



BOARD OF SUPERVISORS MEETING

Wednesday, June 07, 2023 at 6:30 PM

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

MINUTES

CALL TO ORDER

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

SUPERVISORS

Town Chair Geise
Supervisor Lettau
Supervisor Grundman
Supervisor Christianson

EXCUSED

Supervisor Reif

STAFF

Administrator Wisnefske
Clerk Faust-Kubale
Treasurer Zolp
Attorney LaFrombois

APPROVAL OF MINUTES

- A. Approval of the Minutes of the Wednesday, May 17, 2023 Closed Session Town Board Meeting

MOTION:

Motion made by unanimous consent to approve the Wednesday, May 17, 2023 Town Board Closed Session Meeting Minutes.

Motion carried by unanimous voice vote.

- B. Approval of the Minutes of the Wednesday, May 17, 2023 Town Board Meeting

MOTION:

Motion made by unanimous consent to approve the Wednesday, May 17, 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 May 2023 Building Inspection Report

- B. Distribution of Notice of Public Hearing for the Fox Valley Technical College 2023-24 Budget
- C. Distribution of the meeting materials for the June 7, 2023 Fox West Regional Sewerage Commission monthly 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

OPERATOR LICENSES ISSUED BY THE TOWN CLERK

- A. New - Jessica Krings
- B. New - Natalie Rose
- C. New - Alayna Feavel
- D. New - Kendall Ziglinksi
- E. New Class A - Bhupin Tiwari
- F. New Temporary - Sarah Poublon (to be issued June 13, 2023)
- G. Renewal - Dannielle Kluz
- H. Renewal - Grace Witt

BUSINESS REFERRED BY THE PLAN COMMISSION

- A. Plan Commission Recommendation: Motion to approve Ordinance 2023-Z004 An Ordinance to Amend the Official Town of Clayton Zoning Map specifically to re-zone Tax ID #006-0617 (2689 County Rd II), Tax ID #006-0618, and Tax ID #006-0632. The application is to re-zone: Tax ID #006-0617 (2689 County Rd II) from the A-2 (General Agriculture) District to the B-2 (Community Business) District, R-4 (Multifamily Residential) District, and R-3 (Two-Family Residential) District; Tax ID #006-0618 from the A-2 District to R-3 District and R-2 (Suburban Residential) District; and Tax ID #006-0632 from the A-2 District to the R-2 District.

MOTION:

Motion made by Supervisor Grundman, **Seconded** by Supervisor Christianson to adopt Ordinance 2023-Z004 to amend the Town of Clayton Zoning Ordinance for Tax ID #006-0617; Tax ID #0060618; and Tax ID #006-0632.

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

Motion carried 4-0.

BUSINESS

- A. Discussion/Action: Town Board review & consideration of the following Alcohol License Applications:

The following parties have submitted renewal applications for a Class "B" license to sell fermented malt beverages, and a "Class B" license to sell intoxicating liquors on file in the Town of Clayton Clerk's Office for the licensing period of July

1, 2023 through June 30, 2024, the granting of which is now pending and subject to compliance with State Statutes and Municipal Ordinances:

- a. EJ Phoenix Enterprises LLC (DBA Century Elm Supper Club), 8300 Hickory Ave, Larsen, WI 54947; Agent: Elizabeth Jackson
- b. Ridgeway Country Club Inc., 2913 County Road II, Neenah, WI 54956; Agent: Scott A. Lemire
- c. Micki D's, LLC (DBA The ReMixx), 8386 State Road 76 Suite B, Neenah, WI 54956; Agent: Michelle A. Baumann
- d. KBN LLC (DBA Willie Beamons), 2590 County Road II, Neenah, WI 54956; Agent: Brian Stedl
- e. Winagamie, Inc. (DBA Winagamie Golf Course), 3501 Winnegamie Drive, Neenah, WI 54956; Agent: Matthew Burry
- f. The Woodshed Inc., (DBA The Woodshed Bar and Grill), 2895 County Road II, Neenah, WI 54956; Agent: Dino O. Valeri

MOTION:

Motion made by unanimous consent to approve the following renewal applications for Class "B" licenses to sell fermented malt beverages, and "Class B" licenses to sell intoxicating liquors for the licensing period of July 1, 2023, through June 30, 2024 subject to compliance with State Statutes and Municipal Ordinances:

- EJ Phoenix Enterprises LLC (DBA Century Elm Supper Club), 8300 Hickory Ave, Larsen, WI 54947; Agent: Elizabeth Jackson
- Ridgeway Country Club Inc., 2913 County Road II, Neenah, WI 54956; Agent: Scott A. Lemire
- Micki D's, LLC (DBA The ReMixx), 8386 State Road 76 Suite B, Neenah, WI 54956; Agent: Michelle A. Baumann
- KBN LLC (DBA Willie Beamons), 2590 County Road II, Neenah, WI 54956; Agent: Brian Stedl
- Winagamie, Inc. (DBA Winagamie Golf Course), 3501 Winnegamie Drive, Neenah, WI 54956; Agent: Matthew Burry
- The Woodshed Inc., (DBA The Woodshed Bar and Grill), 2895 County Road II, Neenah, WI 54956; Agent: Dino O. Valeri

Motion carried by unanimous voice vote.

B. Discussion/Action: Town Board review & consideration of the following Alcohol License Application:

The following party has submitted renewal applications for a Class "B" license to sell fermented malt beverages, and a "Class B" license to sell intoxicating liquors on file in the Town of Clayton Clerk's Office for the licensing period of July 1, 2023 through June 30, 2024, the granting of which is now pending and subject to compliance with State Statutes and Municipal Ordinances:

- a. Stephanie J. Sweere (DBA The Larsen Tavern), 8338 Hickory Ave, Larsen, WI 54947; Agent: Stephanie J. Sweere

MOTION:

Motion made by unanimous consent to approve the renewal application submitted by Stephanie J. Sweere (DBA The Larsen Tavern), 8338 Hickory Ave, Larsen, WI 54947 for Class "B" licenses to sell fermented malt beverages, and "Class B" licenses to sell intoxicating liquors for the licensing period of July 1, 2023, through June 30, 2024 with the following conditions:

- Payment in full of delinquent tax balance on Tax ID #006-0535-03-02 where the establishment is located, no later than June 29, 2023 at noon with proof of payment provided to the Town Clerk.
- Payment of debts in full to General Beer NE, Inc. and notification to the Town Clerk from General Beer NE, Inc. that their account is in good standing and all balances are current no later than June 29, 2023 at noon.

Motion carried by unanimous voice vote.

C. Discussion/Action: Town Board review & consideration of the following Alcohol License Application:

The following party has submitted a renewal application for a Reserve Class "B" license to sell fermented malt beverages, and a Reserve "Class B" license to sell intoxicating liquors on file in the Town of Clayton Clerk's Office for the licensing period of July 1, 2023 through June 30, 2024, the granting of which is now pending and subject to compliance with State Statutes and Municipal Ordinances:

a. Leisure Golf #1, LLC, (DBA Westridge Golf Course), 8130 Golf Course Drive, Neenah, WI 54956; Agent: Rory Burton

MOTION:

Motion made by unanimous consent to approve the renewal application submitted by Leisure Golf #1, LLC (DBA Westridge Golf Course), for a Reserve Class "B" license to sell fermented malt beverages, and Reserve "Class B" license to sell intoxicating liquors for the licensing period July 1, 2023 through June 30, 2024 subject to compliance with State Statutes and Municipal Ordinances.

Motion carried by unanimous voice vote.

D. Discussion/Action: Town Board review & consideration of the following Cigarette License Applications:

The following parties have applied for a Cigarette and Tobacco Products License in and for the Town of Clayton, for the period of July 1, 2023 to June 30, 2024, subject to compliance with State Statutes and Municipal Ordinances:

- a. Ridgeway Country Club, Inc, 2913 County Road II, Neenah, WI 54956
- b. Hollandtown Minimart, LLC, (DBA Ridgeway BP), 8510 State Road 76, Neenah, WI 54956

MOTION:

Motion made by unanimous consent to approve the following renewal applications submitted for a Cigarette and Tobacco Products License for the licensing period of July 1, 2023, through June 30, 2024 subject to compliance with State Statutes and Municipal Ordinances:

- a. Ridgeway Country Club Inc., 2913 County Road II, Neenah, WI 54956
- b. Hollandtown Minimart, LLC, (DBA Ridgeway BP), 8510 State Rd 76, Neenah, WI 54956

Motion carried by unanimous voice vote.

E. **Discussion/Action:** Town Board review & consideration of the following Alcohol License Application:

The following party has an application for a Class "A" license to sell fermented malt beverages, and a "Class A" license to sell intoxicating liquors on file in the Town of Clayton Clerk's Office for the licensing period of July 1, 2023 through June 30, 2024, the granting of which is now pending and subject to compliance with State Statutes and Municipal Ordinances:

- a. Hollandtown Minimart, LLC, (DBA Ridgeway BP), 8510 State Road 76 Unit 1, Neenah, WI 54956; Agent: Durga Tiwari

MOTION:

Motion made by unanimous consent to approve the renewal application submitted by Hollandtown Minimart, LLC, (DBA Ridgeway BP), for a Class "A" license to sell fermented malt beverages, and a "Class A" license to sell intoxicating liquors for the licensing period July 1, 2023 through June 30, 2024 subject to compliance with State Statutes and Municipal Ordinances.

Motion carried by unanimous voice vote.

F. **Discussion/Action:** Town Board review & consideration of the construction of a driveway for Kim Maurer on Tax ID #006-0340-02-02.

MOTION:

Motion made by unanimous consent to approve construction of driveway access for Tax ID #006-0340-02-02 to be done by Robert J. Immel Excavating, Inc. with a cost not to exceed \$6,260.00, and authorized the Administrator to proceed as necessary.

Motion carried by unanimous voice vote.

G. **Discussion/Action:** Town Board review & consideration of proposals for a new Town Logo.

TABLED - SUPERVISORS WOULD LIKE TO SEE MORE COLORWAYS ON OPTION A PRIOR TO A VOTE

- H. Review/Discussion: Town Board review & discussion of the estimates received for repair of portions of the following roads to be completed by Winnebago County Highway Department on behalf of the Town: Oakridge Road, Hillcrest Drive, Oakwood Avenue, Fairview Road.

DISCUSSION ITEM ONLY - NO ACTION TAKEN

REVIEW OF DISBURSEMENTS

- A. Check Summary Register

UPCOMING MEETING ATTENDANCE

- A. Town Board (6:30 pm start unless otherwise noted) - June 21; July 5 & 19; August 2 & 16
B. Plan Commission (6:30 pm start unless otherwise noted) - June 14 & 28; July 12 & 26; August 9

BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS

ADJOURNMENT

MOTION:

Motion made by unanimous consent to adjourn at 7:14 pm.

Motion carried by unanimous voice vote.

Respectfully submitted,

Kelsey Faust-Kubale
Town Clerk