

TOWN OF NEENAH TOWN BOARD
Meeting Agenda

DATE: Monday, October 27, 2025

TIME: 7:00 pm

LOCATION: 1600 Breezewood Lane

The meeting will also be offered virtually via ZOOM.

Meeting ID: 820 0820 1625 Passcode: 874857 Phone (312) 626-6799

Zoom Link: <https://us02web.zoom.us/j/82008201625?pwd=zHXW0cCox6ELtOcl7vi5bzOYgaAl1R.1>

TOWN BOARD MEETING

1. CALL TO ORDER TOWN BOARD
2. APPROVE MINUTES
September 22, 2025 Town Board Meeting
3. PUBLIC FORUM
4. PUBLIC FORUM FOR RECOGNIZED MUNICIPAL AND COUNTY OFFICIALS
5. CORRESPONDENCES
 - a. Building Permit Report as of September 30, 2025
 - b. Budget Status Report as of September 30, 2025
6. DISCUSSION / ACTION
 - a. Ratify Vouchers, Payroll and Bank Transactions October 13, 2025
 - b. Approve Vouchers, Payroll and Bank Transactions October 27, 2025
 - c. Resolution 2025-24: Public Participation Plan 2045 Comprehensive Plan Update
 - d. Resolution 2025-25: Provide Compensation to Plan Commission and Parks and Trails Committee members for attendance at Meetings for Comprehensive Plan Update and Comprehensive Outdoor Recreation Plan Update.
 - e. Accept Fire Fighter Application for Sawyer Foss effective October 27, 2025.
 - f. Appoint Jeremy Kwiatkowski to Winnebago County Ad Hoc Steering Committee
 - g. Approve Maintenance Agreement with Winnebago County Highway Department for 2026
 - h. Approve 5-Year Parks and Trails Management and Maintenance Agreement for 2026 – 2030
 - i. Approve Agreement with Village of Fox Crossing for Traffic Signal Lights at the intersection of Larsen Road and Rocket Way
 - j. Approve Operator's Licenses for Martin Ash, Kayla Bentle, Haylie Dexter, Jacob Piegols expiring June 30, 2027.
7. FUTURE AGENDA TOPICS AND MEETINGS
 - a. Fire Department Meeting, Wednesday, November 5, 2025 at 6:00 p.m.
 - b. Public Hearing Budget Monday, November 10, 2025 at 7:00 p.m. & 11th
 - c. Next Town Board Meeting, Monday, November 10, 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. Nuisance Properties
12. ADJOURN CLOSED SESSION
13. RECONVENE INTO OPEN SESSION
 - a. Possible action related to subject matter of the closed session.

Closed Session Contemplated: YES

Ellen Skerke, Administrator-Clerk-Treasurer
October 23, 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 October 23, 2025 at www.townofneenah.com, Town of Neenah Municipal Building, 1600 Breezewood Lane.

TOWN OF NEENAH TOWN BOARD MEETING

September 22, 2025

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

Present: Supervisor David Bluma, Supervisor Brooke Cardoza, Supervisor James Weiss, and Supervisor Thomas Wilde

Excused: Chairman Robert Schmeichel

Also in Attendance: Jeremy Kwiatkowski, Attorney Matt Parmentier, County Supervisor Don Nussbaum, Deputy Clerk-Treasurer Cyndi Pleshek

Also in Attendance via Zoom: Carrie Sturn, Randy Tunstall, Brad Lamers and Administrator-Clerk-Treasurer Ellen Skerke.

Start of meeting was delayed due to connectivity issues.

In Chairman Schmeichel's absence, E. Skerke asked for a motion to appoint a chairperson for the meeting

Motion: D. Bluma / J. Weiss to appoint T. wilde as chair for the meeting.

Motion carried:

T. Wilde called the meeting to order at 7:07 p.m., Pledge of Allegiance was recited.

Approval of Minutes

Motion: B. Cardoza / D. Bluma to approve September 8, 2025 Town Board Meeting Minutes

Motion carried by voice vote.

Public Forum

- None.

Public Forum for Recognized Municipal and County Officials

- Don Nussbaum, Winnebago County Board Supervisor, responding to a question from the Town Board indicated that the Resolution for Sales & Use Tax died without a second. It could come back to the Board at some point in the future.

Correspondences

- None

Discussion/Action.**Vouchers Payroll and Bank Transactions**

Approve Vouchers, Payroll and Bank Transactions September 22, 2025

Motion: J. Weiss / D. Bluma to approve.

Motion Carried by voice vote.

Resolution

Resolution 2025-22 – Zoning Map Amendment Request

Applicant: ROSENFELDT, THOMAS/DEBORAH

Agent: REIDER, MATT CAROW LAND SURVEYING

Location of Premises Affected: 1326 LARSEN RD, NEENAH

Tax Parcel No: 010-03100102

Legal Description: Being all of Lot 2 of CSM-8122, located in the NE ¼ of the NW ¼ of Section 30, Township 20 North, Range 17 East, Town of Neenah, Winnebago County, Wisconsin

Explanation: Applicant is requesting a Zoning Map Amendment from A-2(General Agriculture District) to R-1 (Rural Residential District) for the creation of new parcels

Motion: D. Bluma / B. Cardoza to approve

- J. Weiss noted that the Plan Commission approved this unanimously. The property with the new home needed additional land for their septic system, the new property is not 5 acres so it can no longer be zoned agriculture. The CSM itself was approved in late 2024.

Motion carried by voice vote.

Future Agenda Topics and Meetings

- Town of Neenah Budget Workshop #1, Monday September 29, 2025 at 3:30 PM
- Fire Department Committee Meeting, Wednesday, October 1, 2025 at 7:00 PM
- WTA Meeting, Thursday, October 2, 2025 at 6:00 p.m., at Town of Rushford.
- Parks and Trails Committee Meeting, Monday, October 6, 2025 at 7:00 PM
- Town Board Meeting, Monday, October 13, 2025 at 7:00 PM

Old Business

- None

New Business

- E. Skerke stated the Board received a request to appoint someone to the Winnebago County AdHoc Steering committee for their Comprehensive Plan Update. The Town Chair would like to appoint someone from the Plan Commission to the Committee and it should be on the next Town Board Agenda for Action
- E. Skerke stated the Town's Comprehensive Plan Update and Outdoor Recreation Plan Update are getting started. Eric Fowle from Cedar Corporation will attend both the October 6th Parks and Trails Committee Meeting and October 20th Plan Commission Meeting to make a short presentation and review the process. The first action taken will be a Public Information Meeting on Tuesday November 18th 6:00 PM to 7:30 PM. The Town Board, Plan commission and Parks and Trails Committees are encouraged to attend this meeting.
- E. Skerke noted the Annual WTA Convention is coming up on October 12th – 14th. Anyone interested in attending she let her know, she will submit the Registration forms.
- E. Skerke provided two updates on the Larsen Road project:
 - The electrical contractor installed incorrect mounting bolts for the signallights based on the bases we purchased. Several options to correct were considered. The contractor is able to secure 5 new bases that will match the mounting configuration that was installed, and this meets the engineering specifications. At no cost to the Town, the new bases will be installed.
 - R. Schmeichel asked for a change to the seed mix used along Larsen Road along the trail and ditch area, particularly in the areas where there are not residential homes. The residential areas will be seeded with the seed mix per the original contract, the other areas will be seeded with no mow seed mix. There will be an additional cost to the contract, however that should be offset in the future with fewer mowings needed along the trail. The Board will see a change order for this on a future agenda.

Adjourn Meeting

Motion: J. Weiss / D. Bluma to adjourn. Motion carried. Meeting adjourned at 7:25 PM

Respectfully submitted,



Ellen Skerke,
Administrator--Clerk-Treasurer

Approved: DRAFT – Pending Approval

Voucher List Authorization October 13, 2025

Bank Transfer (Transaction List)

<u>Date</u>	<u>From</u>	<u>To</u>	<u>Amount</u>	<u>Reason</u>	
10/13/2025	General MM	Checking	\$ 15,000.00	10-14-2025 Vouchers	Note - Balance in
Accounts Payable			\$ 77,806.09		

Notification of New Vendors None

Payroll	Payroll	\$ 15,420.00
	Expense Reimburse	\$ 125.28
	Gross Payroll	\$ 15,545.28
	Net Payroll	\$ 12,382.10

Paid via Bank Transfer:

Nationwide:	\$ 1,156.51
Federal Tax/Medicare:	\$ 1,587.42
State Taxes:	\$ 397.87
Wisconsin Retirement:	\$ 1,314.24
Wisconsin Health Insurance	\$ 4,003.24

Deposit Detail

<u>Date</u>	<u>Where</u>	<u>Amount</u>	
9/19/2025	General MM	\$ 794,632.00	Sale of Town Property
9/23/2025	General MM - NAN	\$ 65,000.00	Draw # 4 on Road Construction Note
9/11/2025	General MM	\$ 275.22	Recycling Fee refund
8/26/2025	General MM	\$ 23,000.00	various
September 2025	General MM	\$ 590.70	Point&Pay Building Permits
9/30/2025	General MM	\$ 1,874.98	Cell Tower
9/30/2025	General MM	\$ 30,744.21	various
9/30/2025	Various	\$ 10,949.62	Interest Earned
TOTAL Deposits		<u>\$ 927,066.73</u>	

Account Balances as of September 9, 2025 after requested transfers per this Voucher List

	PROSPERA CU	Prospera CD	BNY Mellon - Pershing	Total
Checking	\$ 8,683			
Membership account	\$ 5			
General MM	\$ 1,152,933	\$	657,404	\$ 1,810,337
General MM-NAN Funds	\$ 2,595			
Impact Fee	\$ 9,331			
Taxes Collected	\$ -			
Tullar Rd Fund		\$	44,924	
Storm Water		\$ 511,876	\$ 564,494	\$ 1,076,370
CFCU	\$ 529			
TOTAL	\$ 1,174,075	\$ 511,876	\$ 1,266,822	
		GRAND TOTAL	\$ 2,952,773	

_____ Schmeichel _____ Bluma _____ Cardoza _____ Weiss _____ Wilde

2:54 PM
10/13/25

Town of Neenah
Check Detail
October 14, 2025

Accounts Payable
\$ 77,806.09

Date	Num	Name	Memo	Account	Paid Amount
10/14/2025	29559	Brazee Ace Hardw...	90012	11010-1 · Checking - Prospe...	
10/13/2025	64293		Dog Stations	55200-3 · Parks - Supplies & ...	-67.96
TOTAL					-67.96
10/14/2025	29560	Cedar Corporation		11010-1 · Checking - Prospe...	
10/13/2025	125911			51520-1 · Comp Planning	-1,328.75
TOTAL					-1,328.75
10/14/2025	29561	Cowling Property ...		11010-1 · Checking - Prospe...	
10/13/2025	6345			55200-1 · Parks - Cowling Pro...	-7,033.33
		Women's bathroom lock		51610-1 · Maintenance & Oper...	-85.00
		Mahler Volleyball clean ...		55300-7 · Mahler Park Expenses	-625.00
		Burn Brush, cut down tre...		55200-8 · Conservancy Park E...	-750.00
				55300-8 · Franzoi Park Expen...	-554.50
				55300-9 · Keating Park Expen...	-1,072.00
		mow CB trail		55400-0 · Trails	-162.50
				55400-0 · Trails	-130.00
				55300-3 · Parks - CPM Dog St...	-372.00
				55300-4 · Parks - CPM Restro...	-1,140.00
				55300-5 · CPM - Admin Services	-54.00
		Park toilet paper		55200-3 · Parks - Supplies & ...	-45.00
TOTAL					-12,023.33
10/14/2025	29562	Dempsey Law Fir...		11010-1 · Checking - Prospe...	
10/13/2025	104		General	51300-0 · Legal Services	-124.00
			Larsen Rd	51300-0 · Legal Services	-174.00
			Meeting	51300-0 · Legal Services	-350.00
			Property sale	51300-0 · Legal Services	-1,042.00
			Stecker	51300-0 · Legal Services	-62.00
			WE Energies	51300-0 · Legal Services	-1,085.00
10/13/2025	2			51300-0 · Legal Services	-666.97
TOTAL					-3,503.97
10/14/2025	29563	DiaMedical USA		11010-1 · Checking - Prospe...	
10/13/2025	INV60134		Assure Platinum Glucom...	52300-1 · First Resp. Training/...	-172.46
10/13/2025	INV60085		Medline Handheld PVC ...	52300-1 · First Resp. Training/...	-99.97
10/13/2025	INV60132		Paper Surgical Tape & S...	52300-1 · First Resp. Training/...	-22.65
10/13/2025	INV60320			52300-1 · First Resp. Training/...	-163.35
10/13/2025	INV60458		MegaMovers	52300-1 · First Resp. Training/...	-569.98
TOTAL					-1,028.41
10/14/2025	29564	Dog Waste Depot		11010-1 · Checking - Prospe...	
10/13/2025	786193		waste bags	55300-3 · Parks - CPM Dog St...	-159.99
TOTAL					-159.99
10/14/2025	29565	Dominion Voting S...	51440-2	11010-1 · Checking - Prospe...	
10/13/2025	DVS160593			51440-2 · Election Expenses	-200.54
TOTAL					-200.54

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10/13/25

Town of Neenah
Check Detail
October 14, 2025

Date	Num	Name	Memo	Account	Paid Amount
10/14/2025	29566	First American Title		11010-1 · Checking - Prospe...	
10/13/2025	925-650301...		Oakridge Rd Title Searc...	53314-8 · Hwy -Oakridge Rd R...	-1,500.00
TOTAL					-1,500.00
10/14/2025	29567	Fox Cities Embroi...		11010-1 · Checking - Prospe...	
10/13/2025	65644			52210-3 · Fire Dept Supplies a...	-256.00
TOTAL					-256.00
10/14/2025	29568	Fox Stamp, Sign &...		11010-1 · Checking - Prospe...	
10/13/2025	57823			51420-4 · Office Expenses	-53.42
TOTAL					-53.42
10/14/2025	29569	K and C Pest Cont...		11010-1 · Checking - Prospe...	
10/13/2025	441201		Keating Park	55300-6 · Parks- Pest Control	-25.00
10/13/2025	441222		Mahler Park	55300-6 · Parks- Pest Control	-35.00
TOTAL					-60.00
10/14/2025	29570	McMahon Associa...		11010-1 · Checking - Prospe...	
10/13/2025	801949		Larsen Road Bidding & ...	53314-3 · Hwy -Larsen Rd Rec...	-44,627.28
10/13/2025	801955		Oakridge Rd design of R...	53314-9 · Hwy - Oakridge Rd -...	-1,010.00
TOTAL					-45,637.28
10/14/2025	29571	Oshkosh Fire and ...		11010-1 · Checking - Prospe...	
10/13/2025	198313		6" Barrel Strainer	52210-9 · Fire Dept. New Equip.	-300.00
10/13/2025	198228			52210-9 · Fire Dept. New Equip.	-360.00
TOTAL					-660.00
10/14/2025	29572	Red Power Diesel		11010-1 · Checking - Prospe...	
10/13/2025	6348			52210-2 · Fire Dept. Vehicle R...	-2,005.68
10/13/2025	6349			52210-2 · Fire Dept. Vehicle R...	-1,679.38
10/13/2025	6350			52210-2 · Fire Dept. Vehicle R...	-597.40
10/13/2025	6351			52210-2 · Fire Dept. Vehicle R...	-2,124.37
10/13/2025	6352			52210-2 · Fire Dept. Vehicle R...	-485.20
TOTAL					-6,892.03
10/14/2025	29573	SAFEbuilt		11010-1 · Checking - Prospe...	
10/13/2025	2535546			52400-0 · Building Inspection	-744.56
TOTAL					-744.56
10/14/2025	29574	Spectrum - Charte...		11010-1 · Checking - Prospe...	
10/13/2025	1530931010...			51420-7 · Office Telephone	-340.00
TOTAL					-340.00

2:54 PM
10/13/25

Town of Neenah
Check Detail
October 14, 2025

Date	Num	Name	Memo	Account	Paid Amount
10/14/2025	29575	Staples Advantage		11010-1 · Checking - Prospe...	
10/13/2025	7006855034			51610-1 · Maintenance & Oper...	-75.07
				51420-4 · Office Expenses	-41.06
TOTAL					-116.13
10/14/2025	29576	TAPCO-Traffic and...		11010-1 · Checking - Prospe...	
10/13/2025	1809921			53314-3 · Hwy -Larsen Rd Rec...	-211.78
TOTAL					-211.78
10/14/2025	29577	VC3 Inc		11010-1 · Checking - Prospe...	
10/13/2025	SC3-221178			51420-4 · Office Expenses	-794.00
TOTAL					-794.00
10/14/2025	29578	Wisconsin Depart...		11010-1 · Checking - Prospe...	
10/13/2025				51531-0 · State Mfg. Assessm...	-2,127.94
TOTAL					-2,127.94
10/14/2025	29579	zz Lee, Juliana		11010-1 · Checking - Prospe...	
10/13/2025			Refund of Deposit from ...	48200-1 · Municipal Building R...	-100.00
TOTAL					-100.00

7:37 AM
10/12/25

Town of Neenah
Check Detail
October 16, 2025

Payroll Gross = \$15,420.00
Net = \$12,382.10

Date	Num	Name	Memo	Account	Paid Amount
10/16/2025	DD1984	Armstrong, Glenn	Direct Deposit	11010-1 - Checking - Prospera (150)	
			Direct Deposit	53311-0 - Highway & Street - Salary	-300.00
			Direct Deposit	6-59305 - SW - Drainage - Salary	-25.00
			Direct Deposit	66000 - Nationwide Retirement Expense	-24.38
			Direct Deposit	21520-0 - Nationwide Payable	24.38
			Direct Deposit	53311-1 - Hwy Mileage and Expenses	-63.00
			Direct Deposit	6-59306 - SW - Mileage and Expenses	-8.40
			Direct Deposit	65000 - Medicare Taxes	-4.72
			Direct Deposit	21514-0 - Medicare Taxes Payable	4.72
			Direct Deposit	21514-0 - Medicare Taxes Payable	4.72
			Direct Deposit	2110 - Direct Deposit Liabilities	391.68
TOTAL					0.00
10/16/2025	DD1985	Bluma, David	Direct Deposit	11010-1 - Checking - Prospera (150)	
			Direct Deposit	51110-1 - Supervisors - Salaries	-677.50
			Direct Deposit	51110-2 - Supervisors per diem	-135.00
			Direct Deposit	66000 - Nationwide Retirement Expense	-60.94
			Direct Deposit	21520-0 - Nationwide Payable	60.94
			Direct Deposit	24000-0 - Payroll Liabilities	61.50
			Direct Deposit	65000 - Medicare Taxes	-11.78
			Direct Deposit	21514-0 - Medicare Taxes Payable	11.78
			Direct Deposit	21514-0 - Medicare Taxes Payable	11.78
			Direct Deposit	24000-0 - Payroll Liabilities	30.00
			Direct Deposit	2110 - Direct Deposit Liabilities	709.22
TOTAL					0.00
10/16/2025	DD1986	Cardoza, Brooke	Direct Deposit	11010-1 - Checking - Prospera (150)	
			Direct Deposit	51110-1 - Supervisors - Salaries	-677.50
			Direct Deposit	51110-2 - Supervisors per diem	-90.00
			Direct Deposit	66000 - Nationwide Retirement Expense	-57.56
			Direct Deposit	21520-0 - Nationwide Payable	57.56
			Direct Deposit	24000-0 - Payroll Liabilities	110.00
			Direct Deposit	65000 - Medicare Taxes	-11.13
			Direct Deposit	21514-0 - Medicare Taxes Payable	11.13
			Direct Deposit	21514-0 - Medicare Taxes Payable	11.13
			Direct Deposit	24000-0 - Payroll Liabilities	50.00
			Direct Deposit	2110 - Direct Deposit Liabilities	596.37
TOTAL					0.00
10/16/2025	DD1987	Osero, Daniel W.	Direct Deposit	11010-1 - Checking - Prospera (150)	
			Direct Deposit	52210-0 - Fire Chief - Salary	-700.00
			Direct Deposit	66000 - Nationwide Retirement Expense	-52.50
			Direct Deposit	21520-0 - Nationwide Payable	52.50
			Direct Deposit	65000 - Medicare Taxes	-10.15
			Direct Deposit	21514-0 - Medicare Taxes Payable	10.15
			Direct Deposit	21514-0 - Medicare Taxes Payable	10.15
			Direct Deposit	2110 - Direct Deposit Liabilities	689.85
TOTAL					0.00
10/16/2025	DD1988	Pleshek, Cynthia	Direct Deposit	11010-1 - Checking - Prospera (150)	
			Direct Deposit	51420-2 - Deputy Clerk/Tres. - Salary	-3,675.00
			Direct Deposit	21530-0 - WRS Payable	255.41
			Direct Deposit	51421-0 - Clerk Retirement Expense	-255.41
			Direct Deposit	21530-0 - WRS Payable	255.41
			Direct Deposit	66000 - Nationwide Retirement Expense	-275.63
			Direct Deposit	21520-0 - Nationwide Payable	275.63
			Direct Deposit	21533-0 - Health Insurance Payable	422.68
			Direct Deposit	51421-2 - Clerk- Health Insurance	-2,324.74
			Direct Deposit	21533-0 - Health Insurance Payable	2,324.74
			Direct Deposit	65000 - Medicare Taxes	-47.16
			Direct Deposit	21514-0 - Medicare Taxes Payable	47.16
			Direct Deposit	21514-0 - Medicare Taxes Payable	47.16
			Direct Deposit	24000-0 - Payroll Liabilities	1.12
			Direct Deposit	2110 - Direct Deposit Liabilities	2,948.63
TOTAL					0.00

7:37 AM
10/12/25

Town of Neenah
Check Detail
October 16, 2025

Date	Num	Name	Memo	Account	Paid Amount
10/16/2025	DD1989	Pflier, Christopher J.	Direct Deposit	11010-1 - Checking - Prospera (150)	
			Direct Deposit	52210-0 - Fire Chief - Salary	-200.00
			Direct Deposit	66000 - Nationwide Retirement Expense	-15.00
			Direct Deposit	21520-0 - Nationwide Payable	15.00
			Direct Deposit	65000 - Medicare Taxes	-2.90
			Direct Deposit	21514-0 - Medicare Taxes Payable	2.90
			Direct Deposit	21514-0 - Medicare Taxes Payable	2.90
			Direct Deposit	2110 - Direct Deposit Liabilities	197.10
TOTAL					0.00
10/16/2025		Schmeichel, Robert E.		11010-1 - Checking - Prospera (150)	
				51100-1 - Chairman - Salary	-1,355.00
				51100-2 - Chairman per diem	-225.00
				66000 - Nationwide Retirement Expense	-118.50
				21520-0 - Nationwide Payable	118.50
				24000-0 - Payroll Liabilities	100.00
				65000 - Medicare Taxes	-22.91
				21514-0 - Medicare Taxes Payable	22.91
				21514-0 - Medicare Taxes Payable	22.91
				24000-0 - Payroll Liabilities	66.22
TOTAL					-1,390.87
10/16/2025	DD1990	Skerke, Ellen J	Direct Deposit	11010-1 - Checking - Prospera (150)	
			Direct Deposit	51420-0 - Clerk - Salary	-5,780.00
			Direct Deposit	21530-0 - WRS Payable	401.71
			Direct Deposit	51421-0 - Clerk Retirement Expense	-401.71
			Direct Deposit	21530-0 - WRS Payable	401.71
			Direct Deposit	66000 - Nationwide Retirement Expense	-433.50
			Direct Deposit	21520-0 - Nationwide Payable	433.50
			Direct Deposit	21533-0 - Health Insurance Payable	311.05
			Direct Deposit	51421-2 - Clerk- Health Insurance	-944.77
			Direct Deposit	21533-0 - Health Insurance Payable	944.77
			Direct Deposit	51420-1 - Clerk Treasurer Expense	-21.00
			Direct Deposit	51420-9 - Postage	-1.77
			Direct Deposit	51610-1 - Maintenance & Operations	-12.21
			Direct Deposit	24000-0 - Payroll Liabilities	812.00
			Direct Deposit	65000 - Medicare Taxes	-79.30
			Direct Deposit	21514-0 - Medicare Taxes Payable	79.30
			Direct Deposit	21514-0 - Medicare Taxes Payable	79.30
			Direct Deposit	24000-0 - Payroll Liabilities	221.54
			Direct Deposit	2110 - Direct Deposit Liabilities	3,989.38
TOTAL					0.00
10/16/2025		Weiss, James		11010-1 - Checking - Prospera (150)	
				51110-1 - Supervisors - Salaries	-677.50
				51110-2 - Supervisors per diem	-90.00
				66000 - Nationwide Retirement Expense	-57.56
				21520-0 - Nationwide Payable	57.56
				65000 - Medicare Taxes	-11.13
				21514-0 - Medicare Taxes Payable	11.13
				21514-0 - Medicare Taxes Payable	11.13
TOTAL					-756.37
10/16/2025	DD1991	Wilde, Thomas	Direct Deposit	11010-1 - Checking - Prospera (150)	
			Direct Deposit	51110-1 - Supervisors - Salaries	-677.50
			Direct Deposit	51110-2 - Supervisors per diem	-135.00
			Direct Deposit	66000 - Nationwide Retirement Expense	-60.94
			Direct Deposit	21520-0 - Nationwide Payable	60.94
			Direct Deposit	51110-3 - Supervisors Expenses	-18.90
			Direct Deposit	24000-0 - Payroll Liabilities	78.00
			Direct Deposit	65000 - Medicare Taxes	-11.78
			Direct Deposit	21514-0 - Medicare Taxes Payable	11.78
			Direct Deposit	21514-0 - Medicare Taxes Payable	11.78
			Direct Deposit	24000-0 - Payroll Liabilities	28.99
			Direct Deposit	2110 - Direct Deposit Liabilities	712.63
TOTAL					0.00

5:52 AM

10/12/25

Town of Neenah
Payroll Transaction Detail
 October 2025

Nationwide

\$ 1,156.51

Date	Num	Type	Source Name	Payroll Item	Amount
10/16/2025	DD1984	Paycheck	Armstrong, Glenn	Nationwide Retirement Fund	-24.38
					-24.38
10/16/2025	DD1985	Paycheck	Bluma, David	Nationwide Retirement Fund	-60.94
					-60.94
10/16/2025	DD1986	Paycheck	Cardoza, Brooke	Nationwide Retirement Fund	-57.56
					-57.56
10/16/2025	DD1987	Paycheck	Osero, Daniel W.	Nationwide Retirement Fund	-52.50
					-52.50
10/16/2025	DD1988	Paycheck	Pleshek, Cynthia	Nationwide Retirement Fund	-275.63
					-275.63
10/16/2025	DD1989	Paycheck	Plier, Christopher J.	Nationwide Retirement Fund	-15.00
					-15.00
10/16/2025		Paycheck	Schmeichel, Robert E.	Nationwide Retirement Fund	-118.50
					-118.50
10/16/2025	DD1990	Paycheck	Skerke, Ellen J	Nationwide Retirement Fund	-433.50
					-433.50
10/16/2025		Paycheck	Weiss, James	Nationwide Retirement Fund	-57.56
					-57.56
10/16/2025	DD1991	Paycheck	Wilde, Thomas	Nationwide Retirement Fund	-60.94
					-60.94
TOTAL					-1,156.51

6:10 AM
10/12/25

Town of Neenah
Payroll Liability Balances
October 2025

Tax Liability
Federal = \$ 1587.42
State = \$ 397.87

Payroll Liabilities
Federal Withholding
Medicare Employee
Medicare Company
WI - Withholding
Medicare Employee Addl Tax

Total Payroll Liabilities

BALANCE	
1,161.50	} 1587.42
212.96	
212.96	
397.87	
0.00	- 397.87
1,985.29	

5:47 AM

10/12/25

Accrual Basis

**Town of Neenah
General Ledger
As of October 31, 2025**

WI Retirement
\$ 1,314.24

Type	Date	Num	Name	Memo	Split	Amount
21530-0 · WRS Payable						
Paycheck	10/16/2025	DD1988	Pleshek, Cynthia	Direct Deposit	11010-1 · Che...	255.41
Paycheck	10/16/2025	DD1988	Pleshek, Cynthia	Direct Deposit	11010-1 · Che...	255.41
Paycheck	10/16/2025	DD1990	Skerke, Ellen J	Direct Deposit	11010-1 · Che...	401.71
Paycheck	10/16/2025	DD1990	Skerke, Ellen J	Direct Deposit	11010-1 · Che...	401.71
Total 21530-0 · WRS Payable						1,314.24
34300-0 · Fund Balances Town of Neenah						
Total 34300-0 · Fund Balances Town of Neenah						
51420-0 · Clerk - Salary						
Paycheck	10/16/2025	DD1990	Skerke, Ellen J	Direct Deposit	11010-1 · Che...	-5,780.00
Total 51420-0 · Clerk - Salary						-5,780.00
TOTAL						-4,465.76

6:10 AM

10/12/25

Accrual Basis

Town of Neenah
General Ledger
As of October 31, 2025

WI Health
\$ 4003.24

Type	Date	Num	Name	Memo	Split	Amount
21533-0 · Health Insurance Payable						
Paycheck	10/16/2025	DD19...	Skerke, Ellen J	Direct Deposit	11010-1 · Che...	311.05
Paycheck	10/16/2025	DD19...	Skerke, Ellen J	Direct Deposit	11010-1 · Che...	944.77
Paycheck	10/16/2025	DD19...	Pleshek, Cynthia	Direct Deposit	11010-1 · Che...	422.68
Paycheck	10/16/2025	DD19...	Pleshek, Cynthia	Direct Deposit	11010-1 · Che...	2,324.74
Total 21533-0 · Health Insurance Payable						4,003.24
TOTAL						4,003.24

**Town of Neenah
Deposit Detail
September 2025**

Deposit Report

Date	Name	Memo	Account	Amount
09/11/2025		Deposit	11011-1 · General MM - ...	275.22
	Winnebago County ...	Municipal Credit	53635-0 · Recycling	-275.22
TOTAL				-275.22
09/17/2025		Deposit	11011-1 · General MM - ...	247.95
	Point&Pay (v)	permits	44310-0 · Building Permits	-247.95
TOTAL				-247.95
09/18/2025		Deposit	11011-1 · General MM - ...	23,000.00
	Assessment letters	Deposit	46110-0 · Clerk's Assess...	-140.00
	WE Energies	Deposit	44320-0 · Road Permits	-25.00
	Sanitary District #2	2nd half 2025	47000-9 · Sanitary Distric...	-21,875.00
	Town Hall Rent	Lee(security) Mbie	48200-1 · Municipal Build...	-350.00
	Building Permits	Deposit	44310-0 · Building Permits	-340.00
	Dog Licenses	Deposit	44210-0 · Dog Licenses ...	-20.00
	Other	Tom Brown tree	48000-0 · Misc.Revenue	-250.00
TOTAL				-23,000.00
09/19/2025		Deposit	11011-1 · General MM - ...	794,632.00
	Other	Sale of Town Prop...	48309-0 · Sale of Town P...	-794,632.00
TOTAL				-794,632.00
09/22/2025		Deposit	11011-1 · General MM - ...	140.00
	Point&Pay	Deposit	44310-0 · Building Permits	-140.00
TOTAL				-140.00
09/23/2025		Draw #4	11011-2 · 2025A- NAN F...	650,000.00
	Johnson Bank	Draw #4	48900-0 · Long Term De...	-650,000.00
TOTAL				-650,000.00
09/25/2025		Deposit	11011-1 · General MM - ...	70.00
	Point&Pay	Deposit	44310-0 · Building Permits	-70.00
TOTAL				-70.00
09/26/2025		Deposit	11011-1 · General MM - ...	132.75
	Point&Pay	Deposit	44310-0 · Building Permits	-132.75
TOTAL				-132.75
09/30/2025		Deposit	11011-1 · General MM - ...	7,744.21
	Assessment letters	Deposit	46110-0 · Clerk's Assess...	-20.00
	WE Energies Road ...	Deposit	44320-0 · Road Permits	-25.00
	Mahler Shelter Rent	Mahler 4 rentals 2...	48200-0 · Mahler/Franzoi...	-480.00
	Town Hall Rent	Tolsma	48200-1 · Municipal Build...	-125.00
	Other	GCA Grant	52300-1 · First Resp. Tra...	-1,755.55

10:50 AM

10/14/25

Town of Neenah

Deposit Detail

September 2025

Date	Name	Memo	Account	Amount
	Other	Robert half/Kerri	51420-1 · Clerk Treasure...	-5,338.66
TOTAL				-7,744.21
09/30/2025		Deposit	11011-1 · General MM - ...	1,874.98
	Cell Tower Rent	9/2025 rent	48200-4 · Cell Tower	-1,874.98
TOTAL				-1,874.98
09/30/2025		Interest	11055-1 · Impact Fee - P...	2.35
		Interest	48180-0 · Interest - Impa...	-2.35
TOTAL				-2.35
09/30/2025		Interest	11011-1 · General MM - ...	1,816.70
		Interest	48110-0 · Interest Income	-1,816.70
TOTAL				-1,816.70
09/30/2025		Interest	6-11020 · SW Savings - ...	1,595.50
		Interest	6-48150 · Interest Incom...	-1,595.50
TOTAL				-1,595.50
09/30/2025		Interest	11010-1 · Checking - Pr...	14.64
		Interest	48110-0 · Interest Income	-14.64
TOTAL				-14.64
09/30/2025		Interest	11011-4 · CFCU Membe...	0.67
		Interest	48110-0 · Interest Income	-0.67
TOTAL				-0.67
09/30/2025		Interest	6-11050 · SW - BNY Mel...	4,683.50
		Interest	6-48150 · Interest Incom...	-4,683.50
TOTAL				-4,683.50
09/30/2025		Interest	11900-0 · BNY Mellon - ...	2,622.60
		Interest	48110-0 · Interest Income	-2,622.60
TOTAL				-2,622.60
09/30/2025		Interest	11320-5 · BNY Mellon - ...	213.66
		Interest	48160-0 · Interest Incom...	-213.66
TOTAL				-213.66
09/30/2025		Interest	6-11321 · Stormwater C...	1,371.18

10:50 AM
10/14/25

Town of Neenah
Deposit Detail
September 2025

Date	Name	Memo	Account	Amount
		Interest	6-48170 - Interest Incom...	-1,371.18
TOTAL				-1,371.18

Voucher List Authorization October 27, 2025

Bank Transfer (Transaction List)

<u>Date</u>	<u>From</u>	<u>To</u>	<u>Amount</u>	<u>Reason</u>
10/27/2025	General MM	Checking	\$ 185,000.00	10-27-2025 Vouchers

Accounts Payable \$ 184,861.45

Notification of New Vendors None

Paid via Bank Transfer:

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

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

	PROSPERA CU	Prospera CD	BNY Mellon - Pershing	Total
Checking	\$ 8,279			
Membership account	\$ 5			
General MM	\$ 999,336		\$ 642,561	\$ 1,641,896
General MM-NAN Funds	\$ 2,595			
Impact Fee	\$ 9,331			
Taxes Collected	\$ -			
Tullar Rd Fund		\$	44,924	
Storm Water	\$ 657,404	\$ 513,248	\$ 564,494	\$ 1,735,145
CFCU	\$ 529			
TOTAL	\$ 1,677,479	\$ 513,248	\$ 1,251,978	
	GRAND TOTAL	\$	3,442,705	

_____ Schmeichel _____ Bluma _____ Cardoza _____ Weiss _____ Wilde

1:10 PM
10/23/25

Town of Neenah
Check Detail
October 28, 2025

Accounts Payable
\$ 184,861.45

Date	Num	Name	Memo	Account	Paid Amount
10/28/2025	29584	Brindlee Mountain...		11010-1 · Checking - Prospe...	
10/27/2025	21564		1995 Pierce Sabre Pum...	48000-0 · Misc.Revenue	-2,900.00
TOTAL					-2,900.00
10/28/2025	29585	DiaMedical USA		11010-1 · Checking - Prospe...	
10/27/2025	60639		Nasl Cannul	52300-1 · First Resp. Training/...	-69.98
TOTAL					-69.98
10/28/2025	29586	Fahrner Asphalt S...		11010-1 · Checking - Prospe...	
10/27/2025	8300021973			53311-8 · Chip Sealing	-110,554.00
TOTAL					-110,554.00
10/28/2025	29587	Fox Valley Technic...		11010-1 · Checking - Prospe...	
10/27/2025	SP4427		Plier / Osero / Dorton: 1...	52210-1 · Fire Dept Seminar/T...	-473.55
TOTAL					-473.55
10/28/2025	29588	General Code		11010-1 · Checking - Prospe...	
10/27/2025	GC00130650		Annual maint	51111-1 · Codification	-995.00
TOTAL					-995.00
10/28/2025	29589	Harters Fox Valley ...		11010-1 · Checking - Prospe...	
10/27/2025	1461099		Parks	55200-6 · Parks - Harter's - Tr...	-188.00
10/27/2025	1461095		Trash	53634-0 · Garbage Collection ...	-14,966.80
				53635-0 · Recycling	-4,680.18
TOTAL					-19,834.98
10/28/2025	29590	Krist Oil Company		11010-1 · Checking - Prospe...	
10/27/2025	9/11/25			52210-4 · Fire Dept. Fuel	-19.83
TOTAL					-19.83
10/28/2025	29591	Liberty Square Sta...		11010-1 · Checking - Prospe...	
10/27/2025	9-30-25			52210-4 · Fire Dept. Fuel	-79.67
TOTAL					-79.67
10/28/2025	29592	MacQueen Emerg...		11010-1 · Checking - Prospe...	
10/27/2025	P56722		battery operated Hurst e...	52210-9 · Fire Dept. New Equip.	-39,655.65
TOTAL					-39,655.65

1:10 PM

10/23/25

Town of Neenah
Check Detail
October 28, 2025

Date	Num	Name	Memo	Account	Paid Amount
10/28/2025	29593	McMahon Associa...		11010-1 · Checking - Prospe...	
10/27/2025	940773		Conservancy Park	6-54100 · SW - Conservancy ...	-200.00
				55200-8 · Conservancy Park E...	-200.00
			Conservancy Park Prairi...	55200-8 · Conservancy Park E...	-262.50
				6-54200 · CTH O Pond Mainte...	-210.00
			Homestead	51520-0 · Engineering Services	-412.50
TOTAL					-1,285.00
10/28/2025	29594	Oshkosh Fire and ...		11010-1 · Checking - Prospe...	
10/27/2025	198410			52210-9 · Fire Dept. New Equip.	-185.00
TOTAL					-185.00
10/28/2025	29595	Pioneer Rescue & ...	52210-3	11010-1 · Checking - Prospe...	
10/27/2025	25135		Ice Suit qty 2	52210-9 · Fire Dept. New Equip.	-1,650.00
TOTAL					-1,650.00
10/28/2025	EFT	Prospera- Visa		11010-1 · Checking - Prospe...	
10/27/2025	10/3/25 stmt		WTA Convention regist...	51430-0 · Membership / Semin...	-279.86
			quickbook payroll	51420-4 · Office Expenses	-63.00
			office supplies	51420-4 · Office Expenses	-23.99
				52210-1 · Fire Dept Seminar/T...	-234.56
				52300-1 · First Resp. Training/...	-515.52
				52210-3 · Fire Dept Supplies a...	-146.75
				52210-3 · Fire Dept Supplies a...	-24.41
TOTAL					-1,288.09
10/28/2025	29596	Staples Advantage		11010-1 · Checking - Prospe...	
10/27/2025	7007226620			51420-4 · Office Expenses	-82.03
TOTAL					-82.03
10/28/2025	29597	Town of Clayton F...		11010-1 · Checking - Prospe...	
10/27/2025	10666		Plier - Stevens point - M...	52210-1 · Fire Dept Seminar/T...	-112.00
TOTAL					-112.00
10/28/2025	EFT	WE Energies		11010-1 · Checking - Prospe...	
10/27/2025	5659708231			55300-7 · Mahler Park Expenses	-2,353.88
TOTAL					-2,353.88
10/28/2025	29598	Winnebago Count...	51120-0	11010-1 · Checking - Prospe...	
10/27/2025	Oct 2025		Dues 2025-2026	51120-0 · Membership / Semin...	-100.00
TOTAL					-100.00

1:10 PM
10/23/25

Town of Neenah
Check Detail
October 28, 2025

Date	Num	Name	Memo	Account	Paid Amount
10/28/2025	29599	Winnebago Cty. Tr...		11010-1 · Checking - Prospe...	
10/27/2025	32140			53311-2 · Hwy Exp - Maintena...	-3,042.79
TOTAL					-3,042.79
10/28/2025	29600	Winnebago Liquid...	51610-1	11010-1 · Checking - Prospe...	
10/27/2025	15312			55200-5 · Parks - Winnebago ...	-95.00
10/27/2025	213685		pump holding tank	51610-1 · Maintenance & Oper...	-85.00
TOTAL					-180.00

Resolution 2025-24

PUBLIC PARTICIPATION PLAN 2045 Comprehensive Plan Update Town of Neenah, Winnebago County, Wisconsin

Purpose

In order for the 2045 Comprehensive Plan Update process to operate effectively and according to the law, as well as to address the needs of citizens of the Town of Neenah, the residents must be kept informed and provided an opportunity to participate in the planning process. The information received from the will be used to determine the needs of the Town and develop community direction.

Public Participation Efforts

The Town of Neenah will conduct the following activities to obtain public participation throughout the process:

1. Interviews with Town Officials, Committee Members, Work Groups, Staff and Agency Personnel.
2. Conduct two public involvement meetings as part of the planning process.
3. Post meeting notices on the town web page, at the Town Hall and the two other required locations
4. Make the "Planning Commission Recommended Comprehensive Plan" available for public review through arrangements with the Town Clerk or by obtaining a copy through the town's website at <https://townofneenah.com> or at the Neenah Public Library, located at 240 E Wisconsin Ave, Neenah, WI 54956.
5. Conduct a public hearing on "Planning Commission Recommended Comprehensive Plan"
6. Receive and respond to written and/or e-mail requests.
7. Thirty days prior to the public hearing, provide written notice to interested individuals via first class mail in compliance with s.66.1001 (4).

Methodology

- Hold interviews and meetings with Town Officials, Committee Members, Work Groups, Staff, Agency Personnel and interested citizens.
- Display notices of planning meetings in a manner consistent with the usual Town meeting notices.
- Hold at least one public hearing. The meeting notice shall also include the notification of parties specified in s.66.1001 (4).
- The official notice for the public hearing(s) will be by public notice in the town's official newspaper with a class one notice at least 30 days preceding the hearing. In addition, the public notice shall be posted at the Town Hall and two other required locations. These notices will include the following information: time, place and date of hearing; summary of the proposed Comprehensive Plan Update; name of a Town contact who may provide additional information regarding the proposed Comprehensive Plan, adoption ordinance, and information relating to where and when the proposed Comprehensive Plan Update will be passed; how a copy of the Comprehensive Plan Update may be inspected before the hearing; and how a copy of the Comprehensive Plan Update may be obtained.
- Citizens may submit comments or questions on the Comprehensive Plan Update to Ellen Skerke, Town Administrator-Clerk-Treasurer, 1600 Breezewood Lane, Neenah, WI 54956. E-mail at eskerke@tn.neenah.wi.gov Phone 920-725-0916. The Town will respond in writing to those comments or questions if requested.

As adopted by the Town Board on October 27, 2025

By:

Robert Schmeichel,
Town Chairperson

Attest:

Ellen Skerke,
Town Administrator-Clerk-Treasurer

MEMORANDUM

To: Town Board
From: Ellen Skerke, Administrator-Clerk-Treasurer
Date: October 23, 2025
Memo: Compensation to Plan Commission and Parks and Trails Committee

Per the Boards direction at Budget Workshop #1, I prepared the attached Resolution to authorize compensation for Plan Commission members and Parks and Trails Committee Members for their involvement in the process for the Comprehensive Plan Update and Comprehensive Outdoor Recreation Plan Update.

Per the Town of Neenah Planning Process & Schedule provided by Cedar Corporation, I anticipate a total cost of \$4,590 for this Resolution. I added \$5,000 to the Comprehensive Plan Update line item in the 2026 Budget.

The Plan Commission has 6 members, and 9 meetings over the course of the next 15 months. Parks and Trails Committee has 6 members and 9 meetings over this same time frame.

Town Board Supervisor Brooke Cardoza is counted as one of the Parks and Trails Committee members and currently does not get paid a per diem for attending Parks and Trails Committee meetings; it would be inappropriate to compensate one member of the committee while not compensating other members for the committee. If this resolution is approved, Brooke will be compensated for the Plan Update activities same as other Parks and Trails Committee members.

Please take note, in an attempt to avoid any questions of what meetings are included, I listed the specific meetings in the Resolution. I did not include the Kickoff meetings that took place in October.

The Resolution does not address the method of attendance; i.e. in person or virtual.

Resolution 2025-25

A Resolution to Authorize Compensation to Plan Commission Members for their participation in the 2045 Comprehensive Plan Update and Parks and Trails Committee Members for their participation in 2027 Comprehensive Outdoor Recreation Plan Update Town of Neenah of Winnebago County, Wisconsin

WHERE AS; In 2025, Town of Neenah Board of Supervisors entered into a contract with Cedar Corporation to complete updates to the Comprehensive Plan and the Outdoor recreation Plan; and

WHERE AS; the plan update process is critical to planning for the future of the Town of Neenah, and;

WHERE AS; Plan Commissioners and Parks and Trails Committee members insight, expertise and input is invaluable to the plan update process; and

WHERE AS; the Town Board acknowledges and appreciates the significant time investment required of these members to attend public input sessions, public hearings and work sessions to provide their input to the plan update process.

NOW THEREFORE BE IT RESOLVED that the Town of Neenah Board of Supervisors authorizes a per diem payment in the amount of \$45 for the following:

Each member of the Plan Commission for each of the following sessions that they attend:

- Public Involvement Meeting #1 and #2
- Joint Plan Commission and Parks and Trails Committee input meeting
- Plan Commission working meetings
- Plan Commission review and recommendation meeting
- Joint Plan Commission and Parks and Trails Committee Public Hearing Public

Each member of the Parks and Trails Committee for each of the following sessions that they attend:

- Public Involvement Meeting #1 and #2
- Joint Plan Commission and Parks and Trails Committee input meeting
- Parks and Trails Committee working meetings
- Joint Plan Commission and Parks and Trails Committee Public Hearing Public

Adopted this 27th day of October 2025.

TOWN OF NEENAH

By: _____
Robert E. Schmeichel, Town Chairman

Attest:

Ellen Skerke, Town Administrator-Clerk-Treasurer

Roll Call Vote:

Chairman Robert Schmeichel	_____
Supervisor David Bluma	_____
Supervisor Brooke Cardoza	_____
Supervisor Jim Weiss	_____
Supervisor Tom Wilde	_____

BRIAN P. O'ROURKE
Land Use Planner



112 OTTER AVE, PO BOX 2808
OSHKOSH, WI 54903-2808

OSHKOSH (920) 232-3340
FOX CITIES (920) 727-2880
FAX (920) 232-3347

Winnebago County Zoning Department

Zoningdepartment@co.winnebago.wi.us

The Wave of the Future

September 3rd, 2025

TO: All Town Clerks, Town Chairman, City Clerks, City Administrators, Village Clerks,
Village Administrators

FROM: Brian O'Rourke, AICP, Winnebago County Land Use Planner

RE: Formation of Steering Committee for Winnebago County's 10 year Comprehensive
Future Land Use Plan Update

Dear Sir or Madam:

Please be aware that Winnebago County has begun the Statutorily required ten-year update to the County's Comprehensive Future Land Use Plan (Ss. 66.1001(2)(i)). We estimate that this project will take approximately seven to eight months and will potentially involve an open house and/or regional presentation meeting(s). At least one Planning & Zoning Committee public hearing will be held as well as one County Board meeting for adoption of the updated plan.

We are currently in the process of forming an ad hoc steering committee that will help guide the project and shape the final product, consisting of approximately eight meetings at the Coughlin Center located on County Hwy Y. We invite you to appoint **one** person to serve on this committee. We anticipate the first meeting to take place in October, with additional monthly meetings up until June of 2026; the goal is to complete the update by June 1st, 2026.

If you have any questions regarding this matter, please feel free to contact me.

Respectfully,

Brian P. O'Rourke, AICP
Associate Planner

Cc: Planning & Zoning Committee (via email); Jerry Bougie – Planning Director (via email), Cary Rowe – Zoning Administrator (via email), Daniel Lefebvre – Assistant Zoning Administrator, Caleb Edwards – Code Enforcement Officer, Julie Rosenau – Planning Department Administrative Assistant, Lu Scheer.

ROBERT DOEMEL, JR.
Highway Commissioner

901 W. COUNTY RD. Y, P.O. BOX 2764
OSHKOSH, WISCONSIN 54903-2764



OSHKOSH (920) 232-1700
FOX CITIES (920) 727-8640
FAX (920) 424-7790

Winnebago County

Highway Commission

The Wave of the Future

October 1, 2025

Mr. Bob Schmeichel, Chairperson
Town of Neenah
1600 Breezewood Lane
Neenah, WI 54956

Dear Mr. Schmeichel:

Each year, the Winnebago County Highway Department seeks to partner with the towns by providing maintenance services for the following year. This is a positive arrangement for both the county and the town. To continue providing these services to our customers, the Highway Department is attempting to assess the future material, labor, and equipment needs of the Highway Department. I would ask that you consider your maintenance needs for 2026 and review the language in the enclosed Maintenance Agreement. If you and the town board agree, please sign in the appropriate place at the bottom of the page and return it to the Highway Department as soon as possible.

I would like to thank the Town of Neenah for utilizing the Highway Department to provide and deliver maintenance services to the town residents. I strongly believe that we can deliver the highest quality services to our residents when local governments work together.

If you or the town board have any questions concerning the town maintenance agreement, please feel free to contact me at rdoemel@winnebagoctywi.gov or 920-232-1700 at your convenience. Thank you.

Sincerely,

Robert Doemel, Commissioner
Winnebago County Highway Department

CC: Town Clerk

RD: ls

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

Whereas, the Town of Neenah, a town located in Winnebago County, would like to retain the services of the Winnebago County Highway Department to provide and deliver certain highway-related maintenance work during the calendar year of 2026; and

Whereas, the Winnebago County Highway Department is willing and able to perform said maintenance services on behalf of the Town of Neenah during calendar year 2026.

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

1. This agreement shall be for a period of one-year commencing the 1st day of January, 2026 and continuing through December 31, 2026.
2. Winnebago County agrees to provide maintenance for 27.34 miles of Town roadway located within said government territory. The General Transportation Aids (GTA) rate calculated by the Wisconsin DOT for payment to the Towns in 2026 is approximately \$2,930 per mile which yields a GTA payment for Neenah of approximately \$80,106.
3. This maintenance work shall include winter maintenance, general maintenance and miscellaneous work as needed during the year;

GENERAL MAINTENANCE ACTIVITIES

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

WINTER MAINTENANCE ACTIVITIES

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

MISCELLANEOUS ACTIVITIES

Seal Coating
Grading
Paving
Bridge Inspections and Repairs
Equipment Repairs

4. The Town shall pay for all maintenance work performed & delivered in accordance with the wage rates, material costs and machinery rental rates of the Winnebago County Highway Department as established by Winnebago County.
5. All work will be on a time and materials basis and will be at the direction of the Town.
6. In addition to the wage rates, material costs, and equipment rental rates it is agreed that the cost for salt shall be \$101.00 per ton.
7. Both parties agree not to discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, developmental disability, sexual orientation as defined in s.51.01(5) Wis. Stats., or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.
8. The Town of Neenah agrees at all times during the term of this agreement to; indemnify, save harmless, and defend Winnebago County, its Board, Officers, Employees, and Representatives may sustain, incur or be required to pay by reason Winnebago County, furnishing services, or goods required to be provided under this Agreement, provided, however, that the provisions of this section shall not apply to liabilities, losses, charges, costs, or expenses caused solely by or resulting from the acts or omissions of Winnebago County, its Agencies, Boards, Officers, Employees, or Representatives.

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

_____ Day of _____, 2025.

TOWN of Neenah

CHAIRMAN _____

CLERK _____

Winnebago County Highway Department

By: _____

Robert Doemel, Commissioner
Winnebago County Highway Department

**Intergovernmental Agreement Between the Town of
Neenah and Village of Fox Crossing Larsen Regarding
the Traffic Signals at the Intersection Located at
Larsen Road and Rocket Way**

This Agreement ("Agreement") is being entered into between the Town of Neenah, a Wisconsin Town located in Winnebago County, State of Wisconsin, hereafter referred to as "Town," and the Village of Fox Crossing, a Wisconsin Municipal Corporation located in Winnebago County and Outagamie County, State of Wisconsin, hereafter referred to as "Village" pursuant to Wis. Stat. § 66.0301. The purpose of this Agreement is for the Village to assume ownership of traffic signals located at the intersection of Larsen Road and Rocket Way.

RECITALS

WHEREAS, the Town and Village jointly share jurisdiction over the intersection located at Larsen Road and Rocket Way (the "Intersection"); and

WHEREAS, as part of the 2025 reconstruction of Larsen Road, the Town installed permanent signal lights at the Intersection; and

WHEREAS, the Town served as lead agency in the installation of the permanent signal lights, including preparing engineering plans, specifications, contract documents, procurement, bidding, and overseeing installation; and

WHEREAS, the parties now wish to confirm the ongoing responsibilities related to the permanent signal lights by entering into this Agreement.

NOW THEREFORE, in consideration of the above recitals and for other good and valuable consideration, the receipt and sufficiency of which is mutually acknowledged, the parties agree as follows:

1. Authority. This Agreement is entered into pursuant to Wis. Stat. § 66.0301(2) and shall be liberally construed in favor of intergovernmental cooperation between the parties.
2. Effective Date. The "Effective Date" for purposes of this Agreement shall be the date of the final Party's execution.
3. Operation, Ownership & Maintenance Responsibilities. Upon completion of the Larsen Road reconstruction project and the installation of the permanent signal lights, the Village shall assume ownership and all responsibility for the signal lights. The Village's responsibilities shall include the following:
 - A. Operation. Signal timing, synchronization, signal programming, and emergency preemption control for fire/EMS.
 - B. Utilities. Payment of all electrical power and utility costs for signal operation.
 - C. Routine Maintenance. Scheduled preventive tasks such as cabinet inspection, cleaning signal heads, and detector testing.

- D. Emergency Maintenance. Response to signal malfunctions, power outages, and equipment damage, with agreed response times (e.g. within 2 hours for outages).
 - E. Repair / Replacement. Replacement of major components (controller units, poles, detection systems) as needed due to damage or end-of-life, subject to notice to the Town.
4. Indemnification. Following the transfer of responsibility for the permanent signal lights to the Village, the Village shall defend, indemnify, and hold harmless the Town and all of its officers, employees, agents, and insurers from and against any and all claims, losses, and damages of any kind, including reasonable attorneys fees, arising out of the presence or operation (or non-operation) of the permanent signal lights. These obligations shall not apply to the extent of the Town's fault or negligence.
5. Miscellaneous Provisions.
- A. Amendments. This Agreement may be amended only by written agreement of both parties.
 - B. Enforceability & Compliance. This Agreement is valid under § 66.0301(2). Its enforceability shall not be impaired by changes in statute, government form, or officials. It shall bind each party's officials, agents, employees, and successors.
 - C. Entire Agreement. This document constitutes the entire agreement between the parties concerning the subject matter hereof and supersedes prior policies or agreements.
 - D. No Waiver. A party's failure to enforce any provision of this Agreement shall not waive future enforcement. Waivers or modifications must be in writing and signed by the affected party. No provision of this Agreement shall be construed to waive statutory immunities or defenses provided under Wisconsin law, including limits under Chapter 893.
6. Term & Termination. This Agreement shall take effect on the Effective Date and remain in force indefinitely, unless terminated by mutual written agreement.

Signatures on the next page

Dated this _____ of _____, 2025

VILLAGE OF FOX CROSSING

By: _____
Dale Youngquist, Village President

Attest: _____
Darla Salinas, Village Clerk

Dated this _____ of _____, 2025

TOWN OF NEENAH

By: _____
Robert Schmeichel, Town Chairperson

Attest: _____
Ellen Skerke
Town Administrator-Clerk-Treasurer