



SPECIAL TOWN BOARD MEETING MINUTES

September 1, 2026 • 10:00 AM • Winchester Town Hall, 7228 CTH W, Winchester, WI 54557

Members Present

Nicholas Newton (Chairperson), Robert Silvis (Supervisor),
Danny Dye (Supervisor), Luke Huybrecht (Clerk); John
Grimmer (Treasurer, virtual)

Members Absent

None

1. Call to Order and Pledge of Allegiance

Chairperson Nicholas Newton called the special meeting to order at 10:01 AM, followed by the Pledge of Allegiance.

2. Approval of Agenda

The agenda was presented for approval at the Chairperson's discretion.

Motion: To approve the agenda as presented.

Moved: Dye • Seconded: Silvis • Vote: Carried 3-0

3. Short-Term Rental (STR) Tax

Supervisor Danny Dye led discussion on the allocation and spending requirements for Short-Term Rental tax revenue. No action was taken.

4. Permits Webpage

The Board reviewed the Town's permits webpage, including Ordinance 2026-05, Permits, which was moved for adoption and will be sent to the Planning Commission for further review.

The Board also reviewed pending right-of-way permits: 2026-ROW-01, 2026-ROW-02, and 2026-ROW-03 were approved. The Cottages to Castles driveway permit was approved conditionally, pending approval from the road crew.

The Board discussed a possible missing driveway permit and noted that the driveway had been installed by a prior property owner; no action was needed.

Motion: To adopt Ordinance 2026-05, Permits.

Moved: Newton • Seconded: Dye • Vote: Carried 3-0



5. TextMyGov Communication Service

The Board discussed adding the TextMyGov communication service as a line item in the 2027 budget. Clerk Huybrecht will review the service with Jason and present a contract at the next meeting.

6. Cleaning Services Bids

The Board reviewed cleaning services bids. Only one bid was received, from A Breese Cleaning. No bid was selected at this time; the item will be tabled until spring.

7. Fee Schedule Updates

Clerk Huybrecht will remove electronics from the fee schedule.

Supervisor Dye will contact Eagle Waste to compare pricing and will also compare rates charged by other towns to determine current market prices.

Supervisor Dye will work with Donny to implement invoicing.

8. Budget Planning

The Board discussed the need for a gardener for the memorial garden and Town Hall grounds, and will explore potential quotes and contracts for groundskeeping services.

New Business

9. Manitowish Waters Ace Hardware Charge Account

A charge account with Manitowish Waters Ace Hardware was authorized by Chairperson Newton. The Board requested individual itemized receipts for each transaction.

10. Little Papoose Rd & Papoose Rd Lease Inquiry

The Board discussed a potential three-month lease for Little Papoose Rd and Papoose Rd. Clerk Huybrecht will follow up with the requestor to gather additional information.



Future Agenda Items

- STR Tax
- Employee Handbook

Adjournment

Meeting adjourned at 1:48 PM.

Luke Huybrecht, Town Clerk

Date Submitted: September 7, 2026