

**Minutes**  
Town of Oshkosh

**Town Board Meeting – June 8, 2026 - 7:00 p.m. – Town Hall**

PRESENT: Chair Jim Erdman, Supervisor Matt Merten, Supervisor Bill Demler, Treasurer Laura Hunt, Clerk Jeannette Merten, and an audience of 8.

Chair Erdman called the meeting to order at 7:00 p.m.

**Motion by M. Merten, Demler seconded, to approve the May 26, 2026 Public Hearing minutes as presented.**

Roll call. M. Merten, yes; Demler, yes; Erdman, yes. Motion Carried.

**Motion by M. Merten, Demler seconded, to approve the May 26, 2026 Town Board Meeting minutes as presented.**

Roll call. Erdman, yes; M. Merten, yes; Demler, yes. Motion Carried.

**Reports:**

**Fire Chief Report.**

Deputy Fire Chief Todd Zak reported three calls for service. There was a City of Oshkosh assist call, along with two others, miscellaneous. For the record, Nate Polzin, a member since 2025, resigned.

**First Responder Coordinator Report.**

First Responder Director Trevor Fenrich reported four calls for service. They have been working through multiple training exercises, finalizing their renewal of their licensing, and updating their By-Laws.

**Zoning Administrator Report.**

Zoning Administrator Carol Kaufmann reported she had issued three fence permits. She also had an inquiry about a phone tower.

**Public Participation:**

Winnebago County Sheriff's Officer was in attendance to listen to concerns and take comments.

Dan Corcoran, 5147 Tamarack Trail, would like to receive a letter from zoning regarding the property line regarding the swale. Erdman and Demler will go and look at the situation. In a different situation back in November, Corcoran said that nothing had been done with the ditch at 5111 Tamarack Trail. Erdman and Demler will look at that also.

**Planning and Zoning:**

**Trailers are parked on Norton Ave, a vacant lot.**

A complaint was received about trailers parked across the road from 620 Norton Ave., a vacant lot. After board members viewed the property, there was one trailer

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parked at the farthest inward part of the lot, not near the road. Pamela Bernier, 580 Norton Ave., mentioned that it appears that the owner will be building something because of the stakes on the lot. Zoning Admin Carol Kaufmann mentioned that if digging activity occurs, call her because no zoning permit has been issued for that property.

Bernier added that they would like to see “Children at Play” signage on Norton to slow down traffic. The Winnebago County Sheriff's Officer attending the meeting mentioned that he will look into having a speed monitor put in place for a couple of weeks.

**Fill without a permit at Indian Pt and Sherman Rd.**

Supervisor Bill Demler has the property owner's phone number and will give a call tomorrow. Both Erdman and Demler looked at the situation. The first assessment of the situation and the amount of area versus dirt hauled in would not go over the 6" in height that would require a fill permit. Demler will find out more information tomorrow.

**Business:**

**Display Fireworks Permit; Applicant Patrick Spielbauer; private event.**

**Motion made by M. Merten, seconded by Demler, to approve the Display Fireworks Permit to applicant Patrick Spielbauer for a private event from a boat on Lake Butte des Morts at dusk on July 3, 2026.**

Roll call. Demler, yes; M. Merten, yes; Erdman, yes. Motion carried.

**Operator License applicants: Tianna Howe, Lori Gruse, Samantha Kaszuba and Janet Korth.**

**Motion made by Demler, M. Merten seconded by, to approve the Operator License applicants of Tianna Howe, Lori Gruse, Samantha Kaszuba and Janet Korth.**

Roll call. Erdman, yes; M. Merten, yes; Demler, yes. Motion carried.

**Forthcoming Events of public interest and additional comments:**

Supervisor Matt Merten followed up on a long grass complaint at 575 Glendale. The last time he looked, the renter was mowing the grass. He talked to the renter and found out that he will be moving out. He was told the house was sold and the closing on the property is June 12<sup>th</sup>.

Supervisor Demler addressed the complaint from Kathleen Larkin about dead branches in the water on Shangri-La Ln. Rd.

Chair Erdman is addressing the potholes complaint on Pickett Ave. from a City resident.

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Erdman and Demler share about the situation of a culvert sinkhole at 5433 Nickels Dr. They are weighing out different options with the property owner.

**Correspondence:**

1. WI Towns Association Unit Meeting; July 2, 2026, at Town of Winchester.
2. Winnebago Co Public Health; June 2026 newsletter.
3. Winnebago Co Parks Dept; June newsletter.
4. TDS Road ROW Excavation Permit, 2650 Vinland Rd.
5. Oshkosh Public Library; April 30, 2026 minutes.
6. Winneconne Community School; Board of Education contact list.

Correspondence provided to town board at the meeting:

1. Winnebago Co Erosion Control Permit; 3249 County Rd A.
2. WPS; ROW Permit, 5036 Island View Dr.

**Motion to pay bills as presented made by Demler, M. Merten seconded.**

The motion carried unanimously.

**Motion made by Demler, M. Merten seconded, to adjourn.**

The motion carried unanimously.

The meeting adjourned at 8:18 p.m.

Jeannette Merten  
Town of Oshkosh Clerk