Town of Fond du Lac – Monthly Town Board Meeting Minutes

Date: Monday, November 9, 2026 **Location:** W5990 W Pioneer Rd, Fond du Lac, WI (in person and by telephone/Zoom) Status: DRAFT – not yet approved

Public Hearing – Rezone Application

Chairman Montsma called the public hearing to order at 6:01 PM on the rezone application from Farmland Preservation to Rural Residential for parcel T09-15-17-35-03-004-00, owned by Jim Supple.

Applicant Logan Supple explained he intends to purchase three acres, rezone them to Rural Residential, and split them into two 1.5-acre lots for future homes. In response to a question from the audience, he confirmed he plans to live on one parcel.

Chairman noted that the City must sign off on the application under the intergovernmental agreement. The City has denied the request for now; the Chairman will meet next week with the new City Planner and Paul De Vries to clarify the process. No further public comment was received. The public hearing was closed.

Call to Order and Roll Call

The monthly meeting was called to order at 6:04 PM by Chairman Montsma

Present: Chairman Montsma; Supervisor Newton; Supervisor Allender; Supervisor Washkoviak. **Excused:** Supervisor Janeczko. **Also present:** Clerk Klapperich (via Zoom); Treasurer Brenda; Town Attorney Matt Parmentier and members of public.

Open Meeting Notice and Pledge of Allegiance

Clerk Klapperich confirmed that the meeting notice and public hearing notices were properly posted. The Pledge of Allegiance was recited.

Approval of Minutes

Previous monthly board meeting: Motion by Supervisor Washkoviak, second by supervisor Allender, to approve. Motion carried.

October 29 budget meeting: Motion by Chairman Montsma, second by Supervisor Allender, to approve. Motion carried.

Item 4 – Action on Rezone Application (Parcel T09-15-17-35-03-004-00)

No action taken. The item will remain on the agenda as pending until Chairman Montsma meets with the City. The Chairman will recap the meeting for the board and contact the applicant with next steps. Supervisor Allender suggested a Planning Commission member also be included in a future meeting with the City; the Chairman will encourage a joint meeting with the full board.

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Item 5 – Comp Plan 2040 Resident Survey Update

Supervisor Allender reported that the Planning Commission reviewed the first half of the plan updates in October and will review the remaining items (housing and economic development) at its meeting on November 10. Drafting of the plan document will follow. The target completion date is March 2027.

Item 6 – Extra Planning Commission Payment

Supervisor Allender requested an extra meeting payment for Planning Commission members for reviewing roughly 14 single-spaced pages of resident survey feedback ahead of the comprehensive plan meeting. (Current per-meeting rate: $35 for members, $60 for the chair.)

Motion by Supervisor Washkoviak, second by Supervisor Newton, to issue an extra payment to Planning Commission members who performed the additional work. Motion carried 4–0.

Item 7 – Payoff of Wastewater Treatment Plant Modification Loan

The Chairman explained the loan was taken out in 2020 for the Town's share of the wastewater treatment plant units. The remaining balance is approximately $409.00

Motion by Supervisor Washkoviak, second by Supervisor Newton, to approve payoff of the loan. Motion carried 4–0.

Item 8 – Hiring of New Deputy Clerk

Following Clerk Klapperich's resignation effective February 9, 2027, the board discussed hiring. Three resumes and cover letters were received by the deadline. The board agreed interviews will be held with multiple board members, potentially by Zoom. Attorney Parmentier advised that if a quorum participates, the interviews must be noticed as a meeting and may be held in closed session for employment matters; interviews will be scheduled back-to- back if possible. Formal posting of the position was not required. One board member will abstain from the selection due to a family relationship with a candidate. The Chairman suggested a six-month review and a possible one-year retention bonus. No action taken.

Item 9 – Driveway Apron Fee Increase

Clerk Klapperich reported the current $30 fee does not cover the current County recording fee (approximately $35.70) and not town or attorney review time, which has run $150–$200 per agreement. Attorney Parmentier recommended $150 as reasonable for an average agreement.

Motion by Supervisor Washkoviak, second by Chairman Montsma, to increase the driveway apron fee to $150. Motion carried 4-0.

Item 10 – Operator's License

Operator's license for Kevin McLellan at Bobby Gas and Food Mart. Clerk Klapperich confirmed paperwork and background check were complete.

Motion by Supervisor Washkoviak, second by Supervisor Allender, to approve. Motion carried 4-0.

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Item 11 – Roads Report (Harold)

- Culvert installation is nearly complete; the road will be patched for winter and finished next year.
- Ditching and culvert work on other projects has started; the culvert on Alexander is to be replaced soon.
- Snow removal equipment is ready for winter; new seasonal drivers are being recruited and trained.
- Park work is wrapped up for the year.
- The 2027 truck will be ordered in the next few weeks; no down payment is required and funds are in the budget. Expected delivery end of January 2027 .
- Chairman Montsma noted the County Board resolution declaring November 27 Snowplow Driver Appreciation Day; it will be posted on the Town website.

Item 12 – Public Comment

A resident asked about aggregate cleanup on Forest Avenue. Harold reported the County cleaned the intersections at Dixon, Canterbury Lane and Canterbury Drive today; remaining aggregate will stay and become part of the shoulder.

Supervisors' Reports

Supervisor Newton: Trunk or Treat was a success; new participants want to return next year.

Supervisor Allender: Trunk or Treat went well; the newsletter is drafted pending board review.

Chairman Montsma:

- A press release on the community event is being prepared.
- Thanked Clerk Klapperich for leading the budget process. Year-to-date figures project a significant 2026 surplus, partly from deferred road spending; some funds will go to year-end projects with the County.
- The Town lost its Supreme Court appeal with the Department of Transportation on the Van Dyne Bridge and must budget for close to $1 million; the surplus will be set aside for this.
- The County is doing spot paving in the town.
- Followed up on weed and debris complaints at Streblow Storage; covenants are being reviewed.
- The Oakfield UTV Club will request opening Highway OO to UTVs farther east; the Village of North Fond du Lac must approve first.
- Proposed a clothing/uniform allowance for Harold, Brian and Rod; sizes will be gathered.
- Followed up on noise concerns at Manowske Welding; the business is taking steps to reduce noise.
- Thanked the election team.

Clerk Klapperich: Election Day went smoothly with 1,684 voters and over 480 absentee ballots. The budget process is complete. Winter parking restrictions (no overnight parking) take effect November 15.

Treasurer Brenda: Preparing County information to print tax bills. Credit card payments will be accepted online only (fee approximately 3%; e-check approximately $1.50).

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County Board Report (Chairman Montsma): A letter explaining jail options will be included with tax bills. County listening sessions:

- January 7 – Laconia
- January 11 – Campbellsport
- January 14 – Waupun High School
- January 18 – Mount Calvary
- January 21 – Fond du Lac Prairie Theater Center

Board of Appeals

No report.

Planning Commission

See Item 5. The Planning Commission meets November 10 to finish its review; drafting of the 10-year plan update will follow.

Payment of Bills

Bills were emailed to the board in advance.

- **Cash Disbursements:** $129,275.10
- **Payroll:** $17,007.09

Motion by Supervisor Washkoviak, second by Supervisor Allender, to approve payment of bills. Motion carried 4-0.

Treasurer's Report

Treasurer Post presented the October financial report:

- **General Account:** $37,122.85
- **General Account Orders:** $213,351.31
- **General Account Balance:** $588,667.65.
- **Road, Bridge & Culvert:** $339,335.12.
- **Park Account:** $14,680.09
- **Town Hall 9-Month CD:** $24,072.41, renewing January 22, 2027.
- **Fire Department 9-Month CD:** $17,974.26, renewing July 15, 2027.
- **Town Tax Account:** $28,284.85, to be transferred to the General Account before new tax collections begin.

The Chairman noted $50,000 will be transferred from the general account to the fire department fund, likely in December.

Motion by Chairman Montsma, second by Supervisor Allender, to approve the treasurer's report. Motion carried 4–0.

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Closed Session

The board convened into closed session pursuant to Wis. Stat. § 19.85(1)(g) to confer with legal counsel concerning strategy for current or likely litigation, and § 19.85(1)(e) for deliberating or negotiating the purchase of public properties, investing of public funds, or conducting other specified public business where competitive or bargaining reasons require a closed session. Roll call: Supervisor Newton, Supervisor Allender, Supervisor Washkoviak, Chairman Montsma, Clerk Klapperich and Treasurer Post present, along with Attorney Matt Parmentier.

Adjournment

Reconvene/adjournment: 7:22pm motion made by Supervisor Washkoviak to adjourn. Seconded by Supervisor Allender. Motion carried 4-0.

Respectfully submitted,

Terri Klapperich, Town Clerk

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