



REGULAR TOWN BOARD MEETING MINUTES

Monday, June 8, 2026 • 6:05 PM • Winchester Town Hall / Microsoft Teams

DRAFT

Members Present

Nicholas Newton (Chairman), Robert Silvis (Supervisor),
John Grimmer (Treasurer), Luke Huybrecht (Clerk)

Members Absent

None

1. Call to Order

Chairman Newton called the meeting to order at 6:05 PM at Winchester Town Hall and on Microsoft Teams. The Pledge of Allegiance was recited.

2. Approval of Agenda

Motion: To approve the agenda.

Moved: Newton • Seconded: Silvis • Vote: Carried 2-0

3. Approval of May 11, May 21, and June 2, 2026 Board Meeting Minutes

Approved as amended to reflect that Joe Discianno's resignation was effective May 31, 2026, and was read aloud and accepted at the Special Meeting on June 2, 2026.

Motion: To approve the minutes as amended.

Moved: Newton • Seconded: Silvis • Vote: Carried 2-0

4. Treasurer's Report

Treasurer Grimmer presented the Treasurer's Report. Key items:

- Town credit cards transitioning to USB Bank; management portal in setup.
- STR permit review: 3 under further research; 3 operating under a different name (correct); 3 held Vilas County permits and were contacted to obtain the town's permit; 3 had no permits and were directed to Vilas County for processing.
- 5 property owners did not submit a return; amounts may be \$0.

5. Clerk's Report

Clerk Huybrecht presented the Clerk's Report as documented.



6. Chairman and Supervisors' Reports

Chairman Newton reported:

- Meeting with town crew weekly; approved modifications to electronic storage.
- Transitioned from Zoom to Microsoft Teams for better integration, security, and cost.
- Establishing additional .gov email addresses for common contacts.

Supervisor Silvis attended the Lakes Committee meeting, Landfill Venture Group meeting, and four-towns shared resources meeting.

7. Vilas County District 2 Representative's Report

Richard Logan reported that the Zoning Committee has recommended a preemptive moratorium on data centers, commercial solar, and battery storage systems.

8. Correspondence

- Eyesore property on CTH W — Chairman Newton will follow up with property owner.
- Sara Grell (Energy Services Consultant) — seeking information on home inspection structure for temp services, rewiring, and generator switch installs.
- Verizon — advertising first responder services.
- Landfill Venture Group — Supervisor Silvis attended committee meeting.

9. Public Comments

The Board discussed moving public comments to the bottom of the agenda; no decision made.

- Galen Brownell — asked about paint markings on Birch Lake Rd; likely Norvado utility markings, unconfirmed.
- Carol Hochhalter — asked about eyesore property on Townsite Rd. Joe Discianno noted Vilas County Zoning advised action by August. Chairman Newton will seek further information on Town's available measures. Richard Logan offered to provide additional detail.
- Dave Burger — asked about streetlights on E/W Birch Lake Rd. Chairman Newton will follow up. Joe Discianno will assist in resuming prior conversations with the streetlight company.

10. Discussion and Possible Action

- Lane Name / Road Changes — fire numbers are underway, awaiting delivery.
- Congressionally Directed Spending / Grant Follow-Up — Town was not selected for EMS District grant funding.
- Turtle Lake Dam — last inspected 2017; forms to be updated annually; town crew to assess embankment tree removal.
- Town Hall Improvements — work in progress; flooring June 15, expected completion by end of that week.



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- Appointment of Signers on Associated Bank Accounts — checking (ending 4819) and money market (ending 2617). Approved signers: Nicholas Newton (Chairman), Luke Huybrecht (Clerk), Robert Silvis (Supervisor), John Grimmer (Treasurer), Adeline Huybrecht (Deputy Clerk), Geri Sell (Deputy Treasurer). Joe Discianno (previous Chairman) to be removed.

Motion: To appoint the listed individuals as authorized signers and remove Joe Discianno.

Moved: Newton • Seconded: Silvis • Vote: Carried 2-0

- Town Attorney / Intermunicipal Agreement — no changes to the agreement unless processed through the Town's representative and the District board.
- Appointing a Town Supervisor — Special Meeting scheduled for June 22, 2026 to interview candidates and address Liquor License applications. Candidates: Dan Dye, David Burger, Sulo Wainio.

Motion: To schedule a Special Meeting on June 22, 2026 to interview Supervisor candidates and address Liquor License applications.

Moved: Newton • Seconded: Silvis • Vote: Carried 2-0

- Driveway Ordinance 2026-01

Motion: To approve Driveway Ordinance 2026-01.

Moved: Newton • Seconded: Silvis • Vote: Carried 2-0

- Facility Use Policy 2026-01

Motion: To approve Facility Use Policy 2026-01.

Moved: Newton • Seconded: Silvis • Vote: Carried 2-0

- Employee Handbook and Holiday PTO Policy — Board will work internally with version control; approve changes at next meeting.

- Road Work Bids — two bids received from Pitlick & Wick:

West Birch Lake Rd hot mix paving: 1.6 mi × 20 ft, \$306,061.75, completion by September 30, 2026. Includes 4" base addition; driveway tie-ins paved to match. Clerk Huybrecht to verify whether bid must be reissued under Chairman Newton's name.

Motion: To approve and accept the Pitlick & Wick hot mix paving bid for West Birch Lake Road at \$306,061.75.

Moved: Newton • Seconded: Silvis • Vote: Carried 2-0

Kling Road chip seal bid (646' × 12' and 780' × 16', \$19,110) — rejected.



11. New Business

- Shared Services Committee (joint with Presque Isle)

Motion: To appoint Clerk Huybrecht to investigate the Shared Services Committee and coordinate with Presque Isle.

Moved: Newton • Seconded: Silvis • Vote: Carried 2-0

- Chairman Succession Procedure / Chairman Guide — Clerk Huybrecht provided a rough template; Chairman Newton will revise and expand as he progresses in the role.
- CLA Accounting Contract / Statement of Work — new accounting firm following lapse of prior contract; excludes Form CT and audits.

Motion: To approve the Statement of Work with CLA Accounting.

Moved: Newton • Seconded: Silvis • Vote: Carried 2-0

- Brush Day — Chairman Newton will investigate scheduling with Bill; local disposal alternatives may have fees.
- Lions Shade Structure at the Park — conceptual; Planning Commission involvement recommended; Chairman Newton requested a placement map.
- Papoose Landing and Papoose Lake Road Bike Routes — signage funded by Northwoods Pedalers group, installed by town crew. Treasurer Grimmer to communicate with Pedalers.

Motion: To designate Papoose Landing and Papoose Lake Road as bike routes, with signage funded by the Northwoods Pedalers group and installed by town crew.

Moved: Newton • Seconded: Silvis • Vote: Carried 2-0

- Resolution 2026-04 – Uniform Chart of Accounts for Wisconsin Municipalities

Motion: To adopt Resolution 2026-04.

Moved: Newton • Seconded: Silvis • Vote: Carried 2-0

- Resolution 2026-02 – General Wisconsin Municipal Records Schedule (beginning with Form PRB-002; does not supersede Ordinance 2020-03)

Motion: To adopt Resolution 2026-02.

Moved: Newton • Seconded: Silvis • Vote: Carried 2-0



12. Future Agenda Items

- Plow schedule (requested by Bernie, member of the public)
- NEMSD report — Jason, Northern Emergency Medical Services District representative
- Appointment of Town Supervisor (carry-forward)
- Liquor License applications (carry-forward)

13. Approval of Vouchers

Motion: To approve the vouchers.

Moved: Newton • Seconded: Silvis • Vote: Carried 2-0

Adjournment

Motion: To adjourn the meeting.

Moved: Newton • Seconded: Silvis • Vote: Carried 2-0

Meeting adjourned at 7:45 PM.

Luke Huybrecht, Town Clerk

Date Submitted: June 10, 2026