

**TOWN OF NEENAH TOWN BOARD**  
**Meeting Agenda**

**DATE:** Monday, October 25, 2021

**TIME:** 7:00 pm

**LOCATION:** 1600 Breezewood Lane .

This meeting will also be offered virtually via ZOOM.

Meeting ID = 870 7498 7988 / Passcode = 463763 Phone Number: (312) 626-6799

Zoom Link: <https://us02web.zoom.us/j/87074987988?pwd=b2hVRjliSjNyNVZIM21oQmNGSDZaQT09>

**CALL TO ORDER TOWN BOARD**

1. APPROVE MINUTES September 27, 2021 and October 18, 2021 Town Board Meetings
2. PUBLIC FORUM
3. PUBLIC FORUM FOR RECOGNIZED MUNICIPAL AND COUNTY OFFICIALS
4. CORRESPONDENCES
  - a. Fond Du Lac County Comprehensive Plan Adoption Notification
  - b. Fire Department Treasurers Reports for August 31, 2021 and September 30, 2021.
  - c. September 2021 Building Permit Report
  - d. Letter from Menn Law dated October 15, 2021
  - e. September 2021 Recycling Tonnage Report from Winnebago County Solid Waste Management Board.
5. DISCUSSION / ACTION
  - a. Approve Vouchers, Payroll and Bank Transactions October 25, 2021.
  - b. Approve Resolution 2021-16 Resolution to Accept Donation of 10 Acres of Land, parcel 010-0348 from James P Keating Jr.
  - c. Approve Maintenance Agreement for 2022 with Winnebago County Highway Department
  - d. Approve Assessors Contract for 2022 with Bowmar Appraisal
  - e. Discuss and possible action regarding the Town of Neenah owned barn which is currently leased by property owners at 1561 Oakridge Road as it relates to the potential sale of property at 1561 Oakridge Road.
6. FUTURE AGENDA TOPICS AND MEETINGS
  - a. Fire Department Meeting, Wednesday November 3, 2021 at 7:00 pm.
  - b. Public Hearing on 2022 Budget for Town of Neenah and Stormwater Utility District, Monday November 8, 2021 at 7:00 pm.
  - c. Meeting of the Electors to approve the 2022 Town of Neenah Tax Levy, Monday November 8, 2021 following the 7:00 pm Public Hearing
  - d. Next Regularly Scheduled Town Board Meeting Monday November 8, 2021 following the Public Hearing and Meeting of the Electors at 7:00 pm.
  - e. Town of Neenah Sanitary District #2 Public Hearing on 2022 Sanitary District #2 Budget and Regularly Scheduled Sanitary District # 2 Meeting, Tuesday November 9, 2021 at 7:00 pm.
7. OLD BUSINESS
8. NEW BUSINESS
9. ADJOURN

**Closed Session Contemplated: NO**

Ellen Skerke, Administrator-Clerk-Treasurer  
October 20, 2021

Upon request, reasonable auxiliary aids and services will be provided for disabled individuals. If accommodations are required, please provide adequate advance notice to Town Clerk at 725-0916. A quorum of other Town Commissions/Committees or Sanitary Commissions may attend, but no official action will be taken by them.

Notice was posted on October 20, 2021 at [www.townofneenah.com](http://www.townofneenah.com), Town of Neenah Municipal Building, 1600 Breezewood Lane, and posting boards located at 714 Milkweed Ct, 1674 South Park Avenue and Oakridge Place

## TOWN OF NEENAH TOWN BOARD MEETING

September 27, 2021

Held at the Municipal Building, 1600 Breezewood Lane, Neenah WI

**Present in Person:** Chairman Robert Schmeichel, Supervisor Glenn Armstrong, Supervisor Brooke Cardoza, Supervisor James Weiss and Supervisor Thomas Wilde.

**Also in Attendance in Person:** Steve Swanson, Chris Tarmann, Scott Fromm, Ben Hamblin (McMahon) Mike Simon (McMahon), Bernie Meyer, Paul Meyer, Chuck Farrey, Don Nussbaum, Jim Pawlowski and Administrator-Clerk-Treasurer Ellen Skerke.

**In Attendance via Zoom:** Carrie Sturn

Chairman Schmeichel called the meeting to order at 7:00 pm. Pledge of Allegiance was recited.

### Approval of Minutes

**Motion:** B. Cardoza/ J. Weiss to approve September 13, 2021 meeting minutes.

Motion carried 3:0:0 G. Armstrong and R. Schmeichel abstained

### Public Forum

- Steve Swanson, 7380 Woodenshoe Rd spoke regarding the speed limit on Woodenshoe Road and lowering the speed limit on the road. R. Schmeichel stated the Board would discuss this as an agenda item later in the meeting.
- Chris Tarmann, 7369 Woodenshoe Rd is present to speak about the speed limit on Woodenshoe Rd.
- Scott Fromm, 7337 Woodenshoe Rd is present to speak about the speed limit on Woodenshoe Rd.
- Bernie Meyer 116 Armstrong Street , spoke regarding the city Annexation of Lot 5 on Armstrong Street and the street itself. After the May 14, 2018 Town Board meeting, there was a closed session with the Town Board and the Town of Neenah attorney regarding the annexation of Lot 5 of Armstrong . The following day the Town attorney sent a letter to the City of Neenah stating the Town would oppose the annexation of Armstrong Street based on section 1.7 of the original Boundary Agreement. On August 10, 2021, the City of Neenah annexed lot 5 of Armstrong Street and the north half of Armstrong Street. Has the Town determined if they will contest this action, and how long does the Town have to contest this action? The original Boundary Agreement is still in place and the Town should contest the City's action based on the agreement currently in place.

### Public Forum for Recognized Municipal and County Officials

- Winnebago County Supervisor District 30 Chuck Farrey thanked the Town Board for supporting the action to keep the County Board at 36 seats. The County has approved a tentative plan for the boundaries for the 36 seats. District 30 will encompass a great deal of the Town of Neenah, all of the Town of Vinland and about 1/3 of Town of Winneconne. The Town of Neenah must now establish their wards and report back to the County.
- Winnebago County Supervisor District 9 Don Nussbaum reported that the Town has until October 25, 2021 to report back to the County, and the County will adopt the ward plans on November 16, 2021. He had a question about the proposed ward plans for the Town of

Neenah. E. Skerke stated the Board will discuss the wards as an agenda item later in the meeting.

### **Correspondences**

- None

### **Discussion/Action.**

#### **Vouchers Payroll and Bank Transactions**

*Approve Vouchers, Payroll and Bank Transactions September 27, 2021.*

**Motion:** G. Armstrong / B. Cardoza to approve.

Motion Carried 5:0:0.

#### **Personnel**

*Accept Resignation of Deputy-Clerk Treasurer Elizabeth Peterman, Effective September 22, 2021.*

- E. Skerke reviewed letter of resignation, General Discussion included direction to send a letter of acknowledgement and thank you for her services.

**Motion:** T. Wilde / B. Cardoza to approve.

Motion carried: 5:0:0

#### **Oakridge Road / Larsen Road**

*Approve Agreement with McMahon for design work for Road and Stormwater Reconstruction of Larsen Road from Clayton Avenue east to CTH CB.*

**Motion:** B. Cardoza / J. Weiss to approve

- B. Hamblin stated that approving this agreement will lock in the hourly rates at 2021 rates.
- J. Weiss questioned how the Neenah Joint School District (NJSD) portion ties in, NJSD has already committed \$600,000 for improvements, will the portion NJSD improves have to be redone with the Town project? B. Hamblin stated the Town and NJSD will have to work together to try to tie the two projects together.
- M. Simon stated the STP Urban application includes traffic signals at the school road intersection. NJSD is currently planning for stop signs on the school road.
- G. Armstrong questioned the road right-of-way (ROW), B. Hamblin replied the current ROW is 66'. G. Armstrong commented that the plans require the Town to acquire property to widen the ROW to 80' to accommodate stormwater and trail. Can the designs be reworked to get by with 66' ROW?
- M. Simon stated the design with 80' row is worst case scenario. B. Hamblin stated that if we go rural with off road trail, 80' will be needed. It would be difficult but might be possible to redesign and get by with 66' ROW.
- M. Simon stated the STP-Urban application includes off road trail on one side of the road. STP-Urban requires pedestrian and bicycle accommodations.
- B. Hamblin stated the total cost of the engineering work will be spread out over several years.
- T. Wilde stated he approves with the understanding that only a portion of the expense will be incurred in 2022. M. Simon stated that if STP-Urban is approved, funding for the road will be in 2026, these 2022 expenses get the Town started with looking at the environmental impacts

**Motion Amended:** B. Cardoza / J. Weiss to approve \$213,500

Motion carried: 5:0:0 via Roll Call Vote, all voted Aye.

*Approve Agreement with McMahon for design work for Road and Stormwater Reconstruction of Oakridge Road from CTH CB east to Green Bay Road.*

**Motion:** J. Weiss / B. Cardoza to approve \$ 178,200

- R. Schmeichel questioned if the design includes the potential joint pond on the Ogden's property on Tullar Road. M. Simon responded, yes, the stormwater pond on the Tullar Road property is tied into the urbanization of Oakridge Road. The application also includes a roundabout at Oakridge and Tullar Road. The STP-Urban application takes the road improvements up to the off ramp
- Discussion about cost sharing with the City. M. Simon stated that the STP Urban grant requires a single applicant. It is up to the Town to have an agreement with The City for cost sharing.
- G. Armstrong discussed the Hayes property annexation, the City is annexing only half the road however, the City should pay for everything east of Tullar Road. The Town needs an MOU with the City regarding who pays for maintenance of the road, who pays for construction costs and the actual limits of the road. We need to work out the details with the City through an MOU.
- B. Hamblin stated these estimates are worst case scenario, the plans include a roundabout. M. Simon stated that if the Federal funds are awarded, an intersection control evaluation will be completed and if a roundabout is not justified it will not be constructed. The roundabout is an option.

Motion carried: 5:0:0 via Roll call Vote, all voted Aye.

### **Speed Limits on Town Roads**

#### *Discussion Only – Set Speed Limits on Town Roads.*

- R. Schmeichel stated the Town has received a petition from the residents on Woodenshoe Road between CTH JJ and Breezewood Lane and neighborhood off of Woodenshoe Rd. The residents would like to see a speed limit reduced to 25 mph on the road.
- M. Simon stated the Town needs to complete a speed study and set the speed limit @ the 85<sup>th</sup> percentile of the study during non-peak hours, there are additional factors to consider including the number of driveways, is there a pedestrian trail.
- G. Armstrong stated there are several roads we need to consider, including Woodenshoe Road, Clayton Avenue, Larsen Road, Maple Lane. We should complete the speed studies and approve those that are justified.
- M. Simon stated that EXWRPC may have the ability to study speed limits.
- C. Tarmann, 7369 Woodenshoe Road stated he works for the Police Department. The County has devices, someone has to read the information.
- General consensus is the Town Board will give E. Skerke a list of roads to consider. G> Armstrong and E. Skerke to prepare an organized plan of which roads will be studied and move forward with appropriate resolutions and/or ordinances.
- C. Tarmann stated there is a legitimate concern on Woodenshoe Road as there are several large families in the area and several children walking to the bus stop on Woodenshoe Rd.
- G. Armstrong suggested we study the following roads: Maple Lane, Sundial Lane, Woodenshoe Rd, Muttart Road, Clayton Avenue, Larsen Road, South Park Avenue. Each Supervisor should provide their list of roads to E. Skerke.

### **Municipal Ward Redistricting**

#### *Discussion Only – Proposed Municipal Ward Map for 2021 Redistricting.*

- E. Skerke reviewed the abbreviated timeline to complete redistricting, the Town needs to make a determination and pass a resolution before October 25, 2021.
- E. Skerke thanked Diane Culver from Winnebago County GIS for all her help in creating two options for the Town. There are now two County Supervisor wards that encompass the Town of Neenah, there used to be three. Each Ward in the Town has to have between 300 and 1,000 inhabitants, and a Town Ward cannot have more than one County Supervisor ward in it. Based on the criteria, Diane Culver came up with two options, one with 6 wards and one with 5

wards. E. Skerke needs to take one option back to Diane Culver so she can help with the additional documentation required for the resolution.

- General discussion determined the option with 5 wards was the best one for the Town of Neenah. E Skerke to follow up with D. Culver.

### **Town Board Meeting Schedule**

*Reschedule or cancel October 11, 2021 Town Board Meeting. Due to Wisconsin Towns Association Convention there will not be a Town Board Quorum*

- E. Skerke stated that due to the WTA Annual Convention, there will not be a quorum of Town Board Members on October 11, 2021.
- E. Skerke stated that based on the tight time frame for County Redistricting, she requested that the Town Board meet on Monday October 18, 2021 in order to pass a resolution for creating wards in the Town of Neenah.
- The Town Board agreed. E. Skerke to post the meeting notice on Tuesday September 28th to give adequate notice of the new schedule for October.

### **Future Agenda Topics and Meetings**

- Town of Neenah Budget Workshop , Wednesday September 29, 2021 at 5:00 pm.
- Park and Trail Committee meeting, Monday October 4, 2021 at 6:00 pm.
- Fire Department Meeting, Wednesday October 6, 2021 at 7:00 pm.
- Winnebago County Unit Meeting, Wisconsin Towns Association, Thursday October 7, 2021, 6:30 pm at Town of Poygan.
- Next Regularly Scheduled Town Board Meeting for Monday October 11, 2021, at 7:00 pm. Canceled
- Wisconsin Towns Association Convention – October 10-October 12, 2021
- Town of Neenah Sanitary District #2 Meeting, Tuesday October 12, 2021 at 7:00 pm.
- Town of Neenah Budget Workshop #3, Tuesday October 19, 2021 at 4:00 pm.
- Town of Neenah Sanitary District #2 Budget Workshop Thursday October 21, 2021, 1:00 pm.
- Next Regularly Scheduled Town Board Meeting for Monday October 25, 2021, at 7:00 pm.

### **Unfinished Business**

- None

### **New Business**

- G. Armstrong asked if the Town Board had any thoughts on mowing the road ditches this fall, the spring mowing was quite late in the season, and we could save some money if we canceled the fall mowing. General concerns were the standard practice is to mow two times per year, we should not deviate.

### **Adjourn Meeting**

**Motion:** J. Weiss / B. Cardoza to adjourn

Motion carried. Meeting adjourned at 8:35 pm.

Respectfully submitted,



Ellen Skerke  
Administrator-Clerk-Treasurer

Approved: DRAFT – Pending Approval

## TOWN OF NEENAH TOWN BOARD MEETING

October 18, 2021

Held at the Municipal Building, 1600 Breezewood Lane, Neenah WI

**Present in Person:** Chairman Robert Schmeichel, Supervisor Glenn Armstrong, Supervisor Brooke Cardoza, Supervisor James Weiss and Supervisor Thomas Wilde.

**Also in Attendance in Person:** Jim Pawlowski, Jim Felda, Don Nussbaum, Pete Weyenberg and Administrator-Clerk-Treasurer Ellen Skerke.

**In Attendance via Zoom:** None

This regularly scheduled Town Board meeting on October 11, 2021 was rescheduled to this date due to lack of quorum on October 11, 2021. The meeting was convened following the 7:00 pm Plan Commission Meeting.

Chairman Schmeichel called the meeting to order at 7:20 pm. Pledge of Allegiance was recited.

### Public Forum

- None

### Public Forum for Recognized Municipal and County Officials

- Winnebago County Supervisor District 9 Don Nussbaum was present.

### Correspondences

- None

### Discussion/Action.

#### **Vouchers Payroll and Bank Transactions**

*Ratify Payroll Transaction October 11, 2021.*

**Motion:** T. Wilde / B. Cardoza to approve.

Motion Carried 5:0:0.

*Approve Vouchers, and Bank Transactions October 18, 2021.*

**Motion:** B. Cardoza / G. Armstrong

G. Armstrong noted the transaction for Cumings in the amount of \$557.46 appeared to be a Sanitary District #2 charge. E. Skerke reviewed the invoice and confirmed it was not a Town of Neenah invoice.

Motion Amended: B. Cardoza/ G. Armstrong to approve with an adjustment to remove \$557.46 from the voucher list.

Motion Carried 5:0:0.

#### **Certified Survey Map**

*Approve Resolution 2021-15*

*Certified Survey Map:*

*Property Owner : Salvage Scrap Industries, INC.*

*Property Address: 134 S. Fieldcrest Dr.*

*Parcel ID's: 010-0186-0601 and 010-0186-03.*

- R. Schmeichel withdrew this agenda item per applicant request at Plan Commission Meeting.

**Ward Map Redistricting**

*Approve Resolution 2021-14 to Adopt Town of Neenah Ward Plan based on Winnebago County Tentative County Supervisory District Plan.*

**Motion:** B. Cardoza / J. Weiss to approve

- E. Skerke explained the map and the 5 wards established per the tentative County Board District map and State guidelines.

Motion carried: 5:0:0.

**Future Agenda Topics and Meetings**

- Town of Neenah Budget Workshop #3, Tuesday October 19, 2021 at 4:00 pm.
- Town of Neenah Sanitary District #2 Budget Workshop Thursday October 21, 2021, 1:00 pm.
- Next Regularly Scheduled Town Board Meeting for Monday October 25, 2021, at 7:00 pm.

**Unfinished Business**

- G. Armstrong stated that an adjustment for the 2022 budget should be made to remove Cheryl Ann Drive from the Highway project and put Kappel Drive back in, also a reminder to cut chip sealing in half from the original Budget Workshop #1 figures.

**New Business**

- G. Armstrong questioned if the Personnel Committee would be involved in the interview process. E. Skerke stated she would conduct initial phone interviews with the pool of applicants and then reach out to the Personnel Committee and the Town Board concerning the second round of 1 person interviews.
- R. Schmeichel stated the WTA Convention was attended by himself, J. Weiss, T. Wilde and E. Skerke and was very informative. He spoke with an individual regarding the potential for a solar farm on the Town owned property. A town is paid \$4,000 per megawatt of power produced. R. Schmeichel will ask this person to present at a future Town Board Meeting B. Cardoza stated that Brandon Nielsen has brought this idea up in the past as well.
- E. Skerke stated she has been receiving numerous inquiries related to the barn behind 1561 Oakridge Road. The home is on the market and potential buyers want to know if the Town will sell the barn. R. Schmeichel stated this will be a future agenda item
- General discussion about status of Boundary Agreement negotiations and the status of an informational meeting prior to taking action on the amendment.

**Adjourn Meeting**

**Motion:** G. Armstrong / J. Weiss to adjourn.

Motion carried. Meeting adjourned at 7:50 pm.

Respectfully submitted,



Ellen Skerke  
Administrator-Clerk-Treasurer

Approved: DRAFT – Pending Approval

# Voucher List Authorization - October 25, 2021

## Bank Transfer (Transaction List)

<u>Date</u>	<u>From</u>	<u>To</u>	<u>Amount</u>	<u>Reason</u>
10/26/2021	General MM	Checking	\$ 71,000.00	10/25/2021 Vouchers

## Check Details:

Accounts Payable:	\$ 70,307.91
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Payroll	Gross Payroll	\$	-
	Expense Reimburse	\$	-
	Net Payroll	\$	-

## Deposit Detail

<u>Date</u>	<u>Where</u>	<u>Amount</u>
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## Paid via Bank Transfer:

Nationwide:	\$	-
Wisconsin Retirement:	\$	-
Federal Tax/Medicare:	\$	-
State Taxes:	\$	-
Wisconsin Health Insurance	\$	-

## Account Balances as of October 26, 2021 - after requested transfers per this Voucher List

Checking	\$	1,602
General MM	\$	765,212
General CD - CFCU	\$	400,625
Taxes Collected	\$	-
Impact Fee	\$	4,109
Tullar Rd Fund	\$	30,481
Storm Water	\$	649,706

\_\_\_\_\_ Schmeichel    \_\_\_\_\_ Armstrong    \_\_\_\_\_ Cardoza    \_\_\_\_\_ Weiss    \_\_\_\_\_ Wilde



9:23 AM  
10/25/21

Town of Neenah  
Check Detail  
October 25, 2021

Accounts Payable  
\$ 710,307.91

Type	Date	Num	Name	Memo	Account	Paid Amount
Bill P...	10/25/202	27335	Harters Fox Valley...		11010-0 · Checking Account G...	
Bill	10/25/202	362250			53635-0 · Recycling	-12,216.72
Bill	10/25/202	362253			53634-0 · Garbage Collection Ex...	-3,833.06
					55200-6 · Parks - Harter's - Trash	-231.50
TOTAL						-16,281.28
Bill P...	10/25/202	27336	JC Security LLC		11010-0 · Checking Account G...	
Bill	10/25/202	10985		install deadbolt steel door	51610-1 · Maintenance & Operati...	-241.50
TOTAL						-241.50
Bill P...	10/25/202	27337	K and C Pest Cont...		11010-0 · Checking Account G...	
Bill	10/25/202	147823		spray for bugs	51610-1 · Maintenance & Operati...	-136.00
TOTAL						-136.00
Bill P...	10/25/202	27338	McMahon Associa...		11010-0 · Checking Account G...	
Bill	10/25/202	924138			6-59200 · Stormwater - Enginee...	-336.30
Bill	10/25/202	924139		field screening	51520-0 · Engineering Services	-251.00
TOTAL						-587.30
Bill P...	10/25/202	27339	Oshkosh Fire and ...		11010-0 · Checking Account G...	
Bill	10/25/202	184959			52210-3 · Fire Dept Supplies and...	-990.00
TOTAL						-990.00
Bill P...	10/25/202	27340	Suburban Wildlife...		11010-0 · Checking Account G...	
Bill	10/25/202	6073			6-55100 · SW - Conservancy Po...	-250.00
TOTAL						-250.00
Bill P...	10/25/202	27341	WE Energies 1		11010-0 · Checking Account G...	
Bill	10/25/202	4657...		S Park Ave east side WR46...	53420-0 · Street Lighting - All Ele...	-435.00
TOTAL						-435.00
Bill P...	10/25/202	27342	Winnebago Cty. Tr...		11010-0 · Checking Account G...	
Bill	10/25/202	20590		Carey Ct	53311-7 · Highway Projects	-16,004.54
				Acco Ave	53311-7 · Highway Projects	-30,673.84
					53311-2 · Hwy Exp - Maintenanc...	-2,633.45
				Acco Ave	6-54500 · SW - Ditch Maintenanc...	-73.48
				Clayton Ave culvert aid	6-57100 · Stormwater -Culvert R...	-329.80
TOTAL						-49,715.11
Bill P...	10/25/202	27343	Wisconsin Dept. o...		11010-0 · Checking Account G...	
Bill	10/25/202	2021 ...			51531-0 · State Mfg. Assessment	-1,634.38
TOTAL						-1,634.38

9:23 AM  
10/25/21

Town of Neenah  
**Check Detail**  
October 25, 2021

Type	Date	Num	Name	Memo	Account	Paid Amount
Bill P...	10/25/202	27344	Wisconsin Media /...		11010-0 · Checking Account G...	
Bill	10/25/202	4131...		public hear sanitary	51121-0 · Public Notices	-37.34
TOTAL						-37.34

**TOWN OF NEENAH  
WINNEBAGO COUNTY, WISCONSIN  
RESOLUTION 2021-16**

**A RESOLUTION ACCEPTING A DONATION OF A 10 ACRE PARCEL OF  
LAND FROM JAMES P KEATING JR FOR PARK SPACE**

**WHEREAS**, property owner, James P Keating Jr. of Parcel 010-0348 has offered to donate this 10-acre parcel of land to the Town of Neenah, and;

**WHEREAS** the terms and conditions of the donation are as follows:

- The 10-acre parcel is being donated to the Town of Neenah for the creation of a nature preserve for non-motorized general public uses, horses excepted, and to be initially named "Keating Nature Preserve".
- It may be left in its natural state or amenitized with walking, hiking, nordic ski trails, and biking trails with other features (lighting, trash receptacles, parking, etc.) consistent with those passive recreational uses and reasonable access needs.
- The easterly extension of Woodside Lane across the northern boundary is acceptable.
- Should the southerly adjacent 4.01- and 5.00-acre Neenah Joint School District parcels (010034507 and 010035001) become Town of Neenah property, we'd request that they be joined to the subject 10-acre parcel and the existing 4.79-acre Keating Park (010034506), and all 23.8 acres be named "Keating Park". and;

**WHEREAS**, the Town of Neenah Board of Supervisors finds that it is appropriate to accept the donation offered;

**NOW, THEREFORE BE IT RESOLVED**, that the Town Board of Supervisors, Town of Neenah, Winnebago County Wisconsin accepted the donation described above and shall be used as conditioned above. and;

**BE IT FUTHER RESOLVED**, that the Town Administrator- Clerk-Treasurer is herby directed to issue receipt to the donor acknowledging the Town's receipt of the donor's donation.

Approved and adopted by the Town of Neenah Board of Supervisors this 25th day of October 2021.

Authorized

Signature: \_\_\_\_\_

Robert E. Schmeichel Town of Neenah Chairman

Attest: \_\_\_\_\_

Ellen Skerke

Town of Neenah Administrator-Clerk-Treasurer

State Bar of Wisconsin Form 3-2003  
**QUIT CLAIM DEED**

Document Number

Document Name

**THIS DEED**, made between James P. Keating, Jr. ("Grantor"), and the Town of Neenah ("Grantee").

Grantor quit claims to Grantee the following described real estate, together with the rents, profits, fixtures and other appurtenant interests, in Winnebago County, State of Wisconsin ("Property"):

The North Ten (10.00) acres in the northwest corner of the West ½ of the Southwest ¼ of Section Thirty-one (31), Township 20 North, Range 17 East, Town of Neenah, Winnebago County, Wisconsin, described as follows: The North 1320 feet of the West 330 feet of the West ½ of said Southeast ¼ section. Parcel ID 010-0348. **The 10-acre parcel is being donated to the Town of Neenah for the creation of a nature preserve for non-motorized general public uses**, horses excepted, and to be initially named "**Keating Nature Preserve**". It may be left in its natural state or amenitized with walking, hiking, nordic ski trails, and biking trails with other features (lighting, trash receptacles, parking, etc.) consistent with those passive recreational uses and reasonable access needs. The easterly extension of Woodside Lane across the northern boundary is acceptable. Should the southerly adjacent 4.01 and 5.00 acre Neenah Joint School District parcels (010034507 and 010035001) become Town of Neenah property, we'd request that they be joined to the subject 10-acre parcel and the existing 4.79 acre Keating Park (010034506) and all 23.8 acres be

Recording Area

Name and Return Address  
James P. Keating, Jr.  
232 Limekiln Drive  
Neenah, WI 54956

**0100348**

Parcel Identification Number (PIN)

This is not \_\_\_\_\_ homestead property.  
(is) (is not)

Dated October 25, 2021.

_____ * <u>James P. Keating, Jr.</u>	_____ *	_____ _____	_____ _____
_____ *	_____ _____	_____ _____	_____ _____

**AUTHENTICATION**

Signature(s) \_\_\_\_\_  
authenticated on \_\_\_\_\_

\* \_\_\_\_\_  
TITLE: MEMBER STATE BAR OF WISCONSIN  
(If not, \_\_\_\_\_  
authorized by Wis. Stat. § 706.06)

THIS INSTRUMENT DRAFTED BY:

James P. Keating, Jr. on 10/13/2021

**ACKNOWLEDGMENT**

STATE OF WISCONSIN )  
 ) ss.  
\_\_\_\_\_ COUNTY )

Personally came before me on \_\_\_\_\_,  
the above-named \_\_\_\_\_  
to me known to be the person(s) who executed the foregoing  
instrument and acknowledged the same.

\* \_\_\_\_\_  
Notary Public, State of Wisconsin  
My Commission (is permanent) (expires: \_\_\_\_\_)

(Signatures may be authenticated or acknowledged. Both are not necessary.)

NOTE: THIS IS A STANDARD FORM. ANY MODIFICATIONS TO THIS FORM SHOULD BE CLEARLY IDENTIFIED.

**QUIT CLAIM DEED**

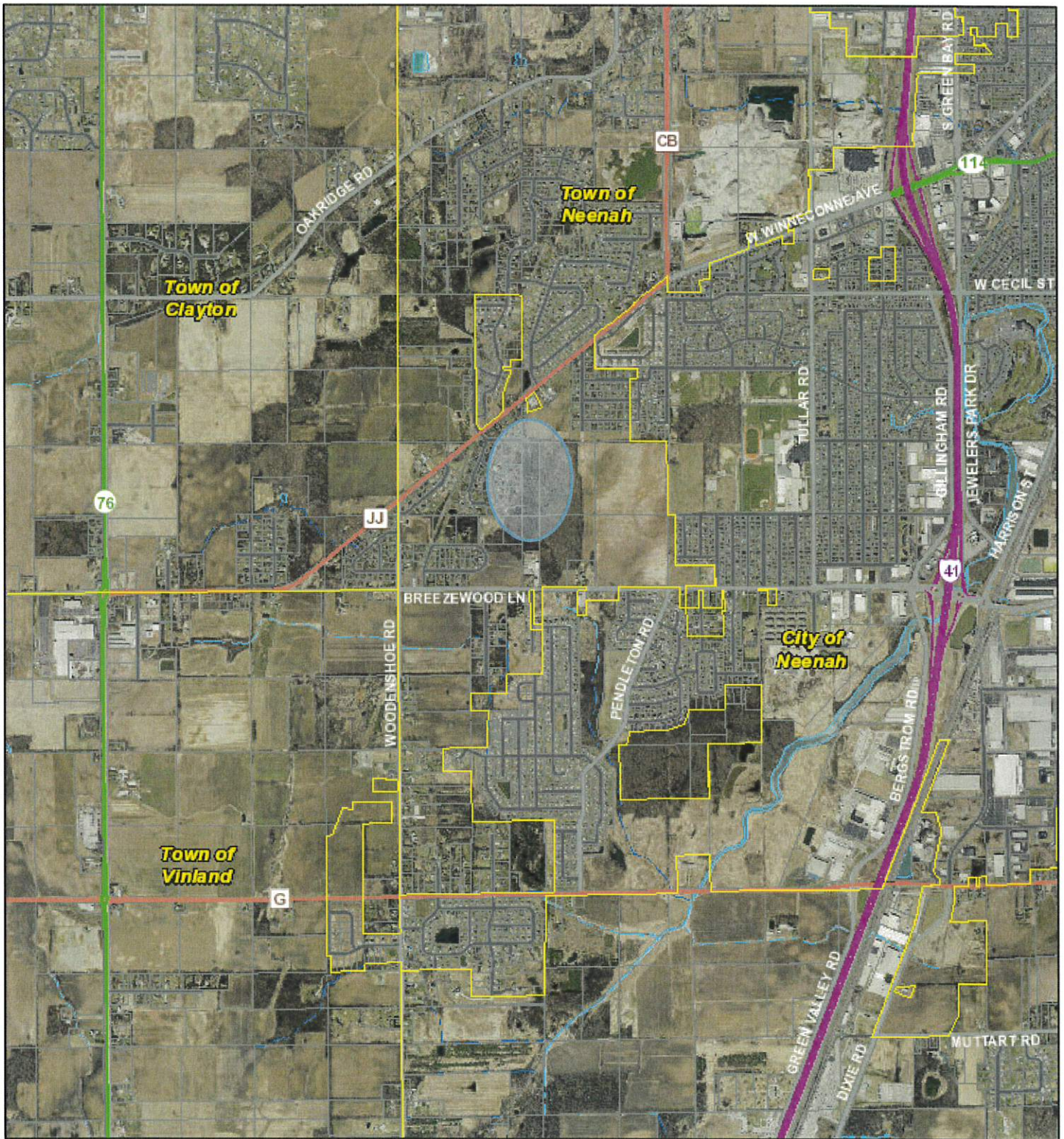
© 2003 STATE BAR OF WISCONSIN

FORM NO. 3-2003

\* Type name below signatures.



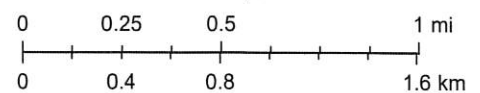
# Site Map



10/20/2021, 9:55:32 AM

1:30,520

- Municipal Boundary
- Adjacent Counties
- Lakes, Ponds and Rivers
- Navigable - Permanent (checked)
- Navigable - Intermittent (checked)
- Navigable - Stream (checked)
- Navigable - Stream (unchecked)
- Navigable - Intermittent (unchecked)
- Navigable - Permanent (unchecked)
- Tax Parcel Boundary
- Local Road



Winnebago County GIS, Imagery Date: April 2020



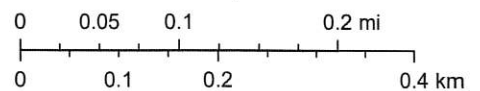
# Site Map



10/20/2021, 9:53:47 AM

1:7,630

- |                                      |                                    |
|--------------------------------------|------------------------------------|
| Adjacent Counties                    | Navigable - Permanent (checked)    |
| Lakes, Ponds and Rivers              | Navigable - Intermittent (checked) |
| Navigable Waterways                  | Navigable - Stream (checked)       |
| Navigable - Permanent (unchecked)    | Tax Parcel Boundary                |
| Navigable - Intermittent (unchecked) | Road ROW                           |
| Navigable - Stream (unchecked)       |                                    |



Winnebago County GIS, Imagery Date: April 2020



**WINNEBAGO COUNTY HIGHWAY  
&  
TOWN OF NEENAH  
MAINTENANCE AGREEMENT**

**Whereas, the Town of Neenah, a town located in Winnebago County, would like to retain the services of the Winnebago County Highway Commission to provide and deliver certain highway-related maintenance work during the calendar year of 2022; and**

**Whereas, the Winnebago County Highway Commission is willing and able to perform said maintenance services on behalf of the Town of Neenah during calendar year 2022.**

**Now, therefore, for that mutual consideration as stated herein, it is agreed by and between the Town of Neenah and the Winnebago County Highway Commission as follows:**

1. This agreement shall be for a period of one-year commencing the 1st day of January, 2022 and continuing through December 31, 2022.
2. Winnebago County agrees to provide maintenance for 27.34 miles of Town roadway located within said government territory. The General Transportation Aids (GTA) rate calculated by the Wisconsin DOT for payment to the Towns in 2022 is approximately \$2,400 per mile which yields a GTA payment for Neenah of approximately \$65,600.
3. This maintenance work shall include winter maintenance, general maintenance and miscellaneous work as needed during the year;

**GENERAL MAINTENANCE ACTIVITIES**

Surface Maintenance  
Shoulder Maintenance  
Vegetation Maintenance and Control  
Maintenance of Safety Appurtenances  
Guard and security fencing, bridge railings, and attenuators  
Maintenance of Drainage Facilities  
Culverts, ditches, and catch basins  
Litter Pickup  
Traffic Control  
Marking and Signage  
Pavement Ratings

**WINTER MAINTENANCE ACTIVITIES**

Snow Removal  
Application of Chlorides and Anti-icing Materials  
Snow Fence

**MISCELLANEOUS ACTIVITIES**

Seal Coating  
Grading

Paving  
Bridge Inspections and Repairs  
Equipment Repairs

4. The Town shall pay for all maintenance work performed & delivered in accordance with the wage rates, material costs and machinery rental rates of the Winnebago County Highway Commission as established by Winnebago County.
5. All work will be on a time and materials basis and will be at the direction of the Town.
6. In addition to the wage rates, material costs, and equipment rental rates it is agreed that the cost for salt shall be \$84.00 per ton.
7. Both parties agree not to discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, developmental disability, sexual orientation as defined in s.51.01(5) Wis. Stats., or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.
8. The Town of Neenah agrees at all times during the term of this agreement to; indemnify, save harmless, and defend Winnebago County, its Board, Officers, Employees, and Representatives may sustain, incur or be required to pay by reason Winnebago County, furnishing services, or goods required to be provided under this Agreement, provided, however, that the provisions of this section shall not apply to liabilities, losses, charges, costs, or expenses caused solely by or resulting from the acts or omissions of Winnebago County, its Agencies, Boards, Officers, Employees, or Representatives.

**IN WITNESS WHEREOF** the parties have hereunto set their hands and seals this

\_\_\_\_\_ Day of \_\_\_\_\_, 2021.

TOWN of Neenah

CHAIRMAN \_\_\_\_\_

CLERK \_\_\_\_\_

Winnebago County Highway Commission

By: \_\_\_\_\_

Robert Doemel, Commissioner  
Winnebago County Highway Department





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www.bowmarappraisal.com

## **TOWN OF NEENAH**

### **ASSESSOR CONTRACT FOR 2022**

THIS AGREEMENT by and between BOWMAR APPRAISAL INC., a company hereinafter called the "Appraiser," and the TOWN OF NEENAH, WINNEBAGO COUNTY, WISCONSIN, hereinafter called the "Municipality."

WITNESSETH: The Appraiser and Municipality for the consideration stated herein agree as follows:

#### **ARTICLE I**

SCOPE OF WORK. The appraiser shall act as the assessor for the municipality for the year 2022 and hereby agrees to perform all requirements of this contract and to complete in a professional manner all the work required under this agreement. All work shall be performed in accordance with Chapter 70 of the Wisconsin State Statutes. The following numbered paragraphs describe the work to be completed under this agreement.

1. The appraiser shall assess all new construction improvements, all properties on which the buildings have been destroyed or moved, and all properties that the original parcel has been split into two or more parcels.
2. On all properties in which ownership splits have occurred for that year and on new annexations, new property record cards will be made up.
3. The appraiser shall send out self-reporting Personal Property Forms to all personal property accounts in the municipality and analyze all returns. Doomage assessments will be made on any personal property account whose return has not been sent in.
4. All forms and reports to be completed for the Wisconsin Department of Revenue by the assessor will be completed by the appraiser for the municipality.
5. The appraiser will send change of value notices to real estate property owners whose property has a change in its assessed value. These property owners will be given the opportunity to discuss their assessed values with the appraiser on at least one day prior to the Board of Review.
6. The appraiser shall attempt to answer all correspondence concerning the assessed values and related inquiries sent to the municipality or the appraiser.

7. The appraiser will field check properties in which there appears to be a question concerning the assessed value of the property.
8. The appraiser shall be responsible for the completion of the Real Estate and Personal Property Assessment Roll.
9. The appraiser shall store and maintain all assessment data electronically.
10. The appraiser will attend all meetings of the Board of Review to explain and defend the assessed values and will be prepared to testify under oath regarding such values. In the event of an appeal to the Wisconsin Department of Revenue or the courts, it is agreed that the appraiser will be available to furnish expert testimony in defense of any of the assessed values.
11. All office supplies, stamps, and telephone calls made by the appraiser shall be paid by the appraiser.
12. The appraiser shall maintain Workman's Compensation and Public Liability Insurance of his staff and Valuable Paper Insurance on all assessment records.
13. All personnel of the appraiser providing services shall be currently certified in compliance with Section 70.055. The appraiser shall review any complaint relative to the conduct of his employee(s). If the municipality deems the performance of any of the appraiser's employees to be unsatisfactory, the appraiser, shall, for good cause, remove such employee(s) from work upon written request from the municipality, such request stating reasons for removal.

## ARTICLE II

COMPENSATION. The municipality shall pay to the appraiser for the performance of this contract FOURTEEN THOUSAND EIGHT HUNDRED DOLLARS (\$14,800) for the 2022 assessment year. The method of payment shall be quarterly invoices. The municipality shall make payments no later than 30 days after receiving an invoice.

IN WITNESS WHEREOF, the parties hereto have set their hands this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

### TOWN OF NEENAH, WISCONSIN

#### APPROVED BY:

TOWN OF NEENAH

BY: \_\_\_\_\_ AS OF \_\_\_\_\_

APPRAISER

BY: Carmi Aylm, Bowmar Appraisal AS OF 10/8/21

WITNESS

BY: \_\_\_\_\_ AS OF \_\_\_\_\_