

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

**DATE:** Monday, August 25, 2025  
**TIME:** 7:00 pm  
**LOCATION:** 1600 Breezewood Lane

The meeting will also be offered virtually via ZOOM.

Meeting ID: 858 1570 5919 Passcode: 978981 Phone (312) 626-6799

Zoom Link: <https://us02web.zoom.us/j/85815705919?pwd=anZz576WaTYUP0JgQioaZliaN3QZb8.1>

**TOWN BOARD MEETING**

1. CALL TO ORDER TOWN BOARD
2. APPROVE MINUTES  
August 11, 2025 Town Board Meeting
3. PUBLIC FORUM
4. PUBLIC FORUM FOR RECOGNIZED MUNICIPAL AND COUNTY OFFICIALS
5. CORRESPONDENCES
  - a. Winnebago County Resolution for County Sales Tax
6. DISCUSSION / ACTION
  - a. Approve Vouchers, Payroll and Bank Transactions August 25, 2025
  - b. Approve Contract Extension with MCC for Larsen Road Reconstruction Project.
  - c. Resolution 2025-20 – Certified Survey Map - Revision to resolution 2025-13  
Applicant: Town of Neenah  
Agent: Davel Engineering  
Location of Premises Affected: 1573 Oakridge Rd  
Tax Parcel No: 010-02180603 and 010-021808
  - d. Resolution 2025-17 Zoning Map Amendment Request  
Applicant: STEDL, BRIAN/KRISTINE  
Agent: CAROW LAND SURVEYING, PERREAULT, CHRISTOPHER  
Location of Premises Affected: 1984 OAKRIDGE ROAD, NEENAH  
Tax Parcel No: 010-0312 (PASRTIAL)  
Legal Description: Being a part of the SE 1/4 of the NW 1/4 , SW 1/4 of the NW 1/4 and NW 1/4 of the SW 1/4 all in section 30, Township 20 North, Range 17 East, Town of Neenah, Winnebago County, Wisconsin.  
Explanation: Applicant is requesting a zoning map amendment from B-2(Community Business District) to R-1 (Rural Residential) to create a residential lot.
  - e. Resolution 2025-19 Zoning Map Amendment Request  
Applicant: COULTHARD JR, JEFFREY J  
Agent: NONE  
Location of Premises Affected: 951 COUNTY RD G, NEENAH  
Tax Parcel No: 010-007305  
Legal Description: Being a part of SE 1/4 of the SE 1/4 of section 5, Township 19 North, Range 17 East, Town of Neenah, Winnebago County, Wisconsin.  
Explanation: Applicant is requesting a zoning map amendment from I-2(Heavy Industrial) to I-1 ( Light Industrial) to operate a contractor yard B-3 (General Business) District to R-1 (Rural Residential) District.
  - f. Resolution 2025-18 Conditional Use Permit Request  
Applicant: COULTHARD JR, JEFFREY J  
Agent: NONE  
Location of Premises Affected: 951 COUNTY RD G, NEENAH  
Tax Parcel No: 010-007305  
Legal Description: Being a part of SE 1/4 of the SE 1/4 of section 5, Township 19 North, Range 17 East, Town of Neenah, Winnebago County, Wisconsin.  
Code Reference: Chapter 23, Article 8, Division , Exhibit 8.1 (9.04)  
Explanation: Applicant is requesting a conditional use permit to operate a commercial kennel.
7. FUTURE AGENDA TOPICS AND MEETINGS
  - a. Monday September 1, 2025 – Labor Day Holiday – Office Closed
  - b. Parks & Trails Meeting, Tuesday, September 2, 2025 at 6:00 p.m. at Conservancy Park,
  - c. Fire Department Meeting, Wednesday, September 3, 2025 at 7:00 p.m.
  - d. Next Town Board Meeting, Monday, September 8, 2025 at 7:00 p.m.
8. OLD BUSINESS
9. NEW BUSINESS
10. ADJOURN OPEN MEETING

11. CONVENE INTO CLOSED SESSION

The Town Board will convene into closed session pursuant to Wis. Stats §19.85 (1) (g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

ROLL CALL VOTE

- a. Nuisance Properties

12. ADJOURN CLOSED SESSION

**Closed Session Contemplated: YES**

Ellen Skerke, Administrator-Clerk-Treasurer  
August 21, 2025

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 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 August 21, 2025 at [www.townofneenah.com](http://www.townofneenah.com), Town of Neenah Municipal Building, 1600 Breezewood Lane.

## TOWN OF NEENAH TOWN BOARD MEETING

August 11, 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, Deputy Noffke, Winnebago County Sheriff's Department, Deputy Clerk-Treasurer Cyndi Pleshek, and Administrator-Clerk-Treasurer Ellen Skerke.

**Also in Attendance via Zoom:** Carrie Sturn

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

### Approval of Minutes

**Motion:** J. Weiss / T. Wilde to approve July 28, 2025 Town Board Meeting Minutes

Motion carried by voice vote

### Public Forum

- None

### Public Forum for Recognized Municipal and County Officials

- None

### Correspondences

- Building Permit Report – July 2025
- Budget Status Report as of July 31, 2025

### Discussion/Action.

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

*Approve Vouchers, Payroll and Bank Transactions August 11, 2025*

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

Motion Carried by voice vote.

#### **Resolutions**

*Approve Resolution 2025-16: Combined Authorizing Resolution for Urban Forestry Grant and Urban Forestry Catastrophic Storm Grant Programs; 2026 Application for Year 3*

- E. Skerke stated this is similar to the resolutions passed in 2023 and 2024 to allow the Parks and Trails Committee to apply for the DNR Reforestation Start Up Grants, this is year 3 of the Start-up Grants and the final year we can apply for this activity.

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

Motion Carried by voice vote

### Agreements

*Approve Joint Powers Agreement with Winnebago County 911 Emergency System*

- E. Skerke stated this is an agreement we sign each year with Winnebago County for the 911 Emergency System.

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

Motion Carried by voice vote

***Accept Proposal for Oakridge Road Right of Way Acquisition services from Moss & Associates.***

- E. Skerke reviewed the draft right-of-way plat for the Oakridge Road reconstruction project and reviewed the proposal from Moss and Associates for the right-of-way acquisition services. The contract is the same as the Larsen Road contract for these services .
- E Skerke recommends accepting the proposal from Moss and Associates for the Oakridge Road right-of-way acquisition process.

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

Motion Carried by voice vote

**Operator's Licenses**

***Approve Operators Licenses for Liladhar Pandey and Nirmala Dhungel, Effective August 12, 2025, expiring June 30, 2027***

- E. Skerke stated these are new Operator's Licenses, both have completed the necessary training and neither have any issues with the background check.

**Motion:** B. Cardoza / J. Weiss to approve both Operator's Licenses

Motion Carried by voice vote

**Future Agenda Topics and Meetings**

- Sanitary District #2 Meeting, Tuesday, August 12, 2025 at 7:00 p.m.
- Stormwater Utility District Board Meeting, Thursday August 14, 2025 at 8:00 a.m.
- R. Schmeichel noted there will be a meeting with the DNR and Michels Quarry immediately following the 8am Stormwater Utility District meeting on Thursday August 14, 2025.
- Plan Commission Meeting, Monday, August 18, 2025 at 7:00 p.m.
- Next Town Board Meeting, Monday, August 25, 2025 at 7:00 p.m.

**Old Business**

- None

**New Business**

- E. Skerke stated Winnebago County Supervisor Chuck Farrey is introducing a resolution to establish a Winnebago County sales tax of 0.5 %. Winnebago County is one of 2 counties in the State of Wisconsin that does not have this 0.5% sales tax. His resolution includes a shared revenue of 30% to each local municipality. There are requirements in State Statute that require a county sales tax to be used to 1) reduce the tax levy, 2) Fund a special project that would have been funded through the tax levy or 3) reduce debt payments, in essence reducing the levy. This will be on the next County Board agenda and will likely be discussed over several County Board meetings. C. Farrey is asking for Town support on his resolution. B. Cardoza noted the resolution was posted to Facebook and is not getting positive feedback.
- R. Schmeichel introduced himself as one of the new Wisconsin Towns Association Directors for District 5. Joe Schumacher from Outagamie County was also elected as District 5 Director.

**Adjourn Meeting**

**Motion:** J. Weiss / D. Bluma to adjourn. Motion carried. Meeting adjourned at 7:28 p.m.

Respectfully submitted,



Ellen Skerke,  
Administrator-Clerk-Treasurer

Approved: DRAFT Pending Approval

# Voucher List Authorization August 25, 2025

## Bank Transfer (Transaction List)

<u>Date</u>	<u>From</u>	<u>To</u>	<u>Amount</u>	<u>Reason</u>
8/20/2025	Taxes Collected	General MM	\$ 3,422.64	Transfer Interst earned March - july 2025
8/20/2025	Taxes Collected	General MM	\$ 137,119.78	August Tax Settlement - Town taxes
8/20/2025	Taxes Collected	General MM	\$ 443.56	August Tax Settlement - Managed Forest Lands
8/20/2025	Taxes Collected	General MM	\$ 117,214.11	August Tax Settlement - Stormwater
8/20/2025	Taxes Collected	General MM	\$ 56,430.16	August Tax Settlement - Trash / Recycling
8/20/2025	Taxes Collected	Checking	\$ 142,962.57	August Tax Settlement - Sanitary
8/12/2025	General MM	Checking	\$ 59,000.00	8-25-2025 Vouchers
<b>Accounts Payable</b>			\$ 59,008.18	

Notification of New Vendors Moss & Associates Larsen Road Project

Payroll	Payroll	\$ -
	Expense Reimburse	\$ -
	Gross Payroll	\$ -
	Net Payroll	\$ -

## Paid via Bank Transfer:

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

## Account Balances as of August 26,2025 after requested transfers per this Voucher List

	PROSPERA CU	Prospera CD	BNY Mellon - Pershing	Total
Checking	\$ 13,099			
Membership account	\$ 5			
General MM	\$ 446,435	\$	636,748	\$ 1,083,183
General MM-NAN Funds	\$ 2,373			
Impact Fee	\$ 9,328			
Taxes Collected	\$ -			
Tullar Rd Fund		\$	42,483	
Storm Water	\$ 654,392	\$ 510,509	\$ 558,045	\$ 1,722,946
CFCU	\$ 529			
TOTAL	\$ 1,126,161	\$ 510,509	\$ 1,237,276	
		GRAND TOTAL	\$ 2,873,945	

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

9:26 AM

08/24/25

## Town of Neenah

## Check Detail

August 26, 2025

Date	Num	Name	Memo	Account	Paid Amount
08/26/2025		City of Neenah	24540-0	11010-1 · Checking - Prospera (150)	
08/25/2025	40166		2025 rental 7 hydrants	52210-8 · Fire Dept. Hydrant	-2,100.00
TOTAL					-2,100.00
08/26/2025		Harters Fox Valley Disposal		11010-1 · Checking - Prospera (150)	
08/25/2025	1377271		Mahler Park	55200-6 · Parks - Harter's - Trash	-255.00
			Keating Park	55200-6 · Parks - Harter's - Trash	-21.00
			Franzoi Park	55200-6 · Parks - Harter's - Trash	-42.00
08/25/2025	1377267			53634-0 · Garbage Collection Expenses	-14,966.80
				53635-0 · Recycling	-4,680.18
TOTAL					-19,964.98
08/26/2025		K and C Pest Control LLC		11010-1 · Checking - Prospera (150)	
08/25/2025	416383		Keating	55300-6 · Parks- Pest Control	-25.00
08/25/2025	416393		Mahler	55300-6 · Parks- Pest Control	-35.00
TOTAL					-60.00
08/26/2025		Liberty Square Station		11010-1 · Checking - Prospera (150)	
08/25/2025	acct 2203 ...			52210-4 · Fire Dept. Fuel	-227.14
TOTAL					-227.14
08/26/2025		Mavroff, Gerald (v)		11010-1 · Checking - Prospera (150)	
08/25/2025	Spring 2025		110 inspections	52201-0 · Fire Inspections	-1,650.00
TOTAL					-1,650.00
08/26/2025		McMahon Associates, Inc		11010-1 · Checking - Prospera (150)	
08/25/2025	940051		CTH O Pond Main	6-54200 · CTH O Pond Maintenance	-557.44
			Prairie Extension	55200-8 · Conservancy Park Expense	-1,258.56
08/25/2025	940050			6-53400 · SW - Illicit Discharges	-3,404.38
TOTAL					-5,220.38
08/26/2025		Moss & Associates		11010-1 · Checking - Prospera (150)	
08/25/2025	343		ROW acquisition Contract	53314-3 · Hwy -Larsen Rd Reconstruction	-19,105.00
TOTAL					-19,105.00
08/26/2025		Prospera- Visa		11010-1 · Checking - Prospera (150)	
08/25/2025	8/3/25 stmt			51420-4 · Office Expenses	-77.00
				51610-1 · Maintenance & Operations	-56.98
				51420-4 · Office Expenses	-30.87
				52210-9 · Fire Dept. New Equip.	-8.99
				52210-3 · Fire Dept Supplies and Repairs	-40.00
				52210-9 · Fire Dept. New Equip.	-142.58
				52210-3 · Fire Dept Supplies and Repairs	-60.86
				52210-3 · Fire Dept Supplies and Repairs	-103.97
TOTAL					-521.25
08/26/2025		Red Power Diesel		11010-1 · Checking - Prospera (150)	
08/25/2025	6125			52210-2 · Fire Dept. Vehicle Repairs	-28.36
TOTAL					-28.36

9:26 AM

08/24/25

## Town of Neenah

## Check Detail

August 26, 2025

Date	Num	Name	Memo	Account	Paid Amount
08/26/2025		SAFEbuilt		11010-1 · Checking - Prospera (150)	
08/25/2025	2165343		July 2025	52400-0 · Building Inspection	-4,758.85
TOTAL					-4,758.85
08/26/2025		VC3 Inc		11010-1 · Checking - Prospera (150)	
08/25/2025	213152		July invoice	51420-4 · Office Expenses	-722.00
			July Invoice	52210-3 · Fire Dept Supplies and Repairs	-58.00
TOTAL					-780.00
08/26/2025		WE Energies		11010-1 · Checking - Prospera (150)	
08/25/2025	8/8/25			55200-7 · Parks - WE Energies	-101.98
				53420-0 · Street Lighting - All Electric	-152.20
				53420-0 · Street Lighting - All Electric	-1,600.72
				55200-8 · Conservancy Park Expense	-329.50
				55200-7 · Parks - WE Energies	-50.18
				51420-8 · MB Utilities	-488.86
				55200-7 · Parks - WE Energies	-35.56
TOTAL					-2,759.00
08/26/2025		Winnebago Cty. Treasurer		11010-1 · Checking - Prospera (150)	
08/25/2025	31613		spring mow	53311-2 · Hwy Exp - Maintenance (Winnebag	-1,833.22
TOTAL					-1,833.22



August 19, 2025

Town of Neenah  
1600 Breezewood Lane  
Neenah, WI 54956

Re: Town of Neenah  
Larsen Road Reconstruction  
Clayton Avenue to CTH CB  
Change Order #1  
McM. No. N0003-08-21-00309

Enclosed herewith is Change Order #1 for the above referenced project. This change is an extension to the Final Completion date. The new Final Completion date is October 1, 2025. The current Contract Price remains at \$2,420,411.34.

Please review and sign in the space provided. Return a signed copy to our office, and we will distribute accordingly.

Should you have any questions, please contact our office at your convenience.

Respectfully,

McMahon Associates, Inc.

A handwritten signature in blue ink, appearing to read "Michael R. Simon".

Michael R., Simon, P.E.  
Vice President / Sr Transportation Project Manager

MRS:car

Enclosure: Change Order #1



**CHANGE ORDER**

MCC, INC.

2600 N. Roemer Road

PO Box 1137

Appleton, WI 54912-1137

Contract No.

N0003-08-21-00309

Project File No.

N0003-08-21-00309

Change Order No.

One (1)

Issue Date:

August 18, 2025

Project:

Town of Neenah Larsen Rd Reconstruction  
Clayton Avenue to CTH CB**You Are Directed To Make The Changes Noted Below In The Subject Contract:**

	(Item Description)	(Price)
1.1	The Final Completion date for the project is extended to October 1, 2025.	\$0.00
	1.1.1 The reason for this change is due to a delay in the completion of the utility burial project. This includes work being performed concurrently by We-Energies, Charter/Spectrum, and AT&T.	
	1.1.2 See attached for revised schedule for MCC, Inc. and the utilities.	
	<b>TOTAL</b>	<b>\$0.00</b>

**The Changes Result In The Following Adjustments:**

	CONTRACT PRICE	FINAL COMPLETION
Prior To This Change Order	\$2,420,411.34	-
Adjustments Per This Change Order	\$0.00	October 1, 2025
Current Contract Status	<b>\$2,420,411.34</b>	-

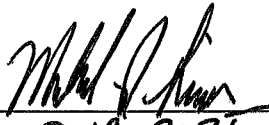
Recommended:

**McMAHON ASSOCIATES, INC.**

Neenah, Wisconsin

By:

Date:

  
8-18-2025

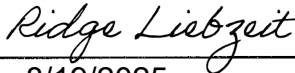
Accepted:

**MCC, INC.**

Appleton, Wisconsin

By:

Date:

  
8/19/2025

Authorized:

**TOWN OF NEENAH**

Wisconsin

By:

Date:

- ☐ OWNER Copy
- ☐ CONTRACTOR Copy
- ☐ ENGINEER Copy (Contract Copy)
- ☐ FILE COPY

Four (4) Copies Should Accompany This Change Order  
**Execute And Return To ENGINEER For Distribution**



## Mike Simon

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**From:** Monnette, Justin M <Justin.Monnette@we-energies.com>  
**Sent:** Thursday, August 14, 2025 9:20 AM  
**To:** Coenen1.Todd; Barfknecht, Adam D; Luke Benser; Ben Pickart; Maureen Hoffman; Kringel, Cris G; Meeusen, Paul; Albin, Lisa G; Albin, Vince N; Orr, Jason; Mike Simon; Ridge Liebzeit; Kofnetka, Mark H; Abts, Michael; Ellen Skerke  
**Subject:** Larsen Road - Charter / WE Coordination

Greetings,

Per our discussion at our Aug 12<sup>th</sup> meeting We Energies will have the follow schedule of our 5 remaining tasks to energize our facilities on Larsen Road:

- Task 1 – Aug 19<sup>th</sup> 7:30 am to Noon
- Task 2 – Aug 19<sup>th</sup> Noon to 3:30 pm
- Task 3 – Aug 19<sup>th</sup> 4:00pm to 7:00 pm
- Task 4 – Aug 21<sup>st</sup> 4:00 pm to 7:00 pm
- Task 5 – Aug 21<sup>st</sup> 7:00 pm to 10:00 pm (coordinated with Charter)

Charter scheduled their splicing Aug 26<sup>th</sup> / 27<sup>th</sup>.

Charter to remove their facilities from the We Energies poles Aug 28<sup>th</sup>. We Energies can have Intren remove our poles at the same time with Charter Aug 28<sup>th</sup>.

We Energies requested to have Charter move their splicing schedule up in the schedule so we can remove the poles sooner than Aug 28<sup>th</sup>.

Thank you,

**Justin Michael Monnette ©**  
**Senior Project Supervisor, Major Projects**  
**We Energies**  
office: 920-380-3496  
mobile: 920-639-8960  
[Justin.Monnette@we-energies.com](mailto:Justin.Monnette@we-energies.com)

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**MEMORANDUM**

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To: Town Board

From: Ellen Skerke, Administrator-Clerk-Treasurer

Date: August 24, 2025

Memo: CSM / Zoning Map Amendment / Conditional Use Permit Request - Plan commission Meeting 8-18-2025

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The 8-25-2025 Agenda has 4 items that are a follow up from the August 18, 2025 Plan commission Public Hearing and Meeting.

There are two Zoning Map amendment requests and a Conditional Use Permit request for which the Plan Commission held a Public Hearing for on Monday August 11, 2025. Proper notices were US mailed and posted on the website. No one from the public attended to voice any comments. Each of the property owners were at the meeting to explain their request and answer questions.

The Plan Commission recommends approval of the CSM, the two zoning map amendment requests and the conditional use permit. The Plan Commission did not add any conditions to the conditional use permit request.



**TOWN OF NEENAH  
WINNEBAGO COUNTY, WISCONSIN  
RESOLUTION 2025-20**

**RESOLUTION APPROVING CERTIFIED SURVEY MAP  
FOR 1573 OAKRIDGE ROAD – TOWN OF NEENAH  
WINNEBAGO COUNTY PLANNING AND ZONING CSM LOG # 6471 - REVISED**

WHEREAS, Winnebago County Planning and Zoning submitted CSM Log # 6471 REVISED for Town review, as attached as Exhibit 1; and

WHEREAS, on August 18, 2025, the Town of Neenah Plan Commission held a meeting on a Certified Survey Map (CSM) filed by Davel Engineering on behalf of property owner Town of Neenah to establish a new lot as described on the attached CSM in the Town of Neenah, Winnebago County Planning and Zoning CSM Log # 6471 REVISED; and

WHEREAS, at the meeting, the Plan Commission recommended approval of the above mentioned CSM; and

NOW THEREFORE BE IT RESOLVED that the Town Board approves the CSM for Town of Neenah, County Planning and Zoning CSM Log # 6471 REVISED.

FURTHER RESOLVED that The Town Chairman and Town Administrator-Clerk-Treasurer are authorized to sign the above mentioned CSM.

Dated this 25<sup>th</sup> day of August 2025.

TOWN OF NEENAH

By:

\_\_\_\_\_  
Robert Schmeichel,  
Town Chairperson

Attest:

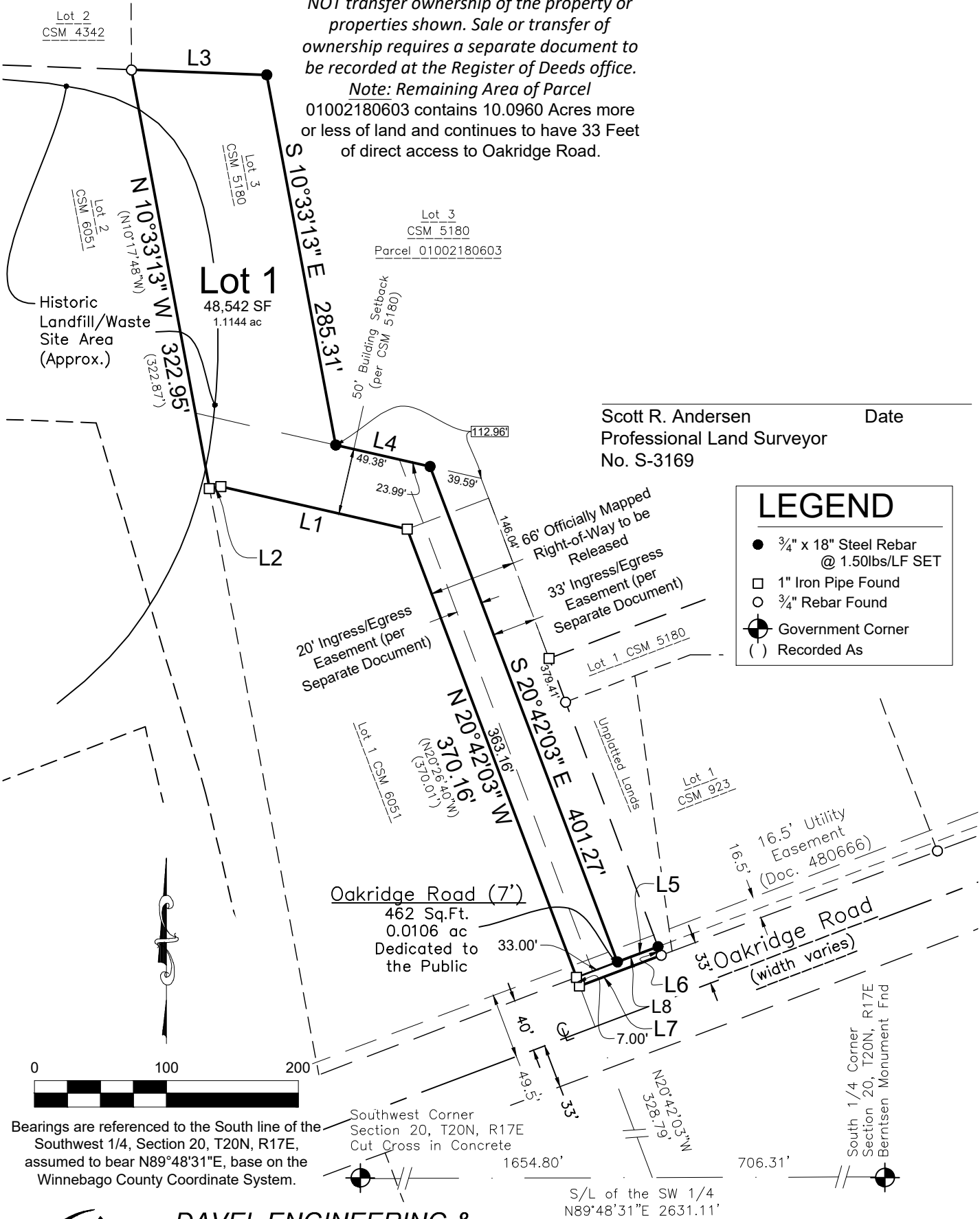
\_\_\_\_\_  
Ellen Skerke,  
Town Administrator-Clerk-Treasurer

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

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

**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.

**Note:** Remaining Area of Parcel 01002180603 contains 10.0960 Acres more or less of land and continues to have 33 Feet of direct access to Oakridge Road.



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

Date

LEGEND

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

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

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

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

File: 8761CSM2.dwg  
Date: 08/05/2025  
Drafted By: scott  
Sheet: 1 of 4

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

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

Surveyor's Certificate

I, Scott R. Andersen, Professional Land Surveyor, hereby certify: That in full compliance with the provisions of Chapter 236 of the Wisconsin Statutes and the subdivision regulations of the Town of Neenah and Winnebago County, and under the direction of the Town of Neenah, the property owners of said land, I have surveyed, divided and mapped this Certified Survey Map; that such map correctly represents all exterior boundaries and the subdivision of the land surveyed; and that this land is Part of Lot 3, Certified Survey Map No. 5180 (Doc. 1221411), Located in the Southeast 1/4 of the Southwest 1/4, all in Section 20, Township 20 North, Range 17 East, Town of Neenah, Winnebago County, Wisconsin, containing 49,004 Sq. Ft.Square Feet (1.1250 Acres) of land described as follows:

Commencing at the South 1/4 Corner of Section 20, Township 20 North, Range 17 East; thence S89°48'31"W along the South line of the Southwest 1/4 of said Section 20, 706.31 feet; thence N20°42'03"W, 328.79 feet to the Point Of Beginning of the parcel to be Described; thence along the east line of Lot 1, Certified Survey Map No. 6051 (Doc. 1426508), N20°42'03"W, 370.16 feet to the North line of said Lot 1; thence along said North line, N77°10'05"W, 144.59 feet; thence continuing along said North line, S79°26'42"W, 8.86 feet to the East line of Lot 2, Certified Survey Map No. 6051; thence along said East line, N10°33'13"W, 322.95 feet; thence S87°49'50"E, 102.52 feet; thence S10°33'13"E, 285.31 feet; thence S77°10'05"E, 73.37 feet; thence S20°42'03"E, 401.27 feet to the northerly line of the officially mapped Oakridge Road (80'); thence along said northerly line, N69°18'28"E, 33.00 feet; thence S20°42'03"E, 7.00 feet to the northerly line of the previously dedicated right-of-way of Oakridge Road; thence along said right-of-way line, S69°18'28"W, 66.00 feet to the Point Of Beginning. Described parcel is subject to all easements, and restrictions of record.

Given under my hand this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Scott R. Andersen, Wisconsin Professional Land Surveyor No. S-3169

LINE TABLE			
Line	Bearing	Length	(Recorded As)
L1	N 77°10'05" W	144.59'	(N76°54'40"W)
L2	S 79°26'42" W	8.86'	(S79°42'07"W)
L3	S 87°49'50" E	102.52'	
L4	S 77°10'05" E	73.37'	(S76°54'40"E)
L5	N 69°18'28" E	33.00'	(S69°33'20"W) (S69°17'55"W)
L6	S 20°42'03" E	7.00'	(N20°26'40"W)
L7	S 69°18'28" W	66.00'	(S69°33'20"W) (S69°17'55"W)
L8	N 69°18'28" E	66.00'	(S69°33'20"W) (S69°17'55"W)



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

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

## Owners' Certificate

The Town of Neenah, a Wisconsin Municipal corporation duly organized and existing under and by virtue of the Laws of the State of Wisconsin, as the property owners, do hereby certify that we caused the land above described to be surveyed, divided, and mapped, all as shown and represented on this map. We also certify this plat is required by s.236.10 or s.236.12 to be submitted to the following for approval or objection:

# Town of Neenah

## City of Neenah (Extraterritorial Review)

# Winnebago County

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Chairman

## Print Name

Town Clerk

## Print Name

State of Wisconsin )

)SS

\_\_\_\_\_ County )

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,

the above named, officers of said corporation, and acknowledged that they executed the foregoing instrument as such officers as the deed of said corporation, by its authority.

\_\_\_\_\_  
Notary Public, Wisconsin

My commission expires: \_\_\_\_\_.

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

File: 8761CSM2.dwg  
Date: 08/05/2025  
Drafted By: scott  
Sheet: 3 of 4

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

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

Town Board Approval Certificate

Resolved, that this certified survey map in the Town of Neenah, Winnebago County, the Town of Neenah, the  
property owner(s), is hereby approved by the Town Board of the Town of Neenah.

Chairman	Print Name	Date
----------	------------	------

I hereby certify that the foregoing is a copy of a resolution adopted by the Town Board of the Town of Neenah.

Clerk	Print Name	Date
-------	------------	------

Treasurers' Certificate

We, being the duly elected, qualified and acting Treasurers' of the Town of Neenah and Winnebago County, do  
hereby certify that in accordance with the records in our office, there are no unredeemed tax sales and unpaid  
taxes, or special assessments on and of the land included in this certified survey map.

Town Treasurer	Print Name	Date
----------------	------------	------

County Treasurer	Print Name	Date
------------------	------------	------

County Planning & Zoning Committee Approval

Resolved, that this certified survey map in the Town of Neenah, Winnebago County, the Town of Neenah, the  
property owner(s), is hereby approved by Winnebago County.

Chairman, Planning and Zoning Committee	Print Name	Date
---	------------	------

City of Neenah Approval Certificate (Extraterritorial)

Resolved, that this certified survey map in the Town of Neenah, Winnebago County, the Town of Neenah, the  
property owner(s), is hereby approved by the City of Neenah.

Plan Commission Representative	Print Name	Date
--------------------------------	------------	------

This Certified Survey Map is contained wholly within the property described in the following recorded instruments:		
the property owners of record:	Recording Information:	Parcel Number(s):
Town of Neenah	Doc. 1490607	01002180603

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

File: 8761CSM2.dwg  
Date: 08/05/2025  
Drafted By: scott  
Sheet: 4 of 4



**FOR TOWN USE ONLY**

**TOWN ACTION FOR ZONING MAP AMENDMENT  
TOWN OF NEENAH  
WINNEBAGO COUNTY, WISCONSIN**

RE: Petition for proposed **zoning map amendment** listed below affecting the Winnebago County Zoning Ordinance and the Office Map of the Town of NEENAH.

**Owner(s):** **STEDL, BRIAN/KRISTINE**

**Agent:** PERREAULT, CHRISTOPHER CAROW LAND SURVEYING CO INC

**Parcel No.:** 010-0312 (P)

**Location of Premises Affected:** 1984 OAKRIDGE RD, NEENAH

**Legal Description:** Being part of SE 1/4 of the NW 1/4, SW 1/4 of the NW 1/4, and NW 1/4 of the SW 1/4, all in Section 30, Township 20 North, Range 17 East, Town of Neenah, Winnebago County, Wisconsin.

**Current Zoning:** B-2 Community Business

**Proposed Zoning:** B-2 Community Business; R-1 Rural Residential

**Explanation:** Applicant is requesting a zoning map amendment to R-1 (Rural Residential District) to create a residential lot.

Resolved, by the Town Board of the Town of NEENAH, Winnebago County, Wisconsin, that the above indicated proposed amendment to the Town/County Zoning Code (Chapter 23) be and the same is hereby:

☐ Approved ☐ Disapproved

**TOWN FINDINGS:**

- |  |  |
|--|--|
| <input type="checkbox"/> Town has an adopted land use plan     | <input type="checkbox"/> Town does not have an adopted land use plan   |
| <input type="checkbox"/> Action agrees with town land use plan | <input type="checkbox"/> Action does not agree with town land use plan |

Other: \_\_\_\_\_  
\_\_\_\_\_

I, Ellen Skerke, 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 NEENAH.

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_

SIGNED: \_\_\_\_\_

INITIAL STAFF REPORT

**Sanitation:** Existing; Municipal

**Overlays:** Shoreland

**Current Zoning:** B-2 Community Business

**Proposed Zoning:** B-2 Community Business; R-1 Rural Residential

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

THE FOLLOWING INFORMATION HAS BEEN PROVIDED BY THE OWNER/APPLICANT

**Describe present use(s):** Residential & Commercial

**Describe proposed use(s):** Same

**Describe the essential services for present and future use(s):** All existing

**Describe why the proposed use would be the highest and best use for the property:** Same as present.  
Just splitting house off.

**Describe the proposed use(s) compatibility with surrounding land use(s):** Same as present

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.

# CERTIFIED SURVEY MAP NO. \_\_\_\_\_

BEING PART OF THE NORTHWEST 1/4 OF THE FRACTIONAL  
SOUTHWEST 1/4, PART OF THE SOUTHEAST 1/4 OF THE  
FRACTIONAL NORTHWEST 1/4, AND PART OF THE SOUTHWEST 1/4  
OF THE FRACTIONAL NORTHWEST 1/4 OF SECTION 30, TOWNSHIP  
20 NORTH, RANGE 17 EAST, TOWN OF NEENAH, WINNEBAGO  
COUNTY, WISCONSIN.

## LEGEND:

- = 1 1/2" X 18" O.D. ROUND IRON PIPE SET,  
WEIGHING 1.13 LBS. PER LIN. FT.
- ⊙ = 3/4" SOLID ROUND IRON REBAR FOUND
- ⊙ = 1 1/2" O.D. ROUND IRON PIPE FOUND
- ⊙ = 2" O.D. ROUND IRON PIPE FOUND
- ⊙ = BERTSEN MONUMENT FOUND
- ( ) = RECORDED AS BEARING OR DISTANCE
- x- = EXISTING METAL PANEL FENCE
- = POWER POLE
- ⊙ = SEPTIC TANK
- ⊙ = SEPTIC VENT
- ⊙ = WATER SPIGOT
- ⊙ = WELL
- = APPROX. WETLANDS  
PER GIS MAPPING

## OWNER(S) OF RECORD:

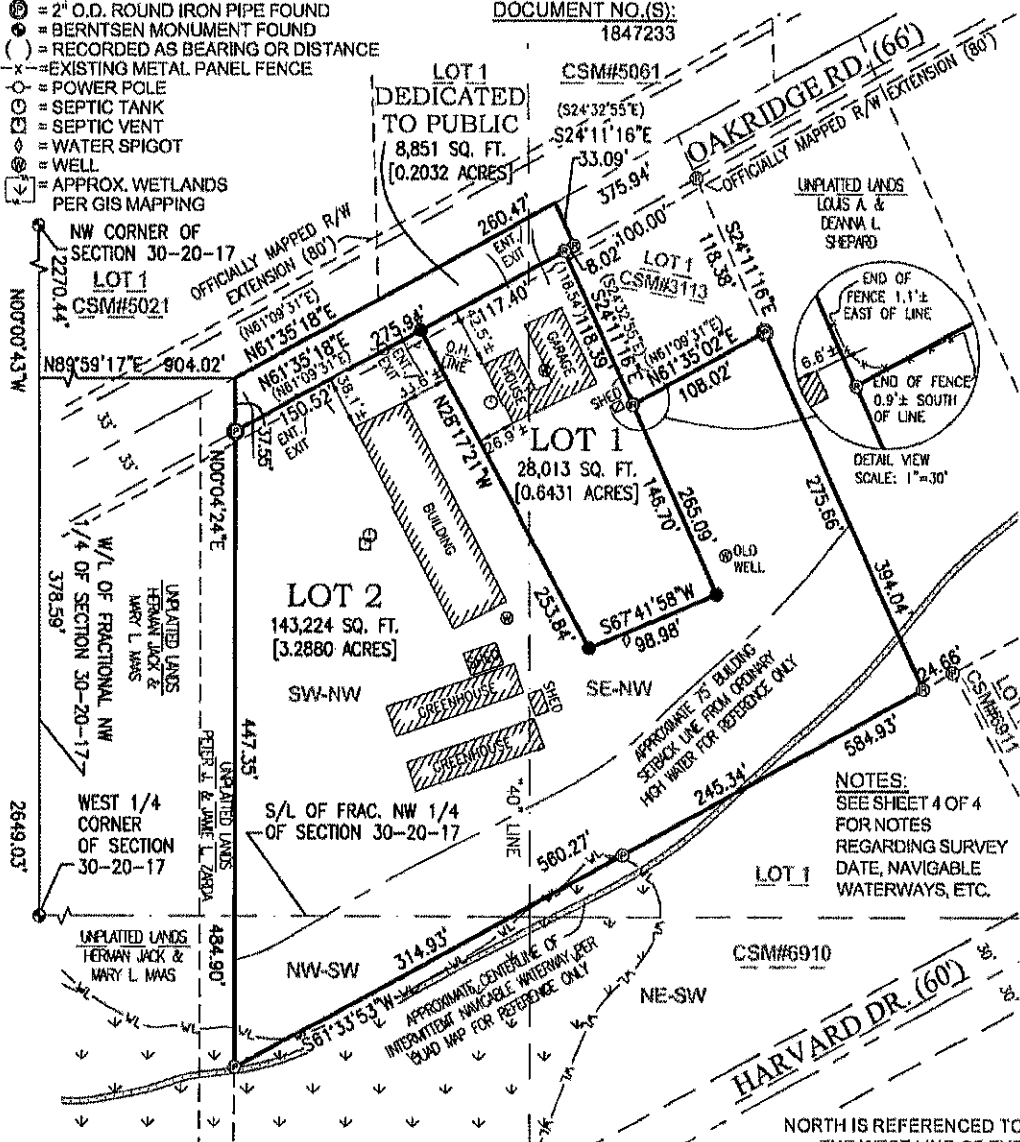
BRIAN P. & KRISTINE L. STEDL

## PARCEL NO.(S):

0100312

## DOCUMENT NO.(S):

1847233



NOTES:  
SEE SHEET 4 OF 4  
FOR NOTES  
REGARDING SURVEY  
DATE, NAVIGABLE  
WATERWAYS, ETC.

NORTH IS REFERENCED TO  
THE WEST LINE OF THE  
FRACTIONAL NORTHWEST 1/4  
OF SECTION 30, TOWNSHIP  
20 NORTH, RANGE 17 EAST,  
TOWN OF NEENAH,  
WINNEBAGO COUNTY,  
WISCONSIN, WHICH BEARS  
N00°00'43"W PER THE  
WISCONSIN COUNTY  
COORDINATE SYSTEM  
(WINNEBAGO COUNTY)

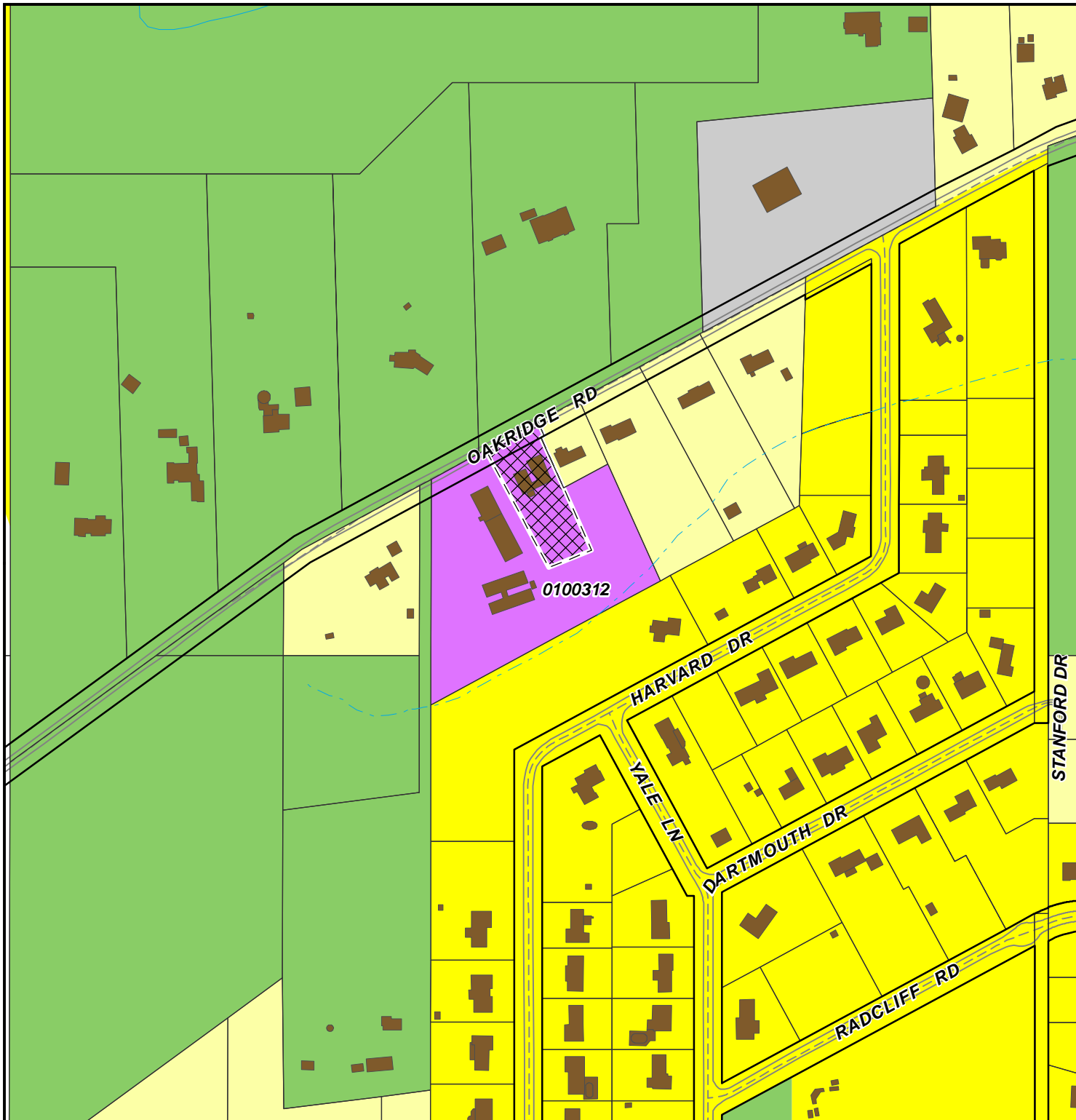
CHRISTOPHER E. PERREAULT, PLS-2249 DATED  
CAROW LAND SURVEYING & ENVIRONMENTAL  
615 N. LYNDALE DR., APPLETON, WI 54914  
N5841 STATE HIGHWAY 47-55, SHAWANO, WI 54166  
PHONE: (920)731-4168

A2504.59 DATED:06/03/2025 DRAFTED BY:arn/fnz-NJO

SHEET 1 OF 4 SHEETS

GRAPHIC SCALE: 1" = 100'





## Application #25-ZC-7080

Date of Hearing:

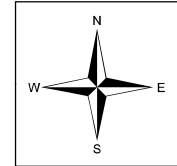
August 26, 2025

Owner(s):

STEDL, BRIAN P /  
STEDL, KRISTINE L

Subject Parcel(s):

0100312(P)



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

**Application #25-ZC-7080**

Date of Hearing:

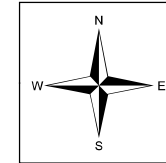
August 26, 2025

Owner(s):

STEDL, BRIAN P /  
STEDL, KRISTINE L

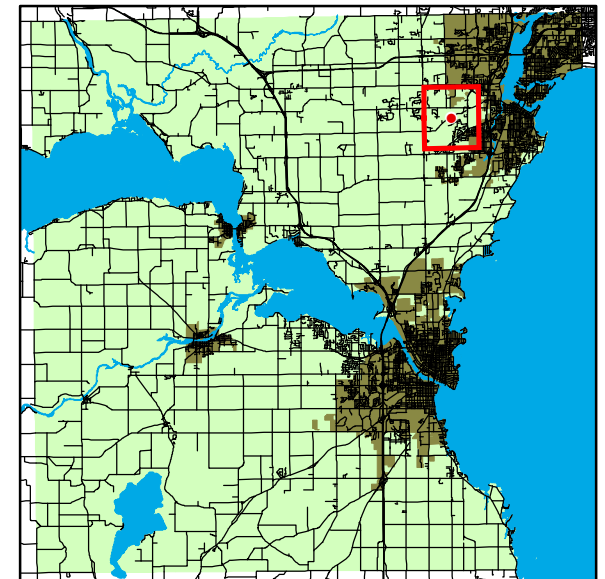
Subject Parcel(s):

0100312(P)



*Winnebago County  
WINGS Project*

● = SITE

**WINNEBAGO COUNTY**

1 inch : 2,000 feet





**FOR TOWN USE ONLY**

**TOWN ACTION FOR ZONING MAP AMENDMENT  
TOWN OF NEENAH  
WINNEBAGO COUNTY, WISCONSIN**

RE: Petition for proposed **zoning map amendment** listed below affecting the Winnebago County Zoning Ordinance and the Office Map of the Town of NEENAH.

**Owner(s):** **COULTHARD JR, JEFFREY J**

**Agent:** NONE

**Parcel No.:** 010-007305

**Location of Premises Affected:** 951 COUNTY RD G, NEENAH

**Legal Description:** Being part of the SE 1/4 of the SE 1/4 of Section 5, Township 19 North, Range 17 East, Town of Neenah, Winnebago County, Wisconsin.

**Current Zoning:** I-2 Heavy Industrial

**Proposed Zoning:** I-1 Light Industrial

**Explanation:** Applicant is requesting a zoning map amendment to I-1 (Light Industrial District) to operate a contractor yard.

Resolved, by the Town Board of the Town of NEENAH, Winnebago County, Wisconsin, that the above indicated proposed amendment to the Town/County Zoning Code (Chapter 23) be and the same is hereby:

☐ Approved ☐ Disapproved

**TOWN FINDINGS:**

- |  |  |
|--|--|
| <input type="checkbox"/> Town has an adopted land use plan     | <input type="checkbox"/> Town does not have an adopted land use plan   |
| <input type="checkbox"/> Action agrees with town land use plan | <input type="checkbox"/> Action does not agree with town land use plan |

Other: \_\_\_\_\_  
\_\_\_\_\_

I, Ellen Skerke, 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 NEENAH.

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_

SIGNED: \_\_\_\_\_

INITIAL STAFF REPORT

**Sanitation:** Existing; Private System

**Overlays:** Shoreland

**Current Zoning:** I-2 Heavy Industrial

**Proposed Zoning:** I-1 Light Industrial

**Surrounding Zoning:** North: I-2; South: I-2; East: I-2; West: I-2;

THE FOLLOWING INFORMATION HAS BEEN PROVIDED BY THE OWNER/APPLICANT

**Describe present use(s):** Vacant old dog shelter currently tax exempt

**Describe proposed use(s):** Dog daycare - boarding in main building  
New Driveway detached garage construction storage

**Describe the essential services for present and future use(s):** private well & septic

**Describe why the proposed use would be the highest and best use for the property:** Property and buildings set up for dog care with garage addition and driveway plenty of area to park trailers and access garage for storage.

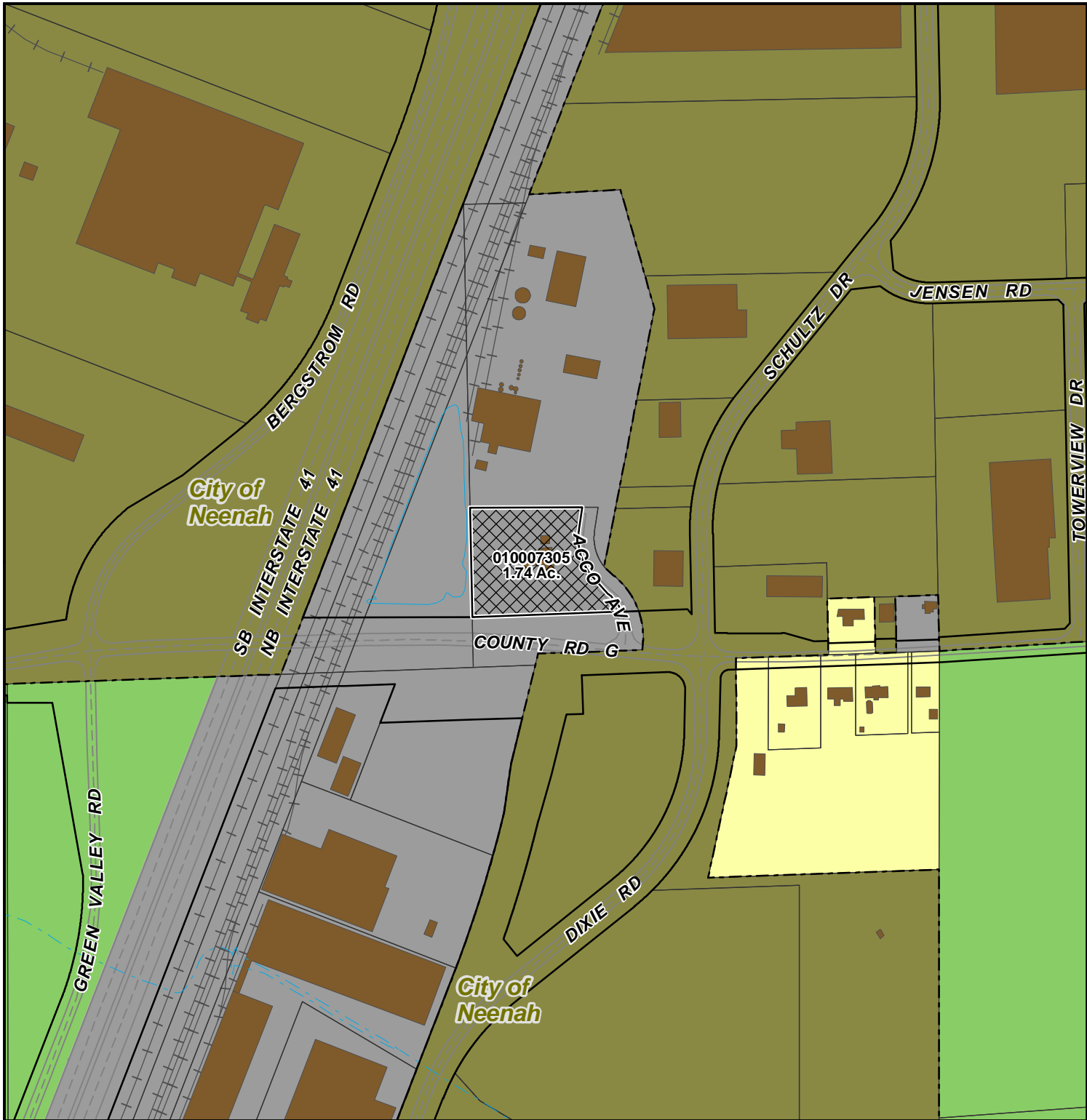
**Describe the proposed use(s) compatibility with surrounding land use(s):** Has been dog shelter since 1962. My trailers parked in lot have no effect on local companies

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 #25-ZC-7070**

Date of Hearing:

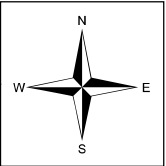
August 26, 2025

Owner(s):

COULTHARD, JEFFREY J JR

Subject Parcel(s):

010007305



Winnebago County  
WINGS Project

**Scale**

1 inch : 400 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

**Application #25-ZC-7070**

Date of Hearing:

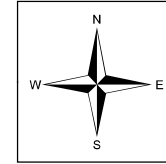
August 26, 2025

Owner(s):

COULTHARD, JEFFREY J JR

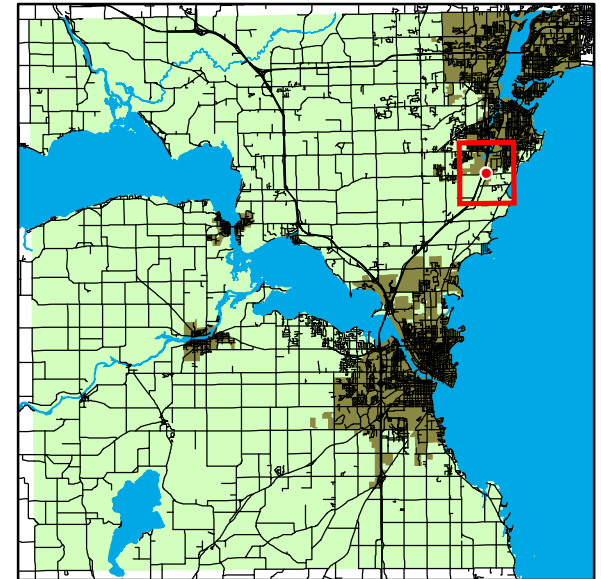
Subject Parcel(s):

010007305



*Winnebago County  
WINGS Project*

● = SITE

**WINNEBAGO COUNTY**

1 inch : 2,000 feet



**FOR TOWN USE ONLY**

**TOWN ACTION FOR CONDITIONAL USE**  
**TOWN OF NEENAH**  
**WINNEBAGO COUNTY, WISCONSIN**

**Owner(s):** COULTHARD JR, JEFFREY J

**Agent:** NONE

**Parcel No.:** 010-007305

**Location of Premises Affected:** 951 COUNTY RD G, NEENAH

**Legal Description:** Being part of the SE 1/4 of the SE 1/4 of Section 5, Township 19 North, Range 17 East, Town of Neenah, Winnebago County, Wisconsin.

**Current Zoning:** I-1 Light Industrial

**Code Reference:** Chapter 23, Article 8, Division 3, Exhibit 8-1 (9.04)

**Explanation:** Applicant is requesting a conditional use permit to operate a commercial kennel.

For the above requested Conditional Use, the Town of NEENAH is recommending:

☐ Approval

☐ Approval with Conditions

☐ Denial

**TOWN FINDINGS:**

**TOWN CONDITIONS:**

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

### INITIAL STAFF REPORT

**Sanitation:** Existing; Private System

**Overlays:** Shoreland

**Current Zoning:** I-1 Light Industrial

**Code Reference:** Chapter 23, Article 8, Division 3, Exhibit 8-1 (9.04)

**Description of Proposed Use:** Applicant is requesting a conditional use permit to operate a commercial kennel.

**Surrounding Zoning:** North: I-2; South: I-2; East: I-2; West: I-2;

### THE FOLLOWING INFORMATION HAS BEEN PROVIDED BY THE OWNER/AGENT

**Describe the proposed use:** Detached garage used for Juniors Construction tool and trailer storage.  
Dog shelter building used for Doggy Daycare. 10-15 dogs daily for Daycare.  
3-5 dogs for overnight boarding. (Transcribed exactly as written from application)

**Describe how the proposed use will not have any adverse effects on surrounding property:** Surrounding properties are far enough away that traffic and noise won't have any potential adverse impacts on them. This property was the former Neenah Dog Shelter since 1962 and had no impact on local businesses or Residents. (Transcribed exactly as written from application)

### SECTION REFERENCE AND BASIS OF DECISION

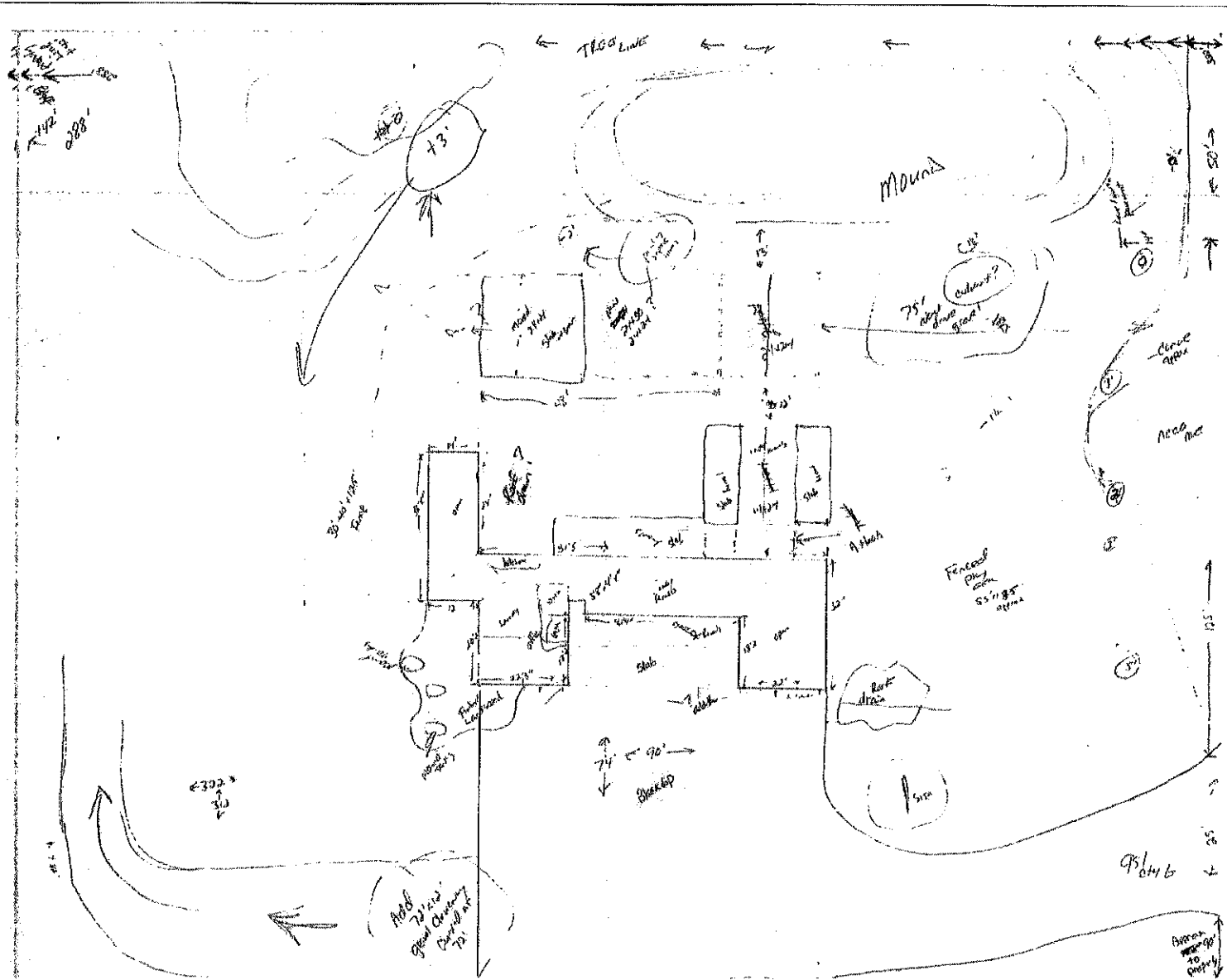
#### Basis of Decision

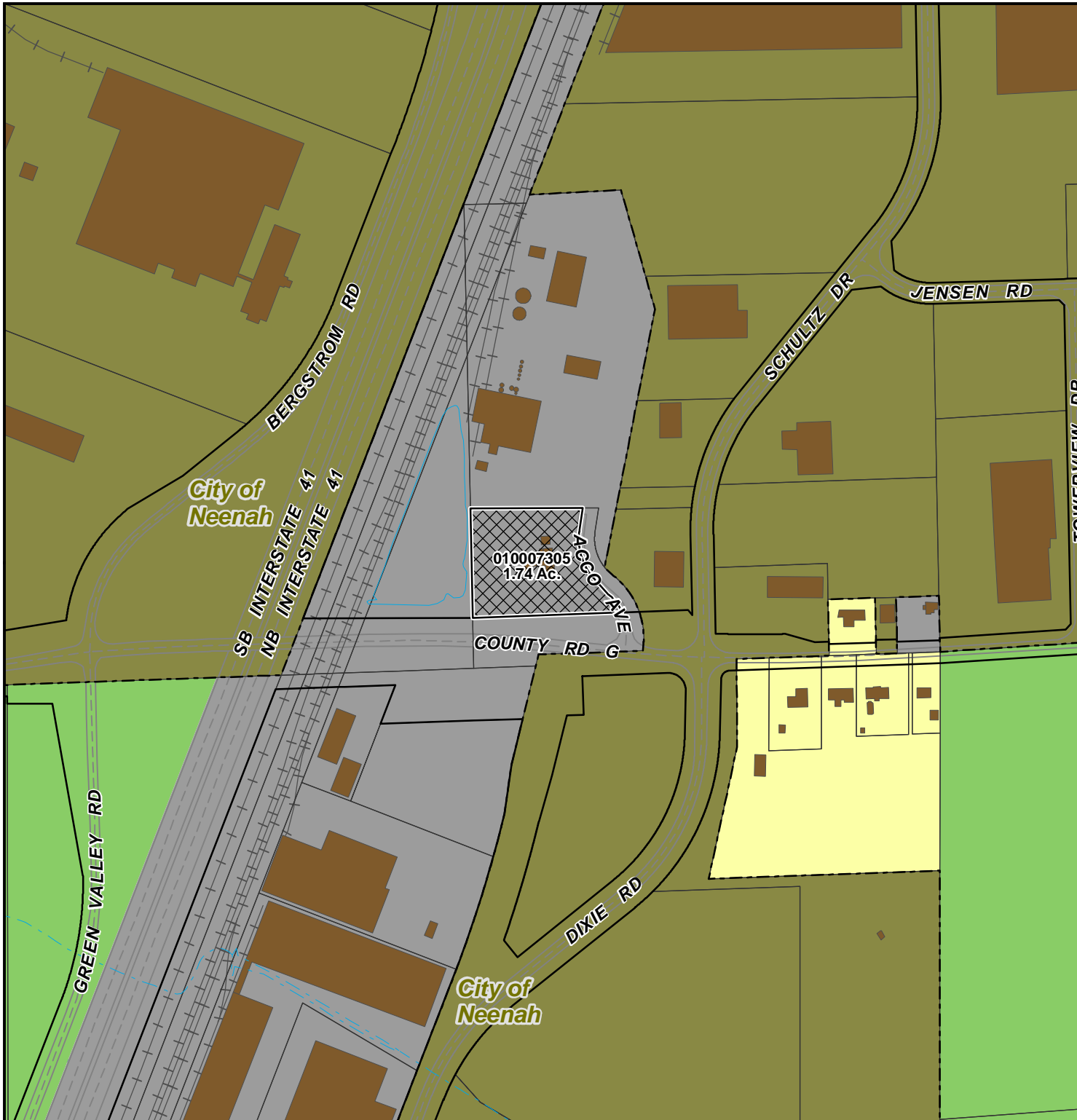
The town board and town plan commission of the town in which the proposed conditional use is located in making their recommendation and Planning and Zoning Committee in making its decision shall consider the following factors:

- (1) the size of the parcel on which the proposed use will occur;
- (2) the presence of and compatibility with other uses on the subject property;
- (3) the location of the proposed use on the subject property (e.g., proximity of the proposed use to other existing or potential land uses);
- (4) effects of the proposed use on traffic safety and efficiency and pedestrian circulation, both on-site and off-site;
- (5) the suitability of the subject property for the proposed use;
- (6) effects of the proposed use on the natural environment;
- (7) effects of the proposed use on surrounding properties, including operational considerations relating to hours of operation and creation of potential nuisances;
- (8) effects of the proposed use on the normal and orderly development and improvement of the surrounding property for uses permitted in the zoning district and adjoining districts; and
- (9) any other factor that relates to the purposes of this chapter as set forth in s. 23.1-5 and other sections as may apply.

In the event the conditional use being proposed is an adult-oriented establishment, the above-named decision-making bodies shall not consider the nature of expressive conduct protected by the U.S. Constitution with regard to any of the above-mentioned criteria.







## Application #25-CU-7060

Date of Hearing:

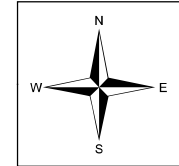
August 26, 2025

Owner(s):

COULTHARD, JEFFREY J JR

Subject Parcel(s):

010007305



Winnebago County  
WINGS Project

Scale

1 inch : 400 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

**Application #25-CU-7060**

Date of Hearing:

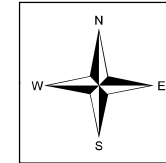
August 26, 2025

Owner(s):

COULTHARD, JEFFREY J JR

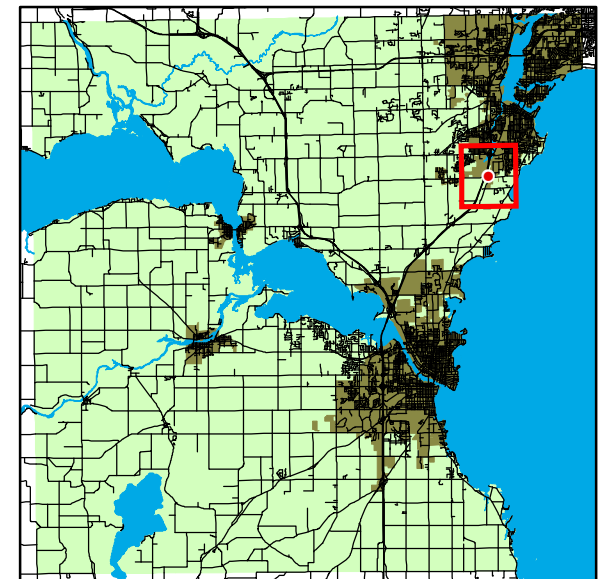
Subject Parcel(s):

010007305



*Winnebago County  
WINGS Project*

● = SITE

**WINNEBAGO COUNTY**

1 inch : 2,000 feet