



SPECIAL TOWN BOARD MEETING MINUTES

September 10, 2026 • 9:00 AM • Winchester Town Hall, 7228 CTH W, Winchester, WI 54557

Members Present

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

Members Absent

None

1. Call to Order and Pledge of Allegiance

Chairman Newton called the meeting to order at 9:13 AM. The Pledge of Allegiance was recited. All members were present.

2. Approval of Agenda

The Board considered approval of the agenda at the Chairman's discretion.

Motion: To approve the agenda.

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

Discussion/Possible Action

3. Employee Handbook

The Board reviewed the Employee Handbook, approving a special accommodation section, a sexual harassment policy section, requirements for workplace injury and safety reporting, a progressive discipline section, and separation-from-employment procedures.

Motion: To approve the Employee Handbook with changes, including the special accommodation section, sexual harassment policy section, workplace injury and safety reporting requirements, progressive discipline section, and separation from employment procedures.

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

4. Board of Review Date and Alternates

Clerk Huybrecht will draft an ordinance appointing Joe Discianno as Board of Review alternate and will verify requirements, including training materials, with the Wisconsin Towns Association ahead of approval at the September 14 meeting. The Board of Review date was confirmed as September 28, from 10:00 AM to 12:00 PM.

5. TextMyGov Contract

Motion: To approve entering into the TextMyGov contract and authorize the Chairman to sign.



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

Adjournment

Meeting adjourned at 11:00 AM.

Luke Huybrecht, Town Clerk

Date Submitted: September 20, 2026