

**Regular Town Board Meeting
May 11, 2026, 7:00 P.M.
Held In Person and Remotely
Linn Town Hall
W3728 Franklin Walsh St. Zenda, WI. 53195**

MINUTES

Chairman Weiss called the meeting to order at 7:04 PM

Present at roll call were Supervisors Zimmerman, Livingston, Leith, Palmer, Chairman Weiss. Also present were Attorney James Duquette, Clerk Morris and Administrator/Treasurer David Zimmerman.

Pledge of Allegiance

Consent Agenda:

Leith/Palmer motioned to approve the consent agenda as submitted. Motion Carried.

No questions or discussion

Financial Reports & Payment of the Bills:

Payroll Report – April 2026:

Leith/Palmer motioned to pay the payroll as presented. Motion Carried.

No questions or discussion.

Profit & Loss Statement – March 2026:

Livingston/Zimmerman motioned to approve the P&L through March 2026. Motion Carried.

We received the 1st quarter fire/EMS staffing invoice as well as a reclassification summary from our auditors. There was a total of \$37,314 in reclassified journal entries that we will be working on next week. Chairman Weiss said that because it was just received it would not be reflected in the March P & L. He also said that reclassification is not changing the bottom line of the audit, just changing where some of the expenses or revenues are.

Credit Card Report – April 2026, discussion only: No question or discussion.

Payment of the Bills – April 2026:

Leith/Livingston motioned to approve the payment of the bills as presented. Motion Carried.

The bills total \$513,883.46. No questions or discussion.

Plan Commission:

Weiss/Palmer motioned to deny the variance request for the staircase. Motion Carried.

Michael Fieri (owner) of N2301 Knollwood Dr Lake Geneva (parcel ICI 00001) Corinne Livingston (applicant from Corinne Livingston of Creative Edge Landscapes, LLC) are requesting a 72-inch wide stairway. The applicant is also requesting retaining walls with associated grade changes within the 75-foot shore yard setback. The Walworth County Code of Ordinances requires stairways and walkways within the 75-foot shore yard setback to be no wider than 60 inches. The applicant is requesting a 12-inch variance to increase the width of the stairway within the 75-foot shore yard. 1) *T. Gardiner/R. Zimmerman motioned to decline the staircase at 72-inches. Motion Carried.* 2) *T. Gardiner/ R. Zimmerman motioned to proceed with no recommendation as to the wall to the board. Requested members of the Plan Commission to go see other sample walls and provide feedback prior to the Town Board Meeting. Motion Carried.*

Chairman Weiss took this item into two separate discussions starting with the staircase. Supervisor Livingston wanted to know since the motion was to deny the staircase where does it leave the width of the staircase. Chairman Weiss informed Supervisor Livingston it would be a max of 60-inches, which is the ordinance.

Palmer/ Livingston motioned to approve the variance for the Gabion Wall. Motion Carried 4-1.

Roll Vote: Zimmerman-No, Livingston-Yes, Leith-Yes, Palmer-Yes, Weiss-Yes

Supervisor Palmer's opinion on the wall is that they are very good environmentally (doesn't involve concrete, allows vegetation to grow). Supervisor Palmer has worked on them and has used them. From an engineer's standpoint Supervisor Palmer feels that they are good, and he has no issues with them.

Supervisor Zimmerman's opinion is that from an esthetical standpoint it is a problem since it will only have a portion of the year for growth. Supervisor Zimmerman thinks there is a better way to achieve Mr. Fieri's needs than a gabion wall.

Supervisor Livingston wanted to know about the height of the wall and how long it would be. Ms. Corinne Livingston informed him it would be 4-ft tall and about 90-ft long. The height would reduce as it went down the hill. Supervisor Livingston has seen this done for over 50 years in Milwaukee.

Supervisor Leith wanted to know if there could be an erosion issue behind the wall. Ms. Corinne Livingston stated that for a gabion wall there is enough room for drainage.

Weiss/Zimmerman motioned to approve the request as presented. Motion Carried.

- Green Gables Estate/Karl Otzen (owner) of W3271 Snake Rd Lake Geneva (parcel IA315800001) Patrick Fleming (applicant Grounds Manager) are requesting an 18-inch wide by 232-foot-long crushed gravel pedestrian foot path parallel to the shoreline in place of an existing, unimproved Geneva Lake Shore Path with an 8-foot shore yard setback. The Walworth County Code of Ordinances requires a 75-foot shore yard setback. *R. Zimmerman/A. Palmer motioned to approve as presented. Motion Carried.*

Chairman Weiss said this was unanimously approved by the Plan Commission. There was no discussion between the Town Board members.

Comments from the public: (was inadvertently left off of the agenda but two people had handed in comment cards and were allowed to speak)

Mr. Kurt Leedle N623 Zenda Rd wondered what is going on with the property line marked on his property. His property butts up against the Town's property. He wonders what the plan is. Mr. Zimmerman said that the plan is to put up a privacy fence. Also Mr. Leedle said that someone chopped out the bottom of one of his trees. He wondered why that happened. Mr. Zimmerman said that he is not familiar with the situation with the tree, but he will follow up with Mr. Leedle.

Laurie Walsh N1850 Oakland Rd managing member of Ventures At Risk and also a retired Serv-Pro owner with a lot of experience with water mitigation. She was present to formally put the Board on notice for the loss that has occurred at the property. It is a catastrophic failure of Linn Township Infrastructure. An eight-foot-deep storm pipe has suffered a structural blow out. It is not surface water as Attorney Duquette has said. In 2018 a crew from the Town jetted this line and dug up the street to clear a clogged pipe failure. She said that there is currently a 10-foot-deep sink hole on the Geneva Lake shore path and there has been a massive sediment "blow out" into the lake. She said the Town has a duty to mitigate. She handed a copy of her notice to the Clerk for the record.

Ordinances, Resolutions & Proclamations:

Transportation Resolution, Wisconsin Towns Association:

Leith/Zimmerman motioned to approve this resolution and support getting additional funding from the state. Motion Carried.

Mr. Zimmerman stated that the Wisconsin Towns Association is circulating a resolution to be adopted by Wisconsin's 1200 Towns. This resolution is meant to protect the Towns' roads. Temporary surplus money is running out. They are advocating for each Town to pass the resolution. There are many safety concerns throughout the state. This would increase funding for those projects. This also relates to our culverts that were identified.

New Business:

2026 Town of Linn Fee Schedule:

Leith/Palmer motioned to approve the fee schedule as submitted with the recommendations from the administrator. Motion Carried.

Mr. Zimmerman said that as for the fees with the Lake Geneva Fire Department the Town collects the fees. If the events involve the LG Fire Department, they will bill us as a response activity and will be included in the quarterly staffing statements. The second item he followed up on had to do with the agricultural building. Mr. Zimmerman consulted with SafeBuilt regarding the different fee tiers regarding agricultural buildings. Small farms have smaller fees than the larger farms. The Fee Schedule was last revised in 2024, prior to that was 2021. The Dog License fees went up which falls in line with what other municipalities are charging. There was also a request to increase the administrative fee for SafeBuilt. Currently SafeBuilt gets 80% of permit fees and the Town gets 10%. In looking at the cost of road repairs raising the administrative fee to 20% will help the Town better cover the cost of repairing the roads. Last year we spent \$39,000 on road repairs. This is due to construction activities and this year that expense will be much higher. This increase will help us pay for them. He is asking the Board to consider increasing this fee from 10% to 20% effective today.

Clerk Morris asked if this was in effect for the permit applications that have been handed in and are awaiting the Building Inspector. Chairman Weiss said, no, only new ones handed in going forward.

Wisconsin Emergency Relief Fund Update:

The Town experienced severe weather with flooding on April 17th. Since then, the Highway Superintendent and Mr. Zimmerman have identified 135 sites and estimated approximately \$158,000 in damages. The Wisconsin Governor declared a state of emergency and disaster relief funds will be made available to local communities. Mr. Zimmerman has met with the appropriate personnel from Walworth County. He has made David aware of the requirements for submission and reimbursement. A lot of the items that qualify have to take place outside normal business hours. Mr. Zimmerman and Superintendent Wittum are working through this. Chairman Weiss asked how the Town is going to exceed the threshold of \$13,310. Mr. Zimmerman said that at this time the Town does not qualify for reimbursement. But as we reach out to contractors and continue to assess we will upload these to the EM Pro. Mr. Weiss said that it seems they were misled in the beginning when they talked about expenses. Now they say that it needs to be overtime or weekend wages only. Chairman Weiss wonders if this is a waste of time. Supervisor Livingston agrees. They decided not to proceed with this.

Town Hall Rental:

Palmer/Leith motioned to proceed with the Town Hall rental requests. Motion Carried.

Trinke Estates Homeowners Association Annual Meeting:

Wooddale Beach Corporation Annual Meeting:

Lake Geneva Beach Association Annual Meeting:

Building & Grounds Committee: No Meeting

Highway Committee:

Hillside Bridge Loudonbeck Driveway Request:

Palmer/Livingston motioned to approve a not to exceed amount of \$20,000 to improve the driveway's grade by reducing it upon the completion of the bridge project. Motion Carried.

Supervisor Palmer said that this is a problem that they have known about since the beginning. The bridge has to be three feet higher than it originally was and the bridge is very close to this driveway so the entrance to the driveway has to be raised three feet. It creates a 10% slope and the state engineer said that is ok. Since then, the homeowner said that he has big farm equipment that has to use this driveway. He worried about bottoming out. The solution that they came up with is for the Highway Superintendent to work with the homeowner independent of the contractor working on the bridge. The Town already has a contractor lined up to pave the driveway. They will move the driveway a bit east and add gravel and reduce the slope to a 4%-5% slope instead of the 10%. They are asking the Board for up to \$20,000 even though they do not think it will cost that. Supervisor Livingston added that it was the Highway Committee's idea to do this on our own instead of involving the bridge company with the driveway. It will be less expensive this way.

Permitting Manure Lines in Town Right-of-Way:

Palmer/Livingston motioned to recommend not allowing manure hoses to pass over roads. There is no permitting process available. Motion Carried.

Supervisor Palmer said that last winter there was a manure hose going over Linton Rd. They discussed permitting this or usage of the equipment that supports this hose in the right-of-way and they decided that manure hoses cannot go over roads. It will not be allowed. If a farmer wants to pay to have a culvert added that is fine. They have done that many times.

South Lakeshore Drainage Project Bids:

Palmer/Lingston motioned to put this project out for bid. Motion Carried.

There is a drainage issue by Luis's Pizza.

Ordinance Violation Process:

There are numerous occasions when our Highway Superintendent has given direction to a homeowner or contractor at time of building and they are not taken care of. There are no teeth to our ordinance.

Supervisor Palmer wondered what kind of leverage we have in these situations. Chairman Weiss asked for David Zimmerman (Administrator/Treasurer), Matt (Highway Superintendent) and the Code Enforcer to get together to find how the process can work better. Maybe a spread sheet can be created. Supervisor Palmer said that maybe an Ordinance can be created to help with the process. Attorney Duquette added that once it enters into the citation process then everything takes longer. Every step is a month at a time.

Basswood Curb Replacement Bid-Damage: Request to Bid:

Palmer/Livingston motioned to put this work out to bid once they have the specs in place. Motion Carried.

Supervisor Palmer said that there is additional storm damage on Basswood. They need to put more curbing in to direct the stormwater. Supervisor Livingston said that they also have to create the specs

Harbor Commission:

Harbor Commission will now be meeting the first Thursday of the month at 4:00 pm. The last meeting discussed harbor assistance staffing. They will be having three new employees with one returning employee pending the drug tests.

Protective Services Committee: No Meeting

Parks Committee:

The park was burned along with the berm. The park was also trimmed. Tallgrass will come back in the fall and do some pro-bono work because there was still standing water.

Non-Standing Committees, and Professional Services Reports:

Geneva Lake Environmental Agency Report: No meeting, will meet this Thursday

Geneva Lake Use Committee Report: No Meeting

City of Lake Geneva Police & Fire Commission Report:

The City of Lake Geneva is working with a new software program to get us numbers for next month.

Building Inspection Reports Monthly Report: No questions or discussion

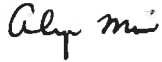
Code Enforcement Report & Case Update: No questions or discussion

Pier As-Built Survey Progress Reports: No questions or discussion

Engineering Report: No questions or discussion

Leith/Zimmerman motioned to adjourn at 8:01 pm. Motion Carried.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Alyson Morris".

Alyson Morris

Linn Town Clerk