

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

**DATE:** Monday, June 23, 2025     **TIME:** 7:00 pm     **LOCATION:** 1600 Breezewood Lane

The meeting will also be offered virtually via ZOOM.

Meeting ID: 836 8734 8133 Passcode: 445369     Phone (312) 626-6799

Zoom Link: <https://us02web.zoom.us/j/83687348133?pwd=2wDJJugMhbEI9Y1X5lPXLZakgCaObGw.1>

**TOWN BOARD MEETING**

1. CALL TO ORDER TOWN BOARD
2. APPROVE MINUTES June 9, 2025 Town Board Meeting
3. PUBLIC FORUM
4. PUBLIC FORUM FOR RECOGNIZED MUNICIPAL AND COUNTY OFFICIALS
5. CORRESPONDENCES
  - a. Winnebago County Solid Waste Report – May 2025
6. DISCUSSION / ACTION
  - a. Approve Vouchers, Payroll and Bank Transactions June 23, 2025
  - b. Approve Amendment to Offer to Purchase – Amendment #2 , amending original offer dated January 20,2025 for vacant land on Oakridge Road.
  - c. Discussion Resolution 2025-13 – Certified Survey Map  
Applicant: Town of Neenah  
Agent Davel Engineering  
Location of Premises Affected: 1573 Oakridge Rd  
Tax Parcel No: 010-02180603 and 010-021808
  - d. Discussion regarding Easement for parcel 010-02180603
  - e. Resolution 2025-14 Resolution for Petition of Winnebago County for the proposed Text Amendment to Chapter 27 Shoreland Zoning Code
  - f. Approve General Insurance Policy and Worker's Compensation Policy Renewals for July 1, 2025 – June 30, 2026 through The Horton Group.
  - g. Approve Liquor License Application effective July 1, 2025 – June 30, 2026 for: "Class A" license for Chukka LLC, 1720 North Street, Neenah, WI 54956.
  - h. Approve Application for Cigarette and Tobacco Products Retail License effective July 1, 2025 – June 30, 2026 for Chukka LLC, 1720 North Street, Neenah, WI 54956
  - i. Approve Liquor License Applications effective July 1, 2025 – June 30, 2026 for "Class B" license for Green Valley Foods, LLC operating as "Peppermint Hippo", 1413 Green Valley Road, Neenah, WI 54956.
  - j. Discussion and possible action regarding the use of ATV/UTV on Town of Neenah roads.
7. FUTURE AGENDA TOPICS AND MEETINGS
  - a. Fire Department Meeting, Wednesday, July 2, 2025 at 7:00 p.m.
  - b. Parks and Trails Committee Meeting, Monday, July 7, 2025 at 7:00 p.m.
  - c. Sanitary District #2 Commissioner Meeting, Tuesday July 8, 2025 at 7:00 p.m.
  - d. Wisconsin Towns Association Meeting, Thursday, July 10, 2025 at 6:00 p.m.
  - e. Next Town Board Meeting, Monday, July 14, 2025 at 7:00 p.m.
8. OLD BUSINESS
9. NEW BUSINESS
10. ADJOURN OPEN SESSION
11. CONVENE INTO CLOSED SESSION  
The Town Board will convene into closed session pursuant to Wis. Stats §19.85 (1) (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.  
ROLL CALL VOTE
  - a. Negotiation of easement terms for 1573 Oakridge Road, Parcel 010-02180603
  - b. Negotiation regarding possible right of way acquisition related to proposed Homestead Acres development.
  - c. Negotiation regarding right of way acquisitions related to Larsen Road reconstruction project.
12. ADJOURN

**Closed Session Contemplated: YES**

Ellen Skerke, Administrator-Clerk-Treasurer  
June 18, 2025

Upon request, reasonable auxiliary aids and services will be provided for disabled individuals. If accommodation is required, please provide adequate advance notice to the Town Clerk at 920-725-0916. 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 June 18, 2025 at [www.townofneenah.com](http://www.townofneenah.com), Town of Neenah Municipal Building, 1600 Breezewood Lane.

## TOWN OF NEENAH TOWN BOARD MEETING

June 9, 2025

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, Supervisor James Weiss, and Supervisor Thomas Wilde

**Also in Attendance:** Jeremy Kwiatkowski, Patrol Officer Hebert, Deputy Clerk-Treasurer Kerri Komorowski, and Administrator-Clerk-Treasurer Ellen Skerke.

**Also in Attendance via Zoom:** Carrie Sturn and Todd Taves (Ehlers)

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

### Approval of Minutes

*Approve May 12, 2025 Town Board Meeting*

**Motion:** T. Wilde / J. Weiss to approve May 12, 2025 Town Board Meeting Minutes

Motion carried by voice 5:0:0

*Approve May 19, 2025 Special own Board Meeting*

**Motion:** D. Bluma / J. Weiss to approve May 19, 2025 Special Town Board Meeting Minutes

Motion carried by voice 5:0:0

### Public Forum

- None.

### Public Forum for Recognized Municipal and County Officials

- Officer Hebert, Winnebago County Sheriff's Office present to answer questions. E. Skerke questions policy regarding pick up of stray dogs and nuisance barking dogs. Officer responded the Sheriff's Department will pick up stray dogs, post to Facebook and take to the Oshkosh Humane Society. For nuisance barking, they will speak to the dog owner. E. Skerke questioned other wildlife. Officer Hebert advised, the property owner could contact the DNR or the non-emergency number for the Sheriff's Department.

### Correspondences

- Building Permit Report – May 2025
- East Central Wisconsin Regional Planning Commission- Built Environment & Active Transportation to and from School Study

### Discussion/Action.

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

*Ratify Vouchers, Payroll and Bank Transactions May 27, 2025*

**Motion:** B. Cardoza / D. Bluma to approve.

Motion Carried by voice vote.

*Approve Vouchers, Payroll and Bank Transactions June 9, 2025*

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

Motion Carried by voice vote.

**DISCUSSION/ACTION****Appointment**

*Appoint Ellen Skerke as Town Administrator-Clerk-Treasurer for a three-year term effective June 10, 2025, expiring June 10, 2028.*

**Motion:** R. Schmeichel . B. Cardoza to approve.

Motion Carried by voice vote.

**Resolutions**

*Resolution 2025-12: Resolution Authorizing the Issuance of \$4,735,000 General Obligation Promissory Notes and the Issuance and Sale of a \$4,735,000 Note Anticipation Note, Series 2025A in Anticipation Thereof*

- T. Taves from Ehlers Municipal Advisors reviewed the three offers the Town received for the financing. Johnson Financial Group provided the most favorable terms, 3.85%, accommodating 6 draws in 2025 and 6 draws in 2026. Meeting the Town's requirements and offering the lowest interest rate, Ehler's recommendation is that the Town accept the offer from Johnson Financial Group also known as Johnson Bank.
- No payments due during the loan maturity, interest will accrue and become due upon maturity.
- T. Taves will provide information to E. Skerke for the procedures to follow for draws, this will be provided prior to the completion of the close.

**Motion:** J. Weiss / D. Bluma to approve *Resolution 2025-12: Resolution Authorizing the Issuance of \$4,735,000 General Obligation Promissory Notes and the Issuance and Sale of a \$4,735,000 Note Anticipation Note, Series 2025A in Anticipation Thereof*

Motion Carried by roll call vote, all voted Aye.

**Future Agenda Topics and Meetings**

- Sanitary District #2 Commissioner Meeting, Tuesday June 10, 2025 at 7:00 p.m.
- Plan Commission Meeting, Monday June 16, 2025 at 7:00 p.m.
- Next Town Board Meeting, Monday, June 23, 2025 at 7:00 p.m.

**Old Business**

- E. Skerke discussed the status of Larsen Road and the excavation issues occurring in the marsh area, both related to the amount of water and the abandoned gas line. McMahon has decided the best course of action is to move forward with replacing some of the back fill with different material. Current estimate was to use 100\$ select borrow, in the marsh area they will start backfill with shot rock for 2- 4 feet and the rest with select borrow. The cost of the shot rock is more per ton, some of the cost due to trucking costs based on the location where the product is coming from. The cost of 15,000 ton of shot rock is \$247,000. This does not include the credit for the select borrow not needed, nor are we sure how much shot rock is needed. This price is considering doing all shot rock for the backfill, we are going to start using ½ shot rock then select borrow on top of that so this estimate could be less. The addition cost will be shared with the Village of Fox Crossing as part of the agreement. The cost to manage removal of the abandoned gas line is estimated at \$3,500. Discussion about potential of recycling the gas line that is removed, will the Town get a credit back for that material.
- T. Wilde asked for an update on the land acquisition on Larsen Road, E. Skerke stated we are in the waiting period for the three remaining parcels, waiting for their second appraisal or waiting for the signed paperwork to be returned. The deadline falls in the middle of July timeframe. Discussion regarding the trees, also in a holding pattern until the second appraisal on that parcel comes back.

**Adjourn Meeting**

**Motion:** J. Weiss / D. Bluma to adjourn. Motion carried. Meeting adjourned at 7:36 p.m.

Respectfully submitted,



Ellen Skerke,  
Administrator--Clerk-Treasurer

Approved: DRAFT – Pending Approval

Voucher List Authorization May 27, 2025

Bank Transfer (Transaction List)

<u>Date</u>	<u>From</u>	<u>To</u>	<u>Amount</u>	<u>Reason</u>
6/24/2025	General MM	Checking	\$ 333,000.00	6-23-2025 Vouchers

Accounts Payable \$ 332,729.67

Notification of New Vendors                      Santiago Sierra                      Parks - reimbursement for soccer supplies  
   TAPCO - Traffic and Parking Controls                      Larsen Road project

Wire Transfer - Closing on Financing, Draw #1                      \$ 608,200.00    Draw #1 for Larsen Road

\*Note these funds are included in General MM balance below

Account Balances as of May 28, 2025 after requested transfers per this Voucher List

	PROSPERA CU	Prospera CD	BNY Mellon - Pershing	Total
Checking	\$ 5,244			
Membership account	\$ 5			
* General MM	\$ 853,678		\$ 632,461	\$ 1,486,139
Impact Fee	\$ 9,326			
Taxes Collected	\$ 280,820			
Tullar Rd Fund			\$ 42,154	
Storm Water	\$ 534,530	\$ 507,289	\$ 552,802	\$ 1,594,621
CFCU	\$ 527			
TOTAL	\$ 1,684,130	\$ 507,289	\$ 1,227,417	
		GRAND TOTAL	\$ 3,418,836	

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

11:39 AM

06/21/25

## Town of Neenah

## Check Detail

June 24, 2025

Accounts Payable

\$ 332,729.67

Date	Num	Name	Memo	Account	Paid Amount
06/24/2025	29435	Cowling Property Managme...		11010-1 · Checking - Prospera (150)	
06/23/2025	6010			55200-1 · Parks - Cowling Property M...	-7,033.33
				51610-1 · Maintenance & Operations	-736.00
				55300-7 · Mahler Park Expenses	-337.50
				55200-8 · Conservancy Park Expense	-186.00
				55300-8 · Franzoi Park Expenses	-275.00
				55300-9 · Keating Park Expenses	-282.50
				55300-3 · Parks - CPM Dog Stations	-186.00
				55300-4 · Parks - CPM Restroom Mai...	-960.00
				55300-4 · Parks - CPM Restroom Mai...	-155.00
				55300-5 · CPM - Admin Services	-162.00
				55400-0 · Trails	-162.50
TOTAL					-10,475.83
06/24/2025	29436	Dempsey Law Firm, The		11010-1 · Checking - Prospera (150)	
06/23/2025	6/4/2025...		Sale of Property	51300-0 · Legal Services	-266.73
			Homestead Acres developem...	51300-0 · Legal Services	-623.33
			Larsen Road	51300-0 · Legal Services	-58.44
TOTAL					-948.50
06/24/2025	29437	Fahrner Asphalt Sealers LLC		11010-1 · Checking - Prospera (150)	
06/23/2025	8300021...			53311-8 · Chip Sealing	-42,831.00
06/23/2025	8300021...			53311-8 · Chip Sealing	-15,025.00
TOTAL					-57,856.00
06/24/2025	29438	Harters Fox Valley Disposal		11010-1 · Checking - Prospera (150)	
06/23/2025	1268829			53634-0 · Garbage Collection Expens...	-14,924.64
				53635-0 · Recycling	-4,667.34
06/23/2025	1268833			55200-6 · Parks - Harter's - Trash	-188.00
TOTAL					-19,779.98
06/24/2025	29447	K and C Pest Control LLC		11010-1 · Checking - Prospera (150)	
06/23/2025	30584		Mahler Park	55300-6 · Parks- Pest Control	-35.00
06/23/2025	60066		Keating Park	55300-6 · Parks- Pest Control	-35.00
06/23/2025			Franzoi Park - May and June ...	55300-6 · Parks- Pest Control	-70.00
TOTAL					-140.00
06/24/2025	29439	Liberty Square Station		11010-1 · Checking - Prospera (150)	
06/23/2025	May 2025			52210-4 · Fire Dept. Fuel	-206.12
TOTAL					-206.12
06/24/2025	29448	MCC, Inc		11010-1 · Checking - Prospera (150)	
06/23/2025	Pay Cert...		Pay Cert #1 , work completed ...	53314-3 · Hwy -Larsen Rd Reconstru...	-162,896.91
TOTAL					-162,896.91

11:39 AM

06/21/25

## Town of Neenah

## Check Detail

June 24, 2025

Date	Num	Name	Memo	Account	Paid Amount
06/24/2025	29440	McMahon Associates, Inc		11010-1 · Checking - Prospera (150)	
06/23/2025	801863		design road right of way	53314-9 · Hwy - Oakridge Rd - McMa...	-600.00
06/23/2025	801864		bidding and construction service	53314-4 · Hwy -Larsen Rd - McMahon	-16,210.39
TOTAL					-16,810.39
06/24/2025	29441	Oshkosh Fire and Police		11010-1 · Checking - Prospera (150)	
06/23/2025	197344			52210-3 · Fire Dept Supplies and Re...	-40.00
TOTAL					-40.00
06/24/2025	29449	Prospera- Visa		11010-1 · Checking - Prospera (150)	
06/23/2025	6/3/25 St...			51610-1 · Maintenance & Operations	-231.15
		training materials		51111-2 · Board of Review	-50.00
		quickbooks monthly payroll ex...		51420-4 · Office Expenses	-105.00
		paint for soccer fields		55200-3 · Parks - Supplies & Mainten...	-98.76
		best name badges		51420-4 · Office Expenses	-40.39
		New Employee welcome		51420-1 · Clerk Treasurer Expense	-42.70
		door stop		51610-1 · Maintenance & Operations	-21.14
		FD		52210-7 · Fire Dept. Radio Pagers	-40.58
				52210-3 · Fire Dept Supplies and Re...	-363.11
				52210-1 · Fire Dept Seminar/Training...	-303.78
TOTAL					-1,296.61
06/24/2025	29450	Santiago Sierra		11010-1 · Checking - Prospera (150)	
06/23/2025	reimburs...		paint for soccer fields	55200-3 · Parks - Supplies & Mainten...	-90.90
TOTAL					-90.90
06/24/2025	29442	TAPCO-Traffic and Parking ...		11010-1 · Checking - Prospera (150)	
06/23/2025	1802829		NJSD signal light Rocket Way	53314-3 · Hwy -Larsen Rd Reconstru...	-35,477.00
06/23/2025	1803213		NJSD signal light Rocket Way	53314-3 · Hwy -Larsen Rd Reconstru...	-22,407.00
TOTAL					-57,884.00
06/24/2025	29443	VC3 Inc		11010-1 · Checking - Prospera (150)	
06/23/2025	204563			51420-4 · Office Expenses	-722.00
				52210-3 · Fire Dept Supplies and Re...	-58.00
TOTAL					-780.00
06/24/2025	29444	WE Energies		11010-1 · Checking - Prospera (150)	
06/23/2025	5508837...			55200-7 · Parks - WE Energies	-103.53
				53420-0 · Street Lighting - All Electric	-152.21
				53420-0 · Street Lighting - All Electric	-1,605.50
				55200-8 · Conservancy Park Expense	-351.04
				55200-7 · Parks - WE Energies	-74.61
				51420-8 · MB Utilities	-393.08
				55200-7 · Parks - WE Energies	-39.34
TOTAL					-2,719.31

11:39 AM

06/21/25

## Town of Neenah

## Check Detail

June 24, 2025

Date	Num	Name	Memo	Account	Paid Amount
06/24/2025	29445	Winnebago Cty. Treasurer		11010-1 · Checking - Prospera (150)	
06/23/2025	31054			53311-2 · Hwy Exp - Maintenance (W...	-352.66
06/23/2025	31019		April 2025 Ballots	51440-2 · Election Expenses	-126.82
			publication	51440-2 · Election Expenses	-78.98
			programming	51440-2 · Election Expenses	-66.66
TOTAL					-625.12
06/24/2025	29446	Winnebago Liquid Waste	51610-1	11010-1 · Checking - Prospera (150)	
06/23/2025	209718			51610-1 · Maintenance & Operations	-85.00
06/23/2025	14839		Mahler Park porta potty Lega ...	55200-5 · Parks - Winnebago Liquid ...	-95.00
TOTAL					-180.00



## AMENDMENT #2

### WB-40 AMENDMENT TO OFFER TO PURCHASE

**CAUTION: Use a WB-40 Amendment if both Parties will be agreeing to modify the terms of the Offer.  
Use a WB-41 Notice if a Party is giving a Notice which does not require the other Party's agreement.**

1 Buyer and Seller agree to amend the Offer dated January 29, 2025, and accepted on February 24, 2025,  
2 for the purchase and sale of real estate at Approx. 30.55 Acres of Vacant Land on Oakridge Road (Parcel IDs 010021808 and  
3 01002180603), Town of Neenah, Winnebago County, Wisconsin, Wisconsin as follows:  
4 Closing date is changed from \_\_\_\_\_, to \_\_\_\_\_,  
5 Purchase price is changed from \$ \_\_\_\_\_ to \$ \_\_\_\_\_  
6 Other: See attached Addendum A  
7 \_\_\_\_\_  
8 \_\_\_\_\_  
9 \_\_\_\_\_  
10 \_\_\_\_\_  
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27 \_\_\_\_\_  
28 \_\_\_\_\_  
29 \_\_\_\_\_  
30 \_\_\_\_\_  
31 The attached Addendum A is/are made part of this Amendment.  
32 ALL OTHER TERMS OF THE OFFER TO PURCHASE AND ANY PRIOR AMENDMENTS REMAIN THE SAME.  
33 This Amendment is binding upon Seller and Buyer only if a copy of the accepted Amendment is delivered to the Party  
34 offering the Amendment on or before \_\_\_\_\_ (Time is of the Essence). Delivery  
35 of the accepted Amendment may be made in any manner specified in the Offer to Purchase, unless otherwise provided  
36 in this Amendment.  
37 **NOTE: The Party offering this Amendment may withdraw the offered Amendment prior to acceptance and**  
38 **delivery as provided at lines 33-34.**  
39 This Amendment was drafted by \_\_\_\_\_ on \_\_\_\_\_  
40 \_\_\_\_\_ Licensee and Firm ▲ Date ▲  
41 This Amendment was presented by \_\_\_\_\_ on \_\_\_\_\_  
42 \_\_\_\_\_ Licensee and Firm ▲ Date ▲  
43 (x) Jeffrey D. Ogden June 17, 2025 (x)  
44 Buyer's Signature ▲ Date ▲ Seller's Signature ▲ Date ▲  
45 Print name ► Jeffrey D. Ogden Print name ► Robert E. Schmeichel, Board Chairman  
46 (x) \_\_\_\_\_ (x) \_\_\_\_\_  
47 Buyer's Signature ▲ Date ▲ Seller's Signature ▲ Date ▲  
48 Print name ► \_\_\_\_\_ Print name ► \_\_\_\_\_  
49 This Amendment was rejected \_\_\_\_\_  
50 \_\_\_\_\_ Party Initials ▲ Date ▲

**ADDENDUM A TO  
AMENDMENT #2 TO VACANT LAND OFFER TO PURCHASE**

SELLER: Town of Neenah

BUYER: Jeffrey D. Ogden or his assignee or designee

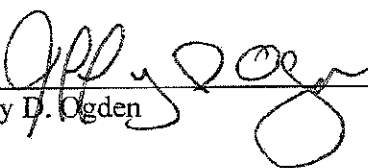
PROPERTY: Approx. 30.55 Acres of Vacant Land on Oakridge Road (Parcel IDs 010021808 and 01002180603), Town of Neenah, Winnebago County, Wisconsin

1. **Property Description.** The Property description shall be modified to exclude Lot 2 of the attached draft certified survey map, consisting of approximately 48,542 square feet of vacant land. Buyer shall obtain and pay for a certified survey map describing and depicting such parcel to be excluded, and obtain all necessary approvals. Seller shall assist Buyer in obtaining all requisite approvals. Seller shall provide Buyer, contemporaneous with the Closing, a perpetual easement over an approximate 20' strip of land on the south end of such Lot 2 for ingress and egress, utilities, and other improvements over and under the easement area, upon terms and conditions reasonably agreeable to the parties provided, however, that Buyer may improve and maintain the easement area in Buyer's sole discretion and at Buyer's sole cost and expense so long as Seller shall have vehicular access from such Lot 2 to Oakridge Road. In addition, Buyer shall provide Seller, contemporaneous with the Closing, a perpetual easement for ingress and egress over Buyer's approximate 33' strip of land adjacent to the Buyer's 20' easement area that Buyer is being provided from Seller.

2. **Extension.** The Closing Date and corresponding Inspection Period are extended to October 31, 2025. The parties shall in good faith attempt to close the transaction contemplated herein sooner upon Buyer's completion of its due diligence and obtain all requisite third-party approvals.

BUYER:

SELLER: Town of Neenah, Wisconsin

  
\_\_\_\_\_  
Jeffrey D. Ogden

\_\_\_\_\_  
Robert E. Schmeichel, Board Chairman  
on behalf of the Town of Neenah

Dated: June 17, 2025

Dated: \_\_\_\_\_, 2025

**MEMORANDUM**

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To: Town Board of Supervisors  
From: Ellen Skerke, Administrator-Clerk-Treasurer  
Date: June 20, 2025  
Memo: CSM for Town owned property

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The attached CSM was before the Town Plan Commission at their June 16, 2025 Plan Commission Meeting. The Plan Commission motioned to table this item until the next Plan commission Meeting.

Plan Commission Draft Meeting Minutes are attached for your review.

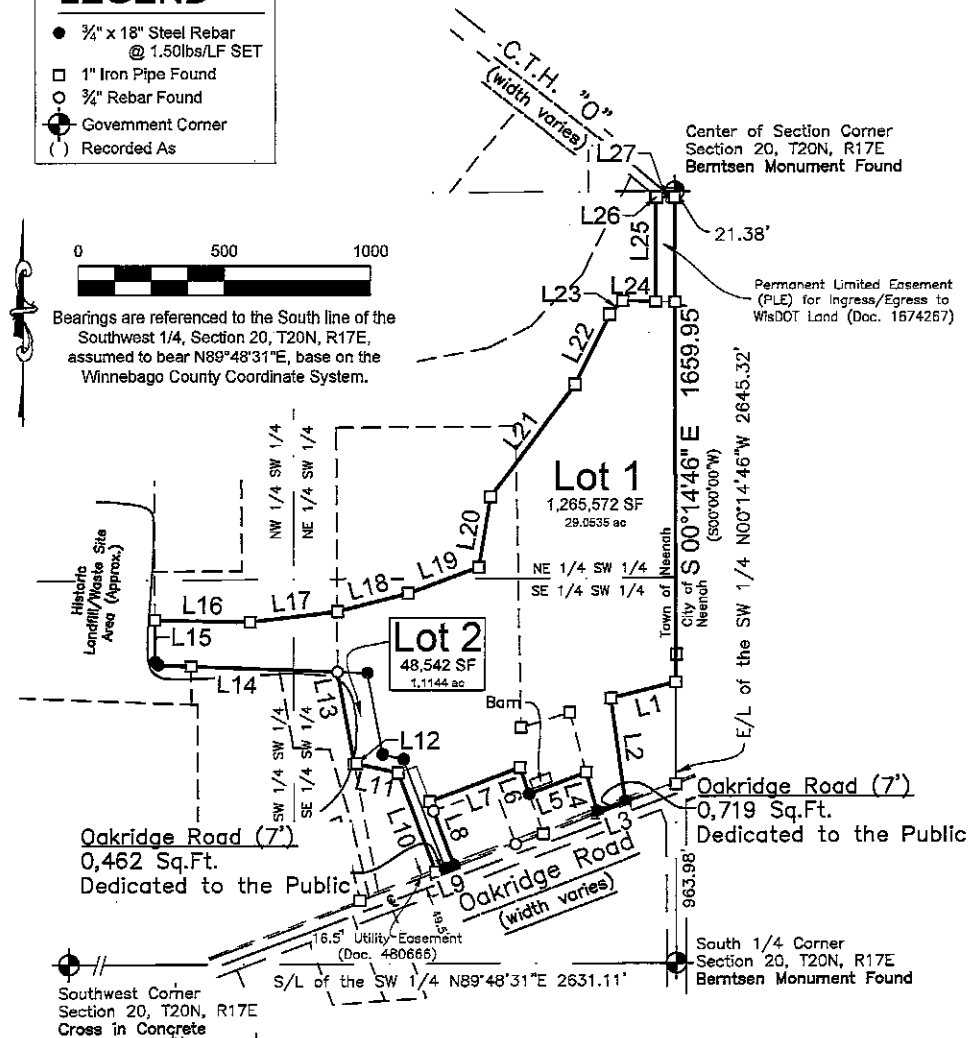
This item remains on the Town Board agenda for discussion only.

## Certified Survey Map No. \_\_\_\_\_

Part Lot 3, Certified Survey Map No. 5180 and Part of Lot 2, Certified Survey Map No. 4342, Located in the Northeast 1/4 of the Southwest 1/4 and in the Southeast 1/4 of the Southwest 1/4 and in the Southwest 1/4 of the Southwest 1/4, all in Section 20, Township 20 North, Range 17 East, Town of Neenah, Winnebago County, Wisconsin.

### LEGEND

- 3/4" x 18" Steel Rebar @ 1.50lbs/LF SET
- 1" Iron Pipe Found
- 3/4" Rebar Found
- ⊙ Government Corner
- ( ) Recorded As



**Caveat: Additional action is required.** This map does NOT transfer ownership of the property or properties shown. Sale or transfer of ownership requires a separate document to be recorded at the Register of Deeds office.



**DAVEL ENGINEERING & ENVIRONMENTAL, INC.**

Civil Engineers and Land Surveyors

1164 Province Terrace, Menasha, WI 54952  
Ph: 920-991-1866  
www.davel.pro

Scott R. Andersen  
Professional Land Surveyor  
No. S-3169

Date

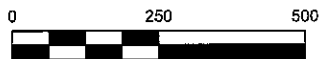
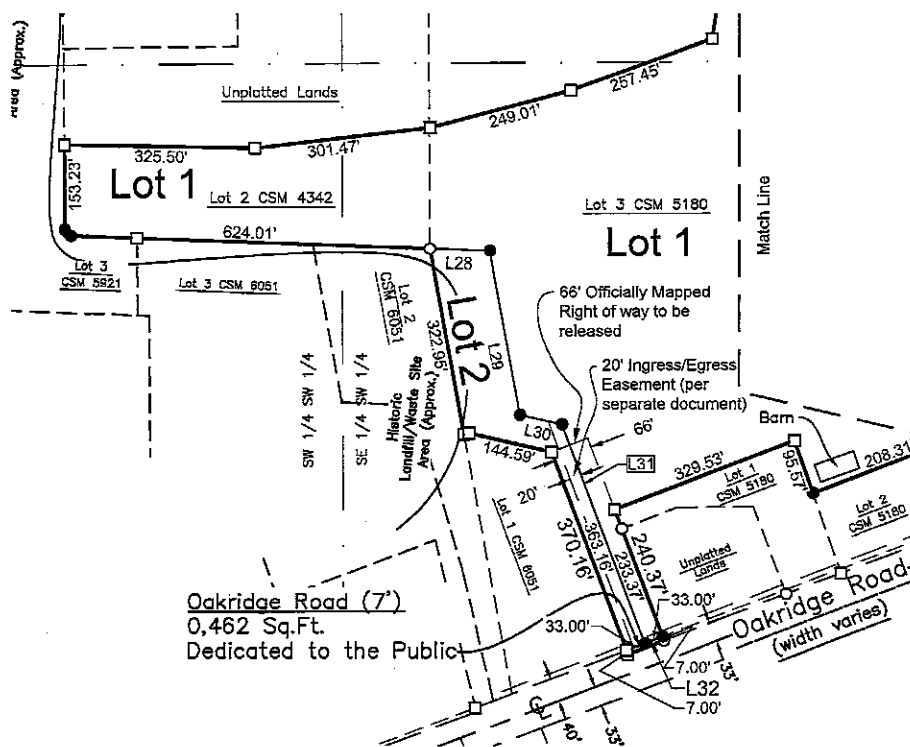
Survey for:  
Town of Neenah  
1600 Breezewood Lane  
Neenah, WI 54956

File: 8761CSM.dwg  
Date: 06/12/2025  
Drafted By: scott  
Sheet: 1 of 7

## Certified Survey Map No. \_\_\_\_\_

Part Lot 3, Certified Survey Map No. 5180 and Part of Lot 2, Certified Survey Map No. 4342, Located in the Northeast 1/4 of the Southwest 1/4 and in the Southeast 1/4 of the Southwest 1/4 and in the Southwest 1/4 of the Southwest 1/4, all in Section 20, Township 20 North, Range 17 East, Town of Neenah, Winnebago County, Wisconsin.

LEGEND	
●	3/4" x 18" Steel Rebar @ 1.50lbs/LF SET
□	1" Iron Pipe Found
○	3/4" Rebar Found
⊙	Government Corner
( )	Recorded As



Bearings are referenced to the South line of the Southwest 1/4, Section 20, T20N, R17E, assumed to bear N89°48'31"E, base on the Winnebago County Coordinate System.



**DAVEL ENGINEERING & ENVIRONMENTAL, INC.**  
Civil Engineers and Land Surveyors

1184 Province Terrace, Menasha, WI 54952  
Ph: 920-991-1888  
www.davel.pro

Scott R. Andersen  
Professional Land Surveyor  
No. S-3169

Date

File: 8761CSM.dwg  
Date: 06/12/2025  
Drafted By: scott  
Sheet: 2 of 7

# Certified Survey Map No. \_\_\_\_\_

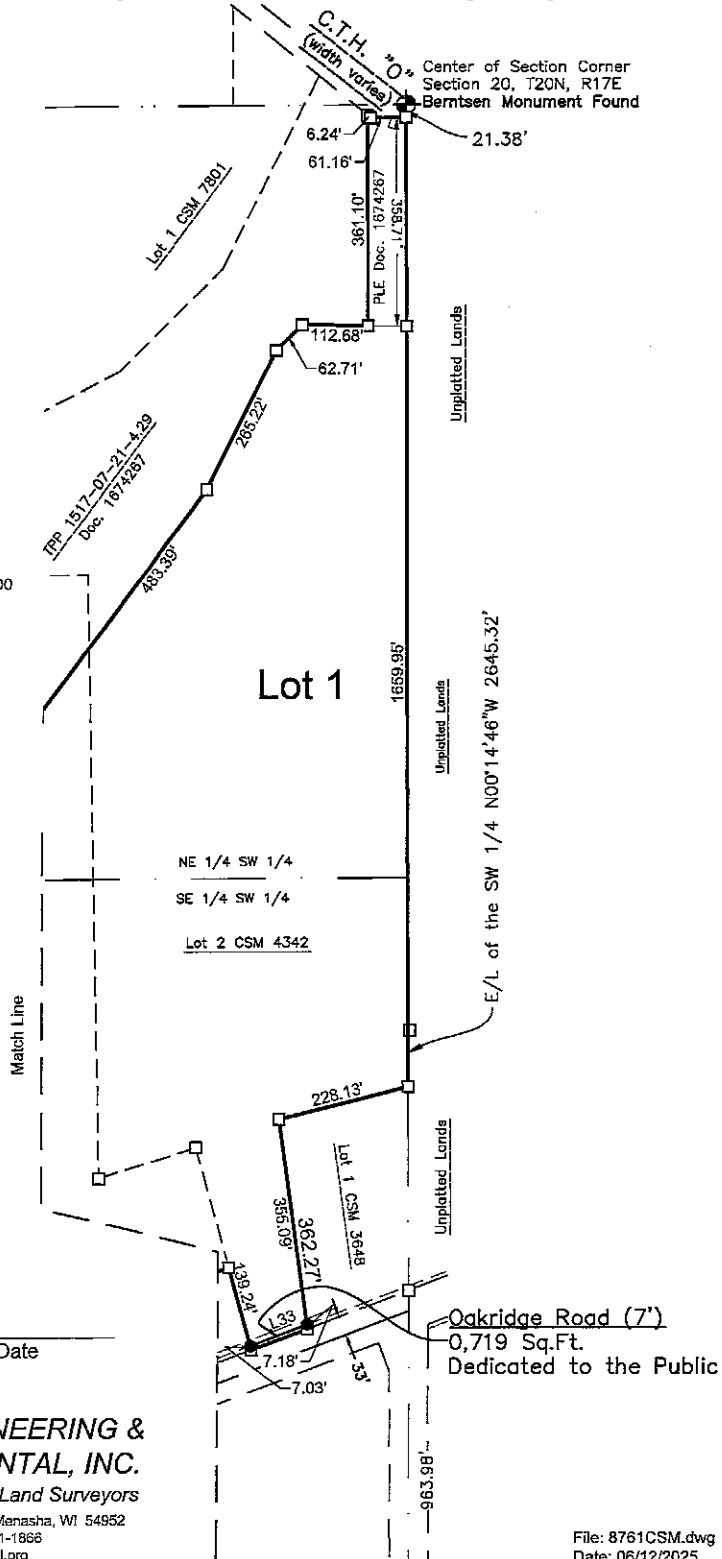
Part Lot 3, Certified Survey Map No. 5180 and Part of Lot 2, Certified Survey Map No. 4342, Located in the Northeast 1/4 of the Southwest 1/4 and in the Southeast 1/4 of the Southwest 1/4 and in the Southwest 1/4 of the Southwest 1/4, all in Section 20, Township 20 North, Range 17 East, Town of Neenah, Winnebago County, Wisconsin.

## LEGEND

- 3/4" x 18" Steel Rebar @ 1.50lbs/LF SET
- 1" Iron Pipe Found
- 3/4" Rebar Found
- ⊙ Government Corner
- ( ) Recorded As



Bearings are referenced to the South line of the Southwest 1/4, Section 20, T20N, R17E, assumed to bear N89°48'31"E, base on the Winnebago County Coordinate System.



Scott R. Andersen  
Professional Land Surveyor  
No. S-3169



**DAVEL ENGINEERING & ENVIRONMENTAL, INC.**  
Civil Engineers and Land Surveyors

1164 Province Terrace, Menasha, WI 54952  
Ph: 920-891-1866  
www.davel.pro

**TOWN OF NEENAH PLAN COMMISSION MEETING**

Monday, June 16, 2025

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

**Present for Plan Commission:** Plan Commission Chair Jody Andres, Commissioner Chris Anderson, Commissioner Brett Armstrong, Commissioner Jeremy Kwiatkowski, Commissioner Brandon Nielsen, Commissioner Russ Meerdink, and Commissioner Pete Weyenberg.

**Also Present:** Scott Anderson (Davel Engineering), Chris Baldwin, Terri Baldwin, James Winske, Town Board Supervisor David Bluma, Town Board Supervisor James Weiss, Deputy Clerk-Treasurer Kerri Komorowski and Administrator-Clerk-Treasurer Ellen Skerke.

**Also Present Via Zoom:** None

J. Andres called the meeting to order at 7:00 p.m. Pledge of Allegiance was recited.

**Public Forum**

- Chris Baldwin, 1575 Oakridge Road voiced his concerns regarding the CSM,
  - His home is next to the parcel that the Ogdens want to buy. He and his wife have approached to the Town on several occasions to buy a portion of the property, it has been denied by the Town.
  - His house and well are along the lot line, the 13foot buffer is near his master bedroom window, master bath and their well. They purchased the property they own for their privacy.
  - Does not understand why the parcel would need three entrances, they already have one on Oakridge road and County Rd O
  - He and his wife have seen what the do, remove all of the trees and build large buildings. He is concerned about the view , light pollution, traffic, and the existing hill that is on the property, how will they put in a road?
  - No one knows what is under the hill. He thinks there will be issues.
  - They would like to see this property remain as is.
  - Their backyard drains to the parcel, again, why do they need a third entrance?
  - Cutting down all the trees, installing a road will impact the wildlife they enjoy.
  - He and his wife would like to purchase 5 acres, made an offer several years ago however the Town declined the offer. Now they want to sell for revenue. A road will not bring them revenue.
  - A road will disrupt their enjoyment of their property.
- Terri Baldwin, 1575 Oakridge Road voiced her concerns regarding the CSM,
  - Water runoff is another concern. There is an incline in the middle of the property, their water drains there, where will the stormwater runoff go if they level the land
  - The vision from their property will change with the development
  - If they build a road, where will the construction equipment go, there is not much room for equipment, and it cannot go on their property. She is not Ok with a road being built next to their property.
  - They like the wildlife.
- Plan Commission members asked questions of the Baldwin's. J. Andres redirected, the conversation, the Plan Commission will have their discussion within the meeting itself.
- Chirs Baldwin
  - What about their well, what will happen when the land is disturbed, will it contaminate their well? Where will they get their water from and will in hurt their water supply?
  - He and his wife hope that it does not get developed.

**Introductions**

Kerri Komorowski, Deputy Clerk -Treasurer was introduced to the Plan Commission.

**Approve May 19, 2025 Plan Commission Meeting Minutes**

**Motion:** P. Weyenberg/ J. Kwiatkowski to approve

Motion carried by voice vote.

**Input/Discussion/Action****Certified Survey Map**

*Resolution 2025-13 – Certified Survey Map*

*Applicant: Town of Neenah*

*Agent Davel Engineering*

*Location of Premises Affected: 1573 Oakridge Rd*

*Tax Parcel No: 010-02180603 and 010-021808*

- E. Skerke, on behalf of applicant Town of Neenah, described the CSM
  - The two existing parcels which are under contract to sell to Ogden Development will be reconfigured into two new parcels, ownership of the smaller parcel will be retained by the Town of Neenah, the larger parcel will be owned by Ogden Development.
  - Ogden Development completed a Phase I Environmental and discovered a small area of property that is considered part of the Schultz landfill, this new smaller parcel isolates that area based on the arc shown on the landfill. The Ogdens do not want to take ownership of the landfill portion.
  - The Town had conversations with the Baldwins and discussed options with Winnebago County to determine what we could do to segregate the landfill area.
  - County Zoning requirements for a lot in I-1 zoning include minimum of 100' wide, at least 33' of road access and at least 20,000 sq. ft. This new lot 1 meets those requirements. The parcel is currently zoned I-1 and will remain I-1.
  - Of the current 66' road access, 33' feet will go to this smaller lot 1, the remaining 33' will stay with larger lot sold to the Ogdens.
- P. Weyenberg clarified the landfill, it is foundry sand, not a garbage landfill.
- E. Skerke pointed out several other items with the CSM
  - There are several areas that will dedicate property to road right of way, any areas that currently go to the center of the road will now end at the right-of-way.
  - There is an Officially Mapped Road along the existing 66' road access area on the west side of the property, Scott Anderson spoke with the City of Neenah and has started the process to remove the Officially Mapped Road designation. Per a verbal conversation with the City, it appears the City will approve this.
  - There is a small area currently zoned A-2, it falls in the road right-of-way along County Road O, and the surveyor believes that the County GIS is incorrect with where the current lot lines are drawn. Scott Anderson of Davel Engineering has already provided documentation to Winnebago County Zoning with the existing CSM's that show the A-2 zoned areas are already in dedicated road right-of-way, This CSM will not require any zoning map amendments. The parcels are currently zoned I-1 and will remain I-1.
  - Page 2 of the CSM indicates that the Town will grant an easement to the Ogden's for access of 20' of the 33' road access portion, resulting in the 13' buffer referred to earlier by Chris Baldwin



- R. Meerdink wanted to clarify the 33' road access, the landfill location and the purpose of the road.
- B. Nielsen questioned if the Town considered selling land to the Baldwins? E. Skerke explained the history of offers in the past which the Town declined.
- B. Nielsen questioned the 20' easement. 33' feet should be sufficient for a private drive for the Ogdens, the Town could sell the Baldwins this smaller lot with a 33' road access, that plus the existing 18' on their property gives the Baldwins a larger buffer between their home and the driveway, P. Weyenberg responded the Town needs 33' in order to create the lot. D. Bluma noted that Ogdens requested 33' easement, Town agreed to 20' easement to keep a 13' buffer.
- Plan Commission allowed Chis Baldwin to speak, he noted that he proposed again to purchase 5 acres including the 66 feet. E. Skerke noted it is not an official offer, and the Town is under contract with the Ogdens to sell the property to the Ogdens. The Town is not in the position to consider any other offers as long as the existing accepted offer is on the table. The only party that can pull the offer off the table is the buyer of the property. .
- C. Baldwin explained again, the 5 acres that they want to purchase and their interest in purchasing 5 acres.
- T. Baldwin was allowed to speak, originally, the Baldwins offer was declined, because the Town did not want to divide the parcel, now here we are, the Town is willing to divide the property. D. Bluma explained that the Town wanted to keep the access points for potential future development.
- J. Andres noted the Plan Commission item for discussion is the CSM. We need to stick to the agenda item.
- B. Nielsen would like to know the Ogden's plan, would the Town be willing to sell the smaller lot to the Baldwins, would the Baldwins want to buy the property, and is there enough room on the 33' for the Ogdens driveway.
- J. Andres noted the CSM includes a 33' foot easement, if the CSM is approved, the 33' easement is approved.
- P. Weyenberg noted the 33' width is required road access per County Zoning, along with the other requirements.
- B. Nielsen's point is the easement is not required for the CSM to be approved. He does not agree with the requirement of the easement.
- R. Meerdink stated the Ogden's should have been at the meeting to discuss the CSM.
- B. Nielsen would like the Ogdens present to answer questions.
- S. Anderson noted the Ogdens would like the full 66' , however do not want the small portion with the landfill.
- R. Meerdink noted that the Town can put restrictions on the easement of what is allowed.
- J. Andres asked for the specific language on the easement. E. Skerke noted she did not have the specific language; the easement is a separate document which will be approved by the Town Board. The Town attorney was comfortable that the CSM could come to the Plan Commission with the separate easement document.
- B. Nielsen suggest the development create one way in and one way out along Oakridge Road.
- J. Kwiatkowski asked if approval could take place without approving the easement? J, Andres responded No.

**Motion:** R. Meerdink / B. Nielsen to table this item until the next Plan Commission Meeting asking for the potential buyers to be present to explain what is going on.

Motion carried by voice vote

*Resolution 2025-14 Resolution for Petition of Winnebago County for the proposed Text Amendment to Chapter 27 Shoreland Zoning Code*

- E. Skerke provided limited background information, she received the Chapter 27 rewrite, asking for Town Board response by the July 1 County Public Hearing.
  - Town of Neenah is 1 of 4 Towns under County Zoning Chapter 23, all Towns in Winnebago County fall under Shoreland Zoning Chapter 27.
  - There is limited information available from the County about the rewrite of Chapter 27. A redline version is not available. E. Skerke provided reports provided through AI tools and Microsoft Comparison tools to summarize the differences between the current Chapter 27 and the proposed Chapter 27.
  - She does not have information directly from the County, the DNR provided information to a fellow Clerk and stated it would be several months before they approve the amended language
- P. Weyenberg noted that when a change is being asked for, they typically supply a red line version. Why are we looking at this now if there is going to be additional changes. Skeptical of the timeline.
- R. Meerdink, if we cannot explain what is in the document,
- E. Skerke noted the change to Chapter 27, likely has little impact to the Town of Neenah since we are currently under County Zoning, however, should the Town change that in the future it could have an impact. The Town of Neenah needs to pay attention.

**Motion:** P. Weyenberg / B. Armstrong to table until there is additional information available.

- J. Andres noted that is additional information came forward; the Town and Plan Commission could schedule a joint meeting to discuss. .

Motion carried by voice vote

**New Business**

- E. Skerke noted there will be July Plan Commission meeting, and there is an August Public Hearing and Plan Commission meeting with a Zoning Map Amendment and a Conditional Use Request.

**Old Business**

- J. Andres stated the issue with the Conditional Use Permit issued to WPS n Breezewood Lane has more to it than initially thought. E. Skerke has reached out to the attorney and at this point a letter has not been mailed to WPS. E. Skerke noted the permit is issue by Winnebago County Zoning, as pointed out by both R. Meerdink and B. Nielsen in the previous meeting.
- P. Weyenberg asked if the storage units on County Rd G were approved, E. Skerke noted everything was approved at the County level.
- J. Andres requested that Russ Meerdink's information packet be shared again, particularly for the benefits of the new members.

Next regularly scheduled Plan Commission Meeting, Monday July 21, 2025 at 7:00 p.m.

**Adjourn:**

**Motion:** P. Weyenberg / B. Nielsen to adjourn. Motion carried. Adjourned at 7:56 pm

Respectfully submitted,

Ellen Skerke  
Administrator-Clerk-Treasurer

Approved: DRAFT - Pending Approval

**MEMORANDUM**

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To: Town Board of Supervisors

From: Ellen Skerke, Administrator-Clerk-Treasurer

Date: June 20, 2025

Memo: Amendment to Winnebago County Chapter 27 – Shoreland Zoning

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The amendment to Chapter 27 Winnebago County Shoreland Zoning was before the Town Plan Commission at their June 16, 2025 Plan Commission Meeting. The Plan Commission motioned to table this item.

Plan Commission Draft Meeting Minutes are attached for your review.

A separate email was sent to the Board on 6-20-2025 with the Notice of Public Hearing for Winnebago County which included a summary from Winnebago County Zoning Staff of the amendment.

This item remains on the Town Board agenda for discussion/action.

WINNEBAGO COUNTY PLANNING AND ZONING COMMITTEE

INITIAL STAFF REPORT

I. Explanation: To amend, create, recreate and/or delete sections of the Winnebago County Shoreland Zoning Code (Chapter 27) of the Winnebago County General Code.

II. Geographic Background Information

A. Property Owner(s): N/A

B. Applicant(s) Name: Winnebago County Planning & Zoning Committee  
Agent: N/A

C. Location: County Wide Shoreland

III. Chapter 27 Shoreland Zoning Ordinance of the Winnebago County General Code.

## SHORELAND ZONING CODE – CHAPTER 27 SUMMARY

Over the last year, the Winnebago County Planning & Zoning Committee tasked the Winnebago County Planning & Zoning Department with modifying the current Shoreland Zoning Code - Chapter 27. The directive given to staff was to eliminate the additional links of reference at the beginning of the current shoreland code. Specifically requested for elimination was the Chapter 23 "*Town/County Zoning Code*" reference, as this allowed the county to further regulate zoning, setbacks, and land uses throughout shoreland areas.

Within the same time frame, the Wisconsin Department of Natural Resources began to require counties to update their existing shoreland zoning codes to meet the new shoreland model ordinance - created in 2023. As the 2023 shoreland model ordinance was an update to the existing 2015 shoreland model ordinance the overall format was similar to the latter, however; language updates, restructuring and renumberation have occurred.

Coupled with the directive to modify the existing shoreland zoning code by the P&Z Committee and the requirement to update by the WDNR, staff created multiple versions of the shoreland zoning code for the P&Z Committee to review. With further alterations from the Committee, the shoreland zoning code was forwarded to a 7/1/2025 public hearing and deliberative meeting from the 6/6/2025 Winnebago County Planning Meeting.

The impacts of the shoreland proposal to Towns which **have** adopted Chapter 23 "*Town/County Zoning Code*" are minimal. For Towns with shoreland zoning only, which **have not** adopted Chapter 23, some potential impacts may include the need to establish zoning, establish land uses, conduct hearings, create a system for permitting, establish setbacks, and create a process for enforcement. From the county perspective, the majority of underlying county zoning districts, land uses, hearings, and setbacks will be eliminated within shoreland areas and left to the Town for regulation.

The proposed shoreland zoning code seeks to meet the requirements of the WDNR, in addition to the P&Z Committee directives to eliminate the Chapter 23 reference from the shoreland zoning code. Lastly, the County's shoreland authority from the State has not changed, and Winnebago County is mandated to meet the requirements of Wisconsin State Statute s. 281.31(1), Stats, s. 59.692(1c), Stats, NR 115.01 which in part states:

*"The purposes of the regulations shall be to further the maintenance of safe and healthful conditions; prevent and control water pollution; protect spawning grounds, fish and aquatic life; control building sites, placement of structure and land uses and reserve shore cover and natural beauty."*

**RESOLUTION 2025-14**  
**of the**  
**Town Board of the Town of Neenah, Winnebago County,**  
**Wisconsin**

RE: Petition of Winnebago County for the proposed code text amendment changes affecting the Winnebago County Shoreland Zoning Code, Chapter 27, of the Winnebago County General Code.

**DESCRIPTION OF SUBJECT SITE:**

**Owner(s) of Property:** NA  
**Applicant(s):** Winnebago County Planning & Zoning Committee  
**Location of Premises:** County Wide Shoreland areas

**EXPLANATION:**

Applicant is requesting to amend, create, recreate and/or delete sections of the Winnebago County Shoreland Zoning Code, Chapter 27, of the Winnebago County General Code.

RESOLVED, by the Town Board of the Town of Neenah, Winnebago County, Wisconsin, that the above indicated proposed amendment(s) to the Winnebago County Shoreland Zoning Code, Chapter 27, of the Winnebago County General Code, be and the same is hereby

[ ] APPROVED      [ ] DISAPPROVED      Signed: \_\_\_\_\_

**TOWN FINDINGS (REASONS):**

- 1.
- 2.
- 3.
- 4.
- 5.

I, \_\_\_\_\_, Town Clerk of the above named town, hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Town Board of the Town of \_\_\_\_\_.

DATED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2025.

**MEMORANDUM**

To: Town Board of Supervisors  
From: Ellen Skerke, Administrator-Clerk-Treasurer  
Date: June 13, 2025  
Memo: 2025-2026 Insurance Policy Renewal

The 2025-2026 General Insurance Policy renewal information is attached to this email for your review.

Below is a table with details of actual, budget and the proposal for the 2025-2026 policy.

Premium Summary begins on page 30

Property Values are listed on Page 31

Automobile Values are listed on Page 19, 2 options are listed with change in premium. My analysis below assumes Option 2, decreasing the older vehicle to a value of \$50,000 and increasing the remaining vehicles to \$500,000 and \$1,000,000

Town of Neenah  
2025 Insurance Renewal Analysis  
as of 6-12-2025

	<b>2023 Actual</b>	<b>2024 Actual</b>	<b>2025 Budget</b>	<b>2025 Proposal</b>
General Policy	\$15,420	\$17,816	\$17,680	\$19,967
Accident & Sickness	1,787	1,587	1600	1,544
Workers Compensation	5,657	5,123	5200	4,745
Cyber Liability *	N/A	2047.64	3300	2048
Tax Collection Bond	N/A	553	600	600
Fidelity Bond	N/A	340	0	0
<b>TOTAL</b>	<b>\$22,864</b>	<b>\$27,467</b>	<b>\$28,380</b>	<b>\$28,904</b>

\* Cyber Liability was included as part of the package in 2023 at \$1,000,000 limits

\*\* Fidelity Bond is a two year bond, paid once every two years, 2024 was paid in May 2024

**2025 Renewal Comments**

2025 proposal assumes Option 2, decreasing 1996 pumper to \$50,000, increasing other fire trucks to \$1,000,000

Cyber Liability will be provided by a new carrier, resulting in a lower premium

Tax collection Bond will be determined in October.

Note in 2024 - the following information was available concerning deductibles. The Town did not change deductibles

Information from 2024 renewal: Increase your Property deductible from \$250 to \$1,000 - \$ 345 approximate premium savings

Information from 2024 renewal: Increase your Property deductible from \$250 to \$2,500 - \$ 680 approximate premium savings



1  
2  
3 **ORDINANCE: Approve amendments to Section 7.16 of the General Code of Winnebago**  
4 **County: All-Terrain Vehicle/Utility Terrain Vehicle Routes and Regulations.**

5  
6 **TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS:**  
7

8 **WHEREAS**, the Winnebago County Highway Committee has determined that the public  
9 interest is best served by allowing All-Terrain Vehicles/Utility Terrain Vehicles, hereinafter  
10 referred to as "ATV/UTV," to utilize all Winnebago County highways and roadways under  
11 Winnebago County jurisdiction in an orderly, controlled fashion; and  
12

13 **WHEREAS**, the Winnebago County Board supports recreational opportunities in  
14 Winnebago County; and  
15

16 **WHEREAS**, Wis. Stat. § 23.33 authorizes Winnebago County to adopt an ordinance  
17 allowing ATV/UTV use on all Winnebago County highways and roadways under Winnebago  
18 County jurisdiction.  
19

20 **NOW, THEREFORE, BE IT ORDAINED** by the Winnebago County Board of Supervisors  
21 that Section 7.16 of the General Code of Winnebago County is hereby adopted and shall  
22 read as follows:  
23

24 **7.16 ALL-TERRAIN VEHICLE/UTILITY TERRAIN VEHICLE ROUTES AND**  
25 **REGULATIONS**  
26

27 (1) The Winnebago County Board of Supervisors adopts the following All-Terrain  
28 Vehicle/Utility Terrain Vehicle ("ATV/UTV") Routes and Regulations Ordinance for the  
29 operation of ATVs/UTVs upon ~~certain~~ **all** Winnebago County ~~roadways~~ **highways and**  
30 **roadways under Winnebago County jurisdiction unless posted otherwise and** subject to the  
31 conditions listed in Section 4, below.

32 (2) **PURPOSE & INTENT:** Following due consideration of the recreational value to  
33 connect ~~trail~~ **route** opportunities and weighted against possible dangers, public health,  
34 liability aspects, terrain involved and traffic density, these routes have been created.

35 (3) **AUTHORITY:** The provisions of this Ordinance are adopted by the Winnebago  
36 County Board of Supervisors pursuant to the authority granted in §23.33(8)(b), Wis  
37 Stats. Operators shall follow all of the applicable provisions of §23.33, Wis Stats, regulating  
38 ATV/UTV operations.

39 (4) **REGULATIONS OF ATVS AND UTVS:** Except as otherwise provided herein, the  
40 statutory provisions of Wis. Stats. § 23.33 and Wis. Admin. Code NR § 64, which create,  
41 describe, and define regulations with respect to ATVs and UTVs, are adopted and, by  
42 reference, made a part of this Code as if fully set forth herein.

43 (a) Operator and rider requirements. Any person who operates or rides as a  
44 passenger on an ATV or UTV on a highway or roadway that is an ATV/UTV route under  
45 Winnebago County's jurisdiction, must meet the following requirements:

46 i. Any operator or passenger shall comply with all federal, state, and local laws,  
47 orders, regulations, restrictions, and rules, including those outlined in Wis. Stats. § 23.33  
48 and Wis. Admin. Code NR § 64. All ATV/UTV rules of operation outlined in Wis. Stats. §  
49 23.33 and Wis. Admin. Code NR § 64 are adopted and incorporated by reference in this  
50 section.

51 ii. No person may operate an ATV or UTV without having attained the age of



16.

iii. No person may operate an ATV or UTV without a valid driver's license.

(b) All operators shall have a liability insurance policy in force on any ATV or UTV operated on an ATV/UTV road or route. The liability insurance policy must have the following minimum coverages:

i. \$10,000.00 for property damage

ii. \$25,000.00 for the injury or death of one person

iii. \$50,000.00 for the injury or death of more than one person

(5) **CONDITIONS:** As a condition for the use of certain roadways, the following conditions shall apply to all operators (and passengers where applicable):

(a) ~~ATV/UTV operators shall observe all posted speed limits. and shall not exceed 35 miles per hour. Violators shall be subject to enforcement.~~

(b) Operators shall ride in single file in the highway or roadway. Highway and roadway are defined in the same manner as defined in Wis. Stats. § 340.01 (22)(54).

(c) All ATVs and UTVs must operate with fully functional headlamps, tail lamps, and brake lights.

(d) Every ATV or UTV shall be equipped, maintained, and operated to prevent excessive or unusual noise. No person shall operate an ATV or UTV on an ATV/UTV route unless the vehicle is equipped with a muffler or other effective noise-suppressing system in good working order and in constant operation.

(e) All drivers and passengers must wear seatbelts if the vehicle is so equipped.

~~(a)(f)~~ All drivers and passengers under the age of 18 must wear helmets.

~~(b) Routes must be signed in accordance with NR 64.12 and NR 64.12(7)c, Wisconsin Administrative Code. All county roads are considered open to ATV/UTV traffic unless posted otherwise by the county. The county reserves the right to close roads as required for safety reasons without warning.~~

~~(c) Limit routes to county roadways with an Average Daily Traffic (ADT) count of 1,000 or less and a low accident history.~~

~~(d) Potential county highway routes must connect existing routes / trails only.~~

~~(e) Municipalities with an ATV/UTV ordinance sponsor county routes.~~

~~(f) Municipalities request routes by sending a letter describing the roadway(s) and the limits to the Highway Commissioner for conformance with the county ordinance. Highway Committee will approve / deny requests.~~

~~(g) Sponsoring municipalities pay for sign installation and maintenance.~~

(g) Municipalities shall maintain a map of routes within their jurisdiction and provide copies to the Highway Commissioner and Sheriff.

(h) Highway Department shall install signs to ensure proper placement according to MUTCD (Manual for Uniform Traffic Control Devices) and DNR (Department of Natural Resources) standards.

~~(h)(i)~~ ATV/UTV operators must possess a valid motor vehicle driver's license.

~~(k) Routes shall remain open during daylight hours only.~~

~~(l)(j)~~ Routes may be closed or suspended by the Highway Commissioner after review with the Highway Committee for reasons such as repeated, validated complaints from residents, damage caused by ATV/UTVs, an increase in ADT, or roadway accidents.

~~(m)(k)~~ Routes may be temporarily closed by either the Highway Commissioner or Sheriff for reasons such as roadway construction, emergencies, parades, or events.

(5)(6) **ENFORCEMENT:** This Ordinance shall be enforced by any law enforcement officer authorized to enforce the laws of the State of Wisconsin.

(6)(7) **PENALTIES:** All-Terrain Vehicle / Utility Terrain Vehicle penalties for the State of Wisconsin, as found in §23.33(13)(a), Wis Stats, are adopted and incorporated herein by reference. Additionally, any person who violates any provision of Section 7.16(4)

Conditions, above, shall be subject to a forfeiture of \$50.00 plus any statutory surcharges imposed by the State Legislature.

~~(7)~~(8) **SEVERABILITY:** The provisions of this Ordinance shall be deemed severable, and it is expressly declared that Winnebago County would have passed the other provisions of this Ordinance regardless of whether or not one or more provisions may be declared invalid. If any provision of this Ordinance or the application to any individual or circumstance is held invalid, the remainder of the Ordinance and the application of such provisions to other individual circumstances shall not be deemed affected.

~~(8)~~(9) **EFFECTIVE DATE:** This Ordinance becomes effective as of the date following the date of its publication.

**BE IT FURTHER ORDAINED** that this Ordinance shall be reviewed by the Highway Committee one year from the date of its adoption.

Respectfully submitted by:  
**SUPERVISOR BILLY HALBUR, DISTRICT 17**  
**SUPERVISOR TIM O'BRIEN, DISTRICT 34**

Respectfully submitted by:  
**HIGHWAY COMMITTEE**  
Committee Vote:

Fiscal Note: The Winnebago County Highway Department will handle sign procurement and installation, with the direct cost of signage being covered by the Winnebago County ATV/UTV Alliance. The Alliance has both the necessary resources and the ability to generate additional revenue to fund these expenses. Upon approval of the amendments and completion of sign installation, reimbursement to the County will be made through the Alliance's primary club, Fox River Wheeler Powersports. As a result, there will be a NET-ZERO cost to Winnebago County.

Vote Required for Passage: **MAJORITY OF MEMBERS PRESENT**

Approved by the Winnebago County Executive on \_\_\_\_\_.

\_\_\_\_\_  
Gordon Hintz  
Winnebago County Executive