

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

**DATE:** Monday, August 22, 2022

**TIME:** 7:00 pm

**LOCATION:** 1600 Breezewood Lane

The meeting will also be offered virtually via ZOOM.

Meeting ID : 861 3231 5109 Passcode: 015083 Phone (312) 626-6799

Zoom <https://us02web.zoom.us/j/86132315109?pwd=dmQ4dUUwZUZFWliczduV1dwamY1dz09>

**TOWN BOARD MEETING**

1. CALL TO ORDER TOWN BOARD
2. APPROVE MINUTES  
August 8, 2022 Town Board Meeting
3. PUBLIC FORUM
4. PUBLIC FORUM FOR RECOGNIZED MUNICIPAL AND COUNTY OFFICIALS
5. CORRESPONDENCES
  - a. Winnebago County Solid Waste – July 2022 Tonnage Report
  - b. Notice from WPS – Gas Facilities Update – Woodenshoe Road Area
  - c. Preliminary Estimate of January 1, 2022 Population
  - d. Fire Department Treasurers Report – July 2022
  - e. WisDot Notice of Wis 76 and Larsen Road Intersection Public Involvement Meeting 8-23-2022
6. DISCUSSION / ACTION
  - a. Approve Vouchers, Payroll and Bank Transactions August 22, 2022.
  - b. Resolution 2022-13 - Zoning Amendment  
Applicant: Dederling, Troy A  
Location of Premises Affected: 116 Highland Ct, Neenah, WI  
Tax Parcel No.: 010-0090-13  
Explanation: Applicant is requesting a zoning map amendment from R-1 (Rural Residential District) to A-2 (General Agriculture District) in order to operate a hobby farm.
  - c. Update from Roads and Stormwater Superintendent Glenn Armstrong
  - d. Resolution 2022-12 Resolution Establishing Speed Limit on Woodenshoe Road
  - e. Discussion and possible action for tree removal services for ash trees, Town road right-of-way at Courtney Court and Plummer Court and potential at Franzoi Park.
  - f. Approve Geotechnical Exploration Services for Larsen Road and Oakridge Road reconstruction projects, PSI cost of \$9,275
  - g. Approve Title Work for Larsen Road / Oakridge Road reconstruction projects, First American Title insurance company cost of \$12,500.
  - h. Discussion and possible action regarding Lease Agreement for rental of Town owned barn on parcel 010-02180603.
  - i. Appoint Jason Vander Velden to the Parks and Trails Committee for a three-year term to expire 4/30/2025.
  - j. Approve Operator's License for Preston Cannedy.
  - k. Schedule 2023 Budget Workshops
7. FUTURE AGENDA TOPICS AND MEETINGS
  - a. Labor Day Holiday, Monday September 5, 2022, Office Closed.
  - b. Parks and Trails Committee Meeting, Tuesday September 6, 2022 6:00 p.m. at Keating Park.
  - c. Fire Department Business Meeting, Wednesday September 7, 2022 at 7:00 pm.
  - d. Next Regularly Scheduled Town Board Meeting Monday June 13, 2022 at 7:00 pm.
8. OLD BUSINESS
9. NEW BUSINESS
10. ADJOURN

**Closed Session Contemplated: NO**

Ellen Skerke, Administrator-Clerk-Treasurer  
August 18, 2022

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 August 18, 2022 at [www.townofneenah.com](http://www.townofneenah.com), Town of Neenah Municipal Building, 1600 Breezewood Lane.

## TOWN OF NEENAH TOWN BOARD MEETING

August 8, 2022

Regular Meeting held at Town Hall, 1600 Breezewood Lane, Neenah, WI 54956 and offered via Zoom

**Present:** Chairman Robert Schmeichel, Supervisor David Bluma, Supervisor Brooke Cardoza, and Supervisor Thomas Wilde.

**Excused:** Supervisor James Weiss

**Also in Attendance:** Bernie Meyers, Steve Swanson, Chris Tarmann, Peg Vaughan, Don Nussbaum, Scott Fromm, Deputy Clerk-Treasurer Vicki Boushele and Administrator-Clerk-Treasurer Ellen Skerke.

**Also in Attendance via Zoom:** Sara Kosmicki and Carrie Sturn.

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

### Approval of Minutes

**Motion:** B. Cardoza / T. Wilde to approve July 25, 2022 Town Board meeting minutes.

Motion carried 4:0:0

### Public Forum

- P. Vaughan questioned if there was an update on the nuisance issue discussed at the July 25<sup>th</sup> Town Board closed session. R. Schmeichel stated that we are working in conjunction with the County and have nothing to report at this time.

### Public Forum for Recognized Municipal and County Officials

- Don Nussbaum, County Board Supervisor District #9 was present. Brief discussion about WisDOT presentation to local officials regarding Highway 76 and Larsen Road intersection improvements

### Correspondences

- Building Permit Report – July 2022

### Discussion/Action

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

*Approve Vouchers, Payroll and Bank Transactions August 8, 2022*

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

Motion Carried 4:0:0.

### **Resolutions**

#### *Resolution 2022-11 Resolution Disallowing Claim*

- The Town Board opened the floor for comments from guests
- Sara Kosmicki, 4 Armstrong Street spoke regarding the Resolution. She is disappointed and frustrated as a Town resident that Armstrong Street was private for so many years, when it became a pawn for negotiations, the road became a public road, and the Town gave it away. Then the Town declines to reimburse for the maintenance costs the residents have paid for. Although it might be fair legally, it does not seem right. She owned a home on a private dead-end road, now she is a corner lot on a public road, being denied reimbursement is further insult.
- Bernie Meyer, 116 Armstrong Street spoke regarding the resolution. She said being given 120 days to turn in bills for 40-years' worth of expenses is unfair. Also, for the Town to give the City an added bonus to bargain with is unjust and unfair. For years both the county and Town said it was a private road, now the Town says it is a public road. She is disappointed the Town did not inform them of the pending action before it took place.
- She stated the City put up a "Private Road" sign, so it is confusing.
- S. Kosmicki asked how the road could be half public and half private, the Private Road sign is south past the City lot. It seems the city's intent will be to annex the road going south and connect to Lone Oak.

- R. Schmeichel responded the Town Board is taking action on the disallowance per Counsel recommendation.

**Motion:** R. Schmeichel / B. Cardoza to approve the Resolution to Disallow the Claim for Reimbursement.

Motion Carried 4:0:0.

#### *Resolution 2022-12 Resolution Establishing Speed Limit on Woodenshoe Road*

- R. Schmeichel stated he would like to see the speed limits set at 35 mph on Woodenshoe Road.
- The Town Board opened the floor for comments from the guests
- Scott Fromm, 7377 Woodenshoe Road spoke in favor of changing the speed limit to 35 mph on Woodenshoe Road.
- E. Skerke stated that Attorney Parmentier provided information about the guidelines for changing speed limits.
- General discussion about the speed limits, guidelines, and the information we received from the speed study.
- R. Schmeichel adjourned this item until the following meeting.

No Action was taken

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

- Election Day – Tuesday August 9, 2022 Polls open from 7:00 am – 8:00 pm.
- Stormwater Utility District Meeting, Thursday August 11, 2022 at 8:00 am.
- Plan Commission Meeting, Monday August 15, 2022 at 7:00 p.m.
- Town of Neenah Sanitary District #2 Meeting Tuesday August 16, 2022 at 7:00 pm. (Note that due to the Election, this is a change in date from their regular meeting schedule)
- Next Regularly Scheduled Town Board Meeting Monday August 22, 2022 at 7:00 pm.

#### **Unfinished Business**

- R. Schmeichel shared a series of letters written regarding Highway 76 and Larsen Road Intersection improvements. Senator Roger Roth wrote a letter to WisDOT and Neenah Joint School District (NJSD). The Town of Neenah responded in support of Senator Roth's encouragement to complete improvements in a timely manner, and WisDOT's response. Town of Neenah needs to follow up with Village of Fox Crossing and NJSD to talk about WisDOT's suggestions to mitigate traffic using Larsen Road before the HWY 76 and Larsen Road intersection can be improved.
- R. Schmeichel stated the drainage on Hidden Acres Lane is progressing, we still need to complete the retaining wall by the cross culvert. He received a quote from Cowling Property Management for wall stone. This would be a 2/3, 1/3 split with the property owners. General discussion regarding the project, the Board requested a revised estimate to break out the cost for materials and price cobblestone.
- E. Skerke reminded the Town Board to think about who might be interested in serving as Municipal Judge.
- E. Skerke briefly updated the Board on the status of the Facilities Management Superintendent position and asked about how to proceed. R. Schmeichel recommended that himself, E. Skerke and Peg Vaughan interview the candidates and bring a recommendation to the Town Board.

#### **New Business**

- E. Skerke stated that both she and David Bluma were struggling with managing noxious weed violations. We are challenged with the consistency of managing the issue. It is complaint driven, but if we are not managing Town and County road right-of-way, it is difficult to be consistent. Does it apply to right of way, agricultural properties and what weeds are noxious?

**Adjourn Meeting**

**Motion:** B. Cardoza / T. Wilde to adjourn. Motion carried.  
Meeting adjourned at 8:15 p.m.

Respectfully submitted,

Ellen Skerke  
Administrator Clerk-Treasurer

Approved: DRAFT - Pending Approval

# Voucher List Authorization - August 22, 2022

## Bank Transfer (Transaction List)

<u>Date</u>	<u>From</u>	<u>To</u>	<u>Amount</u>	<u>Reason</u>
8/23/2022	General MM - Prospera	Checking - Prospera	\$ 44,000.00	Vouchers 8/22/2022
8/23/2022	Taxes Collected - Verve	Checking - Verve	\$ 8,976.00	August Tax Settlement - San2
8/23/2022	Taxes Collected - Verve	Stormwater MM - Verve	\$ 11,490.00	August Tax Settlement - Stormwater
8/23/2022	Taxes Collected - Verve	General MM - Verve	\$ 104,538.04	August Tax Settlement - Town Portion
8/23/2022	Taxes Collected - Verve	General MM - Verve	\$ 6,979.03	August Tax Settlement - Garbage /Recycling
8/24/2022	Impact Fee - Verve	Checking - Verve	\$ 503.14	To clear balance at Verve - transfer to Prospera
8/24/2022	Stormwater - Verve	Checking Verve	\$ 233,071.50	To clear balance at Verve - transfer to Prospera

Note - Following this activity, Taxes Collected MM, Impact Fee Fund and Stormwater MM will have zero balances at Verve CU  
The only accounts remaining at Verve CU will be Checking, General Money Market and Membership Savings

### Check Details:

Accounts Payable:	\$ 45,302.84	
Election Officials	\$ 1,382.50	
Verve Check # 027774	\$ 8,976.00	August Tax Settlement - San 2
Verve Check # 027775	\$ 233,574.64	Transfer Impact Fee and Stormwater funds to Prospera CU

### Notification of New Vendors

Van Veeland's Nursery - Parks and Trails Committee purchased trees

### Account Balances as of July 26, 2022 - after requested transfers per this Voucher List

	<u>VERVE CU</u>	<u>PROSPERA CU</u>	<u>Community First CU</u>
Checking	\$ 7,242	\$ 18,081	
Membership account	\$ 27	\$ 25	
General MM	\$ 418,024	\$ 760,969	
General CD - CFCU	n/a	n/a	\$ 403,974
Taxes Collected	\$ -	\$ -	
Impact Fee	\$ -	\$ 6,503	
Tullar Rd Fund	\$ -	\$ 34,542	
Storm Water	\$ -	\$ 933,072	
<b>TOTAL</b>	<b>\$ 425,293</b>	<b>\$ 1,753,191</b>	<b>\$ 403,974</b>

\_\_\_\_\_ Schmeichel    \_\_\_\_\_ Bluma    \_\_\_\_\_ Cardoza    \_\_\_\_\_ Weiss    \_\_\_\_\_ Wilde

In Transition to Prospera Credit Union, with a goal to complete the transition by the end of October 2022.

11:08 AM  
08/19/22

Town of Neenah  
Check Detail  
August 23, 2022

Accounts Payable  
\$45,300.84

Type	Date	Num	Name	Memo	Account	Paid Amount
Bill P...	08/23/20:	28011	Aberdean Cons...		11010-1 · Checking Accou...	
Bill	08/22/20:	63748		conversion to .gov email ...	51420-4 · Office Expenses	-1,240.00
Bill	08/22/20:	63875			51420-4 · Office Expenses	-389.00
TOTAL						-1,629.00
Bill P...	08/23/20:	28012	Brazeo Ace Har...	90012	11010-1 · Checking Accou...	
Bill	08/22/20:	July 22			55200-3 · Parks - Supplies &...	-18.91
TOTAL						-18.91
Bill P...	08/23/20:	28013	City of Neenah	24540-0	11010-1 · Checking Accou...	
Bill	08/22/20:	39041		1 yr rent 7 hydrants	52210-8 · Fire Dept. Hydrant	-2,100.00
TOTAL						-2,100.00
Bill P...	08/23/20:	28014	Cowling Proper...		11010-1 · Checking Accou...	
Bill	08/22/20:	3779		monthly contract #3 of 6	55200-1 · Parks - Cowling Pr...	-6,633.00
				July 2022 hourly service...	55200-3 · Parks - Supplies &...	-5,483.73
				Admin Hours	55200-3 · Parks - Supplies &...	-144.00
				Fuel surcharge	55200-3 · Parks - Supplies &...	-240.00
TOTAL						-12,500.73
Bill P...	08/23/20:	28015	Dempsey Law F...		11010-1 · Checking Accou...	
Bill	08/22/20:	8/2/2...		Armstrong St	51300-0 · Legal Services	-234.00
				Boundary Agreement	51300-0 · Legal Services	-26.00
				General	51300-0 · Legal Services	-286.00
				Joint Municipapl court	51300-0 · Legal Services	-1,130.50
				Meadow lane	51300-0 · Legal Services	-390.00
				Meeting	51300-0 · Legal Services	-350.00
TOTAL						-2,416.50
Bill P...	08/23/20:	28016	Fox Stamp, Sig...		11010-1 · Checking Accou...	
Bill	08/22/20:	18293		Town	51420-4 · Office Expenses	-52.96
				San 2	51420-4 · Office Expenses	-26.48
TOTAL						-79.44
Bill P...	08/23/20:	28017	Harters Fox Vall...		11010-1 · Checking Accou...	
Bill	08/22/20:	1921...		fuel surcharge	53634-0 · Garbage Collectio...	-12,490.45
					53634-0 · Garbage Collectio...	-1,823.61
					53635-0 · Recycling	-3,913.24
				fuel surcharge	53635-0 · Recycling	-571.33
Bill	08/22/20:	1921...			55200-6 · Parks - Harter's - ...	-244.67
TOTAL						-19,043.30
Bill P...	08/23/20:	28018	K and C Pest C...		11010-1 · Checking Accou...	
Bill	08/22/20:	1508...		Franzoi	55200-3 · Parks - Supplies &...	-90.00
Bill	08/22/20:	1508...		Mahler	55200-3 · Parks - Supplies &...	-90.00
TOTAL						-180.00

**Town of Neenah**  
**Check Detail**  
 August 23, 2022

Type	Date	Num	Name	Memo	Account	Paid Amount
Bill P...	08/23/20:	28019	McMahon Asso...		11010-1 · Checking Accou...	
Bill	08/22/20:	9275...		meetig with Ogdens rega...	53314-1 · Oakridge Rd Reco...	-288.00
TOTAL						-288.00
Bill P...	08/23/20:	28020	Oshkosh Area ...		11010-1 · Checking Accou...	
Bill	08/22/20:	July 22			54100-1 · Animal Control - E...	-65.00
TOTAL						-65.00
Bill P...	08/23/20:	28021	Van Zeeland Nu...		11010-1 · Checking Accou...	
Bill	08/22/20:	1010...		4 trees 3 shrubs	55200-3 · Parks - Supplies &... 55200-8 · Conservancy Park...	-419.96 -149.97
TOTAL						-569.93
Bill P...	08/23/20:	28022	WE Energies		11010-1 · Checking Accou...	
Bill	08/22/20:	4243...		led st lites Breezewood st lites fountain Franzoi	53420-0 · Street Lighting - Al... 53420-0 · Street Lighting - Al... 55200-8 · Conservancy Park... 55200-7 · Parks - WE Energi... 51420-8 · MB Utilities	-230.81 -1,533.69 -47.09 -314.46 -239.45
TOTAL						-2,365.50
Bill P...	08/23/20:	28023	WG, Inc.		11010-1 · Checking Accou...	
Bill	08/22/20:	2259...		sandwich boards public notice letters	51440-2 · Election Expenses 51610-1 · Maintenance & Op... 51610-1 · Maintenance & Op...	-110.00 -50.00 -51.00
TOTAL						-211.00
Bill P...	08/23/20:	28024	Winnebago Cty....		11010-1 · Checking Accou...	
Bill	08/22/20:	1311...		disposal Sanitary trash	53311-1 · Hwy Mileage and ...	-20.00
TOTAL						-20.00
Bill P...	08/23/20:	28025	Winnebago Cty....		11010-1 · Checking Accou...	
Bill	08/22/20:	23083		Mabas	52210-7 · Fire Dept. Radio P...	-192.00
Bill	08/22/20:	23100		parking lot	51610-1 · Maintenance & Op... 53311-2 · Hwy Exp - Mainten...	-1,709.04 -1,266.11
TOTAL						-3,167.15
Bill P...	08/23/20:	28026	Winnebago Liq...	51610-1	11010-1 · Checking Accou...	
Bill	08/22/20:	11687		Keating	55200-5 · Parks - Winnebag...	-90.00
TOTAL						-90.00

11:08 AM

08/19/22

**Town of Neenah**  
**Check Detail**  
August 23, 2022

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<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amount</u>
Bill P...	08/23/20;	28027	Wisconsin DNR...	53440-4	11010-1 · Checking Accou...	
Bill	08/22/20;	4711...			6-56500 · DNR Stormwater ...	-500.00
TOTAL						-500.00
Bill P...	08/23/20;	28028	Wisconsin Medl...		11010-1 · Checking Accou...	
Bill	08/22/20;	4817...			51422-0 · Alcohol License E...	-58.38
TOTAL						-58.38



11:08 AM  
08/19/22

Town of Neenah  
Check Detail  
August 24, 2022

Election Officials  
\$ 1382.50

Type	Date	Num	Name	Memo	Account	Paid Amount
Check	08/24/20:	28029	Arkens, Laurie		11010-1 · Checking Accou...	
				August 2022 Primary	51440-1 · Election Wages	-65.00
TOTAL						-65.00
Check	08/24/20:	28030	Bowen, Patricia...		11010-1 · Checking Accou...	
				August 2022 Primary	51440-1 · Election Wages	-72.50
TOTAL						-72.50
Check	08/24/20:	28031	Epley, Linda		11010-1 · Checking Accou...	
				August 2022 Primary	51440-1 · Election Wages	-170.00
TOTAL						-170.00
Check	08/24/20:	28032	Gauger, Sandra		11010-1 · Checking Accou...	
				August 2022 Primary	51440-1 · Election Wages	-170.00
TOTAL						-170.00
Check	08/24/20:	28033	Karuhn, Nancy		11010-1 · Checking Accou...	
				August 2022 Primary	51440-1 · Election Wages	-167.50
TOTAL						-167.50
Check	08/24/20:	28034	Sargent, Lori		11010-1 · Checking Accou...	
				August 2022 Primary	51440-1 · Election Wages	-177.50
TOTAL						-177.50
Check	08/24/20:	28035	Schmeichel, Su...		11010-1 · Checking Accou...	
				August 2022 Election	51440-1 · Election Wages	-195.00
TOTAL						-195.00
Check	08/24/20:	28036	Stanek, Ginger K.		11010-1 · Checking Accou...	
				August 2022 Election	51440-1 · Election Wages	-187.50
TOTAL						-187.50
Check	08/24/20:	28037	Wilde, Barb		11010-1 · Checking Accou...	
				August 2022 Election	51440-1 · Election Wages	-177.50
TOTAL						-177.50

# Winnebago County Planning and Zoning Department

NOTICE OF PUBLIC HEARING  
PLANNING AND ZONING COMMITTEE  
August 30, 2022

TO WHOM IT MAY CONCERN:

The applicant(s) listed below has requested a Zoning Map Amendment which is regulated by the Town/County Zoning Code, Chapter 23. You are receiving this notice because this application or petition for action: 1. affects area in the immediate vicinity of property which you own; 2. requires your agency to be notified; 3. requires your Town to be notified; or 4. requires you, as the applicant, to be notified.

The Winnebago County Planning and Zoning Committee will be holding a public hearing on August 30, 2022 at 6:30 PM in Conference Room 120 of the County Administration Building located at 112 Otter Ave, Oshkosh, WI.

All interested persons wishing to be heard at the public hearing may appear in person or via Zoom using the meeting information below. [A direct link to the Zoom Meeting is available on the Winnebago County Meetings and Agenda calendar on the above indicated date.](#)

**Zoom Meeting Information Link:** <https://www.co.winnebago.wi.us/planning-and-zoning/p-z-meeting-links>

Additional Instructions can be found at: <https://www.co.winnebago.wi.us/planning-and-zoning>  
For further detailed information concerning this notice, contact the Town Clerk or the Winnebago County Zoning office, where the application is available for viewing.

## **INFORMATION ON ZONING MAP AMENDMENT REQUEST**

**Application No.:** 2022-ZC-6130

**Applicant:** DEDERING, TROY A

**Agent:** NONE

**Location of Premises:** 116 HIGHLAND CT

**Tax Parcel No.:** 010-009013

**Legal Description:** Being part of the SW 1/4 of the SW 1/4 of Section 6, Township 19 North, Range 17 East, Town of Neenah, Winnebago County, Wisconsin.

**Explanation:** Applicant is requesting a zoning map amendment from R-1 (Rural Residential District) to A-2 (General Agriculture District) in order to operate a hobby farm.

INITIAL STAFF REPORT

**Sanitation:** Existing; Private System

**Overlays:** Wetlands

**Current Zoning:** R-1 Rural Residential

**Proposed Zoning:** A-2 General Agriculture

**Surrounding Zoning:** North: A-2; South: R-1; East: R-1; West: R-1;A-2;

THE FOLLOWING INFORMATION HAS BEEN PROVIDED BY THE OWNER/APPLICANT

**Describe present use(s):** This property is residential and my primary house.

**Describe proposed use(s):** Property will still be a primary residential home with the addition of outbuildings to be used as a "hobby farm".

**Describe the essential services for present and future use(s):** Property already has well and septic in place for residential use.

**Describe why the proposed use would be the highest and best use for the property:** Rezoning to A-2 would allow me to better use my 6 acres. Giving me less restrictions on animals and outbuildings.

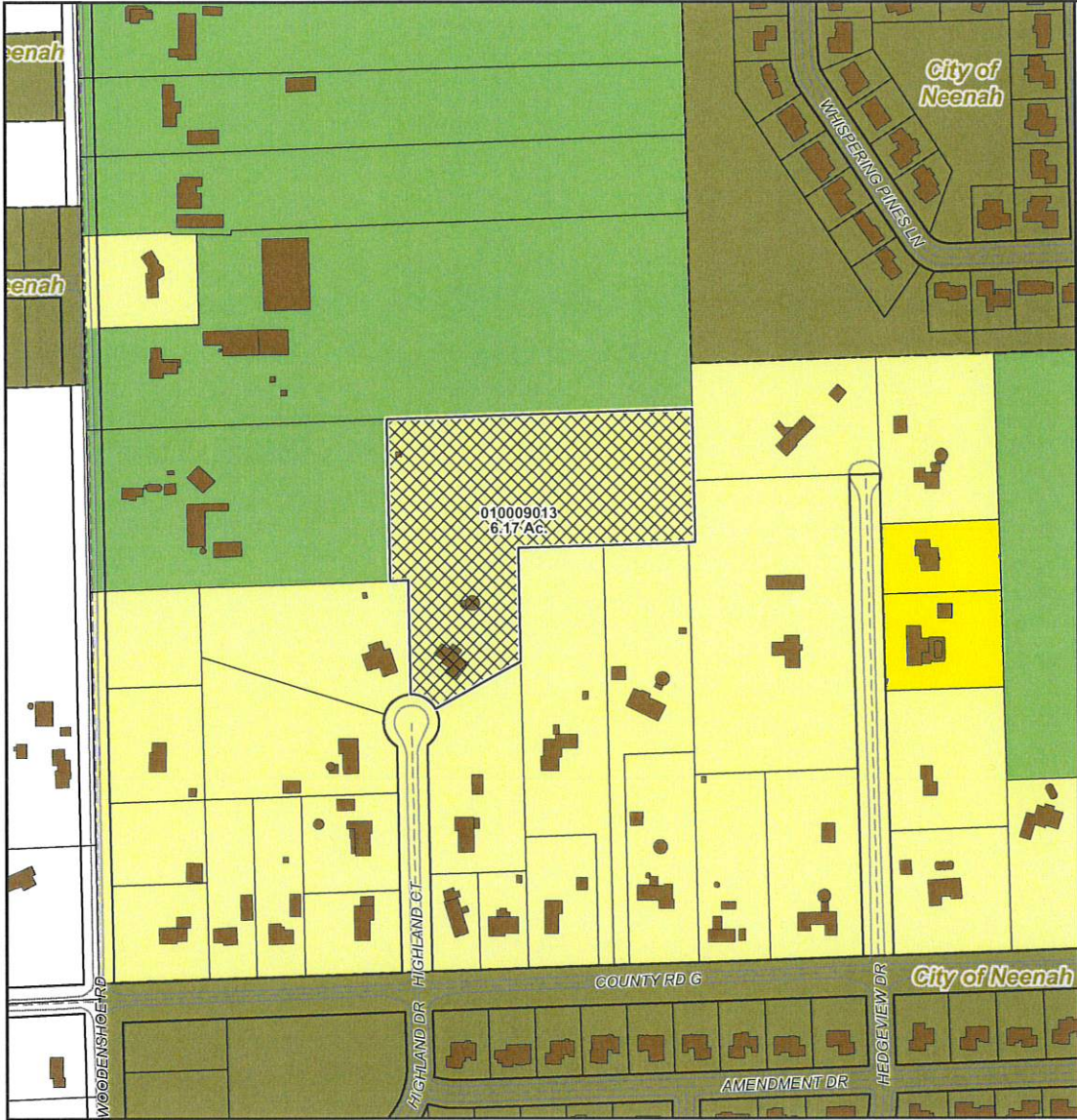
**Describe the proposed use(s) compatibility with surrounding land use(s):** Land is surrounded on two sides by already zoned A-2 properties and is situated at the end of a court, which would prevent it from ever being separated into smaller residential lots.

SECTION REFERENCE AND BASIS OF DECISION

**23.7-5 Basis of Decision**

Zoning map amendment initiated by a property owner. If a proposed zoning map amendment is initiated by a property owner and would change the zoning classification of a parcel not classified as A-1, the Planning and Zoning Committee in making its recommendation and the Board of County Supervisors in making its decision shall consider the following factors:

- (1) whether the amendment is consistent with the county's comprehensive plan, including any future land use maps or similar maps;
- (2) the extent to which the lot and structures on the subject property conform to the dimensional standards that apply to the proposed zoning district; and
- (3) any other factor not specifically or generally listed, but deemed appropriate by the committee or board given the particular circumstances.



**Application #22-ZC-6130**

Date of Hearing:  
August 30, 2022

Owner(s):  
DEDERING, TROY A

Subject Parcel(s):  
010009013



Winnebago County  
WINGS Project

**Scale**  
1 inch : 300 feet

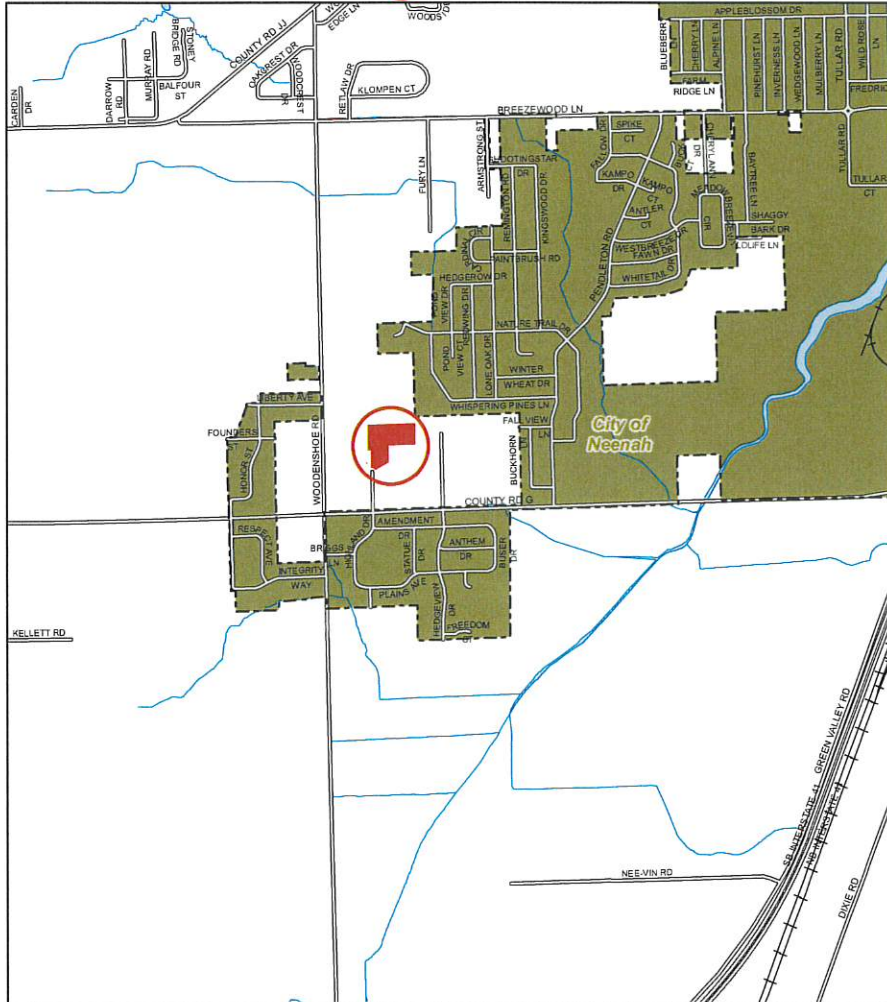
**County Zoning Districts**

R-1	PDD	B-1
R-2	A-1	B-2
R-3	A-2	B-3
R-4	I-1	M-1
R-8	I-2	Town Zoning

City of Oshkosh Extraterritorial  
Zoning Jurisdiction

Incorporated Area

○ = SITE



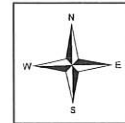
1 inch : 2,000 feet

**Application #22-ZC-6130**

Date of Hearing:  
August 30, 2022

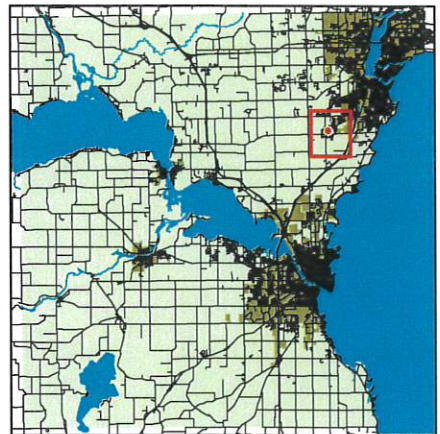
Owner(s):  
DEDERING, TROY A

Subject Parcel(s):  
010009013



Winnebago County  
WINGS Project

● = SITE



WINNEBAGO COUNTY

**TOWN OF NEENAH PLAN COMMISSION MEETING**

Monday, August 15, 2022

Held at Town of Neenah Municipal Building, 1600 Breezewood Lane and offered virtually via Zoom

**Present for Plan Commission:** Commissioner Jody Andres, Commissioner Brett Armstrong, , Commissioner Joshua Lautenschlager, Commissioner Don Nussbaum.

**Present for Plan Commission via Zoom:** Commissioner Brandon Nielsen, Commissioner Russ Meerdink

**Excused:** Chair Pete Weyenberg.

**Also Present:** Troy Dederling, Sue Toeppler, Regina Uerkwitz, Katie Brucks, Luke Brucks, Gloria Marsh, Mike Marsh, Stuart Hoelzel, Patricia Hoelzel Deputy Clerk-Treasurer Vicki Boushele and Administrator-Clerk-Treasurer Ellen Skerke.

**Also Present Zoom:** Carrie Sturn.

J. Andres called the meeting to order at 7:08 pm following the Public Hearing. The Pledge of Allegiance was recited.

**Approve July 18, 2022 Plan Commission Meeting Minutes**

**Motion:** J. Lautenschlager / D. Nussbaum to approve.

Motion carried by voice vote.

**Public Forum**

- None

**Input/Discussion/Action**

**Zoning Map Amendment Request**

Applicant:	Dederling, Troy
Location of Premises Affected:	116 Highland Court, Neenah WI 54956
Tax Parcel No:	010-0090-13
Explanation:	Applicant is requesting a Zoning Map Amendment to A-2 (General Agriculture) from R-1 (Rural Residential) in order to operate a hobby farm.

- Troy Dederling stated that he understood the wetlands map and that it could not be used for green space.
- D. Nussbaum stated that the wetlands had nothing to do with the request of the zoning map amendment.
- E. Skerke stated that Troy Dederling is required to contact Winnebago County Land and Water to get the proper permits for the improvements he would like to make. County Land and Water will look at the wetlands as well as offer guidance on management of manure.
- R. Meerdink stated this is the second meeting in a row where property owners want to preserve the rural nature of the Town. He is in favor and would like the Commission approve the request.

**Motion:** D. Nussbaum / B. Armstrong to recommend approval

Motion Carried by voice vote

**New Business**

- None.

**Old Business**

- R. Meerdink requested an update on the landscape plan for the WPS property at the corner of Woodenshoe Rd and Breezewood Lane as required by the Conditional Use Permit that had

been issued. E. Skerke stated she will follow up with Chairman and include the Plan Commission on the email.

Next regularly scheduled Plan Commission Meeting, Monday September 19, 2022 at 7:00 pm.

**Adjourn**

**Motion:** J. Lautenschlager / D. Nussbaum to adjourn  
Motion carried. Meeting Adjourned at 7:15 pm

Respectfully submitted,



Ellen Skerke  
Administrator-Clerk-Treasurer

Approved: DRAFT – Pending Approval

**Town of Neenah Plan Commission Public Hearing  
Zoning Amendment Request for 116 Highland Court**

Monday August 15, 2022 7:00 p.m., Held at Town of Neenah Town Hall, 1600 Breezewood Lane and virtually via Zoom.

**In Attendance:** Joshua Lautenschlager, Don Nussbaum, Jody Andres, Brett Armstrong, Troy Dederling, Sue Toeppler, Regina Uerkwitz, Katie Brucks, Luke Brucks, Gloria Marsh Mike Marsh, Stuart Hoelzel, Patricia Hoelzel Deputy Clerk-Treasurer Vicki Boushele and Administrator-Clerk-Treasurer Ellen Skerke.

**Attendance via Zoom:** Russel Meerdink, Brandon Nielsen and Carrie Sturn.

Plan Commission Acting Chairman Jody Andres opened the Public Hearing at 7:00 pm.

**PUBLIC HEARING REGARDING A ZONING AMENDMENT REQUEST**

**Zoning Amendment Request**

Applicant:	Dederling, Troy
Location of Premises Affected:	116 Highland Court, Neenah WI 54956
Tax Parcel No:	010-0090-13
Explanation:	Applicant is requesting a Zoning Map Amendment to A-2 (General Agriculture) from R-1 (Rural Residential) in order to operate a hobby farm.

**People who spoke:**

- Troy Dederling, 116 Highland Court, applicant, explained his request, he would like to install an electric fence and provide and pasture for horses. He may build a pole barn in the future. Agriculture zoning will permit this type of use.
- Gloria Marsh, 6966 Woodenshoe Road stated that about 2/3<sup>rd</sup> of the property runs back to back with her property and she is in favor of the request, it will preserve green space and preserve the wetlands.
- Katie Brucks, 6976 Woodenshoe Rd provided a map of the wetlands and required setbacks that was provided to her when she was doing work to her property. The map shows the 1000 foot setbacks and 300 foot setbacks that she was required to follow when she was expanding.
- Michael Marsh, 6966 Woodenshoe Road spoke in favor of the request.
- Luke Brucks, 6976 Woodenshoe Road stated a property owner should have the right to do what they want within the allowable uses.
- Stuart Hoelzel, 1852 County Road G stated that there is a wetland delineation in the area, as long as that is not impacted, he is in favor of the request.
- Suzann Toeppler, 115 Hedgeview Dr stated she was in favor of the request.

J. Andres closed the Public Hearing at 7:08 pm.

Respectfully submitted,



Ellen Skerke  
Administrator-Clerk-Treasurer





**Katie & Luke  
Brucks**

● Pond  
1000 ft  
SWQMA

Wetland  
300 FT  
setback  
SWQMA

2020 Aerial Photo  
1 inch = 333 feet

This data was created for use by the Winnebago County Geographic Information System project. Any other use/application of this information is the responsibility of the user and such use/application is at their own risk. Winnebago County disclaims all liability regarding fitness of the information for any use other than Winnebago County business. \*Data for this map copyrighted December 31, 2006\*



**RESOLUTION 2022-12 - VERSION 1**

**TOWN OF NEENAH  
WINNEBAGO COUNTY, WISCONSIN**

**RESOLUTION AUTHORIZING A CHANGE TO THE POSTED SPEED LIMIT  
ON WOODENSHOE ROAD**

WHEREAS, speed limits and signs shall be managed, regulated and maintained in conformance with Wisconsin Manual on Uniform Traffic Control Devices (WisMUTCD)

WHEREAS, Wis. Stat. § 346.57 and 349.11 provide statutory regulations regarding local authority to regulate local speed limits and the Traffic Engineering, Operations & Safety Manual, Chapter 13 Section 5 (TEOpS 13-5-2) provides guidance on the process to modify regulatory speed limits on town roads; and

WHEREAS, the section of Woodenshoe Road from County Road G to Breezewood Lane is currently posted at 45 mph; and

WHEREAS, the section of Woodenshoe Road from Breezewood Lane to County Road JJ is currently posted at 40 mph; and

WHEREAS, The Town of Neenah completed a traffic count data analysis in May 2022 on the section of Woodenshoe Road between Breezewood Lane and County Road JJ; and

WHEREAS, The Town of Neenah completed a traffic count data analysis in May 2022 on the section of Woodenshoe Road between County Road G and Breezewood Lane; and

NOW, THEREFORE, BE IT RESOLVED, that The Roads Superintendent is authorized to post a speed limit of 35 mph for the section of Woodenshoe Road from County Road G to County Road JJ.

Dated this \_\_\_\_\_ day of August, 2022.

TOWN OF NEENAH

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Robert Schmeichel  
Town Chairperson

Attest:

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Ellen Skerke  
Town Administrator-Clerk-Treasurer

**RESOLUTION 2022-12 - VERSION 2**

**TOWN OF NEENAH  
WINNEBAGO COUNTY, WISCONSIN**

**RESOLUTION AUTHORIZING A CHANGE TO THE POSTED SPEED LIMIT  
ON WOODENSHOE ROAD FOR A TRIAL PERIOD**

WHEREAS, speed limits and signs shall be managed, regulated and maintained in conformance with Wisconsin Manual on Uniform Traffic Control Devices (WisMUTCD)

WHEREAS, Wis. Stat. § 346.57 and 349.11 provide statutory regulations regarding local authority to regulate local speed limits and the Traffic Engineering, Operations & Safety Manual, Chapter 13 Section 5 (TEOpS 13-5-2) provides guidance on the process to modify regulatory speed limits on town roads; and

WHEREAS, the section of Woodenshoe Road from County Road G to Breezewood Lane is currently posted at 45 mph; and

WHEREAS, the section of Woodenshoe Road from Breezewood Lane to County Road JJ is currently posted at 40 mph; and

WHEREAS, The Town of Neenah completed a traffic count data analysis in May 2022 on the section of Woodenshoe Road between Breezewood Lane and County Road JJ; and

WHEREAS, The Town of Neenah completed a traffic count data analysis in May 2022 on the section of Woodenshoe Road between County Road G and Breezewood Lane; and

NOW, THEREFORE, BE IT RESOLVED, that The Roads Superintendent is authorized to post a speed limit of 35 mph for the section of Woodenshoe Road from County Road G to County Road JJ for a one year trial period.

BE IT FURTHER RESOLVED, that after one year, a follow up traffic count data analysis will be conducted for further review to determine if the reduced speed is effective.

Dated this \_\_\_\_\_ day of August, 2022.

TOWN OF NEENAH

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Robert Schmeichel  
Town Chairperson

Attest:

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Ellen Skerke  
Town Administrator-Clerk-Treasurer

## Ellen Skerke

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**From:** Mike Simon <MSimon@mcmgrp.com>  
**Sent:** Monday, August 08, 2022 10:04 AM  
**To:** Ellen Skerke  
**Cc:** Ben Hamblin  
**Subject:** Geotechnical proposals for Larsen Road and Oakridge Road  
**Attachments:** ECS\_4444-GP Town of Neenah - Larsen Rd and Oakridge Rd Reconstruction.pdf; PSI\_380028 Larsen Road and Oakridge Road - Town of Neenah.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Ellen,

In accordance with our design contract for Larsen Road and Oakridge Road, we have solicited geotechnical proposals on behalf of the Town. See attached for proposals from ECS and PSI. Following is a comparison summary of the two proposals:

- ECS: \$16,525 lump sum. This includes 15 borings @ 10-ft depth, 14 topsoil probes @ 2-ft depth, and a geotechnical report. **Total Cost for ECS = \$16,525**
- PSI: \$7,525 lump sum for 16 borings @15-ft depth. In addition, 14 topsoil probes @ 5-ft depth will be performed at \$125 each; total topsoil probe cost = \$1,750. **Total cost for PSI = \$9,275.**

Please let us know if you have any questions.

Thanks,

---

**Mike Simon, PE** | Project Engineer | **McMahon Associates, Inc.** | T 920-751-4200 ext: 224

### Confidentiality Statement

THE INFORMATION CONTAINED IN THIS E-MAIL IS INTENDED FOR PERSONAL AND CONFIDENTIAL USE OF THE DESIGNATED RECIPIENT(S) NAMED ABOVE. This message may be a client communication, and as such is privileged and confidential. If the reader(s) of this message is not the intended recipient(s) or agent(s) responsible for delivering it to the intended recipient(s), you are hereby notified that you have received this message in error, and that any review, dissemination, distribution, or copying of this message is strictly prohibited. If you have received this communication in error, please notify us by telephone and delete the original message. Thank you.

**Ellen Skerke**

---

**From:** Mike Simon <MSimon@mcmgrp.com>  
**Sent:** Thursday, August 11, 2022 8:54 AM  
**To:** Ellen Skerke  
**Subject:** Larsen Road and Oakridge Road: Quotes for title work  
**Attachments:** RFP Title Work Breakdown.pdf

Ellen,

In accordance with our contract, we have solicited quotes for the title work needed to prepare the RW plat for Oakridge Road and Larsen Road. We solicited 3 quotes from companies we have used in the past, see attached. Our recommendation is to use First American which had the lowest quote.

Please call if you have any questions.

**Thanks,**

---

**Mike Simon, PE | Project Engineer | McMahan Associates, Inc. | T 920-751-4200 ext: 224**

-----Original Message-----

**From:** Marty Abing <mabing@mcmgrp.com>  
**Sent:** Wednesday, August 10, 2022 3:41 PM  
**To:** Mike Simon <MSimon@mcmgrp.com>  
**Subject:** Emailing: RFP Title Work Breakdown

Your message is ready to be sent with the following file or link attachments:

RFP Title Work Breakdown

**Note:** To protect against computer viruses, e-mail programs may prevent sending or receiving certain types of file attachments. Check your e-mail security settings to determine how attachments are handled.

Confidentiality Statement

THE INFORMATION CONTAINED IN THIS E-MAIL IS INTENDED FOR PERSONAL AND CONFIDENTIAL USE OF THE DESIGNATED RECIPIENT(S) NAMED ABOVE. This message may be a client communication, and as such is privileged and confidential. If the reader(s) of this message is not the intended recipient(s) or agent(s) responsible for delivering it to the intended recipient(s), you are hereby notified that you have received this message in error, and that any review, dissemination, distribution, or copying of this message is strictly prohibited. If you have received this communication in error, please notify us by telephone and delete the original message. Thank you.

## Town of Neenah Property Lease



This lease is entered into this 1<sup>st</sup> day of January 2022 between the Town of Neenah, Landlord, and Scott and Tricia Jurek, Tenant.

For good and valuable consideration, the receipt of which is acknowledged, the parties agree as follows:

1. Landlord hereby leases to Tenant the land and outbuilding designated as Parcel "A" on Exhibit "1" attached hereto and made a part hereof, located adjacent to Lots 1 and 2 of Certified Survey Map No. 5180 in the Town of Neenah, Winnebago County, Wisconsin, (the property). The dimensions of Parcel "A" consist of an area bounded by east and west lot lines of approximately 100 feet in length; north and south lot lines of 208.23 feet in length. The outbuilding measures 30 feet x 86 feet.
2. The Lease shall terminate upon the earliest of the following:
  - a. One (1) year beginning January 1, 2022 ending December 31, 2022, or upon the sale of the property located at 1561 Oakridge Road, whichever comes first.
  - b. The Tenant's discontinuance of their personally occupying the adjacent house located on Lot 2 on CSM 5180, also known as 1561 Oakridge Road for more than 45 consecutive days as their primary homestead,
  - c. Ninety (90) days following the date on which landlord mails, by certified mail through the U.S. Postal Service, notice that the lease shall terminate. Tenant herein waives and relinquishes any notice requirements that may exist for Tenant's benefit pursuant to the provisions of Sec. 704.19(2) Wis. Statutes.

This lease shall not be renewed unless agreed in writing by both parties.

3. Tenant shall pay rent to the Landlord the sum of \$720.00 per year for the terms of this 12-month lease, payable in 12 monthly installments of \$60 each, due on the first of each month beginning January 1, 2022 and ending December 1, 2022.
4. Tenant shall be responsible for all maintenance, repairs and utilities for the land and outbuilding subject to this lease for the duration of the lease, but only to the extent of maintaining current condition of the outbuilding in a manner that meets the needs and uses of the Tenant without regard to any future uses eventually intended by the Landlord. Tenant accepts the outbuilding being leased in its present condition; and further the Tenant accepts that the Landlord makes no representations as to the suitability of the outbuilding or land for the uses to which the Tenant wishes to put them.



5. Tenant shall maintain general liability insurance on the property in this lease with limits approved by the Landlord. Policy shall provide provision to indemnify the Town of Neenah and list them as additional insured. Tenant will provide at execution of this lease and at each yearly renewal, a current Certificate of Insurance evidencing contents of building.
6. Landlord shall pay all real estate taxes on the property.
7. This Lease shall not be assignable by the Tenant.
8. Tenant shall use the parcel and outbuilding for personal use only and shall not sublease for any purpose.
9. This agreement is one of lease, not of partnership, and neither of the parties shall become responsible for any debts or obligations contracted by the other. Neither party shall allow any liens to attach to the subject property after the execution of this lease. Each party agrees to indemnify and hold the other harmless against any loss for injury to persons or property occasioned by that party's use and occupation of the property.
10. The terms of this lease shall be binding upon the heirs, executors, administrators and successors of both Landlord and Tenant.

Dated this 1<sup>st</sup> day of January 2022

Town of Neenah, Landlord

Scott and Tricia Jurek, Tenant

By: Robert E. Schmeickl  
Town Chairman

\_\_\_\_\_  
Scott Jurek, Tenant

Attest: \_\_\_\_\_  
Ellen Skerke Clerk/Treasurer

\_\_\_\_\_  
Tricia Jurek, Tenant