



# BOARD OF SUPERVISORS MEETING

Wednesday, December 06, 2023 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  
Supervisor Reif

### STAFF

Clerk Faust-Kubale  
Treasurer Zolp  
Attorney LaFrombois

## APPROVAL OF MINUTES

- A. Approval of the Minutes of the Wednesday, November 15, 2023 Town Board Meeting

### MOTION

**Motion made** by unanimous consent to approve the Minutes of the Wednesday, November 15, 2023 Town Board Meeting.

**Motion carried by unanimous voice vote.**

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

Paul Michiels, 8512 Oak Ln, Larsen, WI 54947 spoke to the Board regarding his disappointment with Town of Winchester cancelling the Building Inspection Services Contract and expressed his support for the Building Inspector Mr. Spierowski and the good work he has done on behalf of all the communities he has served.

## CORRESPONDENCE

- A. Distribution of the meeting materials for the December 6, 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 Resolution 2023-008 Supporting the NEWSOC in Opposition of WI State Senate Bill 455 & Assembly Bill 457 further regulating municipal stormwater utilities.

**MOTION**

**Motion made** by Supervisor Reif, **Seconded** by Supervisor Christianson to approve Resolution 2023-008 and direct Staff to submit the signed Resolution to NEWSOC.

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

**Motion carried 5-0.**

- B. Discussion/Action: Town Board review & consideration of Resolution 2023-009 Amending the Town of Clayton Fee Schedule.

**MOTION**

**Motion made** by Supervisor Reif, **Seconded** by Supervisor Grundman to approve Resolution 2023-009 Amending the Town's Fee Schedule and direct Staff to post the new fee schedule to the Town's Website.

**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 a proposed text amendment to the Town of Clayton Employee Handbook.

**MOTION**

**Motion made** by Supervisor Grundman, **Seconded** by Supervisor Christianson to approve the proposed text amendment to the Town of Clayton Employee Handbook as presented.

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

**Voting Nay:** Supervisor Reif

**Motion Carried 4-1.**

- D. Discussion/Action: Town Board review & consideration of Ordinance 2023-005 regarding Illicit Discharge and Connection to the Municipal Separate Storm Sewer System (MS4).

**MOTION**

**Motion made** by Supervisor Christianson, **Seconded** by Supervisor Grundman to approve Ordinance 2023-005 regarding Illicit Discharge and Connection and direct

Staff to post and publish as required.

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

**Motion carried 5-0.**

**REVIEW OF DISBURSEMENTS**

- A. Check Summary Register

**UPCOMING MEETING ATTENDANCE**

- A. Town Board (6:30 pm start unless otherwise noted) - Dec 20; Jan 3 & 17; Feb 7 & 21
- B. Plan Commission (6:30 pm start unless otherwise noted) - Dec 13; Jan 10; Feb 14

**BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS**

**ADJOURNMENT**

**MOTION**

**Motion made** by unanimous consent to adjourn at 7:00 pm

**Motion carried by unanimous voice vote.**

Respectfully submitted,

Kelsey Faust-Kubale  
Town Clerk