

# TOWN OF UTICA

## Town Board Meeting ~ Agenda

Monday, May 11, 2026  
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 April 13, 2026 Town Board Meeting Minutes
  - B) Affidavit of Posting/Publication
  - C) Approve Payment of Bills
4. Treasurer's Report: April 2026
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 2026 Amendment Resolutions
7. Town Attorney
8. PLAN COMMISSION:
  - A) 024-0169, 40 acres on Ripple Ave - BW Fish, LLC: To hear testimony for approval of a CSM for parcel number: 024-0169 of 40 acres currently zoned A2; creating Lot 1 of 5.001 acres and Lot 2 of the remaining 34.167 acres, all rezoned to RR.
  - B) 024-0747, 30 acres on Mahlke Road - Dean & Jayne Perlick: To hear testimony for approval of a CSM for parcel number: 024-0747 of 30 acres currently zoned A2; rezoning to RR.
  - C) 024-0240, 18.84 acres, zoned A2 on James Road - Ziegenhagen Farms LLC: To hear testimony for approval of a CSM for parcel number: 024-0240 of 18 acres currently zoned A2; creating Lot 1 of 9.4016 acres and Lot 2 of the remaining 9.5124 acres, both rezoning to RR.
  - D) June 4, 2026 Meeting: Conditional Use Application - River Velvet Retrievers: 024-0765, 204-0766, 024-0766-01
9. April 21, 2026 Annual Meeting: Motion recommending changing the Fire Chief & Officers term from 3 years to one year
10. EAST CENTRAL WI REGIONAL PLANNING COMMISSION – OSHKOSH METROPOLITAN PLANNING ORGANIZATION: Municipal Board Appointment
11. TOWN HALL / STREET LIGHTS: Energy Advisor, Focusonenergy.com/government
12. ROADS:
  - A) Maintenance
  - B) Ditch Mowing – JS Enterprises of Wisconsin
13. Winnebago County Emergency Management: Flood Disaster, Inform County of Damage Costs
14. AMBULANCE SERVICE / S.W.E.M.S.: Meeting: April 23, 2026 at 6:00pm at Town of Omro Town Hall
15. FIRE/EMS DEPARTMENTS:
  - A) Fire Chief's Report
    - 1) New Applicant(s)
    - 2) Retirement(s)/Termination(s)
    - 3) Truck Updates
      - a) Routine Maintenance
    - 4) Buildings and Grounds
    - 5) Training
    - 6) SOP/SOG
  - B) Fire Department & Town Ordinance / Bylaws – Any Updates
  - C) April 2026: (1 Fire Call / 5 EMS Calls)
16. WI Towns Association County Meeting: Thursday, July 2, 2026 – 6:30pm Town of Winchester
17. ITEMS FOR INCLUSION IN NEWSLETTER:
  - A) TOWN BOARD MEETING: Monday, June 8, 2026 – 6:00pm at the Utica Town Hall, 1730 County Road FF in Fisk
  - B) 2026 ELECTION DATES: August 11, November 3 – Utica Town Hall, 1730 County Road FF in Fisk
18. CORRESPONDENCE RECEIVED:
  - A) WI Towns Assoc Monthly Newsletter; Land Transfers; Building Permits: Potratz 1931 Knott Rd, Tuchscherer 1127 Cty Rd FF; Oshkosh Human Society animal intake list; BMO Elite Business Checking Package; Unemployment Insurance Benefits: Willoughby

Jenny Sonnleitner, Town Clerk

**Plan Commission Members (5, 1 alternate) (3-year term):** Tom Thiel 6/2027 (Chair), Darwin Briggs 6/2027, Ralph Kalies 7/2027, Terry Beck 11/2027, Ben Sawall 8/2028, Eric Whiting 3/2028 / **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):** Chuck Kuhrt 1/2027, Kevin Fritz 1/2028, Bruce Hunter 1/2029 **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