

TOWN OF UTICA

Town Board Meeting ~ Agenda

Monday, October 13, 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 6:00PM (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 Town Board will take official action based on the agenda. Posted at: townofuticawi.gov, Town Hall, and Pickett Country Market.

1. Call the Meeting to Order
2. Pledge of Allegiance
3. CONSENT AGENDA:
 - A) Approve September 8, 2025 Town Board Meeting Minutes & October 7, 2025 Special Town Board Meeting Minutes
 - B) Affidavit of Posting/Publication
 - C) Approve Payment of Bills
4. Treasurer's Report; BMO Harris Bank / Horicon Bank: September 2025
5. Public Forum: *Opportunity to comment on an Agenda item or new business; say your name & address. (No action taken by the Board)*
6. BUDGET:
 - A) Any 2025 Amendments
 - B) Set Budget Workshop date
7. PLAN COMMISSION: Recommend to hold a meeting for County Road FF CSM – Tyler Davies
8. TOWN HALL RENTAL: Discuss possibility of reimbursing rental money to a September 26, 2025 renter
9. TOWN HALL: Exterior Bulletin Boards *Purchased 2017* - Unable to clean doors and not transparent anymore, discuss options.
10. WI Towns Association County Meeting: Town of Utica hosting on Thursday, January 8, 2026 – discuss meal options
11. ROADS:
 - A) 2026 Maintenance Agreement
 - B) Maintenance Work
12. WINNEBAGO CTY EMERGENCY MGT: Training Course Update from 10/10/25 9a-12p at Coughlin Ctr. Upcoming: 11/10/25
13. WINNEBAGO COUNTY: Steering Committee for 10-year Comprehensive Future Land Use Plan Update; appoint a member
14. AMBULANCE SERVICE:
 - A) Intergovernmental Agreement meeting updates from September 24, 2025
 - B) Intergovernmental Agreement meeting: October 15, 2025 at 3:00pm at Town of Omro Town Hall
15. FIRE/EMS DEPARTMENTS:
 - A) Fire Chief's Report
 - 1) New Applicant(s)
 - 2) Retirement(s)
 - 3) Truck Updates
 - 4) Buildings and Grounds
 - 5) AFG Grant Update
 - 6) Training
 - 7) SOP/SOG
 - B) Fire Department & Town Ordinance / Bylaws
 - C) September 2025: (3 Fire Calls / 9 EMS Calls)
16. ITEMS FOR INCLUSION IN NEWSLETTER:
 - A) BOARD OF REVIEW: Wednesday, October 22, 2025 – 5:00pm - 7:00pm at the Utica Town Hall, 1730 County Road FF in Fisk
 - B) PUBLIC BUDGET HEARING & MEETING OF THE ELECTORS: Monday, November 10, 2025 – 6:00pm at the Utica Town Hall, 1730 County Road FF in Fisk
 - C) TOWN BOARD MEETING: Monday, November 10, 2025 – After the Public Budget Hearing & Meeting of the Electors at the Utica Town Hall, 1730 County Road FF in Fisk
17. CORRESPONDENCE RECEIVED:
 - A) WI Towns Assoc Monthly Newsletter; Land Transfers; Building Permit: Hinz 501 Cty Rd M; Bradley 6403 Bradley Ave
18. ADJOURNMENT

Jenny Sonnleitner, Town Clerk

Plan Commission Members (5, 1 alternate) (3-year term): Eric Whiting 3/2026, Tom Thiel 6/2027 (Chair), Darwin Briggs 6/2027, Ralph Kalies 7/2027, Terry Beck 11/2027, Ben Sawall 8/2028 / **Rush Lake Steering Committee (3) (3-year term):** Chuck Kuhrt 9/2026, Kevin Fritz 2/2027, Bruce Hunter 8/2027; **Rush Lake Watershed Board of Directors (3):** Bruce Hunter 1/2026, Chuck Kuhrt 1/2027, Kevin Fritz 1/2028 **Board of Appeals Members (5, 1 alternate) (3-year term):** Darwin Briggs 6/2026, Andrew Verwey 1/2027, Randy Oliver 06/2027, Brian Trebiatowski 6/2027, Emily Hunter 11/2027, Walt Whiting 12/2027, Vicki Williams 5/2028