

TOWN OF UTICA

Town Board Meeting ~ Minutes

Monday, July 14, 2025

5:30pm – Review Invoices

6:00pm – Town Board Meeting

Notice is hereby given that a Town Board meeting in the Town of Utica, Winnebago County, and State of Wisconsin for the transaction of business as is by law required or permitted to be transacted at such a meeting will be held at the Utica Town Hall, 1730 County Road FF in said Town. Discussion and Action may occur on the following items, except for Public Forum.

The Town Board meets regularly the SECOND MONDAY OF EACH MONTH AT 5:30PM (unless otherwise noted). All meetings are open to the public, this is a public meeting. Any person wishing to attend who, because of a disability, requires special accommodation, should contact Chairman Len Schmick at 920-850-0758 at least twenty-four (24) hours before the scheduled meeting time so appropriate arrangements can be made. As such, all members, or a majority of the members, of the Town Board may be in attendance. While a majority of the Town Board members or the majority of any given Town Board Committee may be present, only the above committee will take official action based on the above agenda. Posted at: townofuticawi.gov, Town Hall, and Pickett Country Market.

1. Call the Meeting to Order

Chairman Schmick called the meeting to order at 5:30pm

DRAFT

PRESENT: Chairman Leonard Schmick, Supervisor 1 Ben Sawall, Treasurer Trisha Hunter, and Clerk Jenny Sonnleitner; 8 present

ABSENT: Supervisor 2 Grant Stettler

"These meeting minutes are only a draft of the minutes of the meeting. They have not been approved yet. They are subject to change and you may not rely on their accuracy. For more information, please contact the clerk or a town board member."

2. Pledge of Allegiance

3. CONSENT AGENDA:

A) Approve June 9, 2025 Town Board Mtg Minutes

B) Affidavit of Posting/Publication

C) Approve Payment of Bills

D) Treasurer's June 2025 Report; BMO Harris Bank

Chairman Schmick motions we accept the Consent Agenda consisting of approving June 9, 2025 Town Board Meeting Minutes, Affidavit of Posting/Publication, Approving payment of bills, and Treasurer's June 2025 Report; seconded by Supervisor Sawall. Carried 2-0

4. Public Forum: *Opportunity to comment about an Agenda item or new business; say your name & address* *(no action taken by the Board)*

Joan Newell asked if retired volunteer firemen still have the privilege of using the Town Hall? Chairman Schmick feels they should be like an active member; 1 free rental per year. Joan also asked what the contract detail is for the cleaning people (Pioneer Cleaning), what do they do? Feels they are not fulfilling their contract. There are times the toilets are not clean and other things are not being cleaned, if it's part of the detail. She comes in prior to rentals to make sure the Hall is in order. Clerk Sonnleitner retrieved their 2009 contract and they were sent a reminder in 2014 of their contract services as a reminder what should be done. Supervisor Sawall asked that photos be taken so we can address the issue.

Walt Whiting asked what is all the surveying going on in the Town? Chairman Schmick is unsure. Supervisor Sawall said the next time he sees them, he will ask. Walt also asked about ditch mowing; Fisk, Knott, James to 44 and other roads. Chairman Schmick said many roads have not been mowed. The State insists the State Roads be mowed first and the County hasn't gotten to the town roads yet, there are 4 machines down too. Chairman Schmick said he would be interested in having the roadsides sprayed to stunt the growth. Supervisor Sawall talked with Mike Nemitz and the tractors need to be fixed first and then they will get to the Town roads. Walt also asked about Agenda #11 regarding Insurance on 1997 new-to-us truck. Chairman Schmick said it's the truck Ripon Truck gave us to use until we get our new one.

Kevin Fritz mentioned the County still has ARPA funds, possibly get some of those funds to pay for the fire truck or are there other grants that could be applied for to help pay for the fire truck? Chairman Schmick isn't sure about any other funds or grants received.

Patsy Beck believes the fire dept has tried everything to get funds. Interested in the Ambulance Service, as a First Responder in this township, we are in a crisis now. Chairman Schmick explained the IGA and progress made already. The Town is required to provide ambulance service. The ambulance district is working on a feasibility study and received an Innovation Grant. There is a deadline this month as to what towns will be a member of this Intergovernmental Agreement. We received 3 bids.

Eric Whiting asked what Legacy Lens Photo Booth is? Chairman Schmick stated the resident in Imperial Hills would take pictures by appointment and wanted to know if that was okay and told him he didn't think it would be a problem. Eric asked about Class B on James Road between 91 and 44. What will that change with the truck traffic? Patsy Beck has traveled James Road almost daily and the truck traffic is terrible. Chairman Schmick stated he called the State and they don't have it posted for the trucks to go that way. The trucks can travel James Road with an empty load, but shouldn't with a full load, if using the road as a short-cut. No difference for a resident that has property on that road.

Patsy Beck mentioned the Stop sign in Imperial Hill. Supervisor Sawall said the sign is up, should stop from both directions before getting onto 44. Chairman Schmick said it took awhile to call Diggers Hotline and order the sign.

Eric Whiting asked about the Class "B". Clerk Sonnleitner said the convenience store has a Class A license meaning alcohol can be purchased, but consumed off the premises. "Class B" is what Jasper's and Wehrmann's has, consuming beverages onsite. Class "B" would be just the beer, it's not a reserve license. The reserve license we had was sold to the

Town of Nepeuskun. Eric is asking if the convenience store is wanting more than "B" as he believes the Town of Algoma has extras that they could be asked to buy one of theirs. Eric asked what the dog bite incident is about? Chairman Schmick stated we received a letter from a resident's attorney regarding a dog bite.

William Santiago stated with the limited amount of space for traffic and space is shared with another business, and his home, he is concerned about this property having a liquor license. Will this increase traffic? Doesn't see how this will benefit the community to sit and consume beverages. What about the safety of others from those consuming when they leave this building? Chairman Schmick said the property currently is not legal, there are requirements that aren't being met. Public Forum closed

5. **BUDGET: Any 2025 Amendments**

Chairman Schmick motions we approve this budget amendment 2025-07, a resolution changing the 2025 Budget the Town of Utica, Wisconsin be it resolved that the Town Board of the Town of Utica follows that the sum of \$190 from Health and Human Services account be transferred to Legal; seconded by Supervisor Sawall. Carried 2-0

6. **License request from Pickett Country Market for a Class "B" Beer at 6644 State Road 44 in the lounge room for Sukhdeep Garcha and Rajwinder Singh.**

Clerk Sonleitner talked with a representative with the Alcohol Beverage department with Dept of Revenue and Pickett Country Market needs to dedicate an employee to that space, and a separate entrance is needed, a door needs to be constructed. There should be two separate entities. There are overlap issues, it would need to be like a restaurant. At this time, Pickett Country Market is not in compliance. Raj stated he needs to put a door there but is checking on the availability of receiving the license, don't need it now. Raj stated this would be for the people eating their fish fries there, they can sit there to eat and have a drink. Clerk Sonleitner said the application was completed by Raj but parts are incomplete. If he was given the license now, the DOR representative would ask Raj to surrender the license. If that didn't happen, then the Town Board would be told to revoke the license, which is more involved. The recommendation was to get the space in compliance first. Clerk Sonleitner stated when the space is ready and we receive notice from the DOR that he is in compliance, return the completed application. There would be the publication fee with notice requirements and the fee for the license.

7. **Legacy Lens Photo Booth: 1741 Cottontail Dr.**

Chairman Schmick motions that we allow Legacy Lens to use their home for a business; seconded by Supervisor Sawall. Carried 2-0

8. **Dog bite incident**

Chairman Schmick will contact the Constable to see if there are any prior problems with that dog. Treasurer Hunter reached out to the attorney and Constable Kalies, the dog is not licensed.

9. **WINNEBAGO COUNTY: Chapter 27 Shoreland Zoning Code update**

Chairman Schmick attended the meeting. Chairman Schmick motions to let the County do what they have been doing, that we would approve it; seconded by Supervisor Sawall. Carried 2-0

10. **ROADS:**

A) **Maintenance**

Chairman Schmick said the County did the bare minimum this year to fill cracks and potholes. If anyone knows of any, let him know. Received calls from people in Imperial Hills regarding low branches. He talked with the property owner asking to trim those branches. We will see what happens. Legally we can cut branches 50 feet from the edge of the road.

B) **Road(s) to Consider as Class B: James Road (section between State Road 91 and State Road 44)**

Supervisor Sawall motions that we get James Road as a Class B road between 91 and 44; seconded by Chairman Schmick. Carried 2-0. Supervisor Schmick will contact the County.

11. **INSURANCE: Approve Value of new-to-us 1996 Pierce Lance Fire Truck for premium cost: \$750,000 at \$651/year or \$900,000 at \$710/year**

Supervisor Sawall motions that we do a value of the loaner truck to \$900,000; seconded by Chairman Schmick. Carried 2-0

12. **AMBULANCE SERVICE**

A) **Termination of Ambulance Service Agreement from the City of Oshkosh (Terming 11:59pm on 12/31/2025)**

B) **Intergovernmental Agreement meeting update from June 26, 2025**

Chairman Schmick talked about this during the public forum

C) **Intergovernmental Agreement meeting: July 24, 2025 at 6:00pm at Town of Omro Town Hall**

13. **FIRE/EMS DEPARTMENT:**

A) **FIRE CHIEF'S REPORT – no members present to discuss**

1) **New Applicant(s):**

NA

2) **Retirement(s):**

NA

3) **Truck Updates**

NA

- 4) AFG Grant Update
NA
- 5) Training
NA
- 6) SOP/SOG
NA

B) FIRE DEPARTMENT & TOWN ORDINANCE / BYLAWS

C) JUNE 2025: (3 Fire Calls / 5 EMS Calls)

D) Firemen's Picnic: Saturday, August 23, 2025 at the Fire Station: 1730 County Road FF in Fisk

14. ITEMS FOR INCLUSION IN NEWSLETTER:

A) TOWN BOARD MEETING: Monday, August 11, 2025 – 6:00pm at the Utica Town Hall

B) FIREMEN'S PICNIC: Saturday, August 23, 2025 at the Fire Station, 1730 County Road FF in Fisk

15. CORRESPONDENCE RECEIVED:

WI Towns Assoc Monthly Newsletter; Land Transfers; Building Permit: Sina 6190 Cty Rd M, Hoy 5114 St Rd 44; TC Energy; Alliant Energy; Riesterer & Schnell

14. ADJOURNMENT

6:34pm

Jenny Sonnleitner, Clerk

Leonard Schmick – Chairman		Trisha Hunter – Treasurer	
Ben Sawall – Supervisor #1		Jenny Sonnleitner - Clerk	
Grant Stettler – Supervisor #2	<i>Absent</i>		

Minutes to be Reviewed / Approved at the August 11, 2025 Town Board Meeting.