

Farmington Town Board Meeting Minutes
Monday, August 18, 2025, at 6:30pm
E913 Prairie View Ln
www.farmingtonwaup.gov

Call to Order: Meeting was called to order at 6:35pm. Chair Kevin Will presided. The opening statement was given. Notices were properly published and posted.

Pledge of Allegiance.

Open Meeting Statement: This meeting and all of the meetings of this Town Board are open to the public. Proper notice has been posted and given to the press, in accordance with Wisconsin Statutes, so the citizens may be aware of the time, place and agenda of this meeting.

Roll Call: Kevin Will, Chair; Craig Nelson, Supervisor I; Phil Durrant, Supervisor II; Anjela Hamm, Clerk; Kathy Kasza, Treasurer.

Approve Agenda: A motion by Craig Nelson, seconded by Phil Durrant, to approve the agenda. Motion carried unanimously by a voice vote.

Approve Minutes from July 21, 2025, Town Board Meeting: A motion by Craig Nelson, seconded by Phil Durrant, to approve the minutes of July 21, 2025, Board Meeting. Motion carried unanimously by a voice vote.

Approve Minutes from August 5, 2025, Special Board Meeting: A motion by Craig Nelson, seconded by Phil Durrant, to approve the minutes of August 5, 2025, Special Board Meeting. Motion carried unanimously by a voice vote.

Approve Financial Report: A motion by Craig Nelson, seconded by Phil Durrant, to approve the Financial Report, subject to audit. Motion carried unanimously by a voice vote.

Committee Reports:

- **Kevin Will (Chair):**
 - **Chain O' Lakes Association:** Kevin was not able to attend the August 13th meeting but was able to talk to some members afterwards to get an update.
 - **Lake's District:** Kevin attended the Lakes District Annual Meeting on August 16, 2025, and reported on a project aimed at preventing invasive species. He invited Dan Johnson to provide an update on algae primarily affecting Minor Lake and to share information on a related chemical analysis being conducted in the area. Kevin also reported on plans for a kiosk to be used for preventing invasive species.
 - **Covered Bridge Association:** Kevin will follow up with Jeff Anderson from the

Covered Bridge Association regarding the Town's right-of-way and the request to plant a tree. He also reported on the right-of-way in the Covered Bridge area, noting a dead tree stump, and expressed interest in having the stump removed and the area paved next year or in the future.

- **Craig Nelson (Supervisor 1):**

- **Waupaca Area Fire District:** Craig attended the Fire District meeting on July 22, 2025. He reported 204 calls so far for 2025 compared to 194 at the same time in 2024, noting that many were not fire-related but instead involved providing assistance at scenes. Also reported the resignation of a firefighter. The next meeting will be in September to discuss the budget, after which Craig will provide an update.
- **Land and Water Conservation Committee:** Craig reported on the upcoming budget process for Land and Water.

- **Phil Durrant (Supervisor 2):**

- **City Parks and Recreation:** Phil attended the Parks and Recreation meeting on August 7, 2025. Fast meeting, not much to report.
- **Waupaca Regional Recycling & Compost Commission:** Phil reported on the financial challenges the Recycling Center is facing and noted that there will be more information to share after their next meeting, when a vote on per capita fees is scheduled. He added that Town of Farmington residents primarily use the center for brush and leaves since the transition to curbside pickup for garbage.

- **Kathy Kasza (Treasurer):**

- **Conventions and Visitors Bureau:** Kathy attended the July 22, 2025, meeting. She reported on plans to unify the websites of the Chamber and the Conventions and Visitors Bureau into a single site for easier maintenance. Reported that both Strawberry Fest and the Fourth of July parade had good turnouts. The Chain O' Lakes Blues Festival, scheduled for this fall at the Indian Crossing Casino, is still on. Kathy also reported on an upcoming meeting with Jeff and Mitch to discuss room tax funds and gather information for potential economic development projects in the Town of Farmington.

Public Input: None.

Old Business: None.

New Business:

- 1. Review and Approve Water Testing at Farmington Town Hall Policy #3.01.** The Board reviewed the policy and discussed how much this test will cost the Town on a yearly basis. A motion by Craig Nelson, seconded by Phil Durrant, to approve Water Testing at Farmington Town Hall Policy #3.01. Motion carried unanimously by a voice vote.
- 2. Review and Approve Ordinance NO. 8/18/25(2025) Repealing Ordinance NO. 4/1960 Regulating the Keeping of Dogs in the Town of Farmington.** Board noted that this repeal was at the request of the County Sheriff so they can step in and assist townships with dogs at large. Treasurer inquired if the repeal would affect the dog licensing fees. Board reviewed the original ordinance to make sure there wasn't anything like that in the ordinance. A motion by Craig Nelson, seconded by Phil Durrant, to approve Ordinance NO. 8/18/25(2025) Repealing Ordinance NO. 4/1960 Regulating the Keeping of Dogs in the Town of Farmington. Motion carried unanimously by a voice vote.
- 3. Review and Approve Town Hall Cleaning Service Job Duties.** A motion by Craig Nelson, seconded by Phil Durrant, to approve the Town Hall Cleaning Service Job Duties. Motion carried unanimously by a voice vote.
- 4. Update from the Town Board on the Enhanced Wake Ordinance.** Kevin provided an update on Farmington's local Enhanced Wake Ordinance, including recommendations from Waupaca County and the Sheriff. The County Sheriff recommended implementing an enhanced wake ordinance at the County level, as it would be more effectively enforced County wide than at the local level. Kevin mentioned the possibility of having a County representative co-author the ordinance to help gain support. Waupaca County Corporation Counsel would assist in drafting the ordinance, which would then be presented to the County Board for discussion and potential approval.
- 5. Alcohol Beverage Applications.** None.
- 6. Operator License Applications received in Clerk's Office (informational).** None.
- 7. Land Use Permit Applications received from County Zoning (informational).**
 - Peterson - N2579 Melody Ln - Additions to dwelling: Carport/Garage and deck.
 - Parry - E1069 Whispering Pines Rd – Change in impervious surfaces:

convert driveway to concrete and reconfigure driveway.

- Diaz – E1452 Grand View Rd – Accessory structures, replaced driveway access towards lake and sidewalks.
- Peterson – N2826 Rainbow Dr – Single family dwelling reconstruction with lateral and vertical expansions, with attached garage, 2 covered porches, and accessory structures.
- Voight – E1814 Frontage Rd – Accessory structures: Detached garage, shed, and pool with deck.

8. Intent to Cut Wood (informational). None.

9. Fire Number, Culvert, and Driveway Applications (informational).

- Strongwood Driveway Permit: E1065 Whispering Pines Rd - #05-33-77-12

10. Roads (informational). The Board reviewed the current town road projects scheduled to take place between August and finish by late October/early November 2025. Roads included are Norris Rd, Forest Valley Trail, Morgan Rd, and Rainbow Dr. Discussion regarding the start of Arrow Precision's patchwork project. Phil to contact Arrow to obtain a clearer start date, as the Board has not received any updates. The Board also discussed resident requests for street cleaning on Alm Lane and Covered Bridge area; the Board concluded that most twigs or small branches will be cleared after the first snow fall and plowing takes place. Phil reported on the power line that has been down on Highland Lane for a while – Clerk to contact WPS to see if they can clean it up.

11. Issues/Projects Discussion (30 minutes maximum, no action required).

None.

12. Correspondence to the Town – Review and discussion of recent letters, emails, and other communications received. Discussion on a resident's request for special parking on Otter Dr. The Board had initially granted the request but later re-evaluated the decision due to safety concerns.

13. Bills. A motion by Craig Nelson, seconded by Phil Durrant, to pay the bills. Motion carried unanimously by a voice vote.

Adjournment: A motion by Phil Durrant to adjourn the meeting at 7:36pm.

Respectfully submitted,
Anjela Hamm – Town Clerk