots intended for a combination of commercial/business, multi-family residential, two-family residential, & single-family residential uses.

MOTION:

Motion made by unanimous consent to approve the Preliminary Plat Review Application with all Staff recommendations & conditions.

Motion carried by unanimous voice vote.

B. Plan Commission Recommendation: Motion to approve a Certified Survey Map (CSM) Review Application submitted by CRL Surveying, LLC, on behalf of Kenneth Christian for approval of a CSM dividing Tax ID #006-0187-01 (4757 N Loop Rd) into two (2) lots.

MOTION:

Motion made by unanimous consent to approve the Certified Survey Map Review Application with all Staff recommendations & conditions.

Motion carried by unanimous voice vote.

C. Plan Commission Discussion: Plan Commission review & discussion on a Concept Plan Review Application submitted by Jeffrey Houts for a proposed personal storage facility/storage buildings condominium development on Tax ID #006-0895-07 (7568 Black Top Way).

DISCUSSION ITEM ONLY - NO ACTION TAKEN

BUSINESS

A. Discussion/Action: Town Board review & consideration of the Retail Sales of Fireworks License Application submitted by Charles Krause for Fireworks Mart located at 2896 Breezwood Ln, Neenah WI, 54956.

MOTION:

Motion made by unanimous consent to approve the application submitted by Charles Krause for Fireworks Mart, located at 2896 Breezwood Lane, Neenah, WI 54956, with all Staff conditions to be met prior to granting the license.

Motion carried by unanimous voice vote.

B. Discussion/Action: Town Board review & consideration of Resolution 2023-005 authorizing a \$2.6 million loan with a 20-year term from the Board of Commissioners of Public Lands, with an estimated funding date of 6/15/2023, for the construction of Eagle Heights Dr & Regional Stormwater Pond, Wing Ln, sewer & water extension from Rocket Way to County Rd II, and sewer & water extension from County Rd II to Clayton Ave.

MOTION:

Motion made by Supervisor Reif, **Seconded** by Supervisor Christianson to approve Resolution 2023-005 as provided by the Board of Commissioners of Public Lands, and direct Staff to submit the appropriate paperwork as needed.

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

Motion carried 5-0.

C. Discussion/Action: Town Board review & consideration of an Application for a Temporary Class "B" license by Central Wisconsin Auto Collectors for an event to be held June 25, 2023.

MOTION:

Motion made by unanimous consent to approve the application submitted by Central Wisconsin Auto Collectors & grant a Temporary Class "B" license for an event to be held June 25, 2023.

Motion carried by unanimous voice vote.

D. Discussion/Action: Town Board review & consideration of an agreement with Oshkosh Area Humane Society for animal control services within the Town.

MOTION:

Motion made by unanimous consent to approve entering into a contract with Oshkosh Area Humane Society to provide animal control services for the Town, and authorize the Administrator to execute said agreement.

Motion carried by unanimous voice vote.

E. Discussion/Action: Town Board review & consideration of insurance quote for renewal of the Town's Insurance provided by The Horton Group Inc. in the amount of \$33,540.00

MOTION:

Motion made by unanimous consent to approve the Insurance Quote for the Town's renewal of Insurance provided by The Horton Group Inc. in the amount of \$33,540.00.

Motion carried by unanimous voice vote.

REVIEW OF DISBURSEMENTS

A. Check Summary Register

REVIEW OF GENERAL FUND BUDGET UPDATES

UPCOMING MEETING ATTENDANCE

- A. Town Board - June 7 & 21; July 5 & 19; August 2 & 16 all beginning at 6:30 pm
- B. Plan Commission - May 24; June 14 & 28; July 12

BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS

ADJOURNMENT

MOTION:

Motion made by unanimous consent to adjourn at 7:36 pm.

Motion carried by unanimous voice vote.

Respectfully submitted,

Kelsey Faust-Kubale
Town Clerk