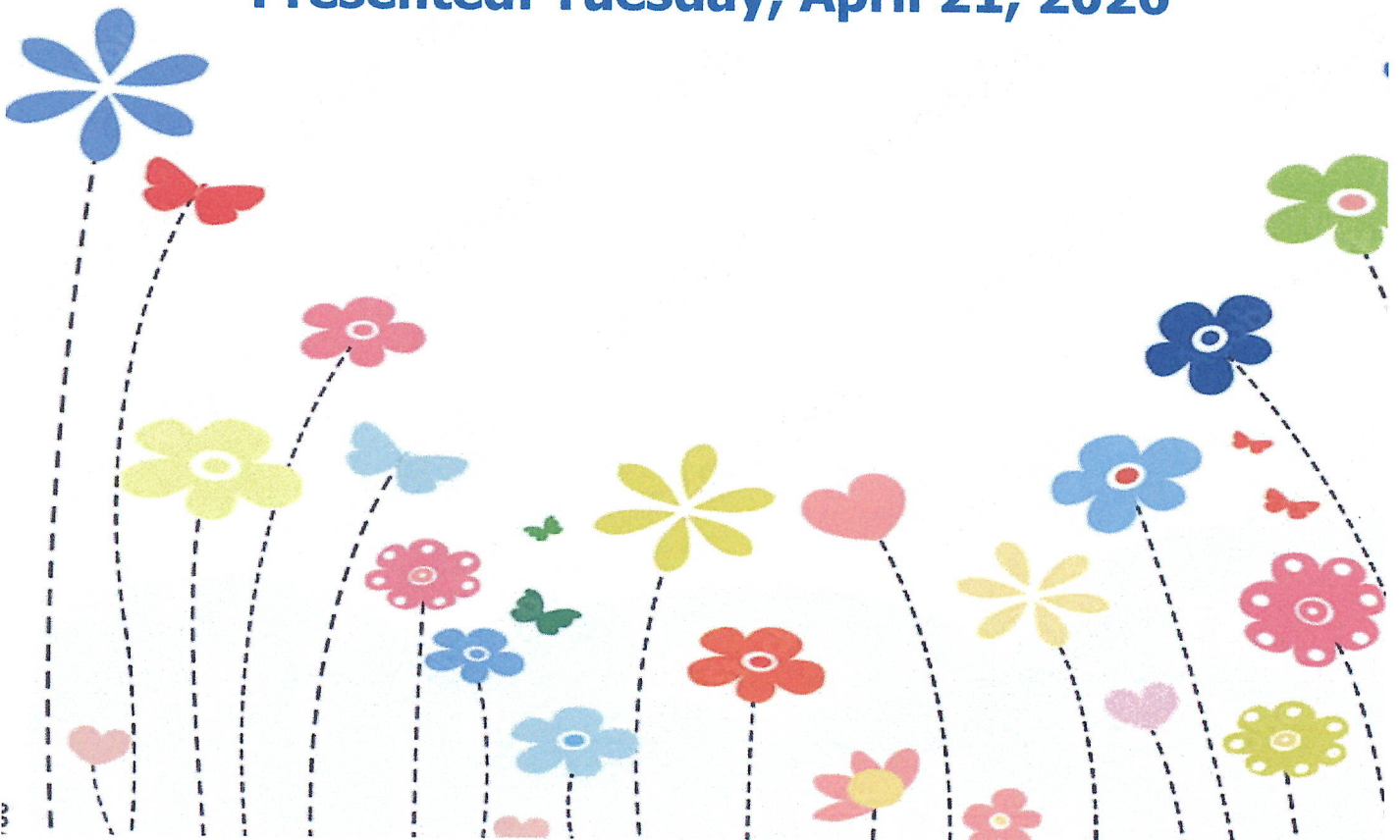


2025 Annual Report

Town of Utica
Winnebago County, WI

Presented: Tuesday, April 21, 2026



TOWN OF UTICA TOWN BOARD - ELECTED

Chairman Len Schmick..... uticachairman@gmail.com.....850-0758 cell
Supervisor 1 Chuck Kuhrt uticasupervisor1@gmail.com410-8939 cell
(1/2025-4/2025)
Ben Sawall uticasupervisor1@gmail.com312-5905 cell
(5/2025-12/2025)
Supervisor 2 Grant Stettler..... uticasupervisor2@gmail.com410-8358 cell
(1/2025-7/2025)
Chuck Kuhrt uticasupervisor2@gmail.com410-8939 cell
(8/2025-12/2025)

TOWN OF UTICA ELECTED TOWN OFFICERS

Clerk Jenny Sonnleitner utica1730@gmail.com..... 410-0347 cell
Treasurer..... Trisha Hunter..... uticatreasurer@gmail.com 379-5548 cell
Constable Ralph Kalies uticaconstable@gmail.com..... 589-6002 home
410-0294 cell

PLAN COMMISSION & BOARD OF APPEALS/VARIANCE COMMITTEE

Chairman & Zoning Administrator..... Tom Thiel.....589-3005 home, 579-3025 cell
Secretary: uticapanning@gmail.com Jenny Sonnleitner..... 410-0347 cell
Plan Commission Member Terry Beck
Plan Commission Member Darwin Briggs
Plan Commission Member Ralph Kalies
Plan Commission Member Grant Stettler/Ben Sawall
Plan Commission Member Eric Whiting
Board of Appeals/Variance Chairperson Brian Trebiatowski420-6920 cell
Board of Appeals/Variance Member Darwin Briggs
Board of Appeals/Variance Member Emily Hunter
Board of Appeals/Variance Member Marek Potratz
Board of Appeals/Variance Member Vicki Williams
Board of Appeals/Variance Alternate Walter Whiting
Board of Appeals/Variance Member Vicki Williams
Board of Appeals/Variance Alternate Andrew Verwey

RUSH LAKE STEERING COMMITTEE

Kevin Fritz

Bruce Hunter

Chuck Kuhrt

OTHERS

Appointed Assessor Zach Zacharias, Action Appraisers 766-7323 office
Building Inspector..... McMahan & Associates (1/2025-9/2025) 751-4200
..... AJ Inspections (effective 9/2025) 410-6677
Town Hall/Pavilion Rentals..... Joan Newell..... 420-4203

MONTHLY BOARD MEETINGS are held the second Monday of the month at 6:00pm in the Utica Town Hall located at 1730 County Road FF in Fisk; date is subject to change.

PLAN COMMISSION MEETINGS are held as needed, on the first Thursday of the month at 7:30pm in the Utica Town Hall located at 1730 County Road FF in Fisk; date is subject to change.

ANNUAL TOWN MEETING will be held Tuesday, April 21, 2026 at 6:00pm in the Utica Town Hall located at 1730 County Road FF in Fisk.

OPEN BOOK – Thursday, May 21, 2026 from 9:00am-11:00am with Action Appraisers, 920-766-7323. 2025 was a Re-valuation year. Real Estate and Personal Property Assessments may be reviewed. No appointments or Objection forms are necessary to appear at the Open Book session.

BOARD OF REVIEW – Thursday, June 4, 2026 from 5:00pm-7:00pm. Please make an appointment with the Town Clerk if you wish to appear before the Board of Review. **Objection forms must be filed with the Clerk 48 hours prior.**

POPULATION – The Wisconsin Department of Administration estimates the population for the Town of Utica to be 1369.

MILES – There are +/- 46 miles of town roads.

RECYCLING & GARBAGE COLLECTION – Garbage is picked up at the curbside weekly on Wednesday at each residence. Single-stream recycling is picked up every other week. There is one exception; any week that has a holiday on or before Wednesday, the garbage will be collected on Thursday of that week. A calendar of the recycling dates is available on the Town website (townofuticawi.gov) or by contacting the Clerk.

Contact the Clerk or GFL at 1-920-685-0771 if replacement garbage/recycling bins are needed. All electronics (computers, printers, fax machines, TV's, DVD players, VCR's, etc.) must be recycled at a registered E-Cycle collector. See the DNR website for more information: <https://dnr.wisconsin.gov/topic/ecycle/Wisconsin.html>.

BUILDING PERMITS – Contact Tom Thiel, Zoning Administrator, at 920-589-3005 to make sure your project meets all zoning ordinance requirements. The Town's Zoning Ordinance is on the Town website for your review.

RAZING PERMITS – Contact Tom Thiel, Zoning Administrator, at 920-589-3005 to obtain a permit; it is **FREE** and required.

WISCONSIN INCOME TAX – Please note "Town of Utica" as your place of residence on State Income Tax forms so our Town receives its share of state aid.

WISCONSIN VEHICLE REGISTRATION – When applying for a license or registration for your automobile or truck, please be sure to show the "**TOWN OF UTICA**" as your tax district.

All Town Agendas, Meeting Minutes and Notices are posted on the exterior bulletin board at the Utica Town Hall, on the Town's website: townofuticawi.gov, and a courtesy location on the interior bulletin board at the Pickett Country Market gas station/convenience store.

Utica Volunteer Fire Department 2025 Year in Review

Volunteer Fire Department Officers:

Jay Roberts – Chief
Nick Keator – Assistant Chief
Andrew Greip – Captain 1
Justin Kain – Captain 2
Ryan Miller – Captain 3
Josh Heine – Safety Officer
Bailey Fernau – Secretary
Kevin Butt – Treasurer
Kelsie Smith – Reporter

The members of the Utica Volunteer Fire Department are proud to reflect on another year of service, growth, and community support in 2025.

The department responded to a total of 75 fire calls, representing a decrease from 2024.

We were excited to welcome 7 new members to our team. Their willingness to serve strengthens our department and ensures we remain prepared for the needs of our community both now and into the future.

A highlight of the year was celebrating Ed Hunter for 50 years of dedicated service, an incredible milestone and testament to his commitment.

We made important investments in our future, including placing an order for a new Pierce PUC Enforcer truck, expected to arrive in mid-2029. We also moved forward with purchasing new SCBA equipment through a previously awarded grant. Once received, this equipment will allow each firefighter to have their own mask, improving safety and efficiency.

Training remained a priority, with hands-on exercises at an acquired structure and a two-day flashover simulator training hosted by FVTC, helping members sharpen critical firefighting skills.

Community involvement continues to be a cornerstone of our department. We served breakfast at the Pickett Community Center, hosted our 60th Annual Chicken BBQ, and held our 2nd Annual Golf Outing.

We extend our sincere thanks to the community for your continued support. We are honored to serve you and look forward to another safe and successful year ahead.

Jay Roberts - Fire Chief, Utica Volunteer Fire Department

Utica Volunteer First Responders 2025 Year in Review

Volunteer First Responders Officers and Members:

Jay Roberts – EMS Chief

Corey Pawlowski – EMS Captain/Training Officer

Bailey Fernau – Secretary

Ashley Banks

Travis Banks

Jason Bauer

Patsy Beck

Bradley Fisher

Betsy Harrison

Addison Hoagland

Nick Keator

Tyler Nigl

Randy Oliver

Michael Schraa

Kelsie Smith

Michael Stephens

Caylynn Tesch

The Utica Volunteer Fire Department EMS team is proud to reflect on a busy and rewarding year of service in 2025.

Our EMS team responded to 148 calls, a decrease from 2024. Each call represents our ongoing commitment to providing timely and compassionate care to those in need throughout our community.

We were pleased to welcome 3 new members to our EMS team, continuing to build a strong and dedicated group of responders ready to answer the call at any time. In addition to emergency response, our EMS team remained actively involved in the community. Alongside our firefighters, we proudly served breakfast at the Pickett Community Center, bringing neighbors together and strengthening community connections.

We were actively involved in major department events, such as the 60th Annual Chicken BBQ and the 2nd Annual Golf Outing. These gatherings remain significant traditions and essential fundraising opportunities.

As we look back on 2025, we extend our sincere thanks to the citizens of our community. Your continued support allows us to serve with pride and dedication each and every day.

Jay Roberts - EMS Director

TOWN OF UTICA

SUMMARY OF FINANCIAL ACTIVITY

JANUARY 1, 2025 - DECEMBER 31, 2025

2025 SUMMARY OF FINANCIAL ACTIVITY

BALANCE ON HAND: JANUARY 1, 2025

Checking & Money Market Accounts - BMO Harris Bank	\$	1,141,849.09
Fire Department & EMS Checkbook	\$	47,545.73
TOTAL CASH ON HAND: JANUARY 1, 2025		<u><u>\$ 1,189,394.82</u></u>

Plus: Tax Collections for others	\$	1,855,691.58
2025 Town Cash Received	\$	1,404,356.53
		A
		\$ 3,260,048.11

TOTAL CASH AVAILABLE \$ 4,449,442.93

Less: Tax Settlements paid to others	\$	(1,855,691.58)
2025 Town Expenses	\$	(1,117,014.65)
		B
		\$ (2,972,706.23)

BALANCE ON HAND: DECEMBER 31, 2025 \$ 1,476,736.70

NET REVENUES OVER EXPENSES \$ 287,341.88 A-B

DECEMBER 31, 2025 BANK BALANCES

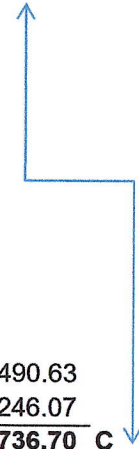
Checking Account - BMO Harris Bank		
General Fund	\$	1,412,490.63
Contingency Reserve	\$	10,000.00
Future Fire Dept Needs	\$	-
		<u>1,422,490.63</u>

Fire Department & EMS Checking		\$ 54,246.07
TOTAL CASH ON HAND: DECEMBER 31, 2025		<u><u>\$ 1,476,736.70</u></u> C

Advance Tax Collections		\$ 1,109,536.92
TOTAL CASH HELD FOR OTHERS		<u><u>\$ 1,109,536.92</u></u> D

TOWN CASH AVAILABLE BALANCE AT DECEMBER 31, 2024 \$ 367,199.78 C-D

Summary Completed by Treasurer Trisha Hunter & CPA Nicole Dunbar



Town of Utica

2025 REVENUES

TAX COLLECTIONS:

2024 Tax Roll Collections - in 2025	\$1,283,234.07	
Refunds paid back to taxpayers	\$ (2,060.47)	
Tax Roll Settlement from County	\$ 124,445.09	
Personal Property Taxes after Jan	\$ -	
Advance tax collections 2025 tax roll	<u>\$ 1,109,536.92</u>	
		\$ 2,515,155.61 A

LESS: TAX SETTLEMENTS

Winnebago County	\$ 579,834.60	
Omro Area School	\$ 195,233.04	
Oshkosh Area School	\$ 593,767.37	
Ripon Area School	\$ 385,968.29	
Fox Valley Tech College	\$ 70,241.44	
Moraine Park Tech College	<u>\$ 30,646.84</u>	
		<u>\$ 1,855,691.58 B</u>

	<u>Actual</u>	<u>Budget</u>	<u>Over/(Under)</u>
NET CASH AVAILABLE FROM TAX COLLECTIONS	A-B \$ 659,464.03		
GARBAGE ASSESSMENT COLLECTED TAX COLLECTIONS	\$ 148,642.61	\$ 142,000.00	\$ 6,642.61
INTERGOVERNMENTAL REVENUES:	\$ 496,171.66 **	\$ -	\$ 496,171.66 **
State Shared Revenues	\$ 68,799.19	\$ 68,799.19	\$ -
Personal Property Aid	\$ 8,129.96	\$ 2,508.44	
Fire Insurance Dues	\$ 9,130.43	\$ 7,000.00	\$ 2,130.43
State Highway Aid	\$ 125,381.24	\$ 125,381.40	\$ (0.16)
Exempt Computer Aids	\$ 406.35	\$ 406.35	\$ -
Recycling Grant	\$ 2,892.99	\$ 2,800.00	\$ 92.99
DNR - PILT - net of payments	\$ 605.10	\$ 1,200.00	\$ (594.90)
Lottery Credit	\$ 14,649.76	\$ 14,000.00	\$ 649.76
Managed Forest	\$ 2.00	\$ 2.00	\$ -
Fish & Wildlife - net of payments	<u>\$ 1,164.07</u>	<u>\$ 1,000.00</u>	<u>\$ 164.07</u>
	\$ 231,161.09		
LICENSES AND PERMITS:			
Tobacco, Beer, Liquor & Operators	\$ 13,283.58	\$ 2,500.00	\$ 10,783.58
Building Permits and Inspection Fees	\$ 18,575.80	\$ 10,000.00	\$ 8,575.80
Variance/Conditional Use/Rezone	\$ 800.00	\$ 800.00	\$ -
Dog Licenses & County refund - net	<u>\$ 217.15</u>	<u>\$ 300.00</u>	<u>\$ (82.85)</u>
	\$ 32,876.53		
MISCELLANEOUS REVENUES:			
<i>Fire/EMS Department - checkbook revenues</i>			
Picnic	\$ 47,131.35		
Memorial	\$ (66.10)		
Donation Income	\$ 18,965.90		
Interest	\$ 287.10		
Reimburse	\$ 8,163.88		
Truck Fund	\$ -		
Misc.	<u>\$ 412.50</u>	<u>\$ 74,894.63</u>	<u>\$ 49,894.63</u>
<i>Town Revenues</i>			
Interest and Dividend Income	\$ 947.95	\$ 5,500.00	\$ (4,552.05)
Title Searches	\$ 700.00	\$ 400.00	\$ 300.00
Town Hall Rent	\$ 2,414.00	\$ 1,000.00	\$ 1,414.00
Insurance Refund	\$ 32.00	\$ -	\$ 32.00
Donations	\$ 0.75	\$ -	\$ 0.75
Grant - EMS Funds Assistance Program	\$ 22,951.82		
Grant - FEMA for Fire Department	\$ 27,268.57		
Grant - WI EMS Funds Assistance Program 2026	\$ 22,079.12		
Grant - CCD FEMA	\$ 86,353.33		
Fire Department donate for new truck down payment	\$ 5,789.00		
Loan	\$ 250,000.00		
Tim Oliver purchased Diamond T firetruck	\$ 1,000.00	\$ -	\$ 1,000.00
Miscellaneous	<u>\$ 1,073.47</u>	<u>\$ -</u>	<u>\$ 1,073.47</u>
	\$ 420,610.01		
TOTAL REVENUES	<u>\$ 1,404,356.53</u>	<u>\$ 410,597.38</u>	<u>\$ 573,695.79</u>

** Is a mix of 2024 and 2025 collections

Town of Utica

2025 EXPENSES

	<u>Actual</u>	<u>Budget</u>	<u>Over/ (Under)</u>
GENERAL GOVERNMENT			
Legislative (Board)			
Board Chairman			
Chairman Salary	\$ 8,999.96		
Chairman Payroll Taxes	\$ 688.50		
Chair Training	\$ 65.00		
Total Board Chairman	<u>\$ 9,753.46</u>	\$ 10,025.00	
Supervisor Expenses			
Supervisor Salaries	\$ 8,583.41		
Supervisor Payroll Taxes	\$ 656.65		
Supervisor Training	\$ 140.00		
Total Supervisor Expenses	<u>\$ 9,380.06</u>	\$ 10,100.00	
Total Legislative (Board)	<u>\$ 19,133.52</u>	\$ 20,125.00	\$ (991.48)
Legal	\$ 1,932.00	\$ 1,932.00	\$ -
General Administration			
Clerk			
Clerk - Legal Postings	\$ 775.95		
Clerk - Equipment	\$ 3,082.51		
Clerk Salary	\$ 22,666.68		
Clerk Payroll Taxes	\$ 1,734.00		
Clerk Postage	\$ 88.65		
Clerk Training	\$ 70.00		
Clerk Supplies	\$ 2,086.33		
Clerk Mileage	\$ 30.80		
Clerk Dues	\$ 65.00		
Clerk - Miscellaneous	\$ 2,500.00		
Clerk - Website	\$ 851.00		
Total Clerk	<u>\$ 33,950.92</u>	\$ 34,050.00	\$ (99.08)
Election			
Pollworkers Wages	\$ 1,172.88		
Elections - Training	\$ 219.00		
Election supplies	\$ 807.88		
Election Meals	\$ 271.78		
Election Equipment	\$ 1,176.10		
Elections Other	\$ 6.72		
Total Election	<u>\$ 3,654.36</u>	\$ 5,050.00	\$ (1,395.64)
Total General Administration	<u>\$ 37,605.28</u>	\$ 39,100.00	\$ (1,494.72)
Financial Administration			
Treasurer			
Treasurer Salary	\$ 11,333.32		
Treasurer Payroll Taxes	\$ 867.00		
Treasurer - Bank Service Charges	\$ 99.44		
Treasurer Expenses	\$ 2,755.87		
Treasurer Training	\$ 70.00		
Total Treasurer	<u>\$ 15,125.63</u>	\$ 15,606.93	\$ (481.30)
Assessor	\$ 29,838.00	\$ 40,363.12	\$ (10,525.12)
Tax Collection Software	\$ 1,442.00	\$ 1,442.00	\$ -
Total Financial Administration	<u>\$ 46,405.63</u>	\$ 57,412.05	\$ (11,006.42)

Town of Utica

2025 EXPENSES

	<u>Actual</u>	<u>Budget</u>	<u>Over/ (Under)</u>
General buildings and plant			
Utilities			
Electric	\$ 3,856.91		
Gas	\$ 3,478.34		
Street lights	\$ 2,142.08		
Total Utilities	<u>\$ 9,477.33</u>		
Town Hall Maintenance	\$ 9,113.15		
Town Hall Supplies	\$ 265.78		
Janitorial Service	\$ 1,776.80		
Lawn Care	\$ 3,300.00		
Telephone	\$ 2,182.12		
Town Hall Snowplowing	\$ 3,150.00		
Total General buildings and plant	<u>\$ 29,265.18</u>	\$ 30,356.44	\$ (1,091.26)
Other insurance	\$ 23,945.35	\$ 24,205.29	\$ (259.94)
Plan Commission			
Plan Commission Wages	\$ 550.00		
Plan Commission Payroll Taxes	\$ 47.81		
Plan Commission Notices	\$ 115.40		
PC Supplies/Mileage/Postage	\$ 154.23		
Total Plan Commission	<u>\$ 867.44</u>	\$ 867.44	\$ -
Rush Lake Committee			
Rush Lake - Wages	\$ 225.00		
Rush Lake - Payroll Taxes	\$ 17.21		
Total Rush Lake Committee	<u>\$ 242.21</u>	\$ 380.00	\$ (137.79)
Board of Appeals			
Board of Appeals Wages	\$ 100.00		
Board of Appeals Payroll Taxes	\$ 1.91		
Total Board of Appeals	<u>\$ 101.91</u>	\$ 129.96	\$ (28.05)
Board of Review			
Board of Appeals Wages	\$ -		
Board of Appeals Payroll Taxes	\$ -		
Total Board of Review	<u>\$ -</u>	\$ 30.00	\$ (30.00)
Other general government			
WI Towns Assn Dues	\$ 1,896.13		
Donations	\$ 1,500.00		
Other general government	\$ 1,048.74		
Total Other general government	<u>\$ 4,444.87</u>	\$ 4,444.87	\$ -
Total GENERAL GOVERNMENT	<u>\$ 163,943.39</u>	<u>\$ 178,983.05</u>	<u>\$ (14,871.87)</u>

Town of Utica

2025 EXPENSES

	<u>Actual</u>	<u>Budget</u>	<u>Over/ (Under)</u>
PUBLIC SAFETY			
Fire protection			
<i>Fire/EMS Department Account (NOT A PART OF THE TOWN'S BUDGETED MONEY TO SPEND)</i>			
Supplies	\$ 9,369.09		
Training & Education	\$ 3,079.70		
Refreshments	\$ 709.00		
Picnic	\$ 22,365.25		
Memorial	\$ 390.95		
Lunch & Steak Fry	\$ 4,669.63		
Equipment/fuel	\$ 21,221.67		
Fire/EMS Dues	\$ 600.00		
Total Fire Department Account	<u>\$ 62,405.29</u>	<u>\$ -</u>	
<i>Town Fire Department Expenses</i>			
Fire Dept. Fuel	\$ 3,560.57		
Firetruck Repairs	\$ 57,553.95		
Fire Dept. Expenses	\$ 266.00		
Fire Dept Training	\$ 2,128.60		
Fire Dept. Supplies	\$ 177,427.57		
Fire Inspections	\$ 877.50		
Fire Dept. Equipment	\$ 184,120.91		
Total Fire Department - Town	<u>\$ 425,935.10</u>	<u>\$ 425,935.10</u>	<u>\$ -</u>
Total Fire protection	<u>\$ 488,340.39</u>	<u>\$ 425,935.10</u>	<u>\$ 62,405.29</u>
Ambulance/EMS			
Paramedic Ambulance Service	\$ 15,538.20		
EMS Supplies/Membership	\$ 8,057.97		
EMS Training/Other	\$ 1,046.00		
Total Ambulance/EMS	<u>\$ 24,642.17</u>	<u>\$ 24,642.17</u>	<u>\$ -</u>
Building Inspections	<u>\$ 10,038.93</u>	<u>\$ 10,038.93</u>	<u>\$ -</u>
Other Public Safety	<u>\$ -</u>	<u>\$ 461.07</u>	<u>\$ (461.07)</u>
Total PUBLIC SAFETY	<u>\$ 523,021.49</u>	<u>\$ 461,077.27</u>	<u>\$ 61,944.22</u>
PUBLIC WORKS			
SANITATION			
Refuse and Garbage	\$ 103,662.01		
Recycling expenditures	\$ 42,791.06		
Total SANITATION	<u>\$ 146,453.07</u>	<u>\$ 146,453.07</u>	<u>\$ -</u>
TRANSPORTATION			
Highway and street maintenance			
Road Maintenance	\$ 232,630.08		
Snowplowing	\$ 31,919.92		
Total TRANSPORTATION	<u>\$ 264,550.00</u>	<u>\$ 323,570.00</u>	<u>\$ (59,020.00)</u>
Total PUBLIC WORKS	<u>\$ 411,003.07</u>	<u>\$ 470,023.07</u>	<u>\$ (59,020.00)</u>
HEALTH AND HUMAN SERVICES			
Public health service (animal cont)	\$ 238.70	\$ 310.00	\$ (71.30)
Total HEALTH AND HUMAN SERVICES	<u>\$ 238.70</u>	<u>\$ 310.00</u>	<u>\$ (71.30)</u>
DEBT SERVICE			
Fire Protection Principal	\$ 14,465.05		
Fire Protection Interest	\$ 4,342.95		
TOTAL DEBT SERVICE	<u>\$ 18,808.00</u>	<u>\$ 18,900.00</u>	<u>\$ (92.00)</u>
TOTAL EXPENSES	<u>\$ 1,117,014.65</u>	<u>\$ 1,228,962.44</u>	<u>\$ (111,947.79)</u>

We, the Town Board of Utica, certify that the foregoing financial statement, required by §60.41 of the Wisconsin Statutes is a true and accurate statement of the revenues and expenses and financial condition of the Town.

Expenses Completed by Clerk Jenny Sonnleitner