

AMENDED

Town Board Meeting Notice/Agenda
Vinland Town Hall 6085 County Road T Oshkosh, WI 54904
Monday, April 8, 2024 @ 7:00 pm

Pledge of Allegiance

Review/Comment:

Fire Department minutes
First Responder minutes

Approval of Town Board Minutes:

Review/Comment:

Board Meeting of 3/11

County Supervisor's Report

Public input: A period of five (5) minutes per person during which the Board will receive comments from the public on any matter. The Board may discuss matters raised; however, will not take official action.

Building and Zoning: March Building & Zoning permits

Financial Report

Discussion/Take Action Items:

1. Invoices and payroll
2. 2024 road projects
3. 2024 road mowing
4. Resolution 001-2024; Updated Fee Schedule
5. Resolution 002-2024; Winnebago Co Zoning Coordination & Collaboration
6. WisDOT Culvert inventory and assessment program
7. Winnebago Co Spirit Funds Resolution 281-112023 / Appropriation for Purchasing Radios & Radio Equipment

Sharing of Correspondence

Future Meeting (all held at the Vinland Town Hall unless otherwise noted):

- Annual Meeting: Wednesday, April 17, 7:00 pm
- Planning Commission Meeting: Monday, May 1 @ 6:30pm
- Town Board Meeting: Monday, May 8, 7:00 pm
- Board of Appeals: Mondays, April 29 and May 29, 6:30 pm (if needed)

Adjourn

Karen Brazee, Clerk/Treasurer

Town of Vinland First Responders Meeting

Date: 3-12-24

First Responder	In Attendance	First Responder	In Attendance	First Responder	In Attendance
Cody Allen	yes	Luke Harness		Ashley Pavlock	
David Allen		Mark Harness	yes	Alana Phillips	yes
Rush Allen	yes	Zach Harness	yes	Danny Phillips	
Chris Anderson	yes	Chris Hillen		Jason Schmoker	yes
Joe Cowling	yes	Tyler Hillen		Jay Schmoker	yes
Todd Devens	yes	Stephine Lenz	yes	Luke Schmoker	
Jim FahrenKrug	yes	Abby McNamee	yes	Luke Vanden Hueval	

Meeting Called to order at: 6:00pm

Minutes read from: Abby McNamee

Old Business:

Training will will be post poned due to Liason's availability. Jason will be reaching out to reschedule and plan for future training.

First responder banquet was scheduled for February 24th at 7 pm at Off the Wolf (the old Biggars) due to the Roxy being unable to accommodate a large group.

On March 12 the quarterly meeting with Dr. Westfall to review calls will be held at the Clayton Fire Station

New Business:

- New first responder bags were delivered and distributed to the new first responders with supplies
- IGels and glucometers will be ordered through Gold Cross

Night Training:

- Care for geriatric patients
- Medical terminology
- OB and Newborns
- Aspirin Administration
- Spo2 reading

Reviewed calls:

2/18- 5 first responders

2/21- 5 second responders

2/22- 3 first responders

2/22- 9 first responders

2/25- 3 first responders

2/25- 2 first responders

2/29- 7 first responders

Treasurers Report: Balance in checking is: \$5,227.36

Meeting was adjourned at: 6:19 pm

Neenah WIFC Projects

Paid	24-10-B	3/11/2024	2536 Indian Point Rd. Oshkosh, WI 54901	026-0524	\$16,367.50	\$3,223,500.00	Atlas Capital RE LLC	New 13,000 SF School Building- Action Academy
Paid	24-24-	3/6/2024	2536 Indian Point Rd. Oshkosh, WI 54901	026-0524	\$1,900.00	\$380,000.00	Atlas Capital RE LLC	HVAC for New 13,000 SF School- Action Academy
Paid	24-09-E	3/11/2024	2014 Shawnee Ln. Oshkosh, WI 54901	026-063809	\$250.00	20,295.20	William Sturm/Lorraine Hoesch	Roof Mount Solar PV System
Paid	24-11-B	3/11/2024	3003 Breezewood Ln Oshkosh, WI 54904	026-0028	\$6,139.15	\$588,915.00	JJ Keller	Phase 2 of Interior Alterations
Paid	24-11-H	3/11/2024	3003 Breezewood Ln Oshkosh, WI 54904	026-0028	\$593.85	\$34,385.00	JJ Keller	HVAC for Phase 2 of Interior Alterations
Paid	24-13-B	3/20/2024	6520 County Rd T Oshkosh, WI 54904	026-023002	\$750.00	\$30,000.00	Joshua Engel	30x30 Accessory Structure
Paid	24-12-P	3/12/2024	3930 County Rd G Oshkosh, WI 54904	026-020001	\$500.00	-	Jesse Range	Bathroom Remodel

March Zoning Permits		Sent to Mike	Check Recd	Permit Type	Addr / parcel#	ZA Permit Issued/Status	Zoning Change submitted to County?	Bldg Application sent to Elisabeth?
Applicant/Contact Name								
Engel, Joshua		26-Feb	100	shed	6520 Cty Rd T/ 026-023002	3/13/2024	n/a	yes
Sager, Katrina/Taft, Zach		5-Mar	100	pond	6033 Cty Rd T/ 026-044806	3/7/2024	n/a	n/a
Bartlett, Donald		21-Mar	150	CSM	6264 Cty Rd T/ 026-0330			

Financial Report

2024

Period Ending: **March**

	FOX COMM CU RESERVE Accts	Nicolet CHECKING	Nicolet MONEY MARKET	Nicolet CD#1 (Reserves)	Nicolet CD#2 (Reserves)
BEGINNING BALANCE	\$ 94,366.52	\$ 587,900.76	\$ 6,897.33	\$ -	\$ -
Receipts/Interest	\$ 580.00	\$ 11,218.35	\$ -		
Credit Transfers/Voids		\$ 6,897.33		\$ 50,000.00	\$ 50,000.00
Expenses (incl NSF's)		\$ (69,595.84)			
Debit Transfers			\$ (6,897.33)		
BALANCE FORWARD	\$ 94,946.52	\$ 536,420.60	\$	\$ 50,000.00	\$ 50,000.00

Total of All Accounts \$ 731,367.12

Total of Outstanding Checks \$ 2,714.60

Total Receipts rec'd @ Nicolet \$ 11,218.35

Statement completed by Karen Shree Date: 4-22-24

Reconciled with Maggie Atar Date: 4-4-24

As of March 31, 2024

Outstanding checks

Nicolet National Bank:

Check#	Month Check was issued	Amount
	November	
24753	Townhall software	\$ 1,309.00
	January	
24802	J. Kuehnl	\$ 221.64
	February	
24869	M. Schettl	\$ 181.00
	March	
24913	J. Wallschlaeger	\$ 120.00
21914	J. Janzen	\$ 120.00
24917	K-Land LLC	\$ 500.00
24918	K. Schneider	\$ 84.00
24922	L. Janzen	\$ 120.00
24940	S. Frakes	\$ 58.96
Total Outstanding \$=		\$ 2,714.60

Municipality: Town of Vinland
Fiscal Year: 2024

Report Date: 4/05/2024
Report Time: 4:33 PM

Sorted By: Payee Name
Selection: All Open Invoices

Invoices List

Invoice Date Range: Past 180 Days

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Invoice	Date	Vendor	Vendor Name	Description	Check	Status	Amount
0935249	4/09/2024	83	Bear Graphics, Inc	Election Stickers		Open	61.01
2024-04-09	4/09/2024	216	CHRISTINE WOLLERMAN	4.2.24 chief inspector		Open	60.00
2024-04-09	4/09/2024	129	Crook, Kathy	April Custodian		Open	230.00
2024-04-09	4/09/2024	201	DIANE FLETCHER	4.2.24 Poll worker		Open	84.00
2024-04-09	4/09/2024	52	Eckstein, Clint	March Cemetery Maintenance		Open	925.00
2024-04-09	4/09/2024	30	Eckstein, Ted	March sexton		Open	200.00
668464	4/09/2024	13	Harter's Fox Valley Disposal	March curbside		Open	11,739.48
2024-04-09	4/09/2024	207	JEANNE LUEBKE	4.2.24 chief inspector		Open	105.00
2024-04-09	4/09/2024	215	JOHN WALLSCHLAEGER	4.2.24 poll worker		Open	72.00
2024-04-09	4/09/2024	204	JUDY JANZEN	4.2.24 Poll Worker		Open	84.00
159295	4/09/2024	15	K and C Pest Control	March Service		Open	25.00
2024-04-09	4/09/2024	38	K-Land LLC	March FT storage		Open	500.00
2024-04-09	4/09/2024	213	KALA SCHNEIDER	4.2.24 Poll Worker		Open	96.00
2024-04-09	4/09/2024	217	KATHLEEN ZWICKY	4.2.24 Poll Worker		Open	84.00
362369	4/09/2024	32	Kerber Rose S.C.	Final for 2023 audit		Open	900.00
2024-04-09	4/09/2024	200	KIM BURBEY	4/2/24 Poll worker		Open	69.00
2024-04-09	4/09/2024	205	LOUIS JANZEN	4.2.24 Poll Worker		Open	84.00
2024-04-09	4/09/2024	206	MARY KUEHNL	4.2.24 Poll Worker		Open	96.00
934235	4/09/2024	25	McMahon Associates, Inc	Phase 6 MS4 Mapping		Open	697.50
1059	4/09/2024	147	RG Inspections	March commerical permit - 90%		Open	3,301.65
2024-04-09	4/09/2024	218	ROBIN TONAGEL-ANDERSEN	4.2.24 Chief Inspector		Open	105.00
2024-04-09	4/09/2024	102	Rogers Publishing, Inc	publications		Open	425.57
2024-04-09	4/09/2024	42	Schrage, Sara	March services		Open	60.00
V2403	4/09/2024	146	SPS Inspection Service LLC	March BI Services		Open	13,797.76
4401702	4/09/2024	128	US Internet	Internet-April May		Open	125.00
4972555269	4/09/2024	47	Wisconsin Public Service	Townhall utilities		Open	837.65
040381351102	4/09/2024	132	Wisconsin Public Service*	street lighting		Open	348.92

Invoices: 27

Total: 35,113.54

Resolution

Town of Vinland, Winnebago County, State of Wisconsin

No. 001-2024

A resolution to update the Fee Schedule for the Town of Vinland.

WHEREAS, the cost of Harter's curbside containers has increased to \$110 for each of the recycle and garbage containers; and

WHEREAS, that increase will cause an increased fee to the "New Residential Building Refuse/Sign" fee to become \$270; and

WHEREAS, the Town of Vinland Board has approved the permit/application for Short Term Rentals and Chapter 335 "Short Term Rentals" of the Town of Vinland Ordinances;

NOW THEREFORE BE IT RESOLVED that the Town Board approves the updated fee schedule as noted.

Adopted this 8th day of April, 2024

Fee for Curbside containers went into effective January 1, 2024

Fee for Short Term Rentals went into effect January 8, 2024



Don O'Connell, Chairman

Attest:



Karen Brazee, Clerk/Treasurer

Fee Schedule

	Ordinance / Subject	Fee Amount
FEES, PERMITS & APPLICATIONS:		
Address/ 911 Sign	\$50.00	
Board of Appeals Hearing	\$300.00	
Building Permit / Code Fees	Separate Schedule	
CSM- Certified Survey Map Review	\$150.00	
Culvert (zoning) permit	\$100.00	
Communications Tower Permit	\$300.00	
CUP- Conditional Use Permit	\$300 + addtnl incurred fees (legal & engineer)	
Consultation-First Meeting-Subdivisions	\$300.00	
Deck (zoning) + Mechanical/Electrical (if applicable)	\$100.00	
Emergency Services Fee	Per Sec. 217-6	\$500.00 Non-residents
Explosive Materials/Blasting		\$50.00 annually + notification of neighbors and Town Board
Fence (zoning) Permit		\$100.00
Final Plat - per meeting		\$300.00 + \$10 per lot
Firework's Permit - resident		\$ 10.00
Landfill Conditional Use Permit	Per Sec. 410-47	
Large Assemblies-500 to 2,500 persons		\$150.00 per event
Large Assemblies-Over 2,500 persons		\$250.00 per event
Late Permit Fees -	Double the fee	
New Residential Building Refuse/Sign Fee		\$270.00
Non-sufficient Funds		\$30.00
Open Records Request		\$25/hour plus applicable copying* and shipping fees
Pool/Hot tub (zoning) + (Mechanical- electrical permit)		\$100.00
Pond Permit		\$100.00
Preliminary Plat Review-Subdivisions - per meeting		\$300.00 + \$10 per lot
Razing Permit		\$250.00 effective 1/1/2024
Recycling Container Replacement		\$110.00 effective 1/1/2024
Refuse/garbage Container Replacement		\$110.00 effective 1/1/2024
Retail Fireworks Permit		\$300.00 Plus \$1,000,000 Certificate of Insurance
ROW- Work in Right of Way Permit (aka Culvert permit)		\$100.00
Salvage Yard Permit Application		\$5,000.00 application
Salvage Yard Permit Renewal		\$100.00 yearly renewal
Short Term Rental Permit		New= \$100 /Renewal= \$50
Sign Permit (commercial)		\$100.00 per sign
Site Plan Review (commercial)		\$100 plus engineer review fee/actual cost
Solar or Wind Farm Application (commercial use)		\$5,000.00 application
Special Meeting Request		\$300.00
Street Excavation Permit (financial assurance)		\$50.00
Street Use Permit		\$100.00 per event
Tax Parcel Exemption Report		\$20 filed w/ DOR on even numbered year
Temporary Explosive Permit		\$30.00 per day
Title Search / Statement of Real Property Status		\$20.00
Town Hall Rental - \$100 per day + \$50 deposit - Town Residents Only		Deposit check voids if not cashed w/in 60 days
Wireless Communications	Per Sec. 410-83 thru 410-88	
Zoning Change Application		\$300.00
Zoning Permit (any structure)		\$100.00
*COPIES:		
Copy of Comprehensive Land Use Book		\$50.00 plus copy fee
Copy of voter's list - Disk or labels		\$25.00
Copying of Public Records		\$.25 per page + postage
Copy (audio) of meeting		\$50 per recorded mtg
DOG LICENSING:		
Neutered/Spayed Dog License		\$5.00
Unneutered/Unspayed Dog License		\$10.00
Multiple Dog License (12 or fewer dogs)		\$40.00
Each additional dog in excess of 12		\$10.00
RETAILER'S LICENSES and OPERATOR'S LICENSES:		
Class A Beer (fermented malt beverage) Retailer's License		\$150.00
Class A Intoxicating Liquor Retailer's License		\$250.00
Class B Beer (fermented malt beverage) Retailer's license		\$150.00
Class B Intoxicating Liquor Retailer's License		\$350.00
Temporary Class "B" Wine License		\$100.00
Temporary Class B Beer (fermented malt beverage) license		\$100.00
Liquor Licensing Publication fee		\$40.00
Operator License-New		\$40.00
Operator's License- Renewal		\$25.00
Cigarette/Tobacco License Seller's Permit		\$100.00
Adult Entertainment License		5,000.00 Annually
Adult-Oriented Establishments		5,000.00 Annually and renewal
Annual Transient Merchant License		\$500.00
Daily Transient Merchant License		\$100.00 Annually
Transient Merchant Registration		\$50.00 per day (plus CIB investigation fee)

Resolution

Town of Vinland 002-2024

A Resolution Requesting Coordination and Collaboration by and between the Winnebago County Zoning Department and the Town of Vinland.

Whereas, Winnebago County, Wisconsin is 579 square miles and is comprised of 22 local units of government including 15 unincorporated Towns;

Whereas, WI Stats. NR115 requires Counties to regulate shorelands in unincorporated areas;

Whereas, Winnebago County adopted Chapter 27 Shoreland Zoning Code to regulate shorelands in unincorporated areas within Winnebago County;

Whereas, Winnebago County Chapter 27 Shoreland Zoning Code incorporates by reference Winnebago County Chapter 23 Town/County General Zoning Code;

Whereas, the incorporation of Chapter 23 Town/County Zoning Code includes the said chapter in its entirety;

Whereas, Winnebago County Chapter 23 Town/County Zoning Code Section 23.1-3 states, “*The provisions of this chapter shall only apply in those towns in Winnebago County where such town board has passed a resolution adopting this chapter...*”;

Whereas, the Town of Vinland has not adopted Winnebago County Chapter 23 Town/County Zoning Code;

Whereas, the Town of Vinland has adopted its own local general zoning authority pursuant to WI Stats. Section 62.23(7);

Whereas, local land use and development is unique to individual communities both in and out of shoreland areas, and as such, local knowledge provides the best insight for zoning decisions;

Whereas, the Town of Vinland has more local knowledge of their community than the larger, overlying county government unit.

Whereas, the Town of Vinland wishes to exercise its sovereign general zoning authority in and out of shoreland areas located within its municipal boundaries;

Whereas, the local community will benefit from and the Town of Vinland desires a coordinated and collaborative working relationship with the Winnebago County Zoning Department relating to the Town’s General Zoning authority and the County’s Shoreland Zoning authority;

Now therefore, be it resolved, the Town of Vinland requests that Winnebago County recognize that Winnebago County Chapter 27 Shoreland Zoning Code incorporates by reference Winnebago County Chapter 23 Town/County Zoning Code in its entirety including Chapter 23, Section 23-1.3;

Be it further resolved, the Town of Vinland requests that Winnebago County recognize that the Town of Vinland has not adopted by resolution as required and prescribed by Winnebago County Chapter 23, Section 23-1.3, and as such Winnebago County does not hold any general zoning authority in the Town of Vinland.

Be it further resolved, the Town of Vinland requests that Winnebago County recognize the benefits of the local knowledge of the Town of Vinland community provided by the local Town officials, and as such, actively seek, establish, and implement Zoning regulation procedures which incorporate coordination and collaboration by and between the Town of Vinland as it exercises its general zoning authority and the Winnebago County Zoning Department as it exercises its shoreland zoning authority;

Be it further resolved, the Town of Vinland also requests that the Towns and County work together to develop a uniform process for the coordination and collaborative association by and between Winnebago County Zoning Department and all 15 unincorporated Towns of Winnebago County for the Zoning Regulation both in and out of shoreland areas.

Adopted this 8th day of April, 2024

by a vote of 3 Ayes; 0 Nays; 0 Abstain; 0 Absent

Don O'Connell, Chairman

Todd Devens, Supervisor1

Stacy Frakes, Supervisor2

Attest:

Karen Brazee, Clerk/Treasurer

WisDOT Small Bridge/Culvert Program

Local Government Inventory Collection Indication Form

As provided in the 2023-25 Wisconsin State Budget, the State of Wisconsin will begin a program in 2024 to inventory and assess small local bridges and culverts that have a span between 6 and 20 feet. The first phase of the program is the **inventory phase**, where each local government is responsible for locating and identifying qualifying structures. There are three options discussed below that local governments can choose from to accomplish the inventory phase. The second phase of the program will involve inspecting the identified structures to assess condition. The condition information can then be used to help determine reconstruction and repair needs. Towns, cities without certified bridge inspectors, and villages will not be responsible for the second phase. Further information on assessment and inspection is forthcoming.

The inventory phase requires each local government to collect 14 data points. Data collection for the inventory phase can be performed by individuals who have no prior experience with structures, and they do not need to be a certified bridge inspector. Each local government will be reimbursed \$100 per structure inventoried between 6 and 20 feet in span. Keys to the inventory phase include:

- The Wisconsin Department of Transportation (WisDOT) will provide a "checklist" to guide those who collect the data.
- The bridge/culvert inventory should be commenced as soon as possible in 2024 as this phase of the program must be completed no later than December 31, 2024.
- **Local governments can accomplish the small bridge/culvert inventory phase using one of three methods:**
 1. Using workers from their own staff.
 2. Contracting with their respective county.
 3. Contracting with a private vendor.

**LOCAL GOVERNMENTS MUST DECIDE WHICH METHOD AND COMMUNICATE THEIR CHOSEN
OPTION TO YOUR COUNTY HIGHWAY COMMISSIONER AND EITHER THE LEAGUE OF
WISCONSIN MUNICIPALITIES (FOR CITIES AND VILLAGES) OR THE WISCONSIN TOWNS
ASSOCIATION (FOR TOWNS) ON OR BEFORE **APRIL 15, 2024** USING THE FORM BELOW.**

Circle one: (City/Village/Town) of Vinland, Winnebago County

For the Small Bridge/Culvert 6-20ft Program - Inventory Phase, our local government will utilize (check selection below), for the data collection:

We will utilize our own staff to collect and input data on the 6-20ft bridges and culverts in our jurisdiction.

We will have our county highway department collect and input data on the 6-20ft bridges and culverts in our jurisdiction.

We will hire a private vendor to collect and input data on the 6-20ft bridges and culverts in our jurisdiction.



Please sign above – Authorized Local Government Official

2
3 **RESOLUTION:** Approving up to \$2,100,000 of the Spirit Fund to be Appropriated for
4 Purchasing Radios and Radio Equipment by the Winnebago County Fire
5 Chiefs Association, to be Distributed Equitably Among Association
6 Member Fire Departments
7
8

9 **TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS:**

10 **WHEREAS**, the Winnebago County Fire Chiefs Association is the professional organization representing
11 each fire department in the county; and

12 **WHEREAS**, radio equipment is an essential and life-saving component of firefighting equipment, for both the
13 First Responders and the community members they serve; and

14 **WHEREAS**, professional and volunteer fire departments often use radios and radio components long past their
15 recommended useful life due to the expense of replacing these systems; and

16 **WHEREAS**, the Winnebago County Fire Chiefs Association compiled a list of the needs for Fire Department
17 replacement radios and radio components, receiving quotes ranging from \$2,031,578.20 to \$3,200,000 from local
18 vendors representing different electronics brands.

19 **NOW, THEREFORE, BE IT RESOLVED** by the Winnebago County Board of Supervisors that it hereby
20 appropriates up to \$2,100,000 of Spirit Fund dollars to the Winnebago County Fire Chiefs Association to be used to
21 purchase radios and radio components.

22 **BE IT FURTHER RESOLVED** by the Winnebago County Board of Supervisors that upon completion,
23 Winnebago County Fire Chiefs Association will submit supporting documentation to the Winnebago County Finance
24 Director outlining the expenditures. The documentation will be submitted within ~~6 months of the completion of the~~
25 ~~project but not to exceed 5 years from date of disbursement~~**1 year of the date of disbursement**.

26
27 *Fiscal Note: \$2,100,000 in expense will be appropriated from the Spirit Fund, which will reduce its balance by that*
28 *same amount.*

29 Respectfully submitted by:

30 **ARPA STRATEGY AND OUTCOMES COMMISSION**

31 Commission Vote: **7-1, 1 absent**

33 Vote Required for Passage: **Two-Thirds of Membership**

34 Approved by the Winnebago County Executive this _____ day of _____, 2023.

36
37
38

Jonathan D. Doemel
Winnebago County Executive