

**Town of Winchester**  
8522 Park Way, Larsen, WI 54947  
**Town Board**  
**Minutes**  
January 15, 2018  
7:00 p.m.

A. CALL TO ORDER

1. Pledge of Allegiance
2. Roll call

Present were Chairman Kriescher, Supervisor Mathison, Supervisor Joas, Treasurer Schwartzbauer, and Clerk Stevens.  
Also present were 4 community members.

B. APPROVAL OF MINUTES

January 2, 2018 Town Board Meeting Minutes were presented by the clerk.

Supervisor Joas noted 3 grammatical errors.

**MOTION:**

Supervisor Joas made a motion to approve the minutes as corrected  
Second by Supervisor Mathison  
Motion carried by 3-0 vote

C. PUBLIC COMMENT—NONE

D. OLD BUSINESS

1. Roads

Chair Kriescher stated he would be calling Hank Mitchell, Winnebago County, this week regarding the signs.

E. NEW BUSINESS

1. Winnebago County Board Report— (First Town Board Meeting of each month)  
Larry Kriescher, District Representative
2. Fire Protection—(First Town Board Meeting of each month)
3. Facility Maintenance—Overhead Door Repair and Maintenance Estimates  
Scott Mathison was not in attendance—No Report
4. Plan Commission Report and Recommendations to the Town Board—(Second Town Board Meeting of each month)

Supervisor Joas informed the Board the Plan Commission is recommending disapproval of the Amendments to Winnebago County Chapter 23, Article 15 Text for the following reasons:

1. Chapter 23, Article 15 text amendments are vague. For example:
  - A. For S.10 (2), "land-disturbing activities" is not explained, e.g. what can and cannot be done.
  - B. In the S.14 (2)(c)(4)(a) amendment, explain the difference between "high quality wetlands" and low quality wetlands.
2. Several important terms are not defined in the amendments. For example:
  - A. "a large portion" in S.07 (19)
  - B. "Atlas 14," "MSE3," and "MSE4" in S.07 (35)
  - C. For S.11 NOTE: "good engineering practices."
3. For S.11 NOTE – no specific Wisconsin DNR publication is referenced. A specific publication should be cited.

Chair Kriescher stated he will be dealing with the amendments at the County level later in the month.

**MOTION:**

Supervisor Mathison made a motion to disapprove the proposed text amendments to Winnebago County Chapter 23, Article 15 due to the Town findings as presented.  
Second by Supervisor Joas  
Motion carried by a 2-0 vote. Chair Kriescher abstained.

## 5. Town Snow Plowing Policy

Supervisor Joas stated he would like to have a policy in place, but he was unsure of how to word it.

Supervisor Mathison noted that it is too hard to define a set amount of snow as a requirement before plowing. He noted that streets are different—East Ann Street requires salt because of the hill much sooner than other flat streets. Supervisor Mathison stated the plow drivers know what they are doing and in his opinion, the Town should let them do what they think is best.

Chair Kriescher stated the Board should just “play it by ear” and keep an eye on the plowing.

Supervisor Joas stated he agrees to keep things as they are because it is hard to change things mid-season. He noted that it might be nice to have a policy in place in the future.

**NO ACTION WAS TAKEN**

## 6. 2017 Financial Report

Clerk Stevens presented her 2017 accounting summary including revenues and expenses. She noted that there are still outstanding bills for 2017 and that a final report will not be available until all billing is turned in and processed.

Supervisor Joas noted the format and presentation was very well presented and informative. He asked for clarification of the per diem classifications. Clerk Stevens explained the auditor and she have been working to better identify the payroll items and mid-year, the per diems were reclassified, placing the expense in different categories.

Chair Kriescher stated he had just picked up his packet earlier in the day and had not reviewed the information yet, and therefore, he did not have any comments or questions.

Treasurer Schwartzbauer asked why the tax collections from December were not shown in the report. Clerk Stevens explained that the December collections are not revenue for 2017, but rather revenue for 2018. Therefore, the collections do not appear in the 2017 report. Clerk Stevens pointed out the revenue shown for the December 2016 collections in her 2017 revenues report. Treasurer Schwartzbauer stated she did not realize the collections were advance tax collections for the next fiscal year and that she would adjust her books accordingly.

**NO ACTION WAS TAKEN**

## F. CORRESPONDENCE

- o 2017 Building Permit Report

## G. APPROVAL OF DISBURSEMENTS

Clerk Stevens presented the accounts payable report.

**MOTION:**

Supervisor Mathison made a motion to approve the disbursements with as presented

Second by Supervisor Joas

Motion carried by unanimous voice vote

Chair Kriescher requested the \$50 fee for him to attend the Wisconsin Towns Association (WTA) District Meeting and Board of Review Training be added to the payables.

**MOTION:**

Supervisor Joas made a motion to modify the accounts payable to include payment for the Chairman to attend the WTA District Meeting and Board of Review Training on February 9, 2018.

Second by Supervisor Mathison

Motion carried by unanimous voice vote

## H. NEXT MEETING

The next regular Town Board meeting will be Monday, February 5, 2018 at 7:00 p.m.

Agenda items are to include Fire Department business, updated 2017 Financial Report, Overhead Door Repair/Maintenance Estimates, and any other business which may arise.

## I. ADJOURNMENT

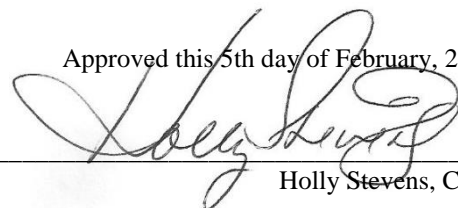
**MOTION:**

Supervisor Mathison made a motion to adjourn at 7:28 p.m.

Second by Supervisor Joas

Motion carried by unanimous voice vote

Approved this 5th day of February, 2018



Holly Stevens, Clerk