



# BOARD OF SUPERVISORS MEETING

Wednesday, July 02, 2025 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

Chair Geise  
Supervisor Lettau  
Supervisor Grundman  
Supervisor Christianson  
Supervisor Reif

### STAFF

Administrator Wisnefske  
Clerk Faust-Kubale  
Treasurer Fietzer  
Attorney LaFrombois

### PUBLIC HEARING(S) AND/OR PUBLIC INFORMATION MEETINGS

- A. Town of Clayton Board of Supervisors Public Hearing on a request from the Clayton Sanitary District #1 Commission to modify the boundaries of Clayton Sanitary District #1 by the addition of Tax ID #006-0632.

**PUBLIC HEARING CLOSED AT 6:33 PM**

### APPROVAL OF MINUTES

- A. Approval of the Minutes of the Wednesday, June 18, 2025 Town Board Meeting

### MOTION

**Motion made** by unanimous consent to approve the Minutes of the Wednesday, June 18, 2025 Town Board Meeting.

**Motion carried by unanimous voice vote.**

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

### CORRESPONDENCE

- A. Distribution of the June 2025 Building Inspection Report

### 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

**OPERATOR LICENSES ISSUED BY THE TOWN CLERK**

- A. Renewal - Melissa Larsen, The ReMixx
- B. Renewal - Kayla Fritsch, The Woodshed

**BUSINESS**

- A. Discussion/Action: Town Board review & consideration of Resolution 2025-006 Modifying the Boundaries of Clayton Sanitary District #1.

**MOTION**

**Motion made** by Supervisor Christianson, **Seconded** by Supervisor Grundman to approve Resolution 2025-006 and direct Staff to post and publish as required.

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

**Motion carried 5-0.**

- B. Discussion/Action: Town Board review & consideration of Ordinance 2025-005 Amending the Zoning Code of the Town of Clayton Regarding Keeping of Chickens.

**ITEM SET ASIDE UNTIL THE JULY 16, 2025 MEETING FOR REVISIONS**

- C. Discussion/Action: Town Board review & consideration of Ordinance 2025-006 Amending the Ordinance Establishing All-Terrain & Utility-Terrain Vehicle Routes.

**MOTION**

**Motion made** by Supervisor Christianson, **Seconded** by Supervisor Lettau to approve Ordinance 2025-006 and direct Staff to post and publish as required.

**Voting Yea**: 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) - July 16; Aug 6 & 20; Sept 3 & 17
- B. Plan Commission (6:30 pm start unless otherwise noted) - July 9; Aug 13; Sept 10

**BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS**

**ADJOURNMENT**

**MOTION**

**Motion made** by unanimous consent to adjourn at 7:05 pm.

**Motion carried by unanimous voice vote.**

Respectfully submitted,

Kelsey Faust-Kubale  
Town Clerk