



BOARD OF SUPERVISORS MEETING

Wednesday, November 01, 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 6:30 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 Zolp
Attorney LaFrombois – arrived 6:33 pm

APPROVAL OF MINUTES

- A. Approval of the Minutes of the Wednesday, October 18, 2023 Town Board Meeting

MOTION

Motion made by unanimous consent to approve the Minutes of the Wednesday, October 18, 2023 Town Board Meeting.

Motion carried by unanimous voice vote.

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

CORRESPONDENCE

- A. Distribution of the Minutes of the Winnebago County TRIP Meeting held Tuesday, October 24, 2023

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 renewing the Town Administrator Contract for Kelly Wisnefske.

MOTION

Motion made by unanimous consent to approve the Town Administrator Contract for Ms. Wisnefske through December 2026.

Motion carried by unanimous voice vote.

- B. Discussion/Action: Town Board review & consideration of the proposed wage and benefits contract for CY 2024 from the General Teamsters Union Local 662 for the Town's Unionized Public Works Department Employees.

MOTION

Motion made by unanimous consent to approve a 1-year extension of the Town's Labor Agreement with the Teamsters Union Local 662 Employees with a 3% cost of living wage increase.

Motion carried by unanimous voice vote.

- C. Discussion/Action: Town Board review & consideration of hiring Coralee Hansen for the open Administrative Assistant position at a wage of \$20.00 per hour.

MOTION

Motion made by unanimous consent to approve the hiring of Coralee Hansen for the open Administrative Assistant position at a wage of \$20.00 per hour, and to start as soon as possible.

Motion carried by unanimous voice vote.

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) - Nov 15 (**following Clayton Sanitary District #1 Commission Meeting**) Dec 6 & 20
- D. Plan Commission (6:30 pm start unless otherwise noted) - Nov 8; Dec 13

BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS

ADJOURNMENT

MOTION

Motion made by unanimous consent to adjourn at 6:54 pm.

Motion carried by unanimous voice vote.

Respectfully submitted,

Kelsey Faust-Kubale
Town Clerk