

Town of Vinland

Special Board Meeting of 1/19/2026

Meeting was called to order by Chairman O'Connell at 4:02pm.

ATTENDEES: Chairman O'Connell, Supervisors Devens and McNamee, C/T Brazee, Deputy C/T Starr and 3 others.

DISCUSSION:

1. 5 Year road plan: A 5yr road plan is a requirement when applying for grants. This agenda item ties into item #2. WISLR is a state-based site for rating road conditions, noting what work has been done, and gives visibility to what road work needs to be done in the next 2, 3, 4, 5 yrs. Winn. Cty Hwy Dept. enters the PASER ratings into WISLR. Any work done by another contracted company is not entered. Brd members are creating their own accounts to be able to enter road work done by companies other than the cty. This will give the brd opportunity to come up with a 5-yr rd plan.
2. WISLR program: The brd entered and started navigating the WISLER program. Once access is granted they will be able to view current rd status and make updates along with plans for the future. O'Connell is asking the brd to play around in the program but not to enter any data yet. They will discuss their findings at the Feb. brd mtg.
3. Ordinance 2026-001; Adoption of Res & Com Bldg Codes: Brazee confirmed with Etta, with DSPS, that the town can edit the ordinance to be compliant with town ordinances and fee schedule. The code is the State DSPS ordinance. Under section 1 (d) the brd would like to add the word "commercial" between major and building and end the sentence at the word permit. The brd and c/t discussed keeping the work remodel in (f), (g), and (h). That word will remain. Wording will be adjusted and voted on at the Feb. mtg.
4. Resolution 001-2026; Bldg permit fees: Affective 1/1/26 the town is using MSA for bldg. inspection services and will begin using them for comm. services 2/1. MSA will invoice the town for BI services provided and the town will need to adjust the fee schedule to cover those costs. O'Connell commented that we don't want to decrease the current schedule so low that we then have to revise it and raise the fees. He suggested that we wait 3 months and after getting invoices from MSA see how they compare to our fees. His other suggestion is based off of fee schedule examples from other towns that use MSA. He suggested decks go from \$500 to \$300 and mechanicals go from \$250 to \$200. Brazee asked about the fee for moving a house; the town doesn't have this occur very often. The fee will remain at \$1,000. Brazee confirmed with MSA that they do not inspect prefab garages unless there is electric added. She wanted to brd to discuss the accessory bld size. Currently the fee is based on any structure over 200 square feet with a fee of \$750 + mechanicals. The brd discussed and agreed any size accessory bldg with a fee of \$600. Brazee asked about open and closed remodels. The brd decided to change the wording to just remodels. Other munis base their fees on project value plus mechanicals. The brd discussed fees for projects $>\$5,000 = \200 , $<\$5,000-\$15,000 = \$400$ and projects $\$15,000-\$40,000$ would be $\$15/\1000 w/min of \$250 and projects over \$40,000 would be $\$15/\1000 w/min of \$400. New 1 and 2 family dwellings will remain at the current fee schedule. O'Connell explained that the brd

can do a comparison at budget time and make fee schedule adjustments if needed. The goal is to be as close to equal as possible. The board will review the fee schedule and vote on it at the Feb. meeting.

5. Review MS4 Planning Grant final docs: The final results from McMahon have been sent to the brd. Phil with McM is ready to send it to the DNR. O'Connell is asking if Devens or McNamee have any questions or comments they want made before he gives Phil the go ahead. Brazee noted the BMP letters were sent and all but one land owner responded. The land owners were informed that they are to maintain their ponds and that this will be a yearly requirement.
6. Shoreland Zoning change: Cary Rowe responded to O'Connell's questions regarding the shoreland zoning and if there have been requirement changes from the cty since the Nov meeting. Rowe mentioned a letter that was sent that spelled out what is required along with an option to keep things status quo. O'Connell feels that the town is nearly 70% done with moving forward. Starr said the list of property owners that will require notification by mail is around 350-400. Property owners in shoreland needing a permit will be required to receive a permit from the town and the cty. The cty permit is roughly \$750. The town permit would most likely be a minimal charge or can be incorporated into the cty permit. The brd will discuss this topic further at the Feb. mtg.
7. Hosting the Winnebago Co WTA Unit Meeting (April): The brd and c/t discussed options of catering options for the event. Some options are Winkler's Westward Ho (who catered the last time we hosted and did a nice job), La Sure's (who has catered the event in the past), Payne's Point, Vinland Still & Grill, and The Roxy. Calls need to be made to see what the different venues have to offer for food options and cost. O'Connell suggested reaching out to former WTA Unit Secretary Skerke to get an approximate attendance number.

Motion made by McNamee to adjourn/seconded by Devens.

Meeting adjourned at 5:03pm.

Respectfully submitted,

Maggie Starr

Deputy Clerk/Treasurer



Don O'Connell/ Chairman