MINUTES OF MONTHLY MEETING

POYGAN TOWN BOARD OF SUPERVISORS

DATE: MAY 21, 2025 TIME: 7:00 P.M. LOCATION: 8693 TOWN HALL, WINNECONNE, WI 54986

The Town Board will discuss and may act upon the following items at this meeting

Regular Meeting

1. Call The Town Board Meeting to Order and Pledge of Allegiance at 7:00 pm
2. Statement of Public Notice
3. Sherriff's Deputy if present -
4. GOEDC if present - NA
5. Fire Department Report if present
    a. Fire commission meeting on May 12, 2025. Discussed new NFPA rules with respect to tire replacement. Added one new EMR, 4 more have passed class waiting on state license
    b. Village & Town of Winneconne have not signed on to the Intergovernmental Agreement for EMS
6. Approve Meeting Minutes
    a. Motion by Randal Spear to approve the Regular Meeting April 16, 2025, 2nd by John Meyerhofer, motion carried on 3-0 voice vote
7. Treasurer's Report – postponed until next month
8. Consider CSM for project no. 0-2872-003 to divide parcel 020-051301 into two lots
    a. Motion to approve CSM for project no 0-2872-003 by Marty Johnson, 2nd by Randal Spear, motion carried on a 3-0 voice vote
    b. Findings – has required road frontage and access off Oak Hill Rd, irregular shaped lot however ordinances don't prevent
9. Discuss and possible action for Town Hall Lawn mowing
    a. John Meyerhofer to continue to mow lawn for $25 per
10. Discuss plans for hosting July WTA meeting
    a. Plan for 60 people
    b. Clerk to make calls to caterers
11. Motion to approve estimate (not to exceed $1,000) to replace Town Desktop by Marty Johnson, 2nd by John Meyerhofer, Motion carried on a roll call vote Randal Spear Aye, Marty Johnson Aye, John Meyerhofer Aye.
12. Motion by Marty Johnson Appoint Randal Spear Zoning Administrator, 2nd John Meyerhofer. Motion carried on a 2-0 voice vote with Randal Spear abstaining
13. Appoint members to the following boards:

Approved

a. Motion by Marty Johnson to appoint the following to a Planning & Zoning Commission, 2nd by John Meyerhofer. Motion carried on a 3-0 voice vote
    i. Dennis Hohol – Chairman, Secretary April 2027
    ii. Christine Brown – Term ending April 2028
    iii. Susan Schwartz (Alternate) & Jim Heinzelman – April 2026
    iv. Ron Green, Randal Spear– Term ending April 2027
    v. Tom Jackson (Alternate) – April 2028
b. Motion by Marty Johnson to appoint the following to a Board of Appeals, 2nd by Randal Spear. Motion carried on a 3-0 voice vote
    i. Dennis Larsen a term ending April 2028
    ii. John Leubke – not continuing
    iii. Brian McHugh - Term ending April 2028

14. Motion by Marty Johnson to reappoint Elizabeth Jackson as Town Clerk for 2 year term May 2025, 2nd Randal Spear. Motion carried on a roll call vote John Meyerhofer Aye, Randall Spear Aye, Marty Johnson Aye
15. Motion to approve $3,071for the DOT Quiqley Rd Bridge Project Motion by Randal Spear, 2nd by John Meyerhofer. Motion carried on a roll call vote Marty Johnson Aye, Randal Spear Aye, John Meyerhofer Aye
16. Discuss HVAC system for town hall
    a. Marty Johnson proposed getting an estimate for replacing the condensing unit. Currently have a 5.5 ton unit which is too large for our facility and causing issues.
17. Discuss potential changes to culvert ordinance
    a. Ordinance 2019 version allows for larger culverts with Town Board Approval
    b. No change to ordinance
    c. Put request for culvert from Spencer Potratz on Road Bid Agenda
18. Consider Pavillion parking area grading and gravel proposal from Anvil Custom.
    a. Motion to approve contract not to exceed $21,000 by Marty Johnson, 2nd by John Meyerhofer. Motion carried on roll call vote Marty Johnson Aye, John Meyerhofer Aye, Randal Spear Aye
19. Reports:
    a. Town clean up successful, 3051 lbs of electronics, filled 3 containers
    b. Received Approval on Recycling Grant
    c. EMS Meeting report
        i. Marty Johnson attended EMS meeting with new Oshkosh City Administrator. City Administrator didn't understand why they were not invited to be part of the IGA. City can not hire enough labor to cover the new 4th ambulance. May not be able to provide service. Oshkosh Fire Chief recommended not offering EMS to outlying communities with the exception on contiguous towns.

Approved

20. Town Calendar:
    a. May 28, 2025 Special Meeting of Town Board to open Road Bids 7:00 pm at Town Hall
    b. June 11, 2025 Planning & Zoning 7:00 pm at Town Hall
    c. June 18, 2025 Town Board Meeting 7:00 pm at Town Hall
21. Approve Accounts Payable Motion by Marty Johnson, 2nd by John Meyerhofer. Motion carried on a 3-0 voice vote.
22. Motion to Adjourn at 8:58 pm by Marty Johnson, 2nd John m, Motion carried on a 3-0 voice vote

NOTE: The chairman reserves the right to change the order of items on the agenda.

QUORUM NOTICE: A quorum of other governmental bodies may be present, but no action may be taken other than noticed above.

ACCOMMODATION NOTICE: Efforts will be made to accommodate the needs of disabled persons upon proper notice by calling 685-0552 or Beth Jackson at 920-267-7471.

POSTING NOTICE: Notice of this meeting was posted at the following locations: Poygan Town Hall, 8693 Town Hall Rd, Winneconne, WI 54986, Notice was also posted on the Town of Poygan Website.

Respectfully submitted Beth Jackson Clerk, Town of Poygan 6/16/25

Approved