MINUTES
POYGAN TWN BOARD OF SUPERVISORS

DATE: OCTOBER 16, 2024 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

Regular meeting called to order

The regular monthly meeting was called to order at 7:00 pm by Chairman Martin Johnson. The Pledge of Allegiance was said in unison

Attendance - All

1. Statement of Public Notice
2. Sherriff's Deputy if present
3. GOEDC if present
    - Rural Loans still available for small business
    - Winnebago County loan for small business
    - Annual report is out
4. Fire Department Report if present
    a. Next meeting November 11
    b. Annual pump test, all trucks passed
    c. Participated in Fall Fest to recruit fire fighters and first responders
5. Approve Meeting Minutes
    a. Regular Meeting September 18,2024
    b. Motion by Jim Hanneman to approve minutes, 2nd John Meyerhofer. Motion carried on a 3-0 voice vote.
6. Treasurer's Report
    a. Motion to approve Treasurer's Report by John Meyerhofer, 2nd by Jim Hanneman. Motion carried on a 3-0 voice vote.
7. Certified Survey Map for Jeff Mueller parcels 020-0512 and 020-0513 for the purposes of adjusting lot lines between Lot 1 of CSM 5385 and Lot 1 of CSM 5388
    a. Concerns about access to lot off Oreilly or county approval for access for County Rd F.
    b. Motion by Marty Johnson to approve, 2nd by Jim Hanneman. Motion carried on a 3-0 voice vote.

8. Discuss recommendation from Planning Commission for a Conditional Use Permit for Jeff Mueller for Commercial manufacturing of Carmel Corn in a new building on property at 7839 Oak Hill Rd, Omro, WI 54963.

    a. The Conditional Use is approved by the Planning & Zoning Commission with the following stipulations:

        i. No retail business will be able to be conducted from the facility, should it be built.

        ii. The Department of Agriculture, Trade and Consumer Protection (DATCP) requirements are followed and submitted proof that the DATCP has signed off on the completed facility.

        iii. The Conditional Use to be granted to Jeff Mueller under the stipulation that if the property were to be sold, Conditional Use for commercial manufacturing would expire.

    b. Motion to approve Conditional Use recommended by the Planning & Zoning Commission by Marty Johnson, 2nd by Jim Hanemman. Motion carried on a 3-0 voice vote.

9. Discuss and Approve Broderick Road Agreement with Town of Winneconne
    a. Motion by Marty Johnson to approve the Broderick Road Agreement, 2nd by John Meyerhofer. Motion carried on a roll call vote Jim Hanneman Aye, John Meyerhofer Aye, Marty Johnson Aye
10. Code Text Amendment – Chapter 23, @innebago County Zoning Ordinance of the Winnebago County General Code
    a. Discussed the code text amendments
11. Updated Rental Policy and fees for Town Hall and Pavilion
    a. Motion by Marty Johnson to approve the updated Rental Policy and fees, 2nd by Jim Hanneman. Motion carried on 3-0 voice vote.
12. Badger Books
    a. Motion by Marty Johnson to approve the purchase of 4 Badgers Books for a cost of $8,349.00, 2nd by John Meyerhofer. Motion passed on roll call vote John Meyerhofer Aye, Jim Hanneman Nay, Marty Johnson Aye
13. Snowplowing contracts
    a. Motion by Marty Johnson to accept proposal from Radtke Contractors for proposed 3 year snowplowing contract, 2nd by Jim Hanneman. Motion passed on roll call vote Marty Johnson Aye, Jim Hanneman, John Meyerhofer Aye
14. Pavilion Project
    a. Review estimate for Ground Preparation and approve vendor
        i. Discussed two estimates from Anvil Custom and American Valley Falls
        ii. Motion to award excavation and site prep to Anvil Custom not to exceed $7,690, (the town will purchase materials from Albright Brother Marty Johnson, 2nd by Jim

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Hanneman. Motion passed on a roll call vote Marty Johnson Aye , Jim Hanneman Aye, John Meyerhofer Aye

b. Review estimates for Gravel entrance between Pavilion and Parking Lot and approve vendor - tabled
c. Review estimates for Electric for Pavilion and approve vendor – Reviewed estimates and table until Spring
d. Discuss Vibrant Spaces grant and plan going forward – Consider this and other grants next year.

15. Other Spirit Funds – Discussion and possible action on the following:
    a. Updates and upgrades on furnace with Oshkosh Heating & Air and will continue to work towards best solution.
    b. Kitchen Update Project – appliances, countertops & sink
        i. Motion to replace the refrigerator and microwave not exceed $1500 by Marty Johnson, 2nd by Jim Hanneman. Motion passed on roll call vote Jim Hanneman Aye, Marty Johnson Aye, John Meyerhofer Aye
    c. Gutters/Gutter Guard
        i. Motion to approve Schultz exteriors to $2,464 by Marty Johnson, 2nd by John Meyerhofer. . Motion passed on roll call vote Marty Johnson Aye, John Meyerhofer Aye, Jim Hanneman Aye
    d. Discussed landscaping equipment for town, no motion made
    e. Discussed bathroom updates – Towel dispensers, cleaning estimates. Jim Hanneman to work on Cleaning estimates
    f. Town Hall Tables & Chairs were approved prior meetings, discussed the size and quantity for purchase
    g. Gravel & Dirt Storage Bins – Motion to approve estimate from Anvil Construction for Aggregate Material Containment not to exceed $2,900 by Marty Johnson, 2nd by Jim Hanneman. . Motion passed on roll call vote John Meyerhofer Aye, Jim Hanneman Aye, Marty Johnson Aye
16. Reports
    a. Roads Update
        i. Tree on Oak Hill went down
        ii. Another Spectrum box was damaged
    b. Town Supervisors
        i. Watch holding tank for possible inspection
        ii. Jim Hanneman turned in his papers for non-Candidacy
17. Planning & Zoning
18. Building Permits
    a. 5 building permits

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19. Public Comment
    a. Dennis Hohol shared article regarding new coalition created to protect WI Lakes
20. Agenda Items for next meeting – Building Administrator
21. Upcoming Meetings
22. Town Calendar
    a. October 22, 2024 9a-11a In-Person Absentee Voting
    b. October 29, 2024 9a-11a In-Person Absentee Voting
    c. October 29, 2024 10a Public Test of Election Equipment
    d. October 30, 2024 3:30p Sanitary District Meeting
    e. November 5, 2024 7a-8p General Election
    f. November 13, 2024 7p Planning Commission Meeting – if agenda
    g. November 20, 2024 6:30p Public Hearing on 2025 Budget followed by Special Meeting of Electors to Adopt the 2025 Levy
    h. November 20, 2024 7p Monthly Town Board Meeting
23. Approve Accounts Payable Motion to approve accounts payable by Marty Johnson, 2nd John Meyerhofer, Motion carried on 3-0 voice vote
24. Budget Workshop
25. Adjourn at 10:27

Respectfully submitted Beth Jackson Clerk, Town of Poygan 11/15/2024

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