

TOWN OF UTICA

Town Board Meeting ~ Agenda

Monday, November 10, 2025
After 6:00pm Public Budget Hearing

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 October 13, 2025 Town Board Meeting Minutes & October 22, 2025 Board of Review Meeting Minutes
 - B) Affidavit of Posting/Publication
 - C) Approve Payment of Bills
4. Treasurer's Report; BMO Harris Bank / Horicon Bank: October 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: Any 2025 Amendments
7. OPERATOR LICENSES: Pickett Country Market – Alpeshkumar Patel and Ritaben Patel
8. PLAN COMMISSION:
 - A) Approve Recommendation to approve a CSM dividing parcel number 024-0763-02 (Joann Strook 448 County Road FF Pickett, WI 54964) of 22.89 acres currently zoned A2. The lot with the home will be 5.009 acres remaining as a single-family residence, and the remaining 17.883 acres will remain as general agriculture; both to be zoned RR.
 - B) Building Ordinance adopting SPS 320-325 and SPS 327
 - C) County Shoreland Zoning Discontinuance – Town of Utica letter to Winnebago County requesting to extend deadline
 - D) Steering Committee for 10-year Comprehensive Future Land Use Plan Update
9. Burning Ordinance issues & concerns
10. TOWN HALL:
 - A) RENTAL: Reimbursing September 26, 2025 renter Receipts
 - B) Landline Phone: Brightspeed
 - C) Snowplow Bids for the Town Hall / Fire Station parking lot
11. Snowmobile Trails Crossing Town Roads and Town Property
12. WI Towns Association County Meeting: Town of Utica hosting on Thursday, January 8, 2026 – discuss meal options
13. Purchase 2026 Plat Book? \$40. If purchase by November 14, will be entered into a drawing for a free wall map
14. ROADS: Maintenance Work
15. AMBULANCE SERVICE:
 - A) Intergovernmental Agreement updates from October 15 & 30, 2025 meetings
 - B) Intergovernmental Agreement meeting: November 13, 2025 at 6:00pm at Town of Omro Town Hall
16. 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) October 2025: (7 Fire Calls / 15 EMS Calls)
17. ITEMS FOR INCLUSION IN NEWSLETTER:
 - A) TOWN BOARD MEETING: Monday, December 8, 2025 – 6:00pm at the Utica Town Hall, 1730 County Road FF in Fisk
18. CORRESPONDENCE RECEIVED:
 - A) WI Towns Assoc Monthly Newsletter; Land Transfers; Building Permits: Weninger 5304 Fisk Ave, Kalmerton 5283 Cty N, Roberts 5096 St Rd 44, Kennedy 953 Cty Rd M, Tuchscherer 1127 Cty Rd FF; WPS Road Improvement Project Planning; Riesterer & Schnell; WI DOR 2nd Notice of Non-Compliance dated 10/31/2025.

19. 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