Town of Winchester

8522 Park Way, Larsen, WI 54947

Town Board Meeting Minutes

October 19, 2026 – 6:30 p.m.

A. CALL TO ORDER
1. Pledge of Allegiance
2. Verification of Notice
3. Roll Call:

Chair Olson	Present
Supervisor Miller	Present
Supervisor Pavlik	Present
Treasurer Kreutzberg	Present
Clerk Stevens	Present

Public Attendance: 10

B. APPROVAL OF MINUTES

1. September 21, 2026 Town Board Meeting Minutes.

MOTION:
Motion by Supervisor Miller
Second by Chair Olson
Motion to approve the Minutes of September 21, 2026 Town Board Meeting as presented.

Motion carried by a vote of 2-0 with Supervisor Pavlik abstaining.

2. October 5, 2026 Town Board Meeting Minutes.

MOTION:
Motion by Supervisor Pavlik
Second by Chair Olson
Motion to approve the Minutes of October 5, 2026 Town Board Meeting as presented.

Motion carried by a vote of 2-0 with Supervisor Miller abstaining.

C. REPORTS

1. Fire Department Report

Fire calls for September: 3 calls
- 2 Vehicle Accidents
- 1 Alarm – False Alarm

Monthly Training
Driver/Operator and pump training on the new engine.

2. EMS Report

EMS Calls for September:
- 1 Choking
- 1 Allergic Reaction

- 2 Motor Vehicle Accidents
- 1 Stroke
- 1 Trauma
- 2 Sick / Medical Calls
- 1 Heart-related Issue
- 2 Falls
- 1 Chest Pain
- 1 Respiratory Issue

Training for June
Department Training focused on newborn care and childbirth emergencies. Members received instruction on caring for newborns immediately after birth, assisting with deliveries, and recognizing and managing potential complications associated with childbirth. This training helps prepare department members to respond to unexpected childbirth emergencies and provide appropriate care to both the mother and newborn until additional medical assistance is available.

Staffing
The EMS team is welcoming a new squad member, Jayme Cwik, who is currently enrolled at FVTC for training.

D. BUSINESS REFERRED BY THE PLAN COMMISSION

1. CSM Review – 6396 County Road II – Anderson / Winchester Pines LLC

Tax Parcels: 028-0487, 028-0487-01 and 028-0487-02
Zoning District: A-2 (General Agricultural District)
Property Location: 6396 County Road II, Larsen
Property Owners: Alan Anderson and Winchester Pines LLC
Surveyor: Martenson & Eisele, Darryl Lehman, PLS-3255

The Plan Commission reviewed the CSM and found it to be compliant with the Town's adopted Chapter 17 Zoning Ordinance, Chapter 18 Land Division Ordinance, and Chapter 19 Access and Driveway Ordinance. The Commission is recommending approval contingent upon the rezoning of part of Tax Parcel 028-0487.

MOTION:
Motion by Supervisor Pavlik
Second by Supervisor Miller
Motion to approve the Certified Survey Map submitted by Alan Anderson and Winchester Pines LLC for property located on 6396 County Road II, Larsen, and being specifically described as Tax IDs 028-0487, 028-0487-01, and 028-0487-02 as presented and contingent upon the approval of the rezoning of part of Tax ID 028-0487 from A-2 (General Agricultural) to R-1 (Rural Residential).

Roll Call:

Supervisor Pavlik	**Aye**
Supervisor Miller	**Aye**
Chair Olson	**Aye**

Motion carried unanimously.

2. Ordinance 2026-07 Rezoning – Part of Tax ID 028-0487 – Anderson

Tax Parcel(s): Part of 028-0487
Zoning District: A-2 (General Agriculture District)
Proposed Zoning District: R-1 (Rural Residential District)
Property Location: 6396 County Road II
Property Owner: Alan Anderson

After the requisite public hearing and review of the related CSM, the Commission is recommending approval of Ordinance 2026-07 which rezones a portion of Tax Parcel 028-0487 which is further identified as LOT 1 of the related CSM. The newly created LOT 1 no longer meets the minimum acreage requirements for A-2 zoning. As such, the rezoning of LOT 1 is from A-2 General Agricultural District to R-1 Rural Residential with the following findings:

1. The Town of Winchester has an adopted Land Use Plan
2. The Adopted 20-year Future Land Use Map in the Land Use Plan shows the parcel as Agricultural, Woodlands, Single- and Multi-Family Residential.
3. The Zoning Change from A-2 to R-1 is consistent with the adopted Land Use Plan.
4. The zoning change is compatible with adjacent land uses.

MOTION:
Motion by Supervisor Pavlik
Second by Supervisor Miller
Motion to approve Ordinance 2026-07 an Ordinance ReZoning a portion of the property located at 6396 County Road II, Larsen, being specifically described as Tax ID 028-0487, in Section 16, Town 20 North, Range 15 East, Town of Winchester, County of Winnebago, State of Wisconsin and further identified as LOT 1 of the related CSM. The application is to re-zone a portion of the property from A-2 (General Agricultural District) to R-1 (Rural Residential District) with the findings as noted.

Roll Call:

Chair Olson	**Aye**
Supervisor Miller	**Aye**
Supervisor Pavlik	**Aye**

Motion carried unanimously.

3. CSM Review – Grandview Road – Howard Wojahn

Tax Parcels: 028-0631 and 028-0623
Zoning District: A-2 (General Agricultural District)
Property Location: Grandview Road, Larsen
Property Owners: Howard Wojahn
Surveyor: Davel Engineering, Rodolfo Ayvar, PLS-4074

The Plan Commission reviewed the CSM and found it to be compliant with the Town's adopted Chapter 17 Zoning Ordinance, Chapter 18 Land Division Ordinance, and Chapter 19 Access and Driveway Ordinance. The CSM also dedicates the road right-of-way to the public. The Commission is recommending approval.

MOTION:
Motion by Supervisor Pavlik
Second by Supervisor Miller
Motion to approve the Certified Survey Map submitted by Howard Wojahn for property located on Grandview Road, Larsen, and being specifically described as Tax IDs 028-0623 and 028-0631 as presented.

Roll Call:

Supervisor Miller	**Aye**
Supervisor Pavlik	**Aye**
Chair Olson	**Aye**

Motion carried unanimously.

4. Winnebago County Zoning Department Proposed Amendments to the Chapter 16 Personal Onsite Waste Treatment System (POWTS) Ordinance – Review and Comments for Public Hearing scheduled for October 21, 2026.

   The Plan Commission reviewed the proposed changes to the Winnebago County General Code Chapter 16 Personal Onsite Waste Treatment Systems (POWTS) Ordinance which regulates the POWTS systems for over 9,000 property owners in Winnebago County. As such, the Commission feels that the proposed changes warrant a thorough review and they developed the attached document for submission as testimony for the Public Hearing which is scheduled for October 21, 2026.

   MOTION:
   Motion by Supervisor Pavlik
   Second by Supervisor Miller
   Motion to submit on behalf of the Town of Winchester the public testimony as presented by the Plan Commission to the Winnebago County Planning and Zoning Department Public Hearing for the Winnebago County General Code Chapter 16 Personal Onsite Waste Treatment Systems (POWTS) Ordinance.

   Roll Call:

Supervisor Pavlik	**Aye**
Chair Olson	**Aye**
Supervisor Miller	**Aye**

   Motion carried unanimously.

E. BUSINESS

1. Town Board Authorization to Sell Engine 44 – 1994 Pierce Lance

   Clerk Stevens explained that the Fire Department will be placing the 2009 Pierce Velocity Engine into service. This engine replaces the 1994 Pierce Lance Engine. As such, the FD is requesting Town Board authorization to sell the 1994 Pierce. It will be listed on an online auction site.

   Command Fire Apparatus, the agency through which we recently purchased the 2009 Pierce, has offered to list the truck on their site at no charge. If the truck does not sell, the Department will expand the listing to other auction sites, however, those sites will charge for the listing.

Command Fire Apparatus suggested a minimum bid of $25,000. Mark Pomasil, Oshkosh Police and Fire Equipment Pump Tester, recommended a minimum of $35,000 noting that the pump on the truck increases its value.

Assistant Chief Jeremy Jesse reported that the consensus is to start the truck with a minimum bid of $35,000 and if it does not sell after a few months, they can lower the minimum.

The Board agreed noting that they have ample room in the new building to store the truck until it sells.

MOTION:
Motion by Supervisor Miller
Second by Supervisor Pavlik
Motion to authorize the Town of Winchester Fire Department to sell the 1994 Pierce Lance Engine with a minimum bid of $35,000.

Roll Call:

Chair Olson	**Aye**
Supervisor Miller	**Aye**
Supervisor Pavlik	**Aye**

Motion carried unanimously.

F. CORRESPONDENCE - None

G. APPROVAL OF DISBURSEMENTS

Clerk Stevens presented the accounts payable.

MOTION:
Motion by Supervisor Miller
Second by Supervisor Pavlik
Motion to approve the accounts payable as presented.

Motion carried by voice vote.

H. NEXT MEETING AND AGENDA ITEMS

Chair Olson said the next Town Board meeting will be on November 16, 2026 at 6:30 p.m.

No requests for agenda items were made.

I. ADJOURNMENT

MOTION:
Motion by Supervisor Miller
Second by Supervisor Pavlik
Motion to adjourn at 6:44 p.m.

Motion carried.

Approved this 16th day of November 2026

Holly Stevens, Clerk