MINUTES OF MONTHLY MEETING

POYGAN TOWN BOARD OF SUPERVISORS

DATE: MAY 20, 2026 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

AMMENDED 5/18/26 11:40 AM

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 - NA
4. Fire Department Report if present
    a. May 11 Fire Commission Meeting cancelled due to no quorum
    b. Added 2 new state certified fire fighters
5. Motion by John Meyerhofer to Approve regular Meeting Minutes from April 15, 2026, 2nd by Randal Spear. Motion carried on a 3-0 voice vote.
6. Motion by Randal Spear to approve Treasurers Report as of May 20, 2026. 2nd by John Meyerhofer. Motion carried on a 3-0 voice vote
7. Consider Revised Town of Poygan Zoning Ordinance
    a. Board reviewed the changes. Put on Wednesday, May 27 agenda to approve an ordinance to revise the Zoning Ordinance.
8. Consider CSM change Project 0-3043-001 parcels 020-008201, 020-008202, 0200-008203 Robert G & Susan Michels
    a. Motion by Marty Johnson to approve zoning change from three R1 parcels to two RR parcels for project 0-3043-001, 2nd by John Meyerhofer. Motion carried on a roll call vote. Randal Spear Aye, John Meyerhofer Aye, Marty Johnson Aye
    b. Motion by Marty Johnson to approve CSM project 0-3043-001, 2nd by John Meyerhofer. Motion carried on a 3-0 voice vote.
9. Consider Recommendation from Planning & Zoning Board regarding approved Conditional Use Permit for Advanced Outboard Marine
    a. Planning & Zoning Board reviewed Condition Use permit and complaints levied against business. Board recommends no action to be taken. Owner will work with zoning administrator for sign permit and sign placement.

10. Consider CSM change Project 0-3017-001 for Michael Pamer parcels 020-0387, 020-0386, 020-0388 and 020-0390 – Use email to fill this in.
11. Discuss search for Town attorney
    a. Received response from Dempsey Law. Clerk to contact to schedule a meeting.
12. Planning & Zoning Board Members
    a. Accept resignation of Jim Heinzelman - NA
    b. Motion by Marty Johson to Appoint current alternate Tom Jackson to full-time position to Planning & Zoning, 2nd by Randal Spear. Motion carried on a 3-0 voice vote.
    c. Discuss alternate members
13. Board of Appeals
    a. Consider new members for open positions and alternates
    b. Motion by Marty Johnson to appoint Bruce Hohol to Board of Appeals, 2nd by Randal Spear. Motion carried by 3-0 voice vote.
    c. Board of Appeals training opportunity June 25 in Wautoma in afternoon.
14. Discuss fees in Land Division Ordinance
    a. Ordinance mentions fee, but we don't have a fee set for a major land division (i.e. platt)
    b. Consider fee for CSM review
    c. Clerk to research
15. Discuss current Cleaning Contract and alternate vendors
    a. Clerk to get information
16. Discuss TextMyGov
    a. Mass notification system
    b. Try to utilize TownWeb and campaign to collect emails
17. Discuss financial management software including payroll/ap management
18. Consider and possible action 2026 Ditch Mowing proposals
    a. Reviewed proposals from Ripon Trucking and Schuessler
    b. Motion by Marty Johnson to contract with Ripon Truck Repair for 2026/2027 Ditch Mowing seasons. 2nd by John Meyerhofer. Motion carried on a roll call vote. Marty Johnson Aye, Randal Spear Aye, John Meyerhofer Aye
19. Discuss Trees in Road Right of Way
    a. Put in Budget moving forward
20. Meeting date for Roads Bid Opening Wednesday, May 27 at 7:00 pm
21. Discuss Parks Fund
    a. Consider set aside for parks to address quarry or potentially Town Hall property
22. Reports
    a. Roads
    b. Chairman/Supervisors
    c. Treasurer

d. Clerk/Deputy Clerk

23. Planning & Zoning
24. Building Permits – Garage addition, Remodel, deck repairs, electrical
25. Public Comment
26. Agenda Items for next meeting -
27. Upcoming Meetings
28. Town Calendar (All meetings at Town Hall unless otherwise noted)
    a. Wednesday, May 27, 2026 Special Meeting to Open Road Bids 7:00 pm (if approved)
    b. Tuesday, June 2, 2026 Board of Review 6:30p-8:30p
    c. Wednesday, June 10, 2026 Planning & Zoning Meeting 7:00 pm (if needed)
    d. Wednesday, June 17, 2026 Town Board Meeting 7:00 pm
29. Motion by Marty Johnson to Approve Accounts Payable, 2nd by Randal Spear. Motion carried on a 3-0 voice vote.
30. Motion to Adjourn at 9:25 pm by Marty Johnson, 2nd by Randal Spear. 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 emailing clerk@townofpoygan.gov

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 5/18/26