

**Minutes**  
Town of Oshkosh

**Town Board Meeting – August 13, 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 7.

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

**Motion by Demler, M. Merten seconded, to approve the July 27, 2026  
Town Board Meeting minutes as presented.**

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

**Reports:**

**Fire Chief Report.**

Fire Chief Steve Gawarecky reported two detector alarm calls, one 10.50 accident, one semi-truck fire, and one mutual aid call to the city.

One new applicant interview will be in Sept. New member Austin Smith has been active and doing a good job.

They purchased new vehicle stabilization equipment out of fundraiser money, \$1500.

**First Responder Coordinator Report.**

First Responder Director Trevor Fenrich provided a written report:

“Since our last board meeting, the Town of Oshkosh First Responders have responded to nine calls for service.

We’re currently working with the state to get our new operating plan and protocols approved, and we plan to train our team on these updates at our next EMS training session.

A new round of the State of Wisconsin Funding Assistance Program is also rolling out. We are finishing up our reporting for fiscal year 2026 and will begin working on the 2027 application soon.

Finally, we've requested that the Town Clerk add us to the town's Microsoft Office 365 account. This will make it much easier to securely share our payroll and other documentation directly with the town.”

**Zoning Administrator Report.**

Zoning Administrator Carol Kaufmann provided a written report:

- 1) Received inquiry forwarded from Jeanette regarding re-zoning at property on Shangri La Point. I advised him to go to town website and how to get to

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the page for "Zoning change application". After he had it, contact me and we'll proceed with the application

- 2) Spoke with Mary Ann Monteith about taking down a wooden deck off the back of a house and replacing it with concrete slab ... it would be in the same footprint of the deck.
- 3) A builder asked about replacing a garage at the 1929. He had spoken with the bldg. inspector first, and it is going to be built in same location, meeting code.
- 4) I had a call from Arlington TX realtor wanting to know about town code for a new fast food restaurant. However, I referred her to the City of Oshkosh, as the address was Jackson and High Streets.
- 5) A neighbor in Tumblebrook called me with concerns about an RV parked on a corner lot with a house (5237 Juniper Ln). I did drive over and spoke with the owner of property and he said it was company that would be leaving beginning of October.
- 6) I went to check out what was being done on the corner of Western and Norton, as neighbor said he thought that the owner was putting up a shed. There was only gravel filled in over the culvert and what looked like a small pad as part of the drive way going into property. There was no one around, but Yll watch for anything else going on there.
- 7) A person interested in purchasing a property (parcel 018032803} on Brooks Rd, asked about zoning and what he could do with property.
- 8) Another inquiry re: 3262 Jackson. Questioning zoning and use for residential. It is zoned Rl.
- 9) Issued zoning permit for new house on vacant lot at 3126 Shoreland Dr, to a contractor. Advised him to also get his permits from the county zoning.
- 10) Property owner at 5535 wants to put on garage addition; his property is located in both town of Osh-kosh,(south half on lake) and town of Vinland (north half with most of house and all of garage). Advised him to contact town of Vinland

**Public Participation:**

Gary Traeger and Chris Rates from the Winnebago Area Sanitary District explained that the water shut-off valve at one household is not working. They are concerned that there could be others. The meter still detects a water flow.

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Because the Town signed all the contracts, they were wondering whether there is any recourse with the contractor, even though it has been 2 years since the project was completed. Supervisor Matt Merten will visit the site to give an assessment of the issue.

Bob Schuessler, who has been mowing town ditches this summer, introduced himself. He proposed:

That the "town selects 2 or 3 miles of road where the tree limbs extend over the road the furthest and residents are happy to have them trimmed. I can not trim grass under branches that hang lower than 12 feet and most trucks need 13 feet of clearance. There are many places where I can't do a satisfactory trimming because the limbs would smash the glass and fiberglass on my tractor. I will dedicate 8 hours with a boom mower shredding branches for \$2400 dollars. If the town wants me to cleanup and haul the debris to the town site, that would be an additional \$1000 dollars."

Supervisor Bill Demler will stay in contact with Bob Schuessler on this matter.

**Planning and Zoning:**

**Ordinance Z-2026-03-Sawicki, Zoning Amendment to properties on Vinland St.**

A public hearing was held prior to this meeting with no objections filed in writing or at the hearing.

**Motion made by M. Merten, seconded by Demler, to adopt Ordinance Z-2026-03 Sawicki Zoning Amendment to properties on Vinland St.**

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

**Certified Survey Map; Gustin, 5444 Nickels Dr.**

No representative attended.

**Motion made by Demler, seconded by M. Merten, to approve the Certified Survey Map of Gustin at 5444 Nickels Dr.**

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

**Certified Survey Map; Goldberg, 3693 Shangri-La Pt Rd.**

Clerk Merten informed the board that it was discovered that one parcel is zoned R-1 and the other is R-2, and they intend to apply for a zoning amendment. No representative attended.

**Motion made by Demler, seconded by M. Merten, to approve the Certified Survey Map of Goldberg at 3693 Shangri-La Pt. Rd.**

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

**Certified Survey Map; Schmiedel, 3663 Shangri-La Pt Rd.**

No representative attended.

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**Motion made by M. Merten, Demler seconded by, to approve the Certified Survey Map of Schmiedel at 3663 Shangri-La Pt. Rd.**

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

**Business:**

**Cemetery mowing fee proposal.**

The Plummer Cemetery Sexton proposed increasing the mowing fees to \$420.

**Motion made by Demler, seconded by M. Merten, to adjust the cemetery mowing fee to \$420 per mow.**

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

**Resolution-County Text Amendment to Chapter 16-POWTS.**

No action due to a recent email from the County and action is on hold.

**Operator License applicant: Rachel Fisher.**

**Motion made by Demler, seconded by M. Merten, to approve the Operator License applicant, Rachel Fisher.**

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

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

Chair Erdman is working with the contractor about a new home build at 3116 Shorewood with town engineer Mike Siewert on drainage. A fill permit will likely be required.

Erdman also provided a summary of the TAC meeting information regarding legislative changes.

**Correspondence:**

1. DOR; 2026 Preliminary Equalized Values.
2. Winnebago Co Planning; 10-yr Comp Future Use Plan.
3. WTA; Agricultural Community Engagement Twilight Meetings.
4. WTA; Fall Workshops.
5. ITG Communications; ROW Permit.
6. Red Cross; Response and Recovery Update from tornadoes.

Correspondence provided to town board at the meeting:

1. DOA; Preliminary Population Estimate.
2. Winnebago Co; AD HOC Committee Mtg, County Comp Plan.
3. Winnebago Co Zoning; Erosion Control Permit, 2959 Sunset Pt Rd.
4. Oshkosh Public Library; minutes from May 28, 2026 and June 25, 2026 meetings.
5. City of Oshkosh; Adopted Nashlund Annexation.
6. City of Oshkosh; Adopted Xiong Annexation.
7. WPS; ROW PERMIT at 4996 Island View Dr.

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Jeannette Merten

Town of Oshkosh Clerk