



REGULAR TOWN BOARD MEETING MINUTES

October 12, 2026 • 6:00 PM • Winchester Town Hall, 7228 CTH W, Winchester, WI 54557

Members Present

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

Members Absent

None

1. Call to Order and Pledge of Allegiance

The meeting was called to order at 6:00 PM. The Pledge of Allegiance was recited, and all members were present.

2. Approval of Agenda at Chairperson's Discretion

Motion: To approve the agenda as presented.

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

3. Approval of Minutes – August 17, September 1, September 10, September 14, and October 6 Town Board Meetings

Motion: To approve the minutes of the August 17, September 1, September 10, September 14, and October 6 Town Board Meetings as presented.

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

4. Treasurer's Report

Treasurer John Grimmer reported that the Treasurer's reports have been enhanced based on WTA guidance received during training, and that the Town expects approximately \$31,000 in transportation aids from the DOT.

5. Clerk's Report

Clerk Huybrecht presented the Clerk's Report.

6. Chairperson and Supervisors' Reports

Chairperson Nicholas Newton reported that he is meeting with the Town Crew on Monday mornings; that he discussed the 2009 diesel truck with a mechanic and is optimistic about the outcome and a lower quote cost; that he received an email from Beth Salto regarding the November 1 fee change; that he attended the Library special meeting for strategic planning; that he forwarded the NLDC waters report; that he attended the NEMSD meeting; that he resolved licensing issues; that he set up and migrated the WI WAMS systems login; that he met with Dana and Kathy at NEMSD regarding grant funding for projects; that he spoke with CNSI regarding licensing; that he communicated about a noise



complaint near WinMan; that he received communication from Roxanne Lutgen regarding the W Rock Lake Road properties; and that final cleaning of the Park bathroom is complete before the Town Crew closes it for the winter.

Supervisor Robert Silvis reported meeting with the Landfill Venture Project; that he is anticipating the GLIFWC report on the fish surveys conducted October 3 and 4; that he attended the NEMSD meeting and the Rainbow Lakes Association meeting; and that he is meeting with EAU representatives this week to discuss holiday lights.

Supervisor Danny Dye reported meeting with Donny; that the printer is up and running; that he stopped at the Presque Isle transfer station to shadow its process; that the tow motor radiator should be fixed next week; that skid steer funding is not anticipated for next year; that a WTA representative advised it makes sense to partner with Presque Isle rather than Manitowish Waters, but not necessarily to have the Town's own tourism entity; that he plans to join the WTA short-term rental meeting on October 30; that he discovered a website that aggregates VRBO, Airbnb, and other short-term rental data to help manage short-term rentals; and that he visited the old transfer site.

7. Vilas County District 2 Representative's Report

Vilas County District 2 Representative Richard Logan reported that the County is in the same position as the towns regarding budgeting, and that increases are anticipated in tourist housing permit fees as well as other permit fees. He also informed the Board about the existing staff person who manages and researches non-permitted short-term rentals, and about the nutrition program at NLES.

8. NEMSD Report

Jessie Mabie reported 44 calls between stations, an average turnaround of 90 seconds, and an average scene response time of under 11 minutes from call to arrival. NEMSD provided paramedic-level care and restarted monthly trainings, which began with a good turnout.

9. Correspondence

Correspondence included an email regarding the Winchester boat display; communications with ISPs regarding availability and installation timelines; discussion of the Christmas tree lighting; correspondence with WinMan regarding a letter of support; contact with the Sno-Bunnies snowmobile club regarding funding and a potential new trail along E Harris Lake Road; and an email from Kyle at Vilas County regarding sign installations. Republic Services' fuel surcharge will be charged going forward per the contract but will not be charged retroactively.



10. Public Comments

Regarding the Rock Lake Road properties, Jerry Gryttenholm emphasized that conversations with past Boards have resulted in Town properties not being used for motor vehicles. Lee Stengle requested motion-sensor lights rather than always-on lights to reduce light pollution.

11. Veterans Day Resolution 2026-06 and Sign Message

Motion: To adopt Resolution 2026-06, Veterans Day, and approve the associated sign message.

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

12. Employee Handbook Modification Requests

The Town Crew requested changes to the Employee Handbook: removing unpaid lunches; compensating any hours worked outside their regular daily schedules at time and a half before 40 hours have been reached for the week; and allowing employees who finish their daily tasks early to leave and be paid for the full time. No changes will be made at this time; the requests may be revisited during employee reviews.

13. Grader

The Board discussed that the grader needs an inspection by a disinterested party. Sulo Wainio recommended Ben Peck, Ben Zalesky, Carl Wolters, and Chuck of Chuck's Excavating. Supervisor Dye recommended asking what the downside would be. Chairperson Newton will reach out.

14. Town Crew Truck Magnets

Jessie recommended Always Tired Inc.

15. Lawn Care Contracts

The Board was unable to make a decision, citing insufficient information.

16. Town Hall and Memorial Gardens

Supervisor Silvis will speak with EAU this week. Kathy Leeder expressed interest in helping. The item remains in development.

17. Formation of Short-Term Rental Committee

The item remains in development.

18. Winchester Community/Civic Center

Chairperson Newton reported that he has been part of small discussions with NEMSD about whether it will stay in Winchester as it expands, and about helping rebuild the community, potentially combining the library, town offices, meeting rooms, and telehealth rooms. Representative Logan praised the Phelps civic center/community building.



19. Sale of Winchester Ambulance

The Board held an initial discussion of a potential purchase of the Winchester ambulance by NEMSD, as Winchester's ambulance is the newest.

20. Rock Lake Road Properties

A letter from Attorney Roxanne Lutgen was entered into the public record. Phil noted that access in the past has been from the Rock Lake boat landing. Mr. Gryttenholm expressed concerns about potential noise and lights late at night disrupting the general peace.

21. Eyesore Property on Town Site Road

There were no updates from the Health Department; the County is actively attempting to contact the owner.

22. WINALERT TextMyGov Service Launch Date – October 15, 2026

The initial message will be sent on October 15, 2026. Residents may text WINCHESTER to 91896.

23. Road Plans/Work – Delmore Consulting

Jeff Delmore of Delmore Consulting was present and reported that crack filling is complete. A large crack on S Turtle Lake Road was not filled and had been filled previously; other options are being explored, including milling and repaving the center joint as a long-term fix, or possibly mastic filler, which requires a cost-benefit analysis. Mr. Delmore informed the Board about the culvert and sign inventory links, which will be posted, and reintroduced the Board to the road projects.

Mr. Delmore advised holding off on W Birch Lake Road and prioritizing crack and chip sealing to preserve other roads in the meantime, advised against delaying asphalt improvements based on oil prices, and said he looks forward to working with the Board to identify roads that would benefit from these improvements.

24. Placement of Bike Route Signs on Papoose Lake and Papoose Landing Roads

The Pedalers would purchase the signs and the Town Crew would install them. Mr. Wainio raised a question about signage for riding single-file. No signs will be placed at this time.

25. WinMan Letter of Support

WinMan requested a letter of recommendation to support its grant application to fund future efforts. The letter should communicate that the Town of Winchester supports WinMan and its efforts.

26. S. Kutz Letter Request for Grant

The property has runoff and is eligible for grant funding. Stephanie Kutz is requesting a letter of support for the grant, based on the previous property owner's inaction and communication to the Town. Chairperson Newton will draft the letter and send it to Supervisor Silvis.



27. Controlled Burn of Brush Pile

Supervisor Silvis will discuss the burn with John Melzer at the Fire Department meeting and will collaborate with the Town Crew.

28. Silverado 2500HD Work Truck

The truck is no longer available. Vehicle purchases were tabled for a future meeting, after decisions have been made regarding repair of the current truck.

29. Cemetery Association Request for \$4,000 in 2027 Budget

The Cemetery Association reported that tree removal/maintenance cost \$3,000 and road repair cost \$3,000, and that no plots have been sold in two years. The item was for discussion only and will be decided at a future meeting after the budget has been settled.

30. Town Garages and Transfer Station Security

The Board is exploring upgrading the old CCTV system to a modern solution. Residents voiced support for security improvements, including motion-sensor lights.

31. Lakeland Bus Company Bus Stop at Town Hall

Motion: To allow Lakeland Bus Company to establish a bus stop at Town Hall.

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

32. Updated 'Elections' Website

The updated Elections website was demonstrated to the Board and the meeting attendees.

Future Agenda Items

- STRs After Meeting
- Easement for Groomer Along E Side of Harris Lake Road
- Republic Services Contract
- Preventing Motorized Vehicles on W Rock Lake Road Town Properties
- Town Crew Truck Magnets
- Lawn Care Contracts — Need Updated Quotes and Lawnmower Prices
- Approval of Temporary Alcohol License Before Fundraiser
- Insurance Coverage Discussion



33. Approval of September and October Vouchers

Motion: To approve the September and October vouchers.

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

Adjournment

Meeting adjourned at 8:25 PM.

Luke Huybrecht, Town Clerk

Date Submitted: October 15, 2026