

\*\* AGENDA \*\*  
\* \* OUTAGAMIE COUNTY BOARD \* \*

Office of the County Clerk, August 26, 2025.

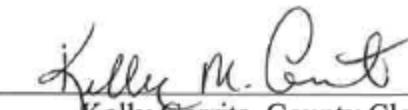
The Board meets pursuant to adjournment, and is called to order by Chairperson Gabrielson at 7:00 p.m. in the County Board Room, located at 320 South Walnut Street, Appleton, Wisconsin.

1. **ROLL CALL** of the Board of Supervisors. Board Chairperson requests the Board's confirmation regarding excused members.
2. **PLEDGE OF ALLEGIANCE** - Offered by Chairperson Gabrielson.
3. **MINUTES OF THE JULY 22, 2025 COUNTY BOARD MEETING**
4. **SPECIAL ORDER OF BUSINESS**
5. **ESTABLISH ORDER OF THE DAY**
6. **COMMUNICATIONS**
  - A. Roll Call Request – The Proceedings of the Board of Supervisors 2024-2025 Electronic Version, in accordance to Resolution No. 150—2018-19, are available for viewing at: <https://www.outagamie.org/government/departments-a-e/county-clerk/county-government> The link will be emailed to each Supervisor. Electronic formats will be distributed to all county local libraries for their reference departments. A roll call vote is requested for supervisors wanting this version by a portable thumb drive costing approximately \$3 per drive.
7. **PUBLIC PARTICIPATION** – Pursuant to Chapter 2, Section 2-49 Rule 6 – Appearance of Non-Board Members, of the Outagamie County Code of Ordinances, “Public participation is limited to Outagamie County residents, employees and owners of businesses in Outagamie County, Outagamie County employees, or Outagamie County property taxpayers. Participation is limited solely to only matters listed on the agenda and for a total of 15 minutes, which may be extended to 30 minutes at the discretion of the Chair. Individual speakers are limited to three minutes per speaker.”
8. **APPOINTMENTS**
  - A. County Executive Nelson nomination for appointment of Thomas Lornson to the Health and Human Services Board; term expires December 31, 2027.
  - B. County Executive Nelson nomination for appointment of Curtis Riedy to the Department of Recycling and Solid Waste and Highway Department Facility and Land Use Oversight Committee; for the duration of the project.
9. **REPORT BY THE COUNTY EXECUTIVE** - County Executive Thomas Nelson will give an Administrative Update.
10. **UNFINISHED BUSINESS**
11. **NEW BUSINESS**
  - A. Resolution No. Z-6—2025-26 -- Agriculture, Extension Education, Zoning and Land Conservation Committee. Approve the Town of Buchanan Town Zoning Ordinance Text Amendment, which includes updates to Table 525-31-2: District Dimensional Standards, zoning code text, as depicted on the attached staff review.

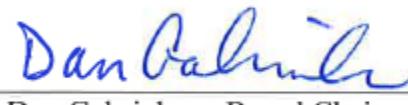
- B. Resolution No. Z-7—2025-26 -- Agriculture, Extension Education, Zoning and Land Conservation Committee. Approve the rezone request for the Town of Buchanan to update the zoning classifications for 518 parcels that have inconsistent zoning and land uses, in the Town of Buchanan, as depicted on the attached review and map.
- C. Resolution No. 60—2025-26 – Property, Airport, Recreation and Economic Development Committee. Approve to authorize the execution of a Deed by Corporation to the Wisconsin Department of Transportation (WisDOT) for \$53,000, for the sale of the County Solid Waste land, parcels 260447301 and 26047302 (approximately 1.011 acres), to the WisDOT, for the French Road overpass, and accept revenues for the temporary easement, maintenance of grounds, and increase/decrease the Solid Waste line items, as noted on the resolution and attachments.
- D. Resolution No. 61—2025-26 – Property, Airport, Recreation and Economic Development Committee. Approve to establish the Employee Child Care Center Renovation Project Oversight Committee as a public works project, with the total exceeding \$1,500,000 in accordance with Section 50-87 of the Outagamie County Code of Ordinances; and authorize the formation of the Employee Child Care Center Renovation Project Committee to oversee all phases of the project in the best interest of the County.
- E. Resolution No. 62—2025-26 – Public Safety Committee. Approve of increasing the line items for Jail Fees, Fines and Costs by \$34,127 and the Communications Services by \$34,127, to be used toward software expenses in the communications center, as noted on the attached fiscal note.
- F. Resolution No. 63—2025-26 – Property, Airport, Recreation and Economic Development Committee. Approve to establish the Plamann Park Office and Maintenance Shop Construction Project as a public works project whose total will exceed \$1,500,000 in accordance with Section 50-87 of the Outagamie County Code of Ordinances, and authorize the formation of the Plamann Park Office and Maintenance Shop Construction Project Oversight Committee to oversee all phases of the project in the best interest of the County.
- G. Resolution No. 64—2025-26 – Finance Committee. Approve the execution of the attached Subdivision Participation and Release Form, and authorizes the Board Chair or designee to execute same, and all proceeds from the Settlement Agreement not directed to the Attorney Fees Account shall be deposited in the County's Opioid Abatement Account, administered consistent with the terms of this Resolution, Wis. Stat. §165.12(4), and the Settlement Agreement, and that all actions taken by the Board of Supervisors and other public officers and agents of the County with respect to the matters contemplated under this Resolution are hereby ratified, confirmed and approved.
- H. Resolution No. 65—2025-26 – Legislative/Audit and Human Resources Committee. Approve an in-year Table of Organization request, effective October 1, 2025, for the deletion of one full-time Deputy Register of Deeds (grade 130) position, and the creation of one full-time Records Specialist position, and transfer \$22,248 from the Small Department Vacation and Sick Leave Payout fund to the line items of Register of Deeds Salaries (\$14,361) and Fringe Benefits (\$7,887), increase the line items of General Funds Applied, Fund Balance Applied by \$22,248, and the General Fund, Fund Balance Unassigned by \$22,248, as noted on the Resolution and attachments.

- I. Resolution No. 66—2025-26 – Legislative/Audit and Human Resources Committee. Approve an in-year Table of Organization request, for the Parks Department, to delete one full-time Parks Program Supervisor/Liaison position, to create one full-time Operations and Recreation Manager position and the reclassification of one full-time Operations and Recreation Manager position, effective August 26, 2025, and for the following Plamann Park line items: decrease Salaries by \$71,406.40, decrease Fringe by \$36,050.04, increase Salaries by \$69,908.80, and increase Fringe by \$35,829.15, as noted on the Resolution and attachments.
- J. Resolution No. 67—2025-26 – Legislative/Audit and Human Resources Committee. Approve an in-year Table of Organization request to reclassify one full-time Systems Analyst Supervisor Grade 160 with one full-time Administrative Services Supervisor Grade 150 in the Health and Human Services Department, effective September 7, 2025, with no fiscal impact, as noted on the Resolution and attachments.
- K. Resolution No. 68—2025-26 – Property, Airport, Recreation and Economic Development Committee. Authorize and approve the Outagamie County Parks Department to accept and expend a donation from Grand Chute Baseball for \$100,000, to replace the infield fences and dugouts, and increase the line items for Plamann Park Paving/Related Construction for Capital and Donation by \$100,000 each, as detailed on the attached fiscal note.
- L. Ordinance No. D—2025-26 – Highway, Recycling and Solid Waste Committee. Approve to amend Section 36-91 “Speed Zones Established” of the Outagamie County Code of Ordinances and revising the posted speed limit from Lightning Drive to Mary Martin Drive from 45 mph to 35 mph and incorporating a regulatory 25 mph school zone speed limit, as noted on the Ordinance and attachments.

12. REPORTS



Kelly Gerrits, County Clerk



Dan Gabrielson, Board Chairperson

Accommodation Notice

Any person requiring special accommodations who wishes to attend this meeting should telephone (920) 832-5077 at least 24 hours in advance.

\* \* MINUTES \* \*  
\* \* OUTAGAMIE COUNTY BOARD \* \*

Office of the County Clerk, July 22, 2025.

The Board met pursuant to adjournment, and was called to order by Chairperson Gabrielson at 7:00 p.m. in the County Board Room, located at 320 South Walnut Street, Appleton, Wisconsin.

**ROLL CALL:** 35 present, 1 absent. Members present: Thompson, Johnson, Smith, Patience, Gabrielson, Kostelny, Hammen, Lawrence, Krueger, Lamers, Ferguson, McCabe, Wegand, Hermes, MacDonald, Zabronsky, Croatt, Spears, Heiser, Mitchell, Cuff, Hagen, Klemp, Thiede, Weinberg, Culbertson, Monfils, Winterfeldt, Nejedlo, Clegg, Thyssen, VanderHeiden, Rettler, Koury, and Lautenschlager. Members absent: Supervisor Janke.

The Board Chairperson requested the Board's confirmation to excuse Supervisor Janke. No objections; so ordered.

The Pledge of Allegiance was led by Chairperson Gabrielson.

**MINUTES OF THE JUNE 24, 2025 COUNTY BOARD MEETING**

Supervisor Croatt moved, seconded by Supervisor Patience, to approve the minutes of the June 24, 2025 County Board meeting.

**ROLL CALL: 33 yes, 2 abstain (Wegand, Thyssen), 1 absent. MINUTES OF THE JUNE 24, 2025 COUNTY BOARD MEETING ARE APPROVED.**

**SPECIAL ORDER OF BUSINESS** – None.

**ESTABLISH ORDER OF THE DAY** – Chairperson Gabrielson requested unanimous consent to have all appointments, ordinances, and resolutions locked in at the meeting. No objections; so ordered.

**COMMUNICATIONS** –

Chairperson Gabrielson summarized the following communications:

- There are 17 Supervisors who completed the most recent cyber security training, *Pick Your Path – Deep Space Danger*, which was e-mailed to County Supervisors on July 9, 2025. Chairperson Gabrielson reminded the County Board the deadline to complete this training is July 31, 2025. Additionally, Chairperson Gabrielson reminded the collective there are five (5) County Board Supervisors who still need to complete the June 2025 security training, *Pick Your Path - Zombie Invasion*, and three (3) members who still need to complete the May 2025 security training, *Deep Fakes*. Legislative Services sent out reminder e-mails to those who have yet to complete the trainings.
- Save the Date: The County Board Summer Picnic will be held on Tuesday, September 30 at The Hillside at Plamann Park; please R.S.V.P. to Legislative Services by September 22. An e-mail was sent out with more details.
- Save the Date: Appleton International Airport is celebrating 60 years of economic success with a special event on August 5, 2025 at 10 a.m. The event will provide insight on the positive economic impact the airport brings to the Fox Valley as a result of its operations.

- Outagamie County's Highway Commissioner, Dean Steingraber, announced his retirement from Outagamie County. His final date of employment will be August 8, 2025. Please pass along a congratulations to Highway Commissioner Steingraber.
- Outagamie County Parks Department is in the process of updating its Outdoor Comprehensive Plan. An initial survey is located at Outagamie.org/corp if interested in completing the survey or forward it to other community members who would like to provide insight and feedback.
- Brewster Village is conducting open interviews for open positions in their organization, including LPNs, RNs, CNAs, and Medication Technicians. If you know anyone who would be interested in applying, please refer them to Outagamie.org for more details.
- Chairperson Gabrielson recognized the following County Board Supervisor birthdays: Supervisors Hermes (7/23), Lawrence (7/26), Johnson (7/30), Zabronsky (8/1), and Chairperson Gabrielson (8/17).
- The next County Board meeting will be held on August 26, 2025.

PUBLIC PARTICIPATION IS LIMITED TO ONLY MATTERS LISTED ON THE AGENDA AND FOR A TOTAL OF FIFTEEN MINUTES WHICH MAY BE EXTENDED TO 30 MINUTES AT THE DISCRETION OF THE CHAIR – None.

APPOINTMENTS –

County Executive Nelson nomination for appointment of Jessica Fleek to the Outagamie County Housing Authority Commission, term expires July 31, 2030.

Supervisor Thiede moved, seconded by Supervisor Lautenschlager, for confirmation of the above-listed appointment.

ROLL CALL: 35 yes, 1 absent. JESSICA FLEEK IS APPOINTED TO THE OUTAGAMIE COUNTY HOUSING AUTHORITY COMMISSION.

County Executive Nelson nomination for reappointment of John Sundelius to the Heart of the Valley Metropolitan Sewerage District Commission, term expires October 2030.

Supervisor Krueger moved, seconded by Supervisor Nejedlo, for confirmation of the above-listed reappointment.

ROLL CALL: 35 yes, 1 absent. JOHN SUNDELIUS IS REAPPOINTED TO THE HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT COMMISSION.

REPORT BY THE COUNTY EXECUTIVE – County Executive Thomas Nelson provided an Administrative Update.

UNFINISHED BUSINESS – None.

NEW BUSINESS –

Ordinance No. Z-6—2025-26 – Agriculture, Extension Education, Zoning, and Land Conservation Committee. Approve adoption of the petition of Carow Land Surveying, applicant on behalf of Jeremy & Heather Foster and John & Catherine Skell, owners, to rezone a portion of parcel 020076605 from the RSF Single Family Residential District to the AGD General Agriculture District, in the Town of Bovina, as depicted on the attached review and map.

Supervisor VanderHeiden moved, seconded by Supervisor Rettler, for adoption.

ROLL CALL: 35 yes, 1 absent. ORDINANCE NO. Z-6—2025-26 IS ADOPTED.

Ordinance No. Z-7—2025-26 – Agriculture, Extension Education, Zoning, and Land Conservation Committee. Approve adoption of the petition of Robert E. Lee & Associates, applicant on behalf of Chad & Mark Properties LLC, owner, to rezone parcel 090040300 from the General Agriculture District to the Residential Two Family District, Residential Single Family District, and Residential Multi-Family District, a portion of parcel 090040706 from the Residential Multi-Family District to the Residential Two Family District, and parcels 090040701 and 090040704 from the Residential Single Family District to the Residential Multi-Family District, in the Town of Freedom, as depicted on the attached review and map.

Supervisor VanderHeiden moved, seconded by Supervisor Rettler, for adoption.

ROLL CALL: 35 yes, 1 absent. ORDINANCE NO. Z-7—2025-26 IS ADOPTED.

Resolution No. 49—2025-26 – Finance Committee. Approve the Administrative Rule AR-2025-03 (attached), replacing AR2012-01, regarding the Acceptable Use of Information Technology, and will be on file in the County Clerk's Office in a manual labeled "Outagamie County Administrative Rules".

Supervisor Croatt moved, seconded by Supervisor Lautenschlager, for adoption.

Supervisor Spears made a motion to suspend the rules to allow either HR Director Wunderlich or IT Director Koutnik to speak about the changes made between the current Outagamie County Administrative Rule (AR2012-01) with AR2025-03. Supervisor Patience seconded the motion. Chairperson Gabrielson asked for unanimous consent to allow IT Director Koutnik to come forward to address the County Board and provide more context. No objections; so ordered.

ROLL CALL: 29 yes, 6 no (Krueger, Ferguson, Cuff, Hagen, Thiede, Rettler), 1 absent. RESOLUTION NO. 49—2025-26 IS ADOPTED.

Resolution No. 50—2025-26 – Public Safety Committee. Approve the following amendments to the Criminal Justice Coordinating Council membership entities: combining the "Higher Education" and "Public School Official" into one entity titled "Education", removing the "GOALS Program" because of inactivity, and renaming the "Volunteer in Offender Services" entity to "Criminal Justice Treatment Services," aligning it with the department's current name, as noted on the resolution.

Supervisor Patience moved, seconded by Supervisor Lamers, for adoption.

ROLL CALL: 35 yes, 1 absent. RESOLUTION NO. 50—2025-26 IS ADOPTED.

Resolution No. 51—2025-26 – Public Safety Committee. Approve of the Sheriff's Office to apply for, accept and expend \$9,563.20 from the Wisconsin Department of Health Services, Office of Preparedness and Emergency Health Care, Division of Public Health for emergency dispatcher cardiopulmonary resuscitation training and testing, and increase the following Law Enforcement Communication cost centers: Intergovernmental Revenue by \$9,563; Salaries by \$5,283; Travel/Training by \$4,280, as noted on the attached fiscal note.

Supervisor Patience moved, seconded by Supervisor Hermes, for adoption.

ROLL CALL: 35 yes, 1 absent. RESOLUTION NO. 51—2025-26 IS ADOPTED.

Resolution No. 52—2025-26 – Property, Airport, Recreation and Economic Development Committee. Authorize and approve the attached Lease Agreement, between Outagamie County and the Young Men’s Christian Association (YMCA) of the Fox Cities, Inc. for building space and adjacent outdoor playground space located at 3375 W. Brewster Street, Appleton, to be used for an Outagamie County employee child care center, with no impact to the 2025 budget, as noted on the attached fiscal note.

Supervisor Culbertson moved, seconded by Supervisor Kostelny, for adoption.

ROLL CALL: 34 yes, 1 no (Lautenschlager), 1 absent. RESOLUTION NO. 52—2025-26 IS ADOPTED.

Resolution No. 53—2025-26 – Property, Airport, Recreation and Economic Development Committee. Approve the Mosquito Hill line items by transferring \$42,000 from Purchased Services to the Capital Outlay, as noted on the attached fiscal note, for unanticipated roof repairs on the Mosquito Hill Nature Center Building.

Supervisor Culbertson moved, seconded by Supervisor Monfils, for adoption.

ROLL CALL: 35 yes, 1 absent. RESOLUTION NO. 53—2025-26 IS ADOPTED.

Resolution No. 54—2025-26 – Finance Committee. Approve delegating authority to the County Board Chairperson to enter into a settlement agreement, including without limitation the execution of any and all ancillary documents and agreements necessary to effectuate a settlement, with any Opioid Defendant provided (a) the PEC and Law Firms shall have recommended the settlement; and (b) the Outagamie County share of proceeds from any such settlement is consistent with the shares established in Exhibit A to Addendum Two and is consistent with the allocations established in previous settlements with Opioid Defendants, as noted on the resolution.

Supervisor Croatt moved, seconded by Supervisor Lawrence, for adoption.

ROLL CALL: 34 yes, 1 no (Hermes), 1 absent. RESOLUTION NO. 54—2025-26 IS ADOPTED.

Resolution No. 55—2025-26 – Property, Airport, Recreation and Economic Development Committee. Approve the line items by transfer \$60,000 from the Phase 3 Park Facility Lot Yard Capital Outlay to the CORP Capital Outlay, as noted on the attached fiscal note, to be used to support public outreach efforts for the Comprehensive Outdoor Recreation Plan (CORP).

Supervisor Culbertson moved, seconded by Supervisor Klemp, for adoption.

ROLL CALL: 35 yes, 1 absent. RESOLUTION NO. 55—2025-26 IS ADOPTED.

Resolution No. 56—2025-26 – Health and Human Services Committee. Approve the execution of the attached Sandoz Settlement Agreement, and authorize the Board Chair or designee to execute same, and all proceeds from the Settlement Agreement not otherwise directed to the Attorney Fees Account shall be deposited in the County’s Opioid Abatement Account, as noted on the resolution.

Supervisor McCabe moved, seconded by Supervisor Krueger, for adoption.

ROLL CALL: 35 yes, 1 absent. RESOLUTION NO. 56—2025-26 IS ADOPTED.

Resolution No. 57—2025-26 – Legislative/Audit and Human Resources Committee. Approve an in-year Table of Organization request by reclassifying one (1) full-time Division Manager/Mental Health position effective August 11, 2025, for the Health and Human Services Department, with no fiscal impact, as noted on the attached Position Classification/Grade Change Form – 2025 In Year and Job Description.

Supervisor Spears moved, seconded by Supervisor MacDonald, for adoption.

ROLL CALL: 35 yes, 1 absent. ORDINANCE NO. 57—2025-26 IS ADOPTED.

Resolution No. 58—2025-26 – Highway, Recycling and Solid Waste Committee. Approve the line items by decreasing the Highway – Site Work – Hortonville Capital Outlay by \$250,000 and increasing the Highway – Site Work – Appleton Capital Outlay by \$250,000, as noted on the attached fiscal note, to be used to construct a new access to County OO and complete a portion of the asphalt paving for the new Wisconsin Department of Transportation funded salt shed.

Supervisor Hagen moved, seconded by Supervisor Nejedlo, for adoption.

ROLL CALL: 35 yes, 1 absent. RESOLUTION NO. 58—2025-26 IS ADOPTED.

Resolution No. 59—2025-26 – Highway, Recycling and Solid Waste Committee. Approve to authorize the Highway Commissioner to enter into a State Municipal Financial Agreement for the CTH N and CTH OO intersection improvement project and support funding for the county share of the project costs to be included in future budgets, as noted on the resolution and attachments.

Supervisor Thiede moved, seconded by Supervisor Nejedlo, for adoption.

ROLL CALL: 35 yes, 1 absent. RESOLUTION NO. 59—2025-26 IS ADOPTED.

RECONSIDERATION OF ALL APPOINTMENTS, ORDINANCE NOS. Z-6 AND Z-7—2025-26, AND RESOLUTION NOS. 49, 50, 51, 52, 53, 54, 55, 56, 57, 58 AND 59—2025-26.

Supervisor Patience moved, seconded by Supervisor Wegand, to reconsider all above listed appointments, ordinances, and resolutions.

Vote for reconsideration. ROLL CALL: 33 yes, 2 no (Ferguson, Thiede), 1 absent. ALL APPOINTMENTS, ORDINANCE NOS. Z-6 AND Z-7—2025-26, AND RESOLUTION NOS. 49, 50, 51, 52, 53, 54, 55, 56, 57, 58 AND 59—2025-26 ARE RECONSIDERED.

LOCK IN OF ALL APPOINTMENTS, ORDINANCE NOS. Z-6 AND Z-7—2025-26, AND RESOLUTION NOS. 49, 50, 51, 52, 53, 54, 55, 56, 57, 58 AND 59—2025-26.

Vote for lock in. ROLL CALL: 35 yes, 1 absent. ALL APPOINTMENTS, ORDINANCE NOS. Z-6 AND Z-7—2025-26, AND RESOLUTION NOS. 49, 50, 51, 52, 53, 54, 55, 56, 57, 58 AND 59—2025-26 ARE ADOPTED AND LOCKED IN.

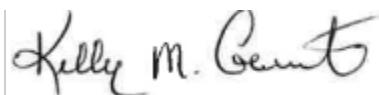
REPORTS –

County Board Memo – Notification of the Town of Black Creek Transition to County General Zoning

ADJOURNMENT –

Supervisor Krueger moved, seconded by Supervisor Thyssen to adjourn until August 26, 2025 at 7:00 p.m. VOICE VOTE CARRIED UNANIMOUSLY.

The meeting adjourned at 8:06 p.m.



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Kelly Gerrits, County Clerk

**ROLL CALL SUMMARY JULY 22, 2025 COUNTY BOARD MEETING**

<b>DIST./NAME</b>	<b>NO. OF ROLL CALLS TAKEN THIS MEETING</b>	<b>NO. VOTES CAST THIS MEETING</b>	<b>CUMULATIVE CALLS TAKEN THIS TERM</b>	<b>NO. VOTES CAST THIS TERM</b>
1. Thompson	18	18	115	105
2. Johnson	18	18	115	79
3. Smith	18	18	115	115
4. Patience	18	18	115	115
5. Gabrielson	18	18	115	115
6. Kostelný	18	18	115	115
7. Hammen	18	18	115	88
8. Lawrence	18	18	115	79
9. Krueger	18	18	115	91
10. Lamers	18	18	115	79
11. Ferguson	18	18	115	115
12. McCabe	18	18	115	81
13. Wegand	18	18	115	69
14. Hermes	18	18	115	105
15. MacDonald	18	18	115	79
16. Zabronsky	18	18	18	18
17. Croatt	18	18	115	100
18. Spears	18	18	115	115
19. Heiser	18	18	115	115
20. Mitchell	18	18	115	115
21. Cuff	18	18	115	88
22. Hagen	18	18	115	115
23. Klemp	18	18	115	115
24. Thiede	18	18	115	115
25. Janke	18	0	115	73
26. Weinberg	18	18	115	91
27. Culbertson	18	18	115	115
28. Monfils	18	18	115	91
29. Winterfeldt	18	18	115	81
30. Nejedlo	18	18	115	115
31. Clegg	18	18	115	115
32. Thyssen	18	18	115	42
33. VanderHeiden	18	18	115	115
34. Rettler	18	18	115	81
35. Koury	18	18	115	79
36. Lautenschlager	18	18	115	115

Member(s) absent: Supervisor Janke



OUTAGAMIE COUNTY EXECUTIVE  
Thomas M. Nelson  
320 South Walnut St.  
Appleton, WI 54911  
920.832.1684  
[thomas.nelson@outagamie.org](mailto:thomas.nelson@outagamie.org)

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August 26, 2025

**TO: THE HONORABLE OUTAGAMIE COUNTY BOARD OF SUPERVISORS**  
**SUBJECT: HEALTH AND HUMAN SERVICES BOARD**

Please be advised of a vacancy on the Health and Human Services Board. As such, Thomas Lornson has expressed interest in filling the Citizen Member (physician) vacancy.

I respectfully request the County Board's concurrence with the designation of the aforementioned individual to serve on the Health and Human Services Board with a term expiring December 31, 2027.

Supporting documents are attached.

Sincerely,

Thomas Nelson

cc: Beth Roberts  
Carla Masten

## Outagamie County Application for Executive Appointment

Name: Thomas Lornson

Address: [REDACTED]

Home Phone: [REDACTED] Work Phone: [REDACTED] Cell Phone: ( ) [REDACTED]

E-Mail Address: [REDACTED]

Would you like agendas and minutes emailed to you? Yes  No

Do you want your email address given to the general public? Yes  No

Present Employer/Position:

Black Creek Dental - Owner and Dentist

Previous Employer/Position:

N/A

Educational Background:

Undergraduate - University of Wisconsin Madison, Dental School - Marquette University,

Post Doctorate - University of Minnesota

Present and Previous Public Service Involvement: (other commissions, committees and years of involvement)

Previously served as vice-president and president of Outagamie County Dental Society.

Comments:

Signature: Thomas Lornson

Date Submitted: 6-19-2025

**OUTAGAMIE COUNTY DISCLOSURE**  
**IN COMPLIANCE WITH RESOLUTION 46—1974 AND ORDINANCE C-2010-11**  
**AND CHAPTER 2, SECTION 2-424 – 2-426 OF THE OUTAGAMIE COUNTY**  
**CODE OF ORDINANCES**

The purpose of this Disclosure Statement is to make full disclosure of all potential or actual conflicts of interest. Conflicts of interest occur when the personal interests, financial or otherwise, of a person actually or potentially interfere with the person's professional obligations to and/or the best interests of Outagamie County.

NAME (LAST)	(FIRST)	(MIDDLE)	DAYTIME TELEPHONE NUMBER
Lornson	Thomas	Emery	[REDACTED]
MAILING ADDRESS	STREET	CITY	STATE ZIP CODE
[REDACTED]			

POSITION OR CAPACITY WITH OUTAGAMIE COUNTY (now held or seeking):

Board member for the Health and Human Services board.

PRINCIPAL EMPLOYER(S) NAME

Black Creek Dental

ADDRESS

207 S. Main Street, Black Creek, WI 54106

SOURCE OF INCOME IN EXCESS OF \$1,200 PER YEAR (List all sources or anticipated in excess of \$1,200/year). List any interest in any business, contract, lease or item of value, the nature and extent of such interest, holding or employment which may involve a conflict of interest or potential conflict or ethics problem in conducting county business.

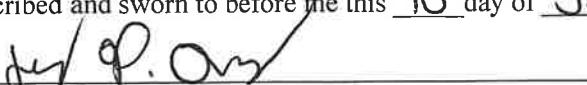
Black Creek Dental

I, Thomas Lornson currently serving or will be serving Outagamie County in the capacity of board member for Outagamie County Health & Human Service certify that I anticipate no income from any other source to be in conflict with the county ethics code nor do I have any holdings not disclosed which would be in conflict or a potential conflict of interest or violation of the Outagamie County Code of Ordinances, Chapter 2, Section 2-424 – Section 2-426, Resolution 46—1974 and Ordinance C-2010-11.

  
Signature

JEFFREY P AHRENS  
NOTARY PUBLIC  
STATE OF WISCONSIN

Subscribed and sworn to before me this 10 day of July, 2025.

  
Notary Public  
Commission Expires: 7/19/2028

Seal



OUTAGAMIE COUNTY EXECUTIVE  
Thomas M. Nelson  
320 South Walnut St.  
Appleton, WI 54911  
920.832.1684  
[thomas.nelson@outagamie.org](mailto:thomas.nelson@outagamie.org)

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August 26, 2025

To the Honorable Outagamie County Board of Supervisors

Ladies & Gentlemen:

Pursuant to Resolution No. 40—2023-24, wherein the Outagamie County Board of Supervisors created the *Department of Recycling and Solid Waste and Highway Department Facility and Land Use Oversight Committee*, I nominate Curtis Riedy, Interim Highway Commissioner, to replace Dean Steingraber and serve on the committee for the duration of the project.

Thank you in advance for your consideration. Supporting documents are attached.

Sincerely,

Thomas Nelson

TN/an

cc: Legislative Services  
County Clerk

## Outagamie County Application for Executive Appointment

Name:

Address:

Home Phone:

Work Phone: ( ) \_\_\_\_\_

Cell Phone:

E-Mail Address:

Would you like agendas and minutes emailed to you?

Yes

No \_\_\_\_\_

Do you want your email address given to the general public?

Yes

No

Present Employer/Position:

Outagamie County / Deputy Highway Commissioner

Previous Employer/Position:

N/A

Educational Background:

N/A

Present and Previous Public Service Involvement: (other commissions, committees and years of involvement)

N/A

Comments:

Signature:



Date Submitted:

7/31/25

**OUTAGAMIE COUNTY DISCLOSURE**  
**IN COMPLIANCE WITH RESOLUTION 46—1974 AND ORDINANCE C-2010-11**  
**AND CHAPTER 2, SECTION 2-424 – 2-426 OF THE OUTAGAMIE COUNTY**  
**CODE OF ORDINANCES**

The purpose of this Disclosure Statement is to make full disclosure of all potential or actual conflicts of interest. Conflicts of interest occur when the personal interests, financial or otherwise, of a person actually or potentially interfere with the person's professional obligations to and/or the best interests of Outagamie County.

NAME (LAST)	(FIRST)	(MIDDLE)	DAYTIME TELEPHONE NUMBER	
Riedy	Curtis	Mark		
MAILING ADDRESS	STREET	CITY	STATE	ZIP CODE

POSITION OR CAPACITY WITH OUTAGAMIE COUNTY (now held or seeking):

Deputy Highway Commissioner

PRINCIPAL EMPLOYER(S) NAME

Outagamie County

ADDRESS

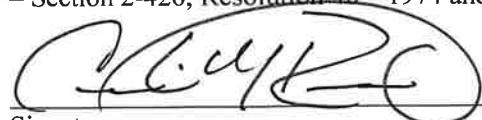
133 Holland Rd, Appleton WI 54911

SOURCE OF INCOME IN EXCESS OF \$1,200 PER YEAR (List all sources or anticipated in excess of \$1,200/year). List any interest in any business, contract, lease or item of value, the nature and extent of such interest, holding or employment which may involve a conflict of interest or potential conflict or ethics problem in conducting county business.

N/A

State of Wisconsin, County of Outagamie

I, Curtis Riedy currently serving or will be serving Outagamie County in the capacity of Oversight Committee certify that I anticipate no income from any other source to be in conflict with the county ethics code nor do I have any holdings not disclosed which would be in conflict or a potential conflict of interest or violation of the Outagamie County Code of Ordinances, Chapter 2, Section 2-424 – Section 2-426, Resolution 46—1974 and Ordinance C-2010-11.



Signature

Subscribed and sworn to before me this 31<sup>st</sup> day of July, 2025.

Melissa Johnson

Notary Public

Commission Expires: 02/04/2028



# ***RESOLUTION NO.: Z-6—2025-26***

TO THE HONORABLE, THE OUTAGAMIE COUNTY BOARD OF SUPERVISORS

LADIES AND GENTLEMEN:

**MAJORITY**

1       The Town of Buchanan has adopted a comprehensive Zoning Ordinance separate from that  
2       of Outagamie County. Section 60.62 (3) of the Wisconsin State Statutes require that all  
3       zoning amendments made by the Town of Buchanan be approved by Outagamie County  
4       before they are effective. The Outagamie County Planning Staff and Zoning Committee  
5       both recommend approval.

6  
7       NOW THEREFORE, the undersigned members of the Agriculture, Extension Education, Zoning  
8       and Land Conservation Committee recommend adoption of the following resolution.

9           BE IT RESOLVED, that the Outagamie County Board of Supervisors does approve of the  
10       proposed Town Zoning Ordinance Text Amendment, which includes updates to Table 525-31-2: District  
11       Dimensional Standards. The proposed zoning code text, and further details are depicted on the attached  
12       staff review, which by reference are made a part hereof, and

13           BE IT FINALLY RESOLVED, that the Outagamie County Clerk be directed to forward a certified  
14       copy of this resolution to the Outagamie County Zoning Administrator and the Clerk of the Town of  
15       Buchanan.

16           Dated this \_\_\_\_ day of August, 2025  
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Debra Vander Heiden

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Jayme Heiser

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Mark Mitchell

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Duly and officially adopted by the County Board on: \_\_\_\_\_

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Signed: \_\_\_\_\_

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Board Chairperson

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Approved: \_\_\_\_\_

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Signed: \_\_\_\_\_

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County Executive

Respectfully Submitted,

AGRICULTURE, EXTENSION  
EDUCATION, ZONING & LAND  
CONSERVATION COMMITTEE

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Mike Janke

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Daniel Rettler

County Clerk

Vetoed: \_\_\_\_\_



**Department of Development and Land Services  
Planning & Zoning | GIS & Land Information  
320 S. Walnut St. | Appleton, WI 54911  
Outagamie County Government Center, 3rd Floor  
Phone: (920) 832-5255 Fax: (920) 832-4770  
www.outagamie.org**

## **MEMORANDUM**

**TO:** Outagamie County Zoning Committee  
**FROM:** Austin Dyb, Land Use Specialist  
**DATE:** July 11, 2025  
**RE:** PL202500290: Town Zoning Ordinance Amendment - Review & Recommendation

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**Application Details:**

**Applicant:** Cynthia Sieracki – Clerk, Town of Buchanan  
**Request:** Town Zoning Ordinance Text Amendment  
**Location:** Town of Buchanan  
**Public Hearing:** June 10, 2025 at 7 PM – held by Town of Buchanan

**Background & Analysis:**

In late 2024, The Town of Buchanan completed a Comprehensive Zoning Ordinance update. Since its adoption, the Town has determined that **Table 525-31-2: District Dimensional Standards**, is in need of several slight modifications. Summarily, the modifications pertain to dimensional standards that will better conform to the updated zoning classifications as proposed in PL202500291.

The Town held a public hearing on June 10, 2025 to review the amendment. The Town Board found the amendment consistent with the Town of Buchanan Comprehensive Plan and voted to adopt the proposed zoning ordinance amendment on June 24, 2025.

The Town of Buchanan has exercised village powers and has adopted General Town Zoning; as such, the County is not statutorily obligated to document consistency with the County Comprehensive Plan, pursuant to Sec. 66.1001(3). However, staff concurs that this proposed zoning code amendment is compatible with the County's Comprehensive Plan, as it directly aligns with the following County Comprehensive Plan Goals:

- GOAL 2. Modernized land use and regulatory tools.
- GOAL 6. Wise land development and conservation practices.

**Staff Recommendation:**

Based on our review of this proposed amendment, County Staff recommends: **Approval of PL202500290, as requested.**

<b>TOWN BOARD MEETING:</b>	June 24, 2025	<b>AGENDA ITEM #:</b> 8b
<b>ACTION TYPE:</b>	Legislative	<b>(For Approval/Denial)</b>

*"In the Spirit of Town Government"*

## AGENDA MEMORANDUM

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**To:** Honorable Town Chairperson and Town Supervisors  
**From:** Michael J.D. Brown, Administrator  
**Date:** June 24, 2025  
**RE:** Comprehensive Rezoning and Zoning Ordinance Update

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**SUMMARY:** With the Zoning Ordinance rewrite completed in 2024, the next step in the process is to comprehensively rezone parcels across the community in order to align with the new/updated zoning districts and consistency with the comprehensive plan. This process will be run by the Town. While properties will be reviewed across the entire community, this doesn't preclude property owners in the future from making individual requests to rezone. Below is a timeline of the process undertaken and public meetings held. In addition to the rezoning process, slight modifications are necessary to the zoning ordinance dimensional table 525-31-2 and is included.

1. Staff to work with Outagamie County to prepare a Geographic Information System (GIS) rezoning map for editing. **Completed December 2024**
2. Staff to prepare a newsletter article to inform the public about the project. **Completed December 2024 and March 2025**
3. Staff to analyze all parcels in town and propose modifications and generate a draft map. **Completed February 2025**
4. Staff to review draft map with the Plan Commission. <https://experience.arcgis.com/experience/e021823e13e54ba28295939bfae1a23e>. **Completed February 2025 and March 2025**
5. Staff to modify draft map based on Plan Commission feedback. **Completed March 2025**
6. Staff to send notice to property owners proposed to be rezoned and inform them about the scheduled public hearing. The intent is to allow enough time for property owners to review the proposed changes and ask questions prior to the public hearing. **Completed April 2025**
7. Publish and hold Public Hearing at Plan Commission (no additional notices will be sent to property owners). **Completed June 10, 2025**
8. Town Board to approve. **Scheduled June 24, 2025**
9. Staff to submit to Outagamie County for approval. **Scheduled June 2025**
10. Outagamie County Approval. **TBD**

Public Meetings Held:

1. Town Board Budget Meeting October 15, 2024
2. Budget Public Hearing November 7, 2024
3. Budget Adoption Town Board Meeting November 19, 2024
4. Plan Commission November 12, 2024
5. Plan Commission February 11, 2025
6. Plan Commission March 11, 2025
7. Plan Commission May 13, 2025
8. Plan Commission and Public Hearing June 10, 2025
9. Town Board June 24, 2025

In addition, as there may be properties that may not have the proper zoning, staff will not penalize these properties during this interim period. If properties submit permit requests it will issue permits based on the proposed zoning of the property even though it hasn't been rezoned at this time so property owners don't have to apply for rezoning separately from this comprehensive project.

**RECOMMENDED ACTION:** Staff recommends approval, if the Board agrees the following motion may be made.

*Motion to approve Ordinance 2025-02.*

###

**Attachments:**

1. **Ordinance 2025-02**

Table 525-31-2: District Dimensional Standards

District / Dimensional Standards		AGD General Agricultural District	
Use Type	Principal agricultural uses	<del>Existing dwellings and accessory dwellings on a separate parcel unrelated to agricultural uses</del>	Other permitted Principal and Special Exception uses and structures
Maximum Number of Uses Per Lot	Unlimited	<del>n/a</del>	Unlimited
Maximum Number of Buildings Per Lot	Unlimited	<del>n/a</del>	Unlimited
Maximum Number of Dwellings Per Lot (Excluding ADUs)	1	<del>One</del>	<del>n/a</del>
Min. Lot Size	4 acres	<del>20,000 sq ft</del>	1 acre
Min. Lot Width	200 feet	<del>100 feet</del>	150 feet
Min. Lot Street Frontage	200 feet / 180 feet for cul-de-sacs	<del>100 feet / 80 feet for cul-de-sacs</del>	150 feet / 130 feet for cul-de-sacs
Federal/State and County Highway Minimum Building Setback	50 feet / 35 feet	<del>40 feet / 35 feet</del>	50 feet / 35 feet
Front Building Setback	25 feet	<del>24 feet</del>	25 feet
Corner Side Building Setback	25 feet	<del>24 feet</del>	25 feet
Side Building Setback	None	<del>14 feet</del>	30 feet
Rear Building Setback	None	<del>24 feet</del>	<del>40 feet / 35 feet</del>
Yard/Green Space Setbacks	None	<del>Same as Front/Corner Side Building Setback. 3 Feet for Side and Rear</del>	Same as Front/Corner Side Building Setback. 3 Feet for Side and Rear
Maximum Height of Building	None	<del>None</del>	45 ft.
Maximum Lot Coverage (incl. accessory buildings and structures)	50%	<del>50%</del>	50%
Other Requirements			Minimum Lot Size and front and rear building setback minimum requirements may be increased as a condition for a special exception permit

Table 525-31-2: District Dimensional Standards

District / Dimensional Standards	CON Conservancy Overlay District
Use Type	All permitted and special exception uses and structures
Maximum Number of Uses Per Lot	Unlimited
Maximum Number of Buildings Per Lot	Unlimited
Maximum Number of Dwellings Per Lot (Excluding ADUs)	n/a
Min. Lot Size	None
Min. Lot Width	None
Min. Lot Street Frontage	None
Federal/State and County Highway Minimum Building Setback	50 feet / 35 feet
Front Building Setback	25 feet
Corner Side Building Setback	25 feet
Side Building Setback	None
Rear Building Setback	None
Yard/Green Space Setbacks	None
Maximum Height of Building	35 ft.
Maximum Lot Coverage (incl. accessory buildings and structures)	25%
Other Requirements	

Table 525-31-2: District Dimensional Standards

District / Dimensional Standards	RR Rural Residential District	
Use Type	<del>Rural residential single-family-detached dwellings and mobile homes on individual lots</del>	<del>Other permitted Principal and Special Exception uses and structures</del>
Maximum Number of Uses Per Lot	<del>1</del>	Unlimited
Maximum Number of Buildings Per Lot	<del>1</del>	Unlimited
Maximum Number of Dwellings Per Lot (Excluding ADUs)	<del>One</del>	1
Min. Lot Size	<del>1 acre</del>	1 acre
Min. Lot Width	<del>150 feet</del>	150 feet
Min. Lot Street Frontage	<del>150 feet / 130 feet for cul-de-sacs</del>	150 feet / 130 feet for cul-de-sacs
Federal/State and County Highway Minimum Building Setback	<del>50 feet / 35 feet</del>	50 feet / 35 feet
Front Building Setback	<del>30 feet</del>	<del>30-25 feet</del>
Corner Side Building Setback	<del>30 feet</del>	<del>30-25 feet</del>
Side Building Setback	<del>20 feet</del>	20 feet
Rear Building Setback	<del>30 feet</del>	30 feet
Yard/Green Space Setbacks	<del>Same as Front/Corner Side Building Setback. 3 Feet for Side and Rear</del>	Same as Front/Corner Side Building Setback. 3 Feet for Side and Rear
Maximum Height of Building	<del>45 ft.</del>	45 ft.
Maximum Lot Coverage (incl. accessory buildings and structures)	<del>50%</del>	50%
Other Requirements		

Table 525-31-2: District Dimensional Standards

District / Dimensional Standards	RSF Residential Single-Family District	
Use Type	<del>Single-family detached dwellings (with approved &amp; recorded subdivision plat and served by public sewer)</del>	Other permitted Principal and Special Exception uses and structures <del>served by public sewer</del>
Maximum Number of Uses Per Lot	<del>2+</del>	Unlimited
Maximum Number of Buildings Per Lot	<del>2+</del>	Unlimited
Maximum Number of Dwellings Per Lot (Excluding ADUs)	<del>One</del>	<del>1-4+</del>
Min. Lot Size	<del>10,000 sq. ft.</del>	10,000 sq. ft.
Min. Lot Width	<del>90 feet</del>	90 feet
Min. Lot Street Frontage	<del>70 feet / 50 feet for cul-de-sacs</del>	70 feet / 50 feet for cul-de-sacs
Federal/State and County Highway Minimum Building Setback	<del>30 feet / 25 feet</del>	50 feet / 35 feet
Front Building Setback	<del>25 feet</del>	25 feet
Corner Side Building Setback	<del>25 feet</del>	25 feet
Side Building Setback	<del>6 feet</del>	6 feet for Permitted Uses / 15 feet for Special Exception Uses
Rear Building Setback	<del>25 feet</del>	30 feet
Yard/Green Space Setbacks	<del>Same as Front/Corner Side Building Setback. 3 feet for Side and Rear</del>	Same as Front/Corner Side Building Setback. 3 feet for Side and Rear
Maximum Height of Building	<del>35 ft.</del>	35 ft.
Maximum Lot Coverage (incl. accessory buildings and structures)	<del>40%</del>	50%
Other Requirements		

Table 525-31-2: District Dimensional Standards

District / Dimensional Standards		RTF Residential Two Family District		
Use Type	Single-family detached dwellings	Single-family attached dwellings	Two-family dwellings	
Maximum Number of Uses Per Lot	Dimensional requirements as provided in RSP District	Unlimited	Unlimited	
Maximum Number of Buildings Per Lot		Unlimited	Unlimited	
Maximum Number of Dwellings Per Lot (Excluding ADUs)		1 building/3-6 units	1 building/2 units	
Min. Lot Size		12,000 sq. ft.	9,000 sq. ft (4500 sq. ft. per family)	
Min. Lot Width		100 feet	75 feet	
Min. Lot Street Frontage		80 feet / 60 feet for cul-de-sacs	55 feet / 35 feet for cul-de-sacs	
Federal/State and County Highway Minimum Building Setback		50 feet / 35 feet	50 feet / 35 feet	
Front Building Setback		25 feet	25 feet	
Corner Side Building Setback		25 feet	25 feet	
Side Building Setback		10 feet	8 feet	
Rear Building Setback	Yard/Green Space Setbacks	25 feet	25 feet	
Yard/Green Space Setbacks		Same as Front/Corner Side Building Setback. 3 Feet for Side and Rear		
Maximum Height of Building		35 ft.	35 ft.	
Maximum Lot Coverage (incl. accessory buildings and structures)	Other Requirements	50%	50%	
		Not more than six dwelling units shall be contiguous or in one series or group and not more than two contiguous dwelling units in one group or series shall have the same or approximately the same roofline or building line. Not less than 40% of the total site area shall be landscaped in lawns, gardens, decorative plantings or wooded areas. A site plan under Article XII is required for all single-family attached dwelling developments.		

Table 525-31-2: District Dimensional Standards

District / Dimensional Standards	RTF Residential Two Family District	
Use Type	Exception for Zero-Lot Line single-family attached dwellings (2-6 units)	Other permitted Principal and Special Exception uses and structures
Maximum Number of Uses Per Lot	Unlimited	Dimensional requirements as provided in RSF District
Maximum Number of Buildings Per Lot	Unlimited	
Maximum Number of Dwellings Per Lot (Excluding ADUs)	1	
Min. Lot Size	4,500 2,500 sq. feet	
Min. Lot Width	50 25 feet	
Min. Lot Street Frontage	50 25 feet / 25-15 feet for cul-de-sacs	
Federal/State and County Highway Minimum Building Setback	50 feet / 35 feet	
Front Building Setback	25 feet	
Corner Side Building Setback	25 feet	
Side Building Setback	8/0 feet	
Rear Building Setback	25 feet	
Yard/Green Space Setbacks	Same as Front/Corner Side Building Setback. 3 Feet for Side and Rear	
Maximum Height of Building	35 ft.	
Maximum Lot Coverage (incl. accessory buildings and structures)	50%	
Other Requirements	<p>1. A note shall be placed on the face of all certified survey maps and subdivision plats creating zero-lot-lines which states: "When attached dwelling units are created, matters of mutual concern to the adjacent property owners due to construction, catastrophe and maintenance shall be guarded against by private covenants and deed restrictions, and the approving authorities shall not be held responsible for same.</p> <p>2. A restrictive covenant shall be placed on the face of all certified survey maps and subdivision plats creating zero-lot-line lots which states: "Building permits are limited to the development of zero-lot-lines on Lots ____ through ____ , inclusive, unless two adjoining lots are combined and used as a single lot for the construction of a single-family dwelling unit. In this case, an odd number of lots may not be left as a series of consecutive lots.</p> <p>3. There shall be a common wall. Wherever improvements abut on the common boundary line between adjoining units there shall be a one-hour fire wall running from the lowest floor level, including the basement if it is the common wall, to the underside of the roof sheathing. Such basement wall, if any, shall be waterproofed masonry.</p> <p>4. When attached dwelling units are created, the plans, specifications and construction of such building shall require the installation and construction of separate sewer, water and other utility services to each dwelling unit.</p>	

Table 525-31-2: District Dimensional Standards

District / Dimensional Standards		STFR Single and Two-Family Residential District	
<b>Use Type</b>	Single-family Detached and Two-Family Dwellings <del>within or outside of an approved and recorded subdivision plat carved by public trustee.</del>	Other permitted Principal and Special Exception uses and structures <del>within or outside of an approved and recorded subdivision plat carved by public trustee.</del>	Exception for Zero-Lot Line duplex attached dwellings.
<b>Maximum Number of Uses Per Lot</b>	<del>40</del> Unlimited	Unlimited	<del>40</del> Unlimited
<b>Maximum Number of Buildings Per Lot</b>	<del>40</del> Unlimited	Unlimited	<del>40</del> Unlimited
<b>Maximum Number of Dwellings Per Lot (Excluding ADUs)</b>	Single = 1 Duplex = 1 building/2 units	0	1
<b>Min. Lot Size</b>	5,000 sq. ft.	5,000 sq. ft.	2,500 sq. feet
<b>Min. Lot Width</b>	50 feet	50 feet	<del>40</del> 25 feet
<b>Min. Lot Street Frontage</b>	40 feet / 35 feet for cul-de-sacs	40 feet / 35 feet for cul-de-sacs	<del>40</del> 25 feet / <del>25</del> 15 feet for cul-de-sacs
<b>Federal/State and County Highway Minimum Building Setback</b>	50 feet / 35 feet	50 feet / 35 feet	50 feet / 35 feet
<b>Front Building Setback</b>	25 feet	25 feet	25 feet
<b>Corner Side Building Setback</b>	25 feet	25 feet	25 feet
<b>Side Building Setback</b>	5 feet	5 feet	50 feet
<b>Rear Building Setback</b>	10 feet	10 feet	5 feet
<b>Yard/Green Space Setbacks</b>	Same as Front/Corner Side Building Setback. 3 Feet for Side and Rear		
<b>Maximum Height of Building</b>	35 ft.	35 ft.	35 ft.
<b>Maximum Lot Coverage (incl. accessory buildings and structures)</b>	60%	60%	60%
<b>Other Requirements</b>			<p>1. A note shall be placed on the face of all certified survey maps and subdivision plats creating zero-lot-lines which states: "When attached dwelling units are created, matters of mutual concern to the adjacent property owners due to construction, catastrophe and maintenance shall be guarded against by private covenants and deed restrictions, and the approving authorities shall not be held responsible for same."</p> <p>2. A restrictive covenant shall be placed on the face of all certified survey maps and subdivision plats creating zero-lot-line lots which states: "Building permits are limited to the development of zero-lot-lines on Lots _____ through _____, inclusive, unless two adjoining lots are combined and used as a single lot for the construction of a single-family dwelling unit. In this case, an odd number of lots may not be left as a series of consecutive lots."</p> <p>3. There shall be a common wall. Wherever improvements abut on the common boundary line between adjoining units there shall be a one-hour fire wall running from the lowest floor level, including the basement if it is the common wall, to the underside of the roof sheathing. Such basement wall, if any, shall be waterproofed masonry.</p> <p>4. When attached dwelling units are created, the plans, specifications and construction of such building shall require the installation and construction of separate sewer, water and other utility services to each dwelling unit.</p>

Table 525-31-2: District Dimensional Standards

District / Dimensional Standards		MDR Medium Density Residential		
Use Type	Single-family dwellings	Two-family dwellings	Three-plex dwellings	Four-plex dwellings
Maximum Number of Uses Per Lot	Dimensional requirements as provided in STFR District	Dimensional requirements as provided in STFR District	Unlimited	Unlimited
Maximum Number of Buildings Per Lot			Unlimited	Unlimited
Maximum Number of Dwellings Per Lot (Excluding ADUs)			1 Building/Three Units	1 Building/Four Units
Min. Lot Size			7,500 sq. ft.	10,000 sq. ft.
Min. Lot Width			50 feet	50 feet
Min. Lot Street Frontage			30 feet / 25 feet for cul-de-sacs	30 feet / 25 feet for cul-de-sacs
Federal/State and County Highway Minimum Building Setback			50 feet / 35 feet	50 feet / 35 feet
Front Building Setback			15 feet	15 feet
Corner Side Building Setback			15 feet	15 feet
Side Building Setback			10 feet	10 feet
Rear Building Setback			10 feet	10 feet
Yard/Green Space Setbacks			Same as Front/Corner Side Building Setback. 3 Feet for Side and Rear	
Maximum Height of Building			45 ft.	45 ft.
Maximum Lot Coverage (incl. accessory buildings and structures)			70%	70%
Other Requirements				

Table 525-31-2: District Dimensional Standards

District / Dimensional Standards	MDR Medium Density Residential		
Use Type	Six-Plex dwellings	Other permitted Principal and Special Exception uses and structures	Exception for Zero-Lot Line attached dwellings.
Maximum Number of Uses Per Lot	Unlimited	Unlimited	Unlimited
Maximum Number of Buildings Per Lot	Unlimited	Unlimited	Unlimited
Maximum Number of Dwellings Per Lot (Excluding ADUs)	1 Building/Six Units	0	1
Min. Lot Size	15,000 sq. ft.	Dimensional requirements as provided in STPR District	2,500 sq. feet
Min. Lot Width	50 feet		40 25 feet
Min. Lot Street Frontage	30 feet / 25 feet for cul-de-sacs		40 25 feet / 35 15 feet for cul-de-sacs
Federal/State and County Highway Minimum Building Setback	50 feet / 35 feet		50 feet / 35 feet
Front Building Setback	15 feet		15 feet
Corner Side Building Setback	15 feet		15 feet
Side Building Setback	10 feet		10/0 feet
Rear Building Setback	10 feet		10 feet
Yard/Green Space Setbacks	Same as Front/Corner Side Building Setback. 3 Feet for Side and Rear		Same as Front/Corner Side Building Setback. 3 Feet for Side and Rear
Maximum Height of Building	45 ft.		45 ft.
Maximum Lot Coverage (incl. accessory buildings and structures)	70%		70%
Other Requirements			A restrictive covenant shall be placed on the face of all certified survey maps and subdivision plats creating zero-lot-line lots which states: "Building permits are limited to the development of zero-lot-line duplexes on Lots ____ through ____ inclusive, unless two adjoining lots are combined and used as a single lot for the construction of a single-family dwelling unit. In this case, an odd number of lots may not be left as a series of consecutive lots."

Table 525-31-2: District Dimensional Standards

District / Dimensional Standards		RMF Residential Multifamily Residential District				
Use Type	Single-family detached dwellings	Single-family attached dwellings	Two-family dwellings	Multi-family dwellings NOT exceeding three stories or 45 feet in height	Multi-family dwellings exceeding three stories or 45 feet in height	Other permitted or permissible uses and structures
Maximum Number of Uses Per Lot				∞-Unlimited	∞-Unlimited	
Maximum Number of Buildings Per Lot				Unlimited	Unlimited	
Maximum Number of Dwellings Per Lot (Excluding ADUs)				20 units/ac	30 units/ac	
Min. Lot Size				10,000 sq. ft.	20,000 sq. ft.	
Min. Lot Width				90 feet	100 feet	
Min. Lot Street Frontage				70 feet / 50 feet for cul-de-sacs	80 feet / 60 feet for cul-de-sacs	
Federal/State and County Highway Minimum Building Setback				50 feet / 35 feet	50 feet / 35 feet	
Front Building Setback				25 feet	25 ft. provided that for every 2 feet in building height above 45 feet, yard width or depth shall increase one foot	
Corner Side Building Setback				25 feet	25 ft. provided that for every 2 feet in building height above 45 feet, yard width or depth shall increase one foot	
Side Building Setback				20 feet	20 ft. provided that for every 2 feet in building height above 45 feet, yard width or depth shall increase one foot	
Rear Building Setback				25 feet	25 ft. provided that for every 2 feet in building height above 45 feet, yard width or depth shall increase one foot	
Yard/Green Space Setbacks				Same as Front/Corner Side Building Setback. 3 Feet for Side and Rear	Same as Front/Corner Side Building Setback. 3 Feet for Side and Rear	
Maximum Height of Building				45 ft.	60 ft.	
Maximum Lot Coverage (incl. accessory buildings and structures)				70%	70%	
Other Requirements	Dimensional requirements as provided in MMR District		Dimensional requirements as provided in STFR District			

Dimensional requirements as provided in STFR District

Table 525-31-2: District Dimensional Standards

District / Dimensional Standards	CL Local Commercial District	CR Regional Commercial District	CP Planned Commercial District
Use Type	All permitted and Special Exception uses and structures	All permitted and Special Exception uses and structures	All permitted and Special Exception uses and structures
Maximum Number of Uses Per Lot	Unlimited	Unlimited	Unlimited
Maximum Number of Buildings Per Lot	Unlimited	Unlimited	Unlimited
Maximum Number of Dwellings Per Lot (Excluding ADUs)	Per RMF District Requirements for Mixed Use Developments	Per RMF District Requirements for Mixed Use Developments	Per RMF District Requirements for Mixed Use Developments
Min. Lot Size	No Minimum	No Minimum	No Minimum
Min. Lot Width	No Minimum	No Minimum	No Minimum
Min. Lot Street Frontage	No Minimum	No Minimum	No Minimum
Federal/State and County Highway Minimum Building Setback	50 feet / 35 feet	50 feet / 35 feet	50 feet / 35 feet
Front Building Setback	35 feet	35 feet.	25 feet
Corner Side Building Setback	35 feet	35 feet.	25 feet
Side Building Setback	20 feet	20 feet.	25 feet
Rear Building Setback	25 feet	25 feet.	25 feet
Yard/Green Space Setbacks	5 feet for all lot lines unless otherwise required	5 feet for all lot lines unless otherwise required	5 feet for all lot lines unless otherwise required
Maximum Height of Building	50 feet	50 feet	There are no maximum height requirements except that, for every two feet in height above four stories or 50 feet, the width or depth of yards adjacent to exterior lot lines shall be increased one foot.
Maximum Lot Coverage (incl. accessory buildings and structures)	Unlimited	Unlimited	Unlimited
Other Requirements	A site plan is required per § 525-11 and applicable requirements of Article VII and VIII	A site plan is required per § 525-11 and compliance with applicable requirements of Article VII and VIII	A site plan is required per § 525-11 and compliance with applicable requirements of Article VII and VIII

Table 525-31-2: District Dimensional Standards

District / Dimensional Standards	IND Industrial District	PI Public/Institutional District
Use Type	All permitted and Special Exception uses and structures	All permitted and Special Exception uses and structures
Maximum Number of Uses Per Lot	Unlimited	Unlimited
Maximum Number of Buildings Per Lot	Unlimited	Unlimited
Maximum Number of Dwellings Per Lot (Excluding ADUs)	Per RMF District Requirements for Mixed Use Developments	Per RMF District Requirements for Mixed Use Developments
Min. Lot Size	No Minimum	No Minimum
Min. Lot Width	No Minimum	No Minimum
Min. Lot Street Frontage	No Minimum	No Minimum
Federal/State and County Highway Minimum Building Setback	50 feet / 35 feet	50 feet / 35 feet
Front Building Setback	35 feet	25 feet
Corner Side Building Setback	35 feet	25 feet
Side Building Setback	20 feet	10 feet
Rear Building Setback	25 feet	20 feet
Yard/Green Space Setbacks	5 feet for all lot lines unless otherwise required	5 feet for all lot lines unless otherwise required
Maximum Height of Building	50 feet	50 feet
Maximum Lot Coverage (incl. accessory buildings and structures)	Unlimited	Unlimited
Other Requirements	A site plan is required per § 525-11 and compliance with applicable requirements of Article VII and VIII	A site plan is required per § 525-11 and compliance with applicable requirements of Article VII and VIII

# ***RESOLUTION NO.: Z-7—2025-26***

TO THE HONORABLE, THE OUTAGAMIE COUNTY BOARD OF SUPERVISORS

LADIES AND GENTLEMEN:

**MAJORITY**

1        The Town of Buchanan has adopted a comprehensive Zoning Ordinance separate from that  
2        of Outagamie County. Section 60.62 (3) of the Wisconsin State Statutes require that all  
3        zoning amendments made by the Town of Buchanan be approved by Outagamie County  
4        before they are effective. The Outagamie County Planning Staff and Zoning Committee  
5        both recommend approval.

6  
7        NOW THEREFORE, the undersigned members of the Agriculture, Extension Education, Zoning  
8        and Land Conservation Committee recommend adoption of the following resolution.

9            BE IT RESOLVED, that the Outagamie County Board of Supervisors does approve of the  
10       proposed rezoning request for Town of Buchanan. The proposed comprehensive rezoning will update  
11       zoning classification for 518 parcels that have inconsistent zoning and land uses, in the Town of Buchanan,  
12       Outagamie County, WI, as depicted on the attached review and map, which by reference are made a part  
13       hereof, and

14            BE IT FINALLY RESOLVED, that the Outagamie County Clerk be directed to forward a certified  
15       copy of this resolution to the Outagamie County Zoning Administrator and the Clerk of the Town of  
16       Buchanan.

17        Dated this \_\_\_\_ day of August, 2025  
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Respectfully Submitted,

## AGRICULTURE, EXTENSION EDUCATION, ZONING & LAND CONSERVATION COMMITTEE

---

Debra Vander Heiden

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Mike Janke

---

Jayme Heiser

Daniel Rettler

Mark Mitchell

Duly and officially adopted by the County Board on: \_\_\_\_\_

Signed: \_\_\_\_\_  
Board Chairperson

---

## County Clerk

Approved:

## Vetoed:

Signed: \_\_\_\_\_  
County Executive





**Department of Development and Land Services**  
**Planning & Zoning | GIS & Land Information**  
320 S. Walnut St. | Appleton, WI 54911  
Outagamie County Government Center, 3rd Floor  
Phone: (920) 832-5255 Fax: (920) 832-4770  
[www.outagamie.org](http://www.outagamie.org)

## **MEMORANDUM**

**TO:** Outagamie County Zoning Committee  
**FROM:** Austin Dyb, Land Use Specialist  
**DATE:** July 11, 2025  
**RE:** PL202500291 – Town Rezoning - County Review & Recommendation

**Application Details:**

*Applicant:* Cynthia Sieracki – Clerk, Town of Buchanan  
*Request:* Rezoning - Town  
*Parcel(s):* See attached list  
Town of Buchanan  
*Public Hearing:* June 10, 2025 at 7 PM – held by Town of Buchanan

**Background & Analysis:**

Following recent updates, the Town of Buchanan finds it is necessary to comprehensively rezone parcels in the township that have inconsistencies between zoning and land uses. Furthermore, the comprehensive rezone will create consistency with the Town's Comprehensive Plan and updated Zoning Ordinance (PL202500290). In total, 518 parcels in the township will have an updated zoning classification.

The Town of Buchanan exercises general zoning authority, and is required to document consistency with their Comprehensive Plan per State Statute. The Town of Buchanan approved the updated zoning map at their June 24, 2025 town board meeting.

While not required to document consistency with the County comprehensive plan pursuant to Sec. 66.1001(3), County staff has no objections to this zoning map update, as it allows for the Township to place existing land uses into more suitable zoning districts, and correct the inconsistencies that currently exist in the Town.

**Staff Recommendation:**

Based on our review and the above analysis of this proposed Comprehensive Town rezoning, County Staff recommends: **Approval** of PL202500291 as requested

**TOWN OF BUCHANAN  
RESOLUTION NO. 2025-03**

**RESOLUTION OF THE TOWN BOARD OF THE TOWN OF BUCHANAN  
APPROVING A COMPREHENSIVE REZONING OF PARCELS IN THE TOWN OF  
BUCHANAN**

**WHEREAS**, the Town of Buchanan updated its Zoning Ordinance in 2024 and finds it is necessary to comprehensively rezone parcels in the Town of Buchanan that have inconsistent zoning and landuses and to create consistency with the Comprehensive Plan and Zoning Ordinance.

**WHEREAS**, the Plan Commission, after notice and public hearing on June 10, 2025, found the request to be consistent with the Comprehensive Plan and recommended the Town Board approve the rezoning; and

**NOW, THEREFORE, BE IT RESOLVED** that the Town Board of the Town of Buchanan hereby finds that the rezoning request is consistent with the Comprehensive Plan and approves the rezoning as shown on Exhibits A & B.

Adopted this 24th day of June 2025

  
Joseph Coenen, Town Chairperson

ATTEST:

  
Cynthia Sieracki, Clerk

Motion to Approve Resolution 2025-03 made by: *Knuppel/Meyer*

Votes:

Title	Name	Aye	Nay	Other
Supervisor I	Olson	X		
Supervisor II	Knuppel	X		
Supervisor III	Rottier	X		
Supervisor IV	Meyer	X		
Chairperson	Coenen	X		

Posted: June 25<sup>th</sup>, 2025

Parcel Number	Physical Address	Proposed Rezoning District Name	Existing Zoning District
030001301	W165 COUNTY RD 22	Rural Residential District	GENERAL AGRICULTURE
030002100	W290 COUNTY RD 22	Rural Residential District	GENERAL AGRICULTURE
030002201	W376 COUNTY RD 22	Rural Residential District	GENERAL AGRICULTURE
030002202	W385 COUNTY RD 22	Rural Residential District	GENERAL AGRICULTURE
030002401	W370 COUNTY RD 22	Rural Residential District	GENERAL AGRICULTURE
030003800	W189 NEW RD	Rural Residential District	GENERAL AGRICULTURE
030003802	W173 NEW RD	Rural Residential District	GENERAL AGRICULTURE
030003901	N1643 OUTAGAMIE RD	Rural Residential District	GENERAL AGRICULTURE
030004901	N1302 COUNTY RD GG	Rural Residential District	GENERAL AGRICULTURE
030005401	N1365 OUTAGAMIE RD	Rural Residential District	GENERAL AGRICULTURE
030005402	N1305 OUTAGAMIE RD	Rural Residential District	GENERAL AGRICULTURE
030005500	W604 COUNTY RD 22	Rural Residential District	GENERAL AGRICULTURE
030005501	W635 COUNTY RD 22	Rural Residential District	GENERAL AGRICULTURE
030005801	W641 COUNTY RD 22	Rural Residential District	GENERAL AGRICULTURE
030005902	N1527 COUNTY RD GG	Rural Residential District	GENERAL AGRICULTURE
030005903	W554 FELDKAMP RD	Rural Residential District	GENERAL AGRICULTURE
030006201	ANDREA LA	Rural Residential District	GENERAL AGRICULTURE
030006202	ANDREA LA	Rural Residential District	GENERAL AGRICULTURE
030006203	ANDREA LA	Rural Residential District	GENERAL AGRICULTURE
030006204	N1383 ANDREA LA	Rural Residential District	GENERAL AGRICULTURE
030006205	N1395 ANDREA LA	Rural Residential District	GENERAL AGRICULTURE
030006400	W750 COUNTY RD 22	Rural Residential District	GENERAL AGRICULTURE
030006500	W749 COUNTY RD 22	Rural Residential District	GENERAL AGRICULTURE
030006701	W798 COUNTY RD 22	Rural Residential District	GENERAL AGRICULTURE
030006702	W804 COUNTY RD 22	Rural Residential District	GENERAL AGRICULTURE
030006800	W806 NACKERS RD	Rural Residential District	GENERAL AGRICULTURE
030006900	W780 COUNTY RD 22	Rural Residential District	GENERAL AGRICULTURE
030007000	W776 COUNTY RD 22	Rural Residential District	GENERAL AGRICULTURE
030007100		Rural Residential District	GENERAL AGRICULTURE
030007200	W740 NACKERS RD	Rural Residential District	GENERAL AGRICULTURE
030007201	W750 NACKERS RD	Rural Residential District	GENERAL AGRICULTURE
030008001	W790 COUNTY RD 22	Rural Residential District	GENERAL AGRICULTURE
030008002	W792 COUNTY RD 22	Rural Residential District	GENERAL AGRICULTURE
030008100	W966 COUNTY RD 22	Rural Residential District	GENERAL AGRICULTURE
030008101	W904 COUNTY RD 22	Rural Residential District	GENERAL AGRICULTURE
030008102	N1291 EAGLE RD	Rural Residential District	GENERAL AGRICULTURE
030008103	N1285 EAGLE RD	Rural Residential District	GENERAL AGRICULTURE
030008104	N1230 EAGLE RD	Rural Residential District	GENERAL AGRICULTURE
030008105	N1294 EAGLE RD	Rural Residential District	GENERAL AGRICULTURE
030008107	W914 COUNTY RD 22	Rural Residential District	GENERAL AGRICULTURE
030008108	W926 COUNTY RD 22	Rural Residential District	GENERAL AGRICULTURE
030008109	N1273 EAGLE RD	Rural Residential District	GENERAL AGRICULTURE
030008110	N1257 EAGLE RD	Rural Residential District	GENERAL AGRICULTURE
030008111		Rural Residential District	GENERAL AGRICULTURE
030008200	W1060 COUNTY RD 22	Rural Residential District	GENERAL AGRICULTURE
030008201	W1076 COUNTY RD 22	Rural Residential District	GENERAL AGRICULTURE
030008300	N1103 FOX RIVER RD	Rural Residential District	GENERAL AGRICULTURE
030008301	W1055 COUNTY RD 22	Rural Residential District	GENERAL AGRICULTURE
030008400	W1022 COUNTY RD 22	Rural Residential District	GENERAL AGRICULTURE
030008500	W1020 COUNTY RD 22	Rural Residential District	GENERAL AGRICULTURE
030008600	W1016 COUNTY RD 22	Rural Residential District	GENERAL AGRICULTURE
030008800	N1037 WOODLY RD	Rural Residential District	GENERAL AGRICULTURE
030008801	W1178 PELICAN LA	Rural Residential District	GENERAL AGRICULTURE
030008802	N1069 WOODLY RD	Rural Residential District	GENERAL AGRICULTURE
030008803	N1098 WOODLY RD	Rural Residential District	GENERAL AGRICULTURE
030008806	N1045 WOODLY RD	Rural Residential District	GENERAL AGRICULTURE
030008807	N1058 WOODLY RD	Rural Residential District	GENERAL AGRICULTURE
030008808	N1060 WOODLY RD	Rural Residential District	GENERAL AGRICULTURE
030009300		Rural Residential District	GENERAL AGRICULTURE
030009400	W1220 COUNTY RD 2	Rural Residential District	GENERAL AGRICULTURE
030009500	W1224 COUNTY RD 2	Rural Residential District	GENERAL AGRICULTURE
030009700	N937 COUNTY RD 22	Rural Residential District	GENERAL AGRICULTURE
030009702	W1180 COUNTY RD 2	Rural Residential District	GENERAL AGRICULTURE
030009703	W1184 COUNTY RD 2	Rural Residential District	GENERAL AGRICULTURE
030009803	W966 COUNTY RD 2	Rural Residential District	GENERAL AGRICULTURE
030009901	W1075 COUNTY RD 22	Rural Residential District	GENERAL AGRICULTURE
030010000	W1080 COUNTY RD 22	Rural Residential District	GENERAL AGRICULTURE
030010100	N940 COUNTY RD 22	Rural Residential District	GENERAL AGRICULTURE
030010300	W1076 COUNTY RD 2	Rural Residential District	GENERAL AGRICULTURE
030010301	N922 COUNTY RD 22	Rural Residential District	GENERAL AGRICULTURE
030010600	W988 COUNTY RD 2	Rural Residential District	GENERAL AGRICULTURE
030011201	W870 COUNTY RD 22	Rural Residential District	GENERAL AGRICULTURE
030011400	W857 COUNTY RD 22	Rural Residential District	GENERAL AGRICULTURE
030011900	W828 COUNTY RD 2	Rural Residential District	GENERAL AGRICULTURE
030012001	W790 COUNTY RD 2	Rural Residential District	GENERAL AGRICULTURE
030012100	N1024 COUNTY RD GG	Rural Residential District	GENERAL AGRICULTURE
030012101	N1030 COUNTY RD GG	Rural Residential District	GENERAL AGRICULTURE
030012500	N1213 OUTAGAMIE RD	Rural Residential District	GENERAL AGRICULTURE
030012600	W225 EIMMERMAN DR	Rural Residential District	GENERAL AGRICULTURE

## Exhibit A: Resolution 2025-08

030012601	N1230 CLUNE RD	Rural Residential District	GENERAL AGRICULTURE
030012602	N1206 CLUNE RD	Rural Residential District	GENERAL AGRICULTURE
030012603	N1196 CLUNE RD	Rural Residential District	GENERAL AGRICULTURE
030012604	N1212 CLUNE RD	Rural Residential District	GENERAL AGRICULTURE
030012605	N1242 CLUNE RD	Rural Residential District	GENERAL AGRICULTURE
030012606	N1299 GERRITS DR	Rural Residential District	GENERAL AGRICULTURE
030012607	N1284 CLUNE RD	Rural Residential District	GENERAL AGRICULTURE
030012609	N1280 CLUNE RD	Rural Residential District	GENERAL AGRICULTURE
030012610	W208 EIMMERMAN DR	Rural Residential District	GENERAL AGRICULTURE
030012701	N1160 CLUNE RD	Rural Residential District	GENERAL AGRICULTURE
030012702	N1150 CLUNE RD	Rural Residential District	GENERAL AGRICULTURE
030012800	N1215 OUTAGAMIE RD	Rural Residential District	GENERAL AGRICULTURE
030012802	W164 CLANCY LAMERS RD	Rural Residential District	GENERAL AGRICULTURE
030012900	N1237 CLUNE RD	Rural Residential District	GENERAL AGRICULTURE
030012902	N1283 CLUNE RD	Rural Residential District	GENERAL AGRICULTURE
030013001	W496 JILLIAN CT	Rural Residential District	GENERAL AGRICULTURE
030013002	W486 JILLIAN CT	Rural Residential District	GENERAL AGRICULTURE
030013004	W483 JILLIAN CT	Rural Residential District	GENERAL AGRICULTURE
030013005	N1220 COUNTY RD GG	Rural Residential District	GENERAL AGRICULTURE
030013101	N1242 COUNTY RD GG	Rural Residential District	GENERAL AGRICULTURE
030013102	COUNTY RD GG	Public & Institutional District	GENERAL AGRICULTURE
030013103	COUNTY RD GG	Rural Residential District	GENERAL AGRICULTURE
030013104	N1146 COUNTY RD GG	Rural Residential District	GENERAL AGRICULTURE
030013201	N1145 CLUNE RD	Rural Residential District	GENERAL AGRICULTURE
030013701	N1091 OUTAGAMIE RD	Rural Residential District	GENERAL AGRICULTURE
030013702	N1073 OUTAGAMIE RD	Rural Residential District	GENERAL AGRICULTURE
030013703	N1065 OUTAGAMIE RD	Rural Residential District	GENERAL AGRICULTURE
030013704	W131 ROLLING ACRES CT	Rural Residential District	GENERAL AGRICULTURE
030013705	N1035 OUTAGAMIE RD	Rural Residential District	GENERAL AGRICULTURE
030014102	N941 OUTAGAMIE RD	Rural Residential District	GENERAL AGRICULTURE
030014601	W347 COUNTY RD Z	Rural Residential District	GENERAL AGRICULTURE
030014602	W395 COUNTY RD Z	Rural Residential District	GENERAL AGRICULTURE
030015100	N696 POWERS RD	Rural Residential District	GENERAL AGRICULTURE
030015500	W180 SUNSET VIEW CI	Public & Institutional District	GENERAL AGRICULTURE
030015501	W176 SUNSET VIEW CI	Rural Residential District	GENERAL AGRICULTURE
030015504	W217 MEADOW RIDGE TR	Rural Residential District	GENERAL AGRICULTURE
030015505	W278 SUNSET VIEW CI	Rural Residential District	GENERAL AGRICULTURE
030015506	W260 SUNSET VIEW CI	Rural Residential District	GENERAL AGRICULTURE
030015507	W224 SUNSET VIEW CI	Rural Residential District	GENERAL AGRICULTURE
030015508		Rural Residential District	GENERAL AGRICULTURE
030015509	W194 SUNSET VIEW CI	Rural Residential District	GENERAL AGRICULTURE
030015510	W175 SUNSET VIEW CI	Rural Residential District	GENERAL AGRICULTURE
030015511		Rural Residential District	GENERAL AGRICULTURE
030015512	W170 DAYLIGHT CT	Rural Residential District	GENERAL AGRICULTURE
030015513	W134 DAYLIGHT CT	Rural Residential District	GENERAL AGRICULTURE
030015514	W126 DAYLIGHT CT	Rural Residential District	GENERAL AGRICULTURE
030015515	W127 DAYLIGHT CT	Rural Residential District	GENERAL AGRICULTURE
030015516	W139 DAYLIGHT CT	Rural Residential District	GENERAL AGRICULTURE
030015517		Rural Residential District	GENERAL AGRICULTURE
030015518		Rural Residential District	GENERAL AGRICULTURE
030015519		Rural Residential District	GENERAL AGRICULTURE
030015520		Rural Residential District	GENERAL AGRICULTURE
030015521		Rural Residential District	GENERAL AGRICULTURE
030015522		Rural Residential District	GENERAL AGRICULTURE
030015523	W189 DAYLIGHT CT	Rural Residential District	GENERAL AGRICULTURE
030015524	W225 SUNSET VIEW CI	Rural Residential District	GENERAL AGRICULTURE
030015525		Rural Residential District	GENERAL AGRICULTURE
030015526	W249 SUNSET VIEW CI	Rural Residential District	GENERAL AGRICULTURE
030015527	W257 SUNSET VIEW CI	Rural Residential District	GENERAL AGRICULTURE
030015528	W265 SUNSET VIEW CI	Rural Residential District	GENERAL AGRICULTURE
030015529		Rural Residential District	GENERAL AGRICULTURE
030015601		Public & Institutional District	GENERAL AGRICULTURE
030015801	W196 WEILER RD	Public & Institutional District	GENERAL AGRICULTURE
030015900	W158 WEILER RD	Rural Residential District	GENERAL AGRICULTURE
030016200	N884 COUNTY RD GG	Rural Residential District	GENERAL AGRICULTURE
030016601	W799 COUNTY RD Z	Rural Residential District	GENERAL AGRICULTURE
030016700	N888 KAVANALIGH RD	Rural Residential District	GENERAL AGRICULTURE
030017501	N660 COUNTY RD GG	Two-Family Residential District	TWO FAMILY RESIDENTIAL, GENERAL AGRICULTURE
030017502	COUNTY RD GG	Rural Residential District	GENERAL AGRICULTURE
030017601	N521 COUNTY RD GG	Rural Residential District	GENERAL AGRICULTURE
030017700	N507 COUNTY RD GG	Rural Residential District	GENERAL AGRICULTURE
030019000	W1262 KILLIAN DR	General Agricultural District	GENERAL AGRICULTURE, INDUSTRIAL
030019202	W1252 COUNTY RD CE	Local Commercial District	GENERAL AGRICULTURE
030019600		General Agricultural District	GENERAL AGRICULTURE, INDUSTRIAL
030020505	KAVANALIGH RD	Rural Residential District	GENERAL AGRICULTURE
030020506	N571 KAVANALIGH RD	Rural Residential District	GENERAL AGRICULTURE
030020507	N563 KAVANALIGH RD	Rural Residential District	GENERAL AGRICULTURE
030020509	W978 COUNTY RD CE	Local Commercial District	GENERAL AGRICULTURE
030023300	W1150 COUNTY RD KK	Industrial District	INDUSTRIAL, LOCAL COMMERCIAL, GENERAL AGRICULTURE
030024001	W1062 COUNTY RD KK	Industrial District	INDUSTRIAL, LOCAL COMMERCIAL, GENERAL AGRICULTURE

## Exhibit A: Resolution 2025-03

030024602	W1094 COUNTY RD KK	Rural Residential District	GENERAL AGRICULTURE
030024605	N406 COUNTY RD GG	Rural Residential District	GENERAL AGRICULTURE
030024606	N446 COUNTY RD GG	Rural Residential District	GENERAL AGRICULTURE
030024607	N418 COUNTY RD GG	Rural Residential District	GENERAL AGRICULTURE
030024702	N394 COUNTY RD GG	Rural Residential District	GENERAL AGRICULTURE
030024703	N332 COUNTY RD GG	Rural Residential District	GENERAL AGRICULTURE
030024705	N345 COUNTY RD GG	Rural Residential District	GENERAL AGRICULTURE
030024706	N344 COUNTY RD GG	Rural Residential District	GENERAL AGRICULTURE
030024900	W588 COUNTY RD CE	Rural Residential District	GENERAL AGRICULTURE
030025100	W798 COUNTY RD CE	Rural Residential District	GENERAL AGRICULTURE
030025300	W679 WEILER RD	Rural Residential District	GENERAL AGRICULTURE
030025303	W840 COUNTY RD CE	Rural Residential District	GENERAL AGRICULTURE
030025306	W857 WEILER RD	Rural Residential District	GENERAL AGRICULTURE
030025309	W886 COUNTY RD CE	Rural Residential District	GENERAL AGRICULTURE
030025311		Public & Institutional District	GENERAL AGRICULTURE
030025601	W730 COUNTY RD CE	Rural Residential District	GENERAL AGRICULTURE
030025602		Rural Residential District	GENERAL AGRICULTURE
030026501	N200 COUNTY RD GG	Rural Residential District	GENERAL AGRICULTURE
030026502		Rural Residential District	GENERAL AGRICULTURE
030026701	N201 COUNTY RD GG	Rural Residential District	GENERAL AGRICULTURE
030026702		Rural Residential District	GENERAL AGRICULTURE
030026703	N239 COUNTY RD GG	Rural Residential District	GENERAL AGRICULTURE
030026704	N281 COUNTY RD GG	Two-Family Residential District	GENERAL AGRICULTURE
030027101	N486 HAEN RD	Rural Residential District	GENERAL AGRICULTURE
030027200	W251 JAN CT	Rural Residential District	GENERAL AGRICULTURE
030027201	N314 HAEN RD	Rural Residential District	GENERAL AGRICULTURE
030027202	N328 HAEN RD	Rural Residential District	GENERAL AGRICULTURE
030027203	W292 JAN CT	Rural Residential District	GENERAL AGRICULTURE
030027204	N366 HAEN RD	Rural Residential District	GENERAL AGRICULTURE
030027205	W248 JAN CT	Rural Residential District	GENERAL AGRICULTURE
030027206	W256 JAN CT	Rural Residential District	GENERAL AGRICULTURE
030027207	W260 JAN CT	Rural Residential District	GENERAL AGRICULTURE
030027208	W289 JAN CT	Rural Residential District	GENERAL AGRICULTURE
030027301	N351 OUTAGAMIE RD	Rural Residential District	GENERAL AGRICULTURE
030027303		Rural Residential District	GENERAL AGRICULTURE
030027400	W114 COUNTY RD CE	Rural Residential District	GENERAL AGRICULTURE
030027500	W387 WEILER RD	Rural Residential District	GENERAL AGRICULTURE
030027501	W345 WEILER RD	Rural Residential District	GENERAL AGRICULTURE
030027502	N441 HAEN RD	Rural Residential District	GENERAL AGRICULTURE
030027503	N483 HAEN RD	Rural Residential District	GENERAL AGRICULTURE
030027504	N415 HAEN RD	Rural Residential District	GENERAL AGRICULTURE
030027506	W377 WEILER RD	Rural Residential District	GENERAL AGRICULTURE
030027800	W422 COUNTY RD CE	Rural Residential District	GENERAL AGRICULTURE
030027900	W458 COUNTY RD CE	Rural Residential District	GENERAL AGRICULTURE
030028001	N359 HAEN RD	Rural Residential District	GENERAL AGRICULTURE
030028003	W376 COUNTY RD CE	Rural Residential District	GENERAL AGRICULTURE
030028004		Rural Residential District	GENERAL AGRICULTURE
030028005	N316 HAEN RD	Rural Residential District	GENERAL AGRICULTURE
030028006	N337 HAEN RD	Rural Residential District	GENERAL AGRICULTURE
030028101	N215 HAEN RD	Rural Residential District	GENERAL AGRICULTURE
030028102	N225 HAEN RD	Rural Residential District	GENERAL AGRICULTURE
030028103	W313 COUNTY RD CE	Rural Residential District	GENERAL AGRICULTURE
030028501	W400 COUNTY RD KK	Rural Residential District	GENERAL AGRICULTURE
030028503	W472 COUNTY RD KK	Rural Residential District	GENERAL AGRICULTURE
030028504	W440 COUNTY RD KK	Rural Residential District	GENERAL AGRICULTURE
030029100	W156 COUNTY RD KK	Rural Residential District	GENERAL AGRICULTURE
030029200	W188 COUNTY RD KK	Rural Residential District	GENERAL AGRICULTURE
030029300	W176 COUNTY RD KK	Rural Residential District	GENERAL AGRICULTURE
030029500	W142 COUNTY RD KK	Rural Residential District	GENERAL AGRICULTURE
030029900	KILLIAN DR	Single-Family Residential District	GENERAL AGRICULTURE
030030200	W1346 COUNTY RD Q	Single-Family Residential District	GENERAL AGRICULTURE
030031500		Single-Family Residential District	GENERAL AGRICULTURE
030031503	W1470 PETERS RD	Single-Family Residential District	GENERAL AGRICULTURE
030031504	W1431 PETERS RD	Single-Family Residential District	GENERAL AGRICULTURE
030031505	N639 PETERS RD	Single-Family Residential District	GENERAL AGRICULTURE
030031507	W1419 PETERS RD	Single-Family Residential District	GENERAL AGRICULTURE
030031508	W1413 PETERS RD	Single-Family Residential District	GENERAL AGRICULTURE
030031509	W1441 MAES CT	Single-Family Residential District	GENERAL AGRICULTURE
030031510	W1440 MAES CT	Single-Family Residential District	GENERAL AGRICULTURE
030031511	W1428 MAES CT	Single-Family Residential District	GENERAL AGRICULTURE
030031514	W1410 MAES CT	Single-Family Residential District	GENERAL AGRICULTURE
030031516		Single-Family Residential District	GENERAL AGRICULTURE
030035500	COUNTY RD CE	Single-Family Residential District	GENERAL AGRICULTURE
030035701	W2326 BLOCK RD	Single-Family Residential District	GENERAL AGRICULTURE
030035800	W2379 BUCHANAN RD	Single-Family Residential District	GENERAL AGRICULTURE
030036200	W2352 BLOCK RD	Single-Family Residential District	GENERAL AGRICULTURE
030036204	W2356 BLOCK RD	Single-Family Residential District	GENERAL AGRICULTURE
030036500	W2390 BLOCK RD	Single-Family Residential District	GENERAL AGRICULTURE
030036901	BUCHANAN RD	Single-Family Residential District	GENERAL AGRICULTURE
030036902		Single-Family Residential District	GENERAL AGRICULTURE

## Exhibit A: Resolution 2025-03

030037100	COUNTY RD CE	Single-Family Residential District	GENERAL AGRICULTURE
030038403	RAILROAD ST	Single-Family Residential District	GENERAL AGRICULTURE
030038408	N439 RAILROAD ST	Single-Family Residential District	GENERAL AGRICULTURE
030038409	N427 RAILROAD ST	Single-Family Residential District	GENERAL AGRICULTURE
030039700	N451 RAILROAD ST	Single-Family Residential District	GENERAL AGRICULTURE
030039800	N437 RAILROAD ST	Single-Family Residential District	GENERAL AGRICULTURE
030039901	W3056 CREEKVIEW LA	General Agricultural District	GENERAL AGRICULTURE, SINGLE FAMILY RESIDENTIAL
030039903	N422 DONS DR	Single-Family Residential District	GENERAL AGRICULTURE
030039906	DONS DR	Single-Family Residential District	GENERAL AGRICULTURE
030040001	W3094 CREEKVIEW LA	Single-Family Residential District	GENERAL AGRICULTURE
030040002	W3086 CREEKVIEW LA	Single-Family Residential District	GENERAL AGRICULTURE
030040003	W3074 CREEKVIEW LA	Single-Family Residential District	GENERAL AGRICULTURE
030040101	W3110 CREEKVIEW LA	Single-Family Residential District	GENERAL AGRICULTURE
030040102	W3118 CREEKVIEW LA	Single-Family Residential District	GENERAL AGRICULTURE
030040400	W3122 CREEKVIEW LA	Single-Family Residential District	GENERAL AGRICULTURE
030040600	W3146 CREEKVIEW LA	Single-Family Residential District	GENERAL AGRICULTURE
030040701	W3186 CREEKVIEW LA	Single-Family Residential District	GENERAL AGRICULTURE
030040702	CREEKVIEW LA	Single-Family Residential District	GENERAL AGRICULTURE
030041001	N368 CAROLS LA	Single-Family Residential District	GENERAL AGRICULTURE
030041100	W3206 CREEKVIEW LA	Two-Family Residential District	GENERAL AGRICULTURE
030041500	W3196 CREEKVIEW LA	Single-Family Residential District	GENERAL AGRICULTURE
030041501	W3190 CREEKVIEW LA	Single-Family Residential District	GENERAL AGRICULTURE
030041801	W3232 CREEKVIEW LA	Single-Family Residential District	GENERAL AGRICULTURE
030041802	N379 CAROLS LA	Single-Family Residential District	GENERAL AGRICULTURE
030042300	W3255 VAN ROY RD	Planned Commercial District	PLANNED COMMERCIAL, LOCAL COMMERCIAL
030042400	W3268 CREEKVIEW LA	Single-Family Residential District	GENERAL AGRICULTURE
030043100	W3302 CREEKVIEW LA	Single-Family Residential District	GENERAL AGRICULTURE
030050600	W3231 CREEKVIEW LA	Single-Family Residential District	GENERAL AGRICULTURE
030050602	W3205 CREEKVIEW LA	Single-Family Residential District	GENERAL AGRICULTURE
030050603	W3187 CREEKVIEW LA	Single-Family Residential District	GENERAL AGRICULTURE
030050604	W3175 CREEKVIEW LA	Single-Family Residential District	GENERAL AGRICULTURE
030050605	W3123 CREEKVIEW LA	Single-Family Residential District	GENERAL AGRICULTURE
030050607	W3135 CREEKVIEW LA	Single-Family Residential District	GENERAL AGRICULTURE
030050608		Public & Institutional District	LOCAL COMMERCIAL, MULTI-FAMILY RESIDENTIAL, GENERAL AGRICULTURE
030050611	W3197 CREEKVIEW LA	Single-Family Residential District	GENERAL AGRICULTURE
030050612	N325 PINECREST BL	Single-Family Residential District	GENERAL AGRICULTURE
030050700	W3111 CREEKVIEW LA	Single-Family Residential District	GENERAL AGRICULTURE
030050800	W3225 CREEKVIEW LA	Single-Family Residential District	GENERAL AGRICULTURE
030050900	W3277 CREEKVIEW LA	Industrial District	LOCAL COMMERCIAL, GENERAL AGRICULTURE
030051000	W3289 CREEKVIEW LA	Single-Family Residential District	GENERAL AGRICULTURE
030051001	N321 STONEY BROOK RD	Single-Family Residential District	GENERAL AGRICULTURE
030051101	N239 PINECREST BL	Single-Family Residential District	GENERAL AGRICULTURE
030051102	N233 PINECREST BL	Single-Family Residential District	GENERAL AGRICULTURE
030051109	N287 MARIE CLAIRE DR	Multifamily Residential District	LOCAL COMMERCIAL, MULTI-FAMILY RESIDENTIAL
030051201	N294 STONEY BROOK RD	Industrial District	LOCAL COMMERCIAL, MULTI-FAMILY RESIDENTIAL
030051202	N282 STONEY BROOK RD	Industrial District	LOCAL COMMERCIAL, MULTI-FAMILY RESIDENTIAL
030051203	N278 STONEY BROOK RD	Industrial District	LOCAL COMMERCIAL
030051204	N266 STONEY BROOK RD	Industrial District	LOCAL COMMERCIAL
030051300	N257 STONEY BROOK RD	Industrial District	LOCAL COMMERCIAL
030051303	N289 STONEY BROOK RD	Industrial District	LOCAL COMMERCIAL
030051304	N275 STONEY BROOK RD	Industrial District	LOCAL COMMERCIAL
030051305	N253 STONEY BROOK RD	Industrial District	LOCAL COMMERCIAL
030051307	N245 STONEY BROOK RD	Industrial District	LOCAL COMMERCIAL
030051309		Single-Family Residential District	LOCAL COMMERCIAL, GENERAL AGRICULTURE
030051805	W3134 SPRINGFIELD DR	Two-Family Residential District	SINGLE FAMILY RESIDENTIAL
030051818	N195 EASTWINE LA	Two-Family Residential District	SINGLE FAMILY RESIDENTIAL
030052401	N228 PINECREST BL	Single-Family Residential District	GENERAL AGRICULTURE
030052402	N254 PINECREST BL	Single-Family Residential District	GENERAL AGRICULTURE
030052403	W3021 EMONS RD	Single-Family Residential District	GENERAL AGRICULTURE
030052404	N212 PINECREST BL	Single-Family Residential District	GENERAL AGRICULTURE
030052406	W3000 SPRINGFIELD DR	Public & Institutional District	SINGLE FAMILY RESIDENTIAL
030053101	N319 HILLSIDE DR	Single-Family Residential District	GENERAL AGRICULTURE
030055803	W2881 EMONS RD	Public & Institutional District	SINGLE FAMILY RESIDENTIAL
030056500	W2806 COUNTY RD KK	Public & Institutional District	SINGLE FAMILY RESIDENTIAL
030057901	COUNTY RD KK	Public & Institutional District	SINGLE FAMILY RESIDENTIAL
030058000		Public & Institutional District	SINGLE FAMILY RESIDENTIAL
030058312	HANK DR	Public & Institutional District	SINGLE FAMILY RESIDENTIAL
030058403		Public & Institutional District	SINGLE FAMILY RESIDENTIAL
030058500	COUNTY RD N	Public & Institutional District	SINGLE FAMILY RESIDENTIAL
030058600	N178 COUNTY RD N	Public & Institutional District	SINGLE FAMILY RESIDENTIAL
030059300	N124 COUNTY RD N	Public & Institutional District	SINGLE FAMILY RESIDENTIAL
030059500	N121 COUNTY RD N	Local Commercial District	SINGLE FAMILY RESIDENTIAL
030060002	W2155 BLOCK RD	Single-Family Residential District	GENERAL AGRICULTURE
030060005		Public & Institutional District	GENERAL AGRICULTURE
030060901	W2418 COUNTY RD KK	Single-Family Residential District	GENERAL AGRICULTURE
030061000	W2484 COUNTY RD KK	Local Commercial District	GENERAL AGRICULTURE, LOCAL COMMERCIAL
030061002	N154 HOPFENSPERGER RD	Single-Family Residential District	GENERAL AGRICULTURE
030061100	W2410 COUNTY RD KK	Single-Family Residential District	GENERAL AGRICULTURE
030062300	N248 DEBRUIN RD	Single-Family Residential District	GENERAL AGRICULTURE
030062301		Single-Family Residential District	GENERAL AGRICULTURE

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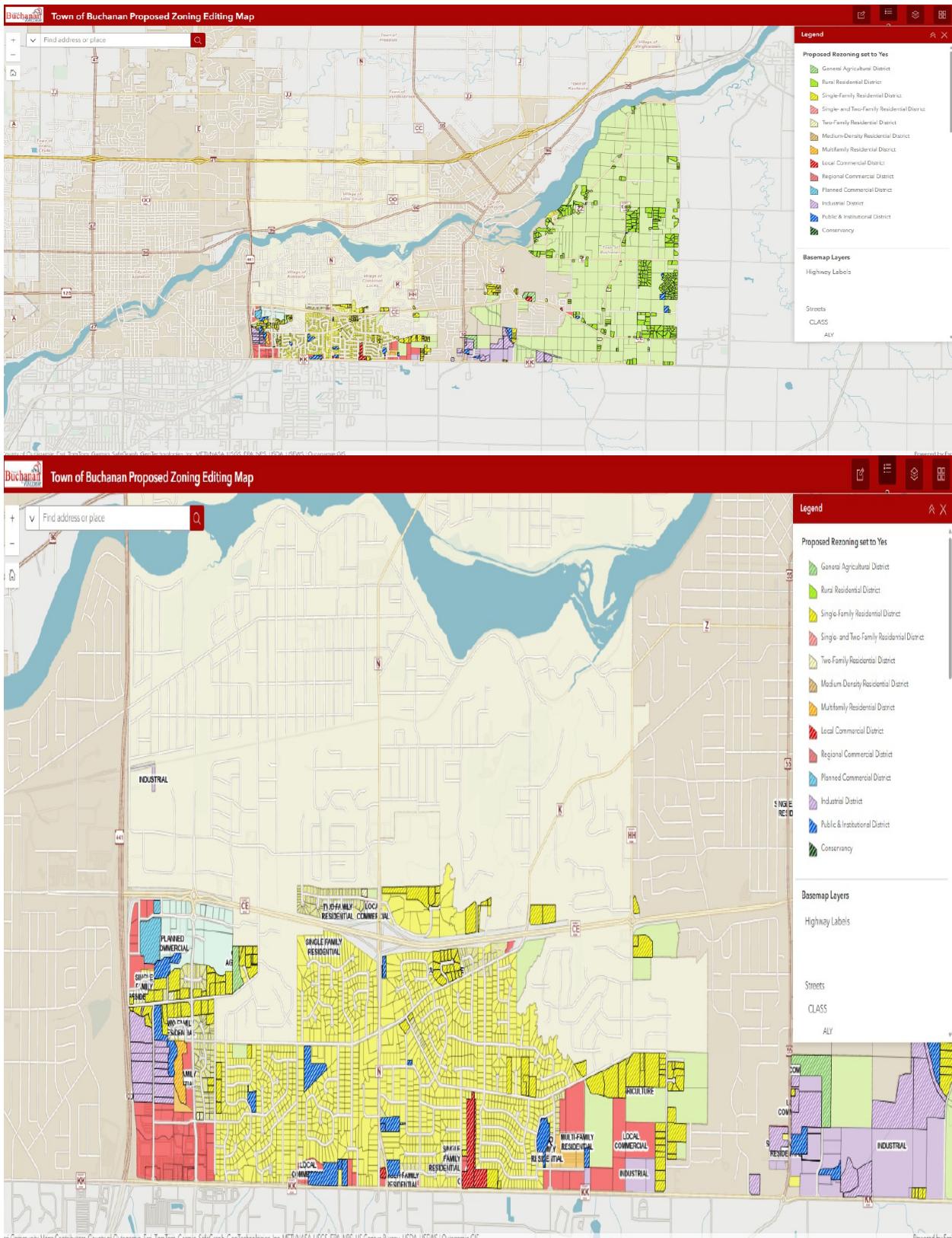
030062303	N242 DEBRUIN RD	Single-Family Residential District	GENERAL AGRICULTURE
030062304	N214 DEBRUIN RD	Single-Family Residential District	GENERAL AGRICULTURE
030062305	N238 DEBRUIN RD	Single-Family Residential District	GENERAL AGRICULTURE
030062309		Single-Family Residential District	GENERAL AGRICULTURE
030062310		Single-Family Residential District	GENERAL AGRICULTURE
030062311		Single-Family Residential District	GENERAL AGRICULTURE
030062401		Single-Family Residential District	GENERAL AGRICULTURE
030062402	N289 DEBRUIN RD	Single-Family Residential District	GENERAL AGRICULTURE
030062403		Single-Family Residential District	GENERAL AGRICULTURE
030062405	N297 DEBRUIN RD	Single-Family Residential District	GENERAL AGRICULTURE
030062407	N283 DEBRUIN RD	Single-Family Residential District	GENERAL AGRICULTURE
030062600	N241 DEBRUIN RD	Single-Family Residential District	GENERAL AGRICULTURE
030062601	DEBRUIN RD	Single-Family Residential District	GENERAL AGRICULTURE
030062700	N249 DEBRUIN RD	Single-Family Residential District	GENERAL AGRICULTURE
030062800	N245 DEBRUIN RD	Single-Family Residential District	GENERAL AGRICULTURE
030062900	N255 DEBRUIN RD	Single-Family Residential District	GENERAL AGRICULTURE
030063001	N155 DEBRUIN RD	Single-Family Residential District	GENERAL AGRICULTURE
030063002	N193 DEBRUIN RD	Single-Family Residential District	GENERAL AGRICULTURE
030063003	N185 DEBRUIN RD	Single-Family Residential District	GENERAL AGRICULTURE
030063004	N181 DEBRUIN RD	Single-Family Residential District	GENERAL AGRICULTURE
030063005	DEBRUIN RD	Single-Family Residential District	GENERAL AGRICULTURE
030063101	N145 DEBRUIN RD	Single-Family Residential District	GENERAL AGRICULTURE
030063102	N127 DEBRUIN RD	Single-Family Residential District	GENERAL AGRICULTURE
030063103	DEBRUIN RD	Single-Family Residential District	GENERAL AGRICULTURE
030063301	N164 DEBRUIN RD	Single-Family Residential District	GENERAL AGRICULTURE
030063302	N176 DEBRUIN RD	Single-Family Residential District	GENERAL AGRICULTURE
030063307	DEBRUIN RD	Single-Family Residential District	GENERAL AGRICULTURE
030063907	N173 STATE RD 55	Industrial District	LOCAL COMMERCIAL
030064003	N120 FIELDCREST DR	Industrial District	GENERAL AGRICULTURE
030064300	N337 LODERBAUER RD	Single-Family Residential District	GENERAL AGRICULTURE
030064301		Single-Family Residential District	GENERAL AGRICULTURE
030064302		Single-Family Residential District	GENERAL AGRICULTURE
030064400	COUNTY RD KK	Public & Institutional District	INDUSTRIAL, GENERAL AGRICULTURE
030064500	COUNTY RD KK	Industrial District	GENERAL AGRICULTURE
030065700	N250 STATE RD 55	General Agricultural District	GENERAL AGRICULTURE, SINGLE FAMILY RESIDENTIAL, PLANNED COMMERCIAL
030065800	N244 STATE RD 55	Single-Family Residential District	LOCAL COMMERCIAL
030065801	N236 STATE RD 55	Industrial District	LOCAL COMMERCIAL
030065901	N216 STATE RD 55	Industrial District	INDUSTRIAL, LOCAL COMMERCIAL
030066001	N260 STATE RD 55	Industrial District	INDUSTRIAL, SINGLE FAMILY RESIDENTIAL, GENERAL AGRICULTURE, LOCAL COMMERCIAL
030066204	N158 STATE RD 55	Public & Institutional District	LOCAL COMMERCIAL, INDUSTRIAL
030066511	W1560 COUNTY RD KK	Industrial District	LOCAL COMMERCIAL, INDUSTRIAL
030066513		Industrial District	LOCAL COMMERCIAL, INDUSTRIAL
030066700		Single-Family Residential District	GENERAL AGRICULTURE
030066701	N283 LODERBAUER RD	Single-Family Residential District	GENERAL AGRICULTURE
030066702	N283 LODERBAUER RD	Single-Family Residential District	INDUSTRIAL
030066800	LODERBAUER RD	Industrial District	INDUSTRIAL, GENERAL AGRICULTURE
030066802		Industrial District	INDUSTRIAL, GENERAL AGRICULTURE
030067000	LODERBAUER RD	Industrial District	INDUSTRIAL, GENERAL AGRICULTURE
030067500	W1380 COUNTY RD KK	Single-Family Residential District	INDUSTRIAL
030067600	COUNTY RD KK	Single-Family Residential District	INDUSTRIAL
030067700	W1402 COUNTY RD KK	Single-Family Residential District	INDUSTRIAL
030067800	COUNTY RD KK	Single-Family Residential District	INDUSTRIAL
030067902	N436 DEBRUIN RD	Single-Family Residential District	GENERAL AGRICULTURE
030067904		Single-Family Residential District	GENERAL AGRICULTURE
030068100	N458 DEBRUIN RD	Single-Family Residential District	GENERAL AGRICULTURE
030070400	W2643 BUCHANAN RD	Single-Family Residential District	GENERAL AGRICULTURE
030070703	W2529 BROOKHAVEN CT	Single-Family Residential District	GENERAL AGRICULTURE, SINGLE FAMILY RESIDENTIAL
030070704	W2526 BROOKHAVEN DR	Single-Family Residential District	GENERAL AGRICULTURE, SINGLE FAMILY RESIDENTIAL
030070705	W2522 BROOKHAVEN DR	Single-Family Residential District	GENERAL AGRICULTURE, SINGLE FAMILY RESIDENTIAL
030070800		Single-Family Residential District	GENERAL AGRICULTURE
030070801	N398 COUNTY RD N	Single-Family Residential District	GENERAL AGRICULTURE
030071100		Public & Institutional District	SINGLE FAMILY RESIDENTIAL
030071101		Public & Institutional District	SINGLE FAMILY RESIDENTIAL
030074301	W2208 BLOCK RD	Single-Family Residential District	GENERAL AGRICULTURE
030074402	BLOCK RD	Single-Family Residential District	GENERAL AGRICULTURE
030074403	W2187 BLOCK RD	Single-Family Residential District	GENERAL AGRICULTURE
030074404	W2117 BLOCK RD	Single-Family Residential District	GENERAL AGRICULTURE
030170200	W3234 VAN ROY RD	Planned Commercial District	PLANNED COMMERCIAL, LOCAL COMMERCIAL
030170401		Public & Institutional District	PLANNED COMMERCIAL
030170601		Public & Institutional District	PLANNED COMMERCIAL
030171900	CREEKVIEW LA	Single-Family Residential District	PLANNED COMMERCIAL, TWO FAMILY RESIDENTIAL
030179600	W2736 BROOKHAVEN DR	Two-Family Residential District	TWO FAMILY RESIDENTIAL, GENERAL AGRICULTURE
030213000	N218 STONEY BROOK RD	Industrial District	LOCAL COMMERCIAL
030213001	N260 STONEY BROOK RD	Industrial District	LOCAL COMMERCIAL
030213002	N240 STONEY BROOK RD	Industrial District	LOCAL COMMERCIAL
030213101	N214 STONEY BROOK RD	Industrial District	LOCAL COMMERCIAL
030231600	W2446 COUNTY RD KK	Local Commercial District	SINGLE FAMILY RESIDENTIAL, LOCAL COMMERCIAL
030247300	N1123 CAITLIN WAY	Rural Residential District	GENERAL AGRICULTURE
030247400	N1157 CAITLIN WAY	Rural Residential District	GENERAL AGRICULTURE
030247500	N1185 CAITLIN WAY	Rural Residential District	GENERAL AGRICULTURE

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030247600	N1191 CAITLIN WAY	Rural Residential District	GENERAL AGRICULTURE
030247700	N1213 CAITLIN WAY	Rural Residential District	GENERAL AGRICULTURE
030247800	N1233 JACOB CT	Rural Residential District	GENERAL AGRICULTURE
030247900	JACOB CT	Rural Residential District	GENERAL AGRICULTURE
030248000	N1256 JACOB CT	Rural Residential District	GENERAL AGRICULTURE
030248100	N1236 JACOB CT	Rural Residential District	GENERAL AGRICULTURE
030248200	N1194 CAITLIN WAY	Rural Residential District	GENERAL AGRICULTURE
030248300	N1170 CAITLIN WAY	Rural Residential District	GENERAL AGRICULTURE
030248400	W414 ALLISON DR	Rural Residential District	GENERAL AGRICULTURE
030251000	N409 FONTANA WAY	Single-Family Residential District	GENERAL AGRICULTURE
030251100	N419 FONTANA WAY	Single-Family Residential District	GENERAL AGRICULTURE
030251200	N425 FONTANA WAY	Single-Family Residential District	GENERAL AGRICULTURE
030251300	N429 FONTANA WAY	Single-Family Residential District	GENERAL AGRICULTURE
030251400	W2578 FONTANA WAY	Single-Family Residential District	GENERAL AGRICULTURE
030251500	W2570 FONTANA WAY	Single-Family Residential District	GENERAL AGRICULTURE
030251600	W2562 FONTANA WAY	Single-Family Residential District	GENERAL AGRICULTURE
030251700	W2554 FONTANA WAY	Single-Family Residential District	GENERAL AGRICULTURE
030251800	W2546 FONTANA WAY	Single-Family Residential District	GENERAL AGRICULTURE
030251900	W2549 FONTANA WAY	Single-Family Residential District	GENERAL AGRICULTURE
030252000	W2555 FONTANA WAY	Single-Family Residential District	GENERAL AGRICULTURE
030252100	W2565 FONTANA WAY	Single-Family Residential District	GENERAL AGRICULTURE
030252200	W2575 FONTANA WAY	Single-Family Residential District	GENERAL AGRICULTURE
030252300	W2568 BUCHANAN RD	Single-Family Residential District	GENERAL AGRICULTURE
030252400	W2558 BUCHANAN RD	Single-Family Residential District	GENERAL AGRICULTURE
030252500	W2544 BUCHANAN RD	Single-Family Residential District	GENERAL AGRICULTURE
030252600	W2534 BUCHANAN RD	Single-Family Residential District	GENERAL AGRICULTURE
030252800	W151 COUNTY RD 2	Rural Residential District	GENERAL AGRICULTURE
030252900	N871 OUTAGAMIE RD	Rural Residential District	GENERAL AGRICULTURE
030254002		Public & Institutional District	INDUSTRIAL
030254100	N815 OUTAGAMIE RD	Rural Residential District	GENERAL AGRICULTURE
030254300	W164 ROLLING ACRES CT	Rural Residential District	GENERAL AGRICULTURE
030254400	W178 ROLLING ACRES CT	Rural Residential District	GENERAL AGRICULTURE
030254500	W182 ROLLING ACRES CT	Rural Residential District	GENERAL AGRICULTURE
030254600	W177 ROLLING ACRES CT	Rural Residential District	GENERAL AGRICULTURE
030254700	W161 ROLLING ACRES CT	Rural Residential District	GENERAL AGRICULTURE
030254800	W131 ERV CT	Rural Residential District	GENERAL AGRICULTURE
030254900	W149 ERV CT	Rural Residential District	GENERAL AGRICULTURE
030255000	W163 ERV CT	Rural Residential District	GENERAL AGRICULTURE
030255100	W175 ERV CT	Rural Residential District	GENERAL AGRICULTURE
030255200	W178 ERV CT	Rural Residential District	GENERAL AGRICULTURE
030255300	W174 ERV CT	Rural Residential District	GENERAL AGRICULTURE
030255400	W170 ERV CT	Rural Residential District	GENERAL AGRICULTURE
030255500	W158 ERV CT	Rural Residential District	GENERAL AGRICULTURE
030255600	W140 ERV CT	Rural Residential District	GENERAL AGRICULTURE
030255700	N333 OUTAGAMIE RD	Rural Residential District	GENERAL AGRICULTURE
030255800	N327 OUTAGAMIE RD	Rural Residential District	GENERAL AGRICULTURE
030255900	W394 HAWKS NEST LA	Rural Residential District	GENERAL AGRICULTURE
030256000		Rural Residential District	GENERAL AGRICULTURE
030256100	W348 HAWKS NEST LA	Rural Residential District	GENERAL AGRICULTURE
030256200	W344 HAWKS NEST LA	Rural Residential District	GENERAL AGRICULTURE
030256300	W336 HAWKS NEST LA	Rural Residential District	GENERAL AGRICULTURE
030256400	W314 HAWKS NEST LA	Rural Residential District	GENERAL AGRICULTURE
030256500	W296 HAWKS NEST LA	Rural Residential District	GENERAL AGRICULTURE
030256600	W274 HAWKS NEST LA	Rural Residential District	GENERAL AGRICULTURE
030256700	W258 HAWKS NEST LA	Rural Residential District	GENERAL AGRICULTURE
030256800	W242 HAWKS NEST LA	Rural Residential District	GENERAL AGRICULTURE
030256900	W224 HAWKS NEST LA	Rural Residential District	GENERAL AGRICULTURE
030257000	W212 HAWKS NEST LA	Rural Residential District	GENERAL AGRICULTURE
030257100	W198 HAWKS NEST LA	Rural Residential District	GENERAL AGRICULTURE
030257200	W184 HAWKS NEST LA	Rural Residential District	GENERAL AGRICULTURE
030257300	W168 HAWKS NEST LA	Rural Residential District	GENERAL AGRICULTURE
030257400		Rural Residential District	GENERAL AGRICULTURE
030257500	W139 HAWKS NEST LA	Rural Residential District	GENERAL AGRICULTURE
030257600	W191 HAWKS NEST LA	Rural Residential District	GENERAL AGRICULTURE
030257700	W237 HAWKS NEST LA	Rural Residential District	GENERAL AGRICULTURE
030257800		Rural Residential District	GENERAL AGRICULTURE
030257900	W353 MARSH HAWK CT	Rural Residential District	GENERAL AGRICULTURE
030258000	W367 MARSH HAWK CT	Rural Residential District	GENERAL AGRICULTURE
030258100		Rural Residential District	GENERAL AGRICULTURE
030258200	N816 POWERS RD	Rural Residential District	GENERAL AGRICULTURE
030258300	W368 MARSH HAWK CT	Rural Residential District	GENERAL AGRICULTURE
030258400	W360 MARSH HAWK CT	Rural Residential District	GENERAL AGRICULTURE
030258500	W281 HAWKS NEST LA	Rural Residential District	GENERAL AGRICULTURE
030258600	W325 HAWKS NEST LA	Rural Residential District	GENERAL AGRICULTURE
030258700		Rural Residential District	GENERAL AGRICULTURE
030258800	W393 HAWKS NEST LA	Rural Residential District	GENERAL AGRICULTURE
030259100	N1631 OUTAGAMIE RD	Rural Residential District	GENERAL AGRICULTURE
030259200	N1625 OUTAGAMIE RD	Rural Residential District	GENERAL AGRICULTURE
030259300	N1613 OUTAGAMIE RD	Rural Residential District	GENERAL AGRICULTURE
030259400	N615 OUTAGAMIE RD	Rural Residential District	GENERAL AGRICULTURE

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030259500	N623 OUTAGAMIE RD	Rural Residential District	GENERAL AGRICULTURE
030259600	N639 OUTAGAMIE RD	Rural Residential District	GENERAL AGRICULTURE
030259700	N655 OUTAGAMIE RD	Rural Residential District	GENERAL AGRICULTURE
030259800	N671 OUTAGAMIE RD	Rural Residential District	GENERAL AGRICULTURE
030259900	N689 OUTAGAMIE RD	Rural Residential District	GENERAL AGRICULTURE
030260000	W123 SUNSET VIEW CI	Rural Residential District	GENERAL AGRICULTURE
030260100	W153 SUNSET VIEW CI	Rural Residential District	GENERAL AGRICULTURE
030260200	W161 SUNSET VIEW CI	Rural Residential District	GENERAL AGRICULTURE
030260300	W148 SUNSET VIEW CI	Rural Residential District	GENERAL AGRICULTURE
030260400	W140 SUNSET VIEW CI	Rural Residential District	GENERAL AGRICULTURE
030260500	W132 SUNSET VIEW CI	Rural Residential District	GENERAL AGRICULTURE
030260600	W124 SUNSET VIEW CI	Rural Residential District	GENERAL AGRICULTURE
030260700	W108 SUNSET VIEW CI	Rural Residential District	GENERAL AGRICULTURE
030260800		Rural Residential District	GENERAL AGRICULTURE
030260900	N745 OUTAGAMIE RD	Rural Residential District	GENERAL AGRICULTURE
030261100	W107 MEADOW RIDGE TR	Rural Residential District	GENERAL AGRICULTURE
030261200	W123 MEADOW RIDGE TR	Rural Residential District	GENERAL AGRICULTURE
030261300	W141 MEADOW RIDGE TR	Rural Residential District	GENERAL AGRICULTURE
030261401	W157 MEADOW RIDGE TR	Rural Residential District	GENERAL AGRICULTURE
030261402	W173 MEADOW RIDGE TR	Rural Residential District	GENERAL AGRICULTURE
030261700	W185 MEADOW RIDGE TR	Rural Residential District	GENERAL AGRICULTURE
030261800	W191 MEADOW RIDGE TR	Rural Residential District	GENERAL AGRICULTURE
030261900	W203 MEADOW RIDGE TR	Rural Residential District	GENERAL AGRICULTURE
030262000	W182 MEADOW RIDGE TR	Rural Residential District	GENERAL AGRICULTURE
030262100	N757 BEVERLYCREST CT	Rural Residential District	GENERAL AGRICULTURE
030262200	N771 BEVERLYCREST CT	Rural Residential District	GENERAL AGRICULTURE
030262300	N779 BEVERLYCREST CT	Rural Residential District	GENERAL AGRICULTURE
030262400	N785 BEVERLYCREST CT	Rural Residential District	GENERAL AGRICULTURE
030262500	N788 BEVERLYCREST CT	Rural Residential District	GENERAL AGRICULTURE
030262600	N776 BEVERLYCREST CT	Rural Residential District	GENERAL AGRICULTURE
030262700	N768 BEVERLYCREST CT	Rural Residential District	GENERAL AGRICULTURE
030262800	W164 MEADOW RIDGE TR	Rural Residential District	GENERAL AGRICULTURE
030262900	W150 MEADOW RIDGE TR	Rural Residential District	GENERAL AGRICULTURE
030263000	W138 MEADOW RIDGE TR	Rural Residential District	GENERAL AGRICULTURE
030263100	W130 MEADOW RIDGE TR	Rural Residential District	GENERAL AGRICULTURE
030263200	W118 MEADOW RIDGE TR	Rural Residential District	GENERAL AGRICULTURE
030263300	W108 MEADOW RIDGE TR	Rural Residential District	GENERAL AGRICULTURE
030263400	W215 SUNSET VIEW CI	Public & Institutional District	GENERAL AGRICULTURE
310		Public & Institutional District	SINGLE FAMILY RESIDENTIAL
320		Single-Family Residential District	GENERAL AGRICULTURE
320		Rural Residential District	GENERAL AGRICULTURE
325088701	2550 HAAS RD	Single-Family Residential District	GENERAL AGRICULTURE
330		Single-Family Residential District	GENERAL AGRICULTURE
340		Public & Institutional District	SINGLE FAMILY RESIDENTIAL
340		Public & Institutional District	SINGLE FAMILY RESIDENTIAL
340		Public & Institutional District	TWO FAMILY RESIDENTIAL



**TOWN OF BUCHANAN  
RESOLUTION NO. 2025-03**

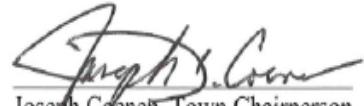
**RESOLUTION OF THE TOWN BOARD OF THE TOWN OF BUCHANAN  
APPROVING A COMPREHENSIVE REZONING OF PARCELS IN THE TOWN OF  
BUCHANAN**

**WHEREAS**, the Town of Buchanan updated its Zoning Ordinance in 2024 and finds it is necessary to comprehensively rezone parcels in the Town of Buchanan that have inconsistent zoning and landuses and to create consistency with the Comprehensive Plan and Zoning Ordinance.

**WHEREAS**, the Plan Commission, after notice and public hearing on June 10, 2025, found the request to be consistent with the Comprehensive Plan and recommended the Town Board approve the rezoning; and

**NOW, THEREFORE, BE IT RESOLVED** that the Town Board of the Town of Buchanan hereby finds that the rezoning request is consistent with the Comprehensive Plan and approves the rezoning as shown on Exhibits A & B.

Adopted this 24th day of June 2025

  
Joseph Coenen, Town Chairperson

ATTEST:

  
Cynthia Sieracki, Clerk

Motion to Approve Resolution 2025-03 made by: 

Votes:

Title	Name	Aye	Nay	Other
Supervisor I	Olson	X		
Supervisor II	Knuppel	X		
Supervisor III	Rottier	X		
Supervisor IV	Meyer	X		
Chairperson	Coenen	X		

Posted: June 25<sup>th</sup>, 2025

# ***RESOLUTION NO.: 60—2025-26***

TO THE HONORABLE, THE OUTAGAMIE COUNTY BOARD OF SUPERVISORS

LADIES AND GENTLEMEN:

**2/3 MAJORITY – 24 VOTES**

1        The Wisconsin Department of Transportation (WisDOT) is planning for reconstruction of the  
2        I-41 corridor, which includes new right-of-way acquisition in multiple areas. This resolution  
3        approves payment of \$40,477 from the WisDOT to the county for a portion of parcel 220  
4        (approximately 1.011 acres) for the French Road overpass. In addition, as part of the agreement,  
5        the WisDOT will pay for the Solid Waste Department for a temporary limited easement and  
6        monies for trees and landscaping in the amount of \$12,523.  
7

8        This request is to authorize the sale of a portion of Solid Waste land to the WisDOT and accept  
9        revenues for the temporary easement and maintenance of grounds.  
10

11        NOW THEREFORE, the undersigned members of the Property, Airport, Recreation and Economic  
12        Development Committee recommend adoption of the following resolution.

13        BE IT RESOLVED, that the Outagamie County Board of Supervisors does authorize execution of  
14        a Deed by Corporation to the Wisconsin Department of Transportation for the sum of \$53,000 for property  
15        described as Parcel 220 of Transportation Project Plat 1130-63-21-4.23 Amendment No. 2 recorded as  
16        Document 2319316, and Parcel 220 of Transportation Project Plat 1130-63-21-4.51 Amendment No. 1,  
17        recorded as Document 2334455 at the Register of Deeds office in Outagamie County, with property  
18        interests and rights of said Parcels 220 consisting of Fee Simple, Temporary Limited Easement, as noted  
19        in the attached Deed by Corporation, Legal Description, Statement to Construction Engineer, Project Plat  
20        Title Sheet, Property Landowners Report, and Transportation Project Plat Amendments No. 2 and 1, which  
21        by reference are made a part hereof, and

22        BE IT FURTHER RESOLVED, that the Outagamie County Board of Supervisors does authorize  
23        and approve of increasing the following Solid Waste line items: Proceeds from Sale of Asset by \$40,477;  
24        Miscellaneous Revenue by \$12,523; Grounds Maintenance by \$10,350; and Fund Balance by \$2,173; and  
25        approve decreasing the Solid Waste Land line item by \$40,477, as noted on the attached fiscal note which  
26        by reference is made a part hereof, and

## **Resolution No. 60—2025-26**

Page 2

1           BE IT FINALLY RESOLVED, that the Outagamie County Clerk be directed to forward a copy of  
2           this resolution to the Outagamie County Recycling and Solid Waste Director, the Outagamie County  
3           Development and Land Services Director, and the Outagamie County Finance Director.

4 Dated this \_\_\_\_ day of August 2025

5

6 Respectfully submitted,

8 PROPERTY, AIRPORT, RECREATION &  
9 ECONOMIC DEVELOPMENT COMMITTEE

10  
11  
12  
13  
14 Dean Culbertson

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Lee W. Hammen

15  
16  
17  
18  
19 Ronald Klemp

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Yvonne Monfils

19 Ronald Hromádka  
20  
21  
22  
23  
24 Jayson Winterfeldt

---

## Yvonne Monfils

26  
27 Duly and officially adopted by the County Board on:

30      Signed: \_\_\_\_\_  
31      Board Chairperson

---

## County Clerk

34      Approved: \_\_\_\_\_

Vetoed:

36  
37 Signed: \_\_\_\_\_  
38 County Executive

WisDOT Division of Transportation  
System Development  
Northeast Region  
944 Vanderperren Way  
Green Bay WI 54304-5344

Governor Tony Evers  
Secretary Craig Thompson  
[wisconsindot.gov](http://wisconsindot.gov)  
Telephone: (920) 492-5643  
FAX: (920) 492-5640  
Email: ner.dtsd@dot.wi.gov



June 27, 2025

ATTN: Gregory Parins  
Outagamie County Superintendent  
C/o Outagamie County  
320 South Walnut Street  
Appleton, WI 54911

RE: Parcel No.: 220  
Parcel Address: 2000 North French Road, Appleton, WI 54911  
Project ID: 1130-63-21, IH-41, Outagamie & Brown Counties  
Appleton – De Pere (STH 96 – CTH F)

To Gregory Parins:

The Wisconsin Department of Transportation (WisDOT) is planning a roadway improvement project on IH-41 located in both Outagamie and Brown Counties which includes new right of way acquisition in multiple areas. MSA Professional Services has been hired to act as an agent for WisDOT to acquire the needed right of way for the improvement project. I will be your point of contact and will work closely with you through the real estate acquisition process. This letter identifies the revised compensation amount offered for the required acquisition based on our negotiation and construction commitments.

WisDOT's approved estimate of just compensation is \$108,600.00 and is based on the provided appraisal report. This amount does not consider any decrease or increase in the market value of the property caused by the anticipation of the project.

Based on our discussions and your request, WisDOT has agreed to re-install the chain-link fence along the property line after the construction of the project is completed. This is in addition to installing fencing to secure the property during construction. Because of this commitment, the above compensation for the in-place value of the existing chain link fence as well as the cost to cure for replacement fencing is no longer appropriate amounts to be provided. Therefore, these amounts are being deducted and the revised total for the transaction is \$53,000.00. The allocation is as follows:

The allocation of this amount is as follows:

Allocation	Description	Size	Unit	Per Unit	Value (\$)
Fee	Land	44,079	Sq. Ft.	\$0.92	\$40,477
Temporary Limited Easement	TLE	4,288	Sq. Ft.	\$0.48	\$2,043
Site Improvements	Chain-Link Fence-Depreciated Cost-New				\$24,732
Cost To Cure	Replacement Fencing				\$30,915
Other	Landscaping - Trees				\$10,350
Rounding					\$130
Total					\$53,000

If you agree and wish to enter into an agreement with WisDOT, please sign the following documents and return them to me as soon as possible. Upon receipt of these documents, we will submit a payment request.

- A. **Deed by Corporation**: All landowners whose names are listed or assigned to this parcel **must** sign and date this document. Each signature must be acknowledged **in the presence of a Notary Public**.
- B. **Statement to Construction Engineer**: This form requires the signature of only **one** landowner and is used to inform the construction engineer of any special commitments, if any, that were agreed to by you and WisDOT for construction purposes.
- C. **New Supplier Form (DOA-6460)**: This form is to be **completed in full** for payment processing. Section 3 (Payment Direct Deposit/ACH Information) presents two options. You may receive payment by "Direct Deposit" to a checking or savings account or opt out of "Direct Deposit" and receive payment by mail. Should you choose "Direct Deposit" you must accompany this form with a current, voided check or include a bank letter on bank letterhead signed by a bank representative. (See enclosed instructions)
- D. **Form W-9**: This form is required by the IRS for any transaction valued at \$600.00 or more. If more than one landowner, unless husband and wife at the time of the conveyance, each should submit a W-9. If exempt, please provide an exemption form. (See enclosed instructions)

It is important to us that you are satisfied that your property and your rights have been fully considered. We will provide any additional information requested, if available, or further discuss any other concerns you may have. Should you have any questions or concerns, please feel free to contact me at the phone number or email addressed below.

Sincerely,

MSA Professional Services



Peter Miesbauer  
MSA Real Estate Team Leader  
1702 Pankratz Street  
Madison, WI 53704  
(608) 242-6641  
pmiesbauer@msa-ps.com

Enclosures: As stated in letter.

cc: Abbey Vizelka, WisDOT Real Estate Specialist – Northeast Region

**DEED BY CORPORATION**

Wisconsin Department of Transportation  
Exempt from fee [s. 77.25(2r) Wis. Stats.]

RE1546 01/2023

THIS DEED, made by **Outagamie County, a Wisconsin Municipal Corporation**, a corporation duly organized and existing under the laws of the State of **Wisconsin** and duly authorized to transact business in the State of Wisconsin, with its principal place of business at **320 South Walnut Street, City of Appleton, County of Outagamie, State of Wisconsin**, GRANTOR, conveys and warrants the property described below to the Wisconsin Department of Transportation, GRANTEE, for the sum of **Fifty Three Thousand and 0/100 Dollars (\$53,000.00)**.

Any person named in this deed may make an appeal from the amount of compensation within six months after the date of recording of this deed as set forth in s. 32.05(2a) Wisconsin Statutes. For the purpose of any such appeal, the amount of compensation stated on the deed shall be treated as the award, and the date the deed is recorded shall be treated as the date of taking and the date of evaluation.

Other persons having an interest of record in the property: **None**

LEGAL DESCRIPTION IS ATTACHED AND MADE A PART OF THIS DOCUMENT BY REFERENCE.

This space is reserved for recording data

Return to  
MSA Professional Services, Inc.  
Attn: Peter Miesbauer  
1702 Pankratz Street  
Madison, WI 53704

Parcel Identification Number/Tax Key Number  
260447301 and  
260447302

The undersigned certify that this instrument is being executed pursuant to a resolution of the board of directors (or shareholders, if authorized by law) of GRANTOR corporation.

**CORPORATE ACKNOWLEDGEMENT:**

Outagamie County, a Quasi Municipal Corporation

Corporation Name

Date

State of Wisconsin

)

)

ss.

Officer Signature

Date

Outagamie

County)

On the above date, this instrument was acknowledged before me by the above named person(s).

The signer was:  Physically in my presence.  OR

In my presence involving the use of communication technology.

Print Name and Title

Signature, Notary Public, State of Wisconsin

Officer Signature

Date

Print Name, Notary Public, State of Wisconsin

Print Name and Title

Date Commission Expires

This instrument was drafted by Peter  
Miesbauer on behalf of Wisconsin  
Department of Transportation

Project ID  
1130-63-21

Parcel No.  
220

**LEGAL DESCRIPTION**

Parcel 220 of Transportation Project Plat 1130-63-21-4.23 Amendment No. 2, recorded as Document 2319316, at the Register of Deeds office in Outagamie County, Wisconsin.

Property interests and rights of said Parcel 220 consist of:

**Fee Simple.**

**Temporary limited easement.**

Any interests or rights not listed above for said parcel but shown as required on said Transportation Project Plat are hereby incorporated herein by reference.

**And Also:**

Parcel 220 of Transportation Project Plat 1130-63-21-4.51 Amendment No. 1, recorded as Document 2334455, at the Register of Deeds office in Outagamie County, Wisconsin.

Property interests and rights of said Parcel 220 consist of:

**Fee Simple.**

**Temporary limited easement.**

Any interests or rights not listed above for said parcel but shown as required on said Transportation Project Plat are hereby incorporated herein by reference.

**STATEMENT TO CONSTRUCTION ENGINEER**

RE1528 10/2024 s. 84.09 Wis. Stats.

Wisconsin Department of Transportation

*Copies to: project engineer and owner*

Owner Name(s) Outagamie County Attn: Gregory Parins, Director Recycling and Solid Waste Dept	Property Address 2000 North French Road <b>Appleton, WI 54911</b>	Area code - phone Home: Cell: 920-209-9812 Work: 920-832-5004 Email: <a href="mailto:gregory.parins@outagamie.org">gregory.parins@outagamie.org</a>
Tenant, if any	Property Address 2000 North French Road <b>Appleton, WI 54911</b>	Area code - phone Home: Cell: Work: Email:

- All commitments agreed upon between negotiator and property owner are listed below.
- All commitments are subject to approval of Wisconsin Department of Transportation.
- Basic concepts of construction project have been explained to owner.
- No other commitments, either verbal or implied, are valid.

Commitments made (fences, driveways, trees, drainage or other items):

During construction, WisDOT will install and maintain temporary security fencing within the acquisition area.

Other matters of interest and owner concerns:

If preferred and **in lieu of fencing compensation**, WisDOT will agree to salvage the existing fencing and reinstall it after construction is completed:Prior to construction, WisDOT will remove and salvage any portions of the chain link fence that will be impacted by the construction of the project. This fencing will be saved for re-installation later.After construction, WisDOT agrees to re-install the existing, salvaged fencing along the new boundary of the property.

Property Owner Signature: Gerg Parins, Outagamie County Date

Negotiator Signature Date

Property Owner Signature: Date

Peter T Miesbauer

Print Negotiator Name

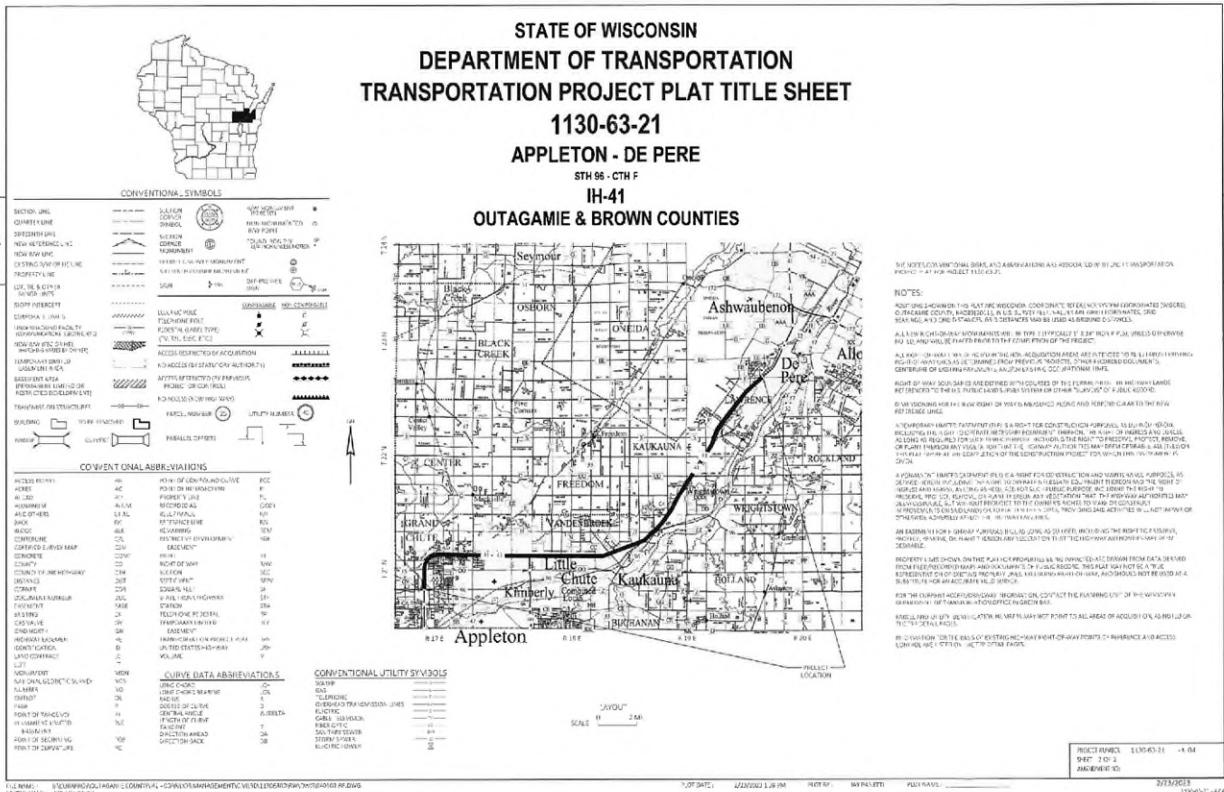
**Commitments Approved:**

Approving Authority Signature and Title

Date

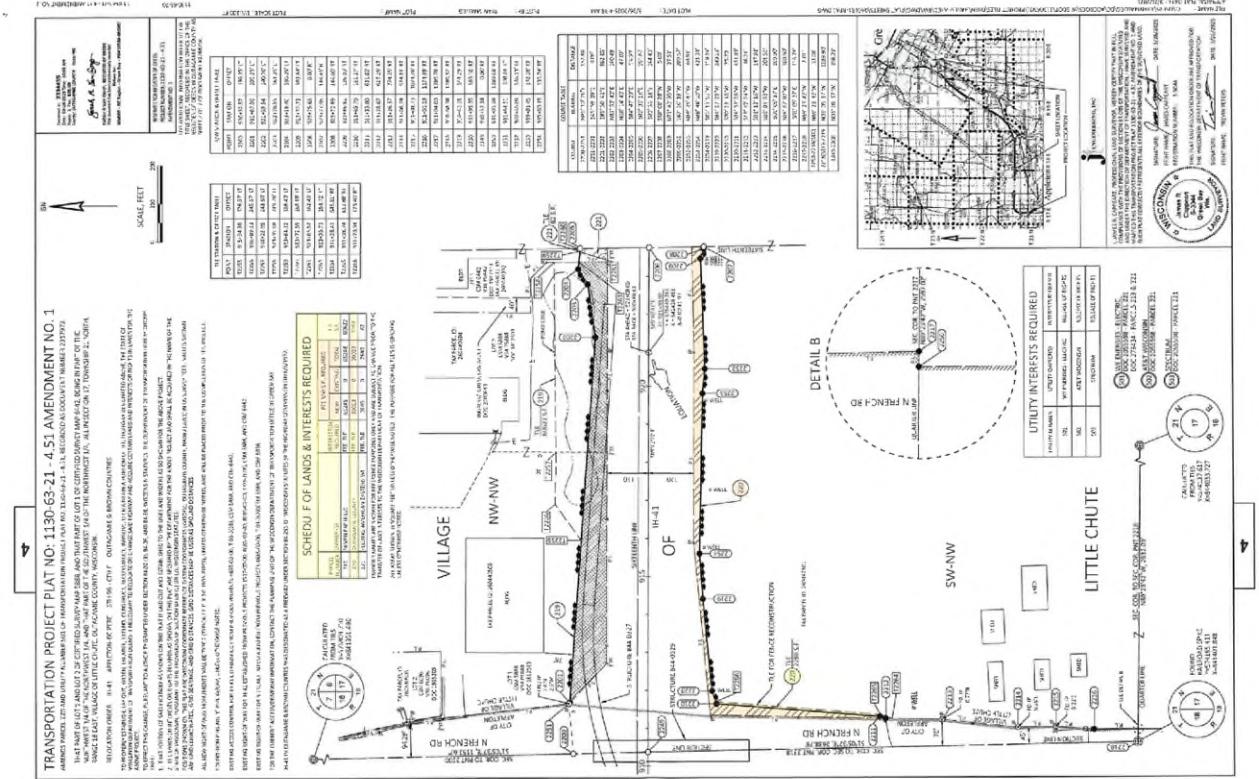
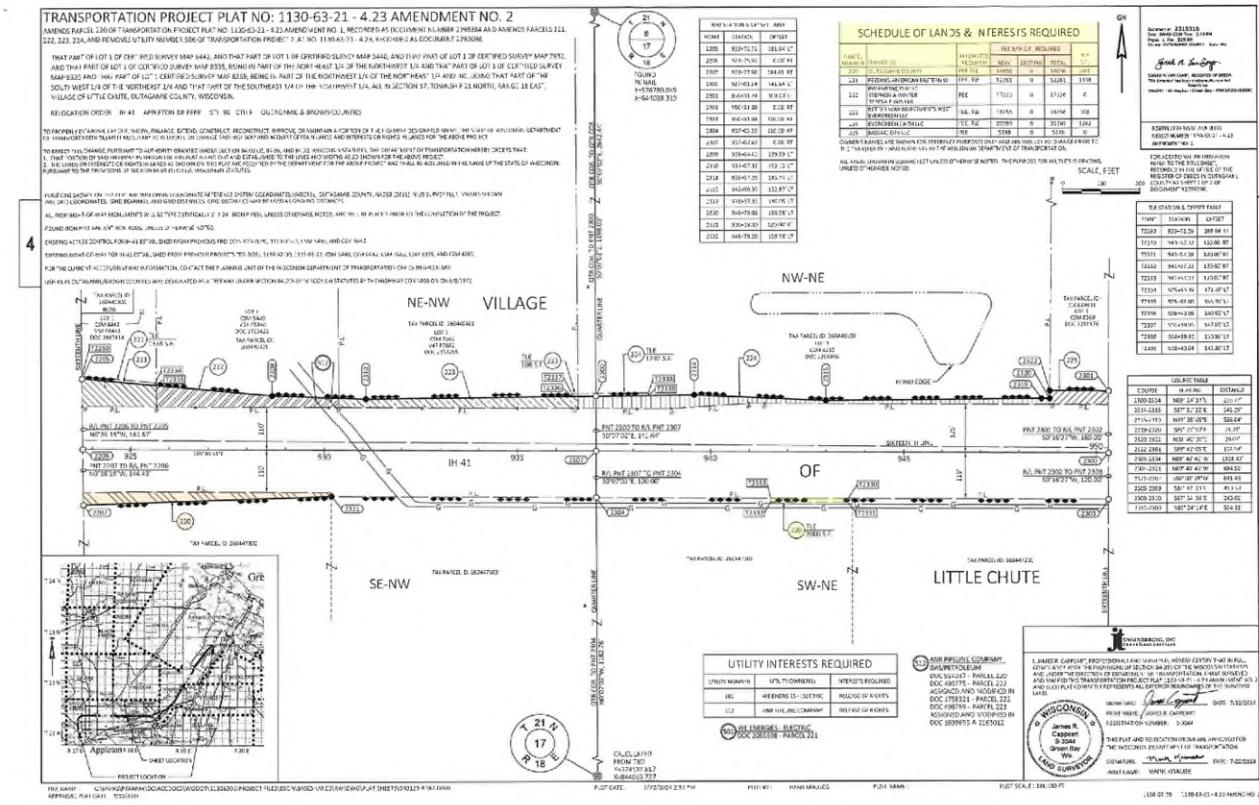
Print Approving Authority Name

Project ID  
1130-63-21County  
OutagamieParcel No.  
220



**PROPERTY LANDOWNER REPORT**  
Project ID: 1130-63-21 (Segment #2)  
Project: HI-41, Appleton - De Pere (5TH 96 - CTH F)  
County: Outagamie Brown Counties

**PROPERTY LANDOWNER REPORT**  
Project ID: 1130-63-21 (Segment #2)  
Project: HI-41, Appleton - De Pere (5TH 96 - CTH F)  
County: Outagamie Brown Counties



**OUTAGAMIE COUNTY FISCAL NOTE**

**INTRODUCTION:** This form must be attached to any resolution or ordinance which contains a spending or revenue proposal. The form should be completed by an individual within the department initiating the resolution or ordinance with assistance from the Financial Services Department. Contact the Finance Director (1674), Controller (1675) or Staff Accountant (1681) for assistance. Once completed, forward a copy of the form to the Financial Services Department for their review. Financial Services will forward a reviewed copy of the fiscal note to Legislative Services.

1. **Subject:** Request to sell a portion of land to WisDOT for I-41 expansion right of way and grant a temporary limited easement.

2. **Description:** This section must be completed for all fiscal notes. Briefly and concisely describe the request. State assumptions used and discuss any current year and long-term fiscal impacts. (A separate attachment can be used)

As part of the roadway improvement to I-41, WisDOT has approached the Department of Solid Waste to purchase a portion of parcel 220 (approximately 1.011 acres) as additional right of way for the French Road overpass. WisDOT will pay \$40,477 for the land. In addition, as part of the agreement, WisDot will pay Solid Waste for a temporary limited easement and monies for trees and landscaping amounting to \$12,523. This request is to authorize the sale of that portion of land and accept revenues for the temporary easement and maintenance of grounds.

**Current Year Budget Impact (Check one or more of the following boxes)**

Revenues

Expenses (Cost)

None

3. Is the specific cost or revenue included in the current year's budget? yes ( ) no ( ) partially ( X )

4. If the proposal requests additional spending, can the additional cost be absorbed within the current year's line item? yes ( ) no ( ) n/a ( X )

5. Is the proposal to accept additional revenues only? yes ( ) no ( X )

6. Does this request modify/adjust the current year budget? yes ( x ) no ( ) 2025 Budget  
If no, skip to question 8 below

7. Detail current year budget changes. Please list cost center name, line item, account number and either the increase or decrease amount. (Please note that all budget adjustments must balance. For example, an increase in an expenditure account must be offset by a decrease in another expenditure account or the contingency fund or an increase in a revenue account or other funding sources such as fund balance applied.)

COST CENTER NAME	LINE ITEM (i.e. Salaries, Supplies, Etc.)	ACCOUNT NUMBER INCLUDING COST CENTER (i.e. 1004100.5100, 1004100.5400, etc.)	INCREASE (DECREASE) AMOUNT
Solid Waste	Proceeds from Sale of Asset	5039000.8309	\$40,477
Solid Waste	Miscellaneous Revenue	5039000.4510.12	\$12,523
Solid Waste	Grounds Maintenance	5039000.5405.06	\$10,350
Solid Waste	Fund Balance	5030000.3591	\$2,173
Solid Waste	Land	5039000.1852	(40,477)

**Annual and Long-Term Impact**

8. Is the above Increase/Decrease a nonrecurring one-time expense or revenue? yes ( ) no ( X ) n/a ( )

9. What is the anticipated annual and/or long-term cost or revenue impact? Annual Cost \_\_\_\_\_  
Annual Revenue \_\_\_\_\_

Fiscal Note Prepared by: Ivy Martin

<b>For Financial Services purposes only</b>	
Reviewed By: <i>Michelle Uitenbroek</i>	If expenditures are recorded in the financial system at a level of detail lower than the level 6 as shown above, indicate the specific account numbers and amounts below: <u>Detail Expenditures Account Number</u> _____ <u>Amount</u> _____
Date: 7/16/2025	_____
Comments:	_____

# ***RESOLUTION NO.: 61—2025-26***

TO THE HONORABLE, THE OUTAGAMIE COUNTY BOARD OF SUPERVISORS

LADIES AND GENTLEMEN:

**MAJORITY**

1        The County Board approved entering into partnership with the YMCA of the Fox Cities to  
2        operate an employee child care center located at 3375 W. Brewster Street, Appleton to benefit  
3        the county's workforce. The project will repurpose 12,000 square feet of building space into a  
4        child care center serving approximately 100 children. Outagamie County will fund the  
5        renovation and the YMCA will pay for furnishings, fixtures, equipment and all operational  
6        expenses at the center.

7  
8        This resolution requests declaring the child care center renovation project as a public works  
9        project and further authorizes formation of the Employee Child Care Center Renovation Project  
10      Oversight Committee.

11      NOW THEREFORE, the undersigned members of the Property, Airport, Recreation and Economic

12      Development Committee recommend adoption of the following resolution.

14      BE IT RESOLVED, that the Outagamie County Board of Supervisors does establish the Employee  
15      Child Care Center Renovation Project Oversight Committee as a public works project whose total will  
16      exceed \$1,500,000 in accordance with Section 50-87 of the Outagamie County Code of Ordinances, and

17      BE IT FURTHER RESOLVED, that the Outagamie County Board of Supervisors does authorize  
18      formation of the Employee Child Care Center Renovation Project Committee who shall oversee all phases  
19      of the project to ensure that the project is proceeding in the best interest of the county, and

20      BE IT FINALLY RESOLVED, that the Outagamie County Clerk be directed to forward a copy of  
21      this resolution to the Outagamie County Facilities Director, the Outagamie County Development and Land  
22      Services Director, the Outagamie County Executive, and the Outagamie County Finance Director.

23      Dated this \_\_\_\_ day of August 2025

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13 Dean Culbertson

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18 Ronald Klemp

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23 Jayson Winterfeldt

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26 Duly and officially adopted by the County Board on: \_\_\_\_\_

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29 Signed: \_\_\_\_\_

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Respectfully submitted,

PROPERTY, AIRPORT, RECREATION &  
ECONOMIC DEVELOPMENT COMMITTEE

Lee W. Hammen

Yvonne Monfils

Board Chairperson \_\_\_\_\_ County Clerk \_\_\_\_\_

Approved: \_\_\_\_\_ Vetoed: \_\_\_\_\_

County Executive \_\_\_\_\_

# ***RESOLUTION NO.: 62—2025-26***

TO THE HONORABLE, THE OUTAGAMIE COUNTY BOARD OF SUPERVISORS

LADIES AND GENTLEMEN:

**2/3 MAJORITY – 24 VOTES**

1        The Wisconsin Department of Corrections notified the Sheriff's Office of an increase to  
2        the sanction reimbursement after the 2025 budget was submitted. The former rate of  
3        \$51.46 per day was increased to \$60 per day effective November 1, 2024. After updating  
4        the population estimates based on actual year to date experience, the Sheriff's Office is  
5        projecting an additional \$34,127 in lodging income for 2025. The department identified  
6        some unbudgeted 2025 expenses for the communication center late in 2024. This request  
7        is to apply the unbudgeted Jail income towards the unbudgeted software expenses in the  
8        communications center. This request is budget neutral, with no impact to the 2025 levy.  
9

10        NOW THEREFORE, the undersigned members of the Public Safety Committee recommend  
11        adoption of the following resolution.

12        BE IT RESOLVED, that the Outagamie County Board of Supervisors does approve of increasing  
13        the Jail Fees, Fines and Costs line item by \$34,127 and increasing the Communications Services line item  
14        by \$34,127, said monies to be used toward software expenses in the communications center as noted on  
15        the attached fiscal note, which by reference is made a part hereof, and

16        BE IT FINALLY RESOLVED, that the Outagamie County Clerk be directed to forward a copy of  
17        this resolution to the Outagamie County Sheriff and the Outagamie County Finance Director.

18        Dated this \_\_\_\_ day of August 2025

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12 Katrin Patience

Respectfully submitted,

PUBLIC SAFETY COMMITTEE

13

14

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17 Michael Smith

Christine Lamers

18

19

20

21

22 Jeremy Thyssen

Timothy Hermes

23

24

25 Duly and officially adopted by the County Board on: \_\_\_\_\_

26

27

28

Signed: \_\_\_\_\_

Board Chairperson

\_\_\_\_\_

County Clerk

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Approved: \_\_\_\_\_

Vetoed: \_\_\_\_\_

33

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Signed: \_\_\_\_\_

County Executive

**OUTAGAMIE COUNTY FISCAL NOTE**

**[INTRODUCTION]** This form must be attached to any resolution or ordinance which contains a spending or revenue proposal. The form should be completed by an individual within the department initiating the resolution or ordinance with assistance from the Financial Services Department. Contact the Finance Director (1674), Controller (1675) or Staff Accountant (1681) for assistance. Once completed, forward a copy of the form to the Financial Services Department for their review. Financial Services will forward a reviewed copy of the fiscal note to Legislative Services.

**1. Subject: SHERIFF'S OFFICE REQUESTS TO UPDATE 2025 CORRECTIONS AND COMMUNICATION BUDGETS**

**2. Description:** This section must be completed for all fiscal notes. Briefly and concisely describe the request. State assumptions used and discuss any current year and long-term fiscal impacts. (A separate attachment can be used)

Wisconsin Department of Corrections notified the Sheriff's Office of an increase to the sanction reimbursement after our 2025 budget was submitted. The former rate of \$51.46 per day was increased to \$60 per day effective November 1, 2024. After updating our population estimates based on actual year to date experience, we expect to collect an additional \$34,127 in lodging income for 2025.

We identified some unbudgeted 2025 expenses for the communication center late in 2024. The request is to apply the unbudgeted Jail income towards the unbudgeted software expenses in the communication center.

The result is budget neutral, with no impact on the 2025 levy.

**Current Year Budget Impact (Check one or more of the following boxes)**

Revenues       Expenses (Cost)       None

3. Is the specific cost or revenue included in the current year's budget?      yes ( )    no ( )    partially (X)

4. If the proposal requests additional spending, can the additional cost be absorbed within the current year's line item?      yes ( )    no (X)    n/a ( )

5. Is the proposal to accept additional revenues only?      yes ( )    no (X)

6. Does this request modify/adjust the current year budget?      yes (X)    no ( )  
If no, skip to question 8 below.

7. Detail current year budget changes. Please list cost center name, line item, account number and either the increase or decrease amount. (Please note that all budget adjustments must balance. For example, an increase in an expenditure account must be offset by a decrease in another expenditure account or the contingency fund or an increase in a revenue account or other funding sources such as fund balance applied.)

COST CENTER NAME	LINE ITEM (i.e. Salaries, Supplies, Etc.)	ACCOUNT NUMBER INCLUDING COST CENTER (i.e. 1004100.5100, 1004100.5400, etc.)	INCREASE (DECREASE) AMOUNT
Jail	Fees, Fines & Costs	1008015.4300	\$34,127
Communications	Services	1008013.5500	\$34,127

**Annual and Long-Term Impact**

8. Is the above Increase/Decrease a nonrecurring one-time expense or revenue?      yes ( )    no (X)    n/a ( )

9. What is the anticipated annual and/or long-term cost or revenue impact?      Annual Cost \_\_\_\_\_  
Annual Revenue \_\_\_\_\_

Fiscal Note  
Prepared by:      Lisa VandenLangenberg

For Financial Services purposes only			
Reviewed By: <i>Michelle Uitenbroek</i>	If expenditures are recorded in the financial system at a level of detail lower than the level 6 as shown above, indicate the specific account numbers and amounts below:		
	Detail Expenditures Account Number		Amount
Date: 6/23/2025	1008015.4310.17		34,127
Comments:			

# ***RESOLUTION NO.: 63—2025-26***

TO THE HONORABLE, THE OUTAGAMIE COUNTY BOARD OF SUPERVISORS

LADIES AND GENTLEMEN:

**MAJORITY**

1 The Outagamie County Parks System has been serving the community since the late 1950s  
2 and continues to be both highly utilized and highly valued by residents. Within the system,  
3 staff manage a diverse range of facilities, including parks, boat landings, trails, and nature  
4 centers. All maintenance operations are currently based at Plamann Park in north Appleton,  
5 which is centrally located to most facilities within the system.

6  
7 However, the existing facilities at Plamann Park are fragmented, undersized, and aging,  
8 making it increasingly difficult to meet operational needs. To address these challenges, a  
9 new office and maintenance shop will be constructed at Plamann Park. This building will  
10 consolidate storage, maintenance, office, and lake management staff under one roof,  
11 creating greater efficiency and functionality. In addition, the new facility will enhance the  
12 Parks System's visibility to the public and serve as a central hub for community and  
13 operational needs.

14  
15 Therefore, this resolution requests that the Plamann Park Office and Maintenance Shop  
16 Construction Project be declared a public works project, and further authorizes the  
17 establishment of the Plamann Park Office and Maintenance Shop Construction Project  
18 Oversight Committee.

19  
20 NOW THEREFORE, the undersigned members of the Property, Airport, Recreation and Economic

21 Development Committee recommend adoption of the following resolution.

22 BE IT RESOLVED, that the Outagamie County Board of Supervisors does establish the Plamann

23 Park Office and Maintenance Shop Construction Project as a public works project whose total will exceed  
24 \$1,500,000 in accordance with Section 50-87 of the Outagamie County Code of Ordinances, and

25 BE IT FURTHER RESOLVED, that the Outagamie County Board of Supervisors does authorize

26 formation of the Plamann Park Office and Maintenance Shop Construction Project Oversight Committee  
27 who shall oversee all phases of the project to ensure that the project is proceeding in the best interest of the  
28 county, and

1           BE IT FINALLY RESOLVED, that the Outagamie County Clerk be directed to forward a copy of  
2 this resolution to the Outagamie County Facilities Director, the Outagamie County Parks Director, the  
3 Outagamie County Executive, and the Outagamie County Finance Director.

4 Dated this \_\_\_\_ day of August, 2025

Respectfully submitted,

## PROPERTY, AIRPORT, RECREATION & ECONOMIC DEVELOPMENT COMMITTEE

---

Dean Culbertson

---

Lee W. Hammen

---

Ronald Klemp

---

Yvonne Monfils

---

## Jayson Winterfeldt

Duly and officially adopted by the County Board on:

Signed: \_\_\_\_\_  
Board Chairperson

---

## County Clerk

Approved: \_\_\_\_\_

Vetoed: \_\_\_\_\_

Signed: \_\_\_\_\_  
County Executive

# ***RESOLUTION NO.: 64—2025-26***

TO THE HONORABLE, THE OUTAGAMIE COUNTY BOARD OF SUPERVISORS

LADIES AND GENTLEMEN:

**MAJORITY**

1 The County Board previously authorized Outagamie County (the County) to enter  
2 into an engagement agreement with Von Briesen, S.C., Crueger Dickinson LLC,  
3 and Simmons Hanly Conroy LLC (the “Law Firms”) to pursue litigation against  
4 certain manufacturers, distributors, and retailers of opioid pharmaceuticals (the  
5 “Opioid Defendants”) in an effort to hold the Opioid Defendants financially  
6 responsible for the County’s expenditure of vast money and resources to combat  
7 the opioid epidemic. On behalf of the County, the Law Firms filed a lawsuit against  
8 the Opioid Defendants.  
9

10 The Law Firms have been litigating against Purdue Pharma (“Purdue”), the leading  
11 manufacturer of prescription opioids since 2017. In 2019, Purdue filed for  
12 bankruptcy. In 2021, a proposed settlement with the Sackler family Defendants  
13 and a corresponding Purdue bankruptcy reorganization plan was presented to the  
14 bankruptcy court. The 2021 settlement and bankruptcy plan was the subject of  
15 additional litigation. It was challenged, and later, vacated by the courts. Certain  
16 states and other plaintiffs challenged the release of personal liability for the Sackler  
17 family Defendants that was part of the bankruptcy plan. In 2024, the U.S. Supreme  
18 Court affirmed the invalidation of the proposed settlement and bankruptcy plan.  
19

20 The parties then went back into negotiation and the result was a new two-part  
21 proposed settlement. The proposed settlements are being implemented in  
22 connection with Purdue’s bankruptcy proceedings, and consists of, among other  
23 things, a settlement of direct claims again the Sacklers held by states, local  
24 governments and other creditors (the “Direct Settlement”), and a settlement of  
25 Purdue’s bankruptcy estate, which includes funding from the Sacklers and certain  
26 other parties (the “Estate Settlement”).  
27

28 The two proposed settlements contemplate that the Sacklers will be paying an  
29 aggregate of \$6.5 billion in 16 payments over 15 years, including \$1.5 billion on  
30 the settlement’s Effective Date (expected to be in 2026), though some amounts are  
31 subject to discounted prepayments. These amounts are in addition to amounts  
32 available from the Purdue estate including amounts available on the Effective Date  
33 (expected to be approximately \$900 million) and amounts that may be paid in the  
34 future.  
35

36 The two proposed settlements also contain injunctive relief governing opioid  
37 dispensing practices and requires the successor-in-interest of Purdue Pharma L.P.  
38 to implement safeguards to prevent diversion of prescription opioids, and also  
39 restrict certain Sacklers from directly or indirectly engaging in the manufacturing  
40 or sale of opioids.  
41

1        This resolution approves the Sackler family Defendants settlement and Purdue  
2        Pharma L.P.'s bankruptcy plan, which will provide distribution from the Estate  
3        Settlement.

4  
5        NOW THEREFORE, the undersigned members of the Finance Committee recommend  
6        adoption of the following resolution.

7        BE IT RESOLVED, that the Outagamie County Board of Supervisors does hereby approve  
8        the execution of the attached Subdivision Participation and Release Form, which by reference is  
9        made a part hereof, and authorizes the Board Chair or designee to execute same, and

10       BE IT FURTHER RESOLVED, all proceeds from the Settlement Agreement not otherwise  
11       directed to the Attorney Fees Account shall be deposited in the County's Opioid Abatement  
12       Account, which shall be administered consistent with the terms of this Resolution, Wis. Stat.  
13       §165.12(4), and the Settlement Agreement, and

14       BE IT STILL FURTHER RESOLVED, that all actions heretofore taken by the Board of  
15       Supervisors and other appropriate public officers and agents of the County with respect to the  
16       matters contemplated under this Resolution are hereby ratified, confirmed and approved, and

17       BE IT FINALLY RESOLVED, that the Outagamie County Clerk be directed to forward a  
18       copy of this resolution to the Outagamie County Health and Human Services Director and the  
19       Outagamie County Finance Director, the Outagamie County Corporation Counsel, and the  
20       Outagamie County Executive.

21       Dated this \_\_\_\_ day of August, 2025

22

23

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1  
2  
3  
4

Respectfully Submitted,

## FINANCE COMMITTEE

12 

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 Chris Croatt

---

John Cuff

---

Karen Lawrence

---

Dana Johnson

---

Rick Lautenschlager

25 Duly and officially adopted by the County Board on: \_\_\_\_\_

---

## County Clerk

31  
32      Approved: \_\_\_\_\_  
33

Vetoed:

35      Signed: \_\_\_\_\_  
36      County Executive

DocuSign Envelope ID: 6B103552-DD6F-42A1-BE0A-D94D35EB8142

**EXHIBIT K**  
**Subdivision Participation and Release Form**

Governmental Entity: Outagamie County	State: WI
Authorized Signatory:	
Address 1:	
Address 2:	
City, State, Zip:	
Phone:	
Email:	

The governmental entity identified above ("Governmental Entity"), in order to obtain and in consideration for the benefits provided to the Governmental Entity pursuant to that certain Governmental Entity & Shareholder Direct Settlement Agreement accompanying this participation form (the "Agreement")<sup>1</sup>, and acting through the undersigned authorized official, hereby elects to participate in the Agreement, grant the releases set forth below, and agrees as follows.

1. The Governmental Entity is aware of and has reviewed the Agreement, and agrees that by executing this Participation and Release Form, the Governmental Entity elects to participate in the Agreement and become a Participating Subdivision as provided therein.
2. The Governmental Entity shall promptly after the Effective Date, and prior to the filing of the Consent Judgment, dismiss with prejudice any Shareholder Released Claims and Released Claims that it has filed. With respect to any Shareholder Released Claims and Released Claims pending in *In re National Prescription Opiate Litigation*, MDL No. 2804, the Governmental Entity authorizes the Plaintiffs' Executive Committee to execute and file on behalf of the Governmental Entity a Stipulation of Dismissal with Prejudice substantially in the form found at <https://nationalopioidsettlement.com>.
3. The Governmental Entity agrees to the terms of the Agreement pertaining to Participating Subdivisions as defined therein.
4. By agreeing to the terms of the Agreement and becoming a Releasor, the Governmental Entity is entitled to the benefits provided therein, including, if applicable, monetary payments beginning following the Effective Date.
5. The Governmental Entity agrees to use any monies it receives through the Agreement solely for the purposes provided therein.
6. The Governmental Entity submits to the jurisdiction of the court in the Governmental Entity's state where the Consent Judgment is filed for purposes limited to that court's role as and to the extent provided in, and for resolving disputes to the extent provided in, the

<sup>1</sup> Capitalized terms used in this Exhibit K but not otherwise defined in this Exhibit K have the meanings given to them in the Agreement or, if not defined in the Agreement, the Master Settlement Agreement.



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Agreement. The Governmental Entity likewise agrees to arbitrate before the National Arbitration Panel as provided in, and for resolving disputes to the extent otherwise provided in, the Agreement.

7. The Governmental Entity has the right to enforce the Agreement as provided therein.
8. The Governmental Entity, as a Participating Subdivision, hereby becomes a Releasor for all purposes in the Agreement, including without limitation all provisions of Article 10 (Release), and along with all departments, agencies, divisions, boards, commissions, districts, instrumentalities of any kind and attorneys, and any person in his or her official capacity whether elected or appointed to serve any of the foregoing and any agency, person, or other entity claiming by or through any of the foregoing, and any other entity identified in the definition of Subdivision Releasor, to the maximum extent of its authority, for good and valuable consideration, the adequacy of which is hereby confirmed, the Shareholder Released Parties and Released Parties are, as of the Effective Date, hereby released and forever discharged by the Governmental Entity and its Subdivision Releasors from: any and all Causes of Action, including, without limitation, any Estate Cause of Action and any claims that the Governmental Entity or its Subdivision Releasors would have presently or in the future been legally entitled to assert in its own right (whether individually or collectively), notwithstanding section 1542 of the California Civil Code or any law of any jurisdiction that is similar, comparable or equivalent thereto (which shall conclusively be deemed waived), whether existing or hereinafter arising, in each case, (A) directly or indirectly based on, arising out of, or in any way relating to or concerning, in whole or in part, (i) the Debtors, as such Entities existed prior to or after the Petition Date, and their Affiliates, (ii) the Estates, (iii) the Chapter 11 Cases, or (iv) Covered Conduct and (B) as to which any conduct, omission or liability of any Debtor or any Estate is the legal cause or is otherwise a legally relevant factor (each such release, as it pertains to the Shareholder Released Parties, the “Shareholder Released Claims”, and as it pertains to the Released Parties other than the Shareholder Released Parties, the “Released Claims”). For the avoidance of doubt and without limiting the foregoing: the Shareholder Released Claims and Released Claims include any Cause of Action that has been or may be asserted against any Shareholder Released Party or Released Party by the Governmental Entity or its Subdivision Releasors (whether or not such party has brought such action or proceeding) in any federal, state, or local action or proceeding (whether judicial, arbitral, or administrative) (A) directly or indirectly based on, arising out of, or in any way relating to or concerning, in whole or in part, (i) the Debtors, as such Entities existed prior to or after the Petition Date, and their Affiliates, (ii) the Estates, (iii) the Chapter 11 Cases, or (iv) Covered Conduct and (B) as to which any conduct, omission or liability of any Debtor or any Estate is the legal cause or is otherwise a legally relevant factor.
9. As a Releasor, the Governmental Entity hereby absolutely, unconditionally, and irrevocably covenants not to bring, file, or claim, or to cause, assist or permit to be brought, filed, or claimed, or to otherwise seek to establish liability for any Shareholder Released Claims or Released Claims against any Shareholder Released Party or Released Party in any forum whatsoever, subject in all respects to Section 9.02 of the Master Settlement Agreement. The releases provided for herein (including the term “Shareholder Released



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Claims" and "Released Claims") are intended by the Governmental Entity and its Subdivision Releasees to be broad and shall be interpreted so as to give the Shareholder Released Parties and Released Parties the broadest possible release of any liability relating in any way to Shareholder Released Claims and Released Claims and extend to the full extent of the power of the Governmental Entity to release claims. The Agreement shall be a complete bar to any Shareholder Released Claim and Released Claims.

10. To the maximum extent of the Governmental Entity's power, the Shareholder Released Parties and the Released Parties are, as of the Effective Date, hereby released and discharged from any and all Shareholder Released Claims and Released Claims of the Subdivision Releasees.
11. The Governmental Entity hereby takes on all rights and obligations of a Participating Subdivision as set forth in the Agreement.
12. In connection with the releases provided for in the Agreement, each Governmental Entity expressly waives, releases, and forever discharges any and all provisions, rights, and benefits conferred by any law of any state or territory of the United States or other jurisdiction, or principle of common law, which is similar, comparable, or equivalent to § 1542 of the California Civil Code, which reads:

**General Release; extent.** A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release that, if known by him or her, would have materially affected his or her settlement with the debtor or released party.

A Releasor may hereafter discover facts other than or different from those which it knows, believes, or assumes to be true with respect to the Shareholder Released Claims or such other Claims released pursuant to this release, but each Governmental Entity hereby expressly waives and fully, finally, and forever settles, releases and discharges, upon the Effective Date, any and all Shareholder Released Claims or such other Claims released pursuant to this release that may exist as of such date but which Releasors do not know or suspect to exist, whether through ignorance, oversight, error, negligence or through no fault whatsoever, and which, if known, would materially affect the Governmental Entities' decision to participate in the Agreement.
13. Nothing herein is intended to modify in any way the terms of the Agreement, to which Governmental Entity hereby agrees. To the extent any portion of this Participation and Release Form not relating to the release of, or bar against, liability is interpreted differently from the Agreement in any respect, the Agreement controls.
14. Notwithstanding anything to the contrary herein or in the Agreement, (x) nothing herein shall (A) release any Excluded Claims or (B) be construed to impair in any way the rights and obligations of any Person under the Agreement; and (y) the Releases set forth herein shall be subject to being deemed void to the extent set forth in Section 9.02 of the Master Settlement Agreement.



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I have all necessary power and authorization to execute this Participation and Release Form on behalf of the Governmental Entity.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



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New National Opioids Settlement: Purdue  
Opioids Implementation Administrator  
[opioidsparticipation@rubris.com](mailto:opioidsparticipation@rubris.com)

Outagamie County, WI  
Reference Number: CL-1738356

***TO LOCAL POLITICAL SUBDIVISIONS:***

**THIS PACKAGE CONTAINS DOCUMENTATION TO PARTICIPATE IN THE NEW NATIONAL OPIOIDS SETTLEMENT. YOU MUST TAKE ACTION IN ORDER TO PARTICIPATE.**

***Deadline: September 30, 2025***

A new proposed national opioids settlement has been reached with Purdue (and certain of its affiliates) and the Sackler family. This *Participation Package* is a follow-up communication to the *Notice of New National Opioids Settlement* recently received electronically by your subdivision.

The proposed settlement is being implemented in connection with Purdue's bankruptcy proceedings, and consists of, among other things, a settlement of Purdue's claims against the Sacklers and certain other parties (referred to as the "Purdue Estate Settlement"), and settlements of direct claims against the Sacklers held by States, local governments and other creditors (collectively, the "Purdue Direct Settlement", and together with the Estate Settlement, the "Purdue Settlement"). The Purdue Direct Settlement for States and local governments is documented in the Governmental Entity and Shareholder Direct Settlement Agreement.

You are receiving this *Participation Package* because all eligible States and territories, including Wisconsin, are participating in the Purdue Direct Settlement.

This electronic envelope contains:

- The *Participation Form* for the Purdue Direct Settlement, including a release of any claims

**The *Participation Form* must be executed, without alteration, and submitted on or before September 30, 2025, in order for your subdivision to be considered for initial participation calculations and payment eligibility under the Purdue Direct Settlement.**

Based upon subdivision participation forms received on or before September 30, 2025, the subdivision participation rate will be used to determine whether participation is sufficient for the Purdue Settlement to move forward and whether a state earns its maximum potential payment under the Purdue Direct Settlement. If the Purdue Settlement moves forward and goes effective, your release will become

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effective. If the Purdue Settlement does not move forward, that release will not become effective.

Any subdivision that does not participate in the Purdue Direct Settlement cannot directly share in the Purdue Direct Settlement funds, even if other subdivisions in the state are participating and sharing in those Purdue Direct Settlement funds. Any subdivision that does not participate may also reduce the amount of money for programs to remediate the opioid crisis in its state. Please note, a subdivision will not necessarily directly receive Purdue Settlement funds by participating; decisions on how Purdue Settlement funds will be allocated within a state are subject to intrastate agreements or state statutes.

You are encouraged to discuss the terms and benefits of the Purdue Settlement with your counsel, your Attorney General's Office, and other contacts within your state. Many states are implementing and allocating funds for the Purdue Settlement the same as they did for the prior opioids settlements but states may choose to treat the Purdue Settlement differently.

Information and documents regarding the Purdue Settlement, including a complete copy of the Governmental Entity and Shareholder Direct Settlement Agreement, and how it is being implemented in your state and how funds will be allocated within your state can be found on the national settlement website at <https://nationalopioidsettlement.com/purdue-sacklers-settlements/>. This website will be supplemented as additional documents are created.

**How to return signed forms:**

There are three methods for returning the executed *Participation Form* and any supporting documentation to the Implementation Administrator:

(1) *Electronic Signature via DocuSign*: Executing the *Participation Form* electronically through DocuSign will return the signed form to the Implementation Administrator and associate your form with your subdivision's records. Electronic signature is the most efficient method for returning the *Participation Form*, allowing for more timely participation and the potential to meet higher settlement payment thresholds, and is therefore strongly encouraged.

(2) *Manual Signature returned via DocuSign*: DocuSign allows forms to be downloaded, signed manually, then uploaded to DocuSign and returned automatically to the Implementation Administrator. Please be sure to complete all fields. As with electronic signature, returning a manually signed *Participation Form* via DocuSign will associate your signed forms with your subdivision's records.

(3) *Manual Signature returned via electronic mail*: If your subdivision is unable to return an executed *Participation Form* using DocuSign, the signed *Participation Form* may be returned via electronic mail to [opioidsparticipation@rubris.com](mailto:opioidsparticipation@rubris.com).

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Please include the name, state, and reference ID of your subdivision in the body of the email and use the subject line Settlement Participation Form – [Subdivision Name, Subdivision State] – [Reference ID].

Detailed instructions on how to sign and return the *Participation Form*, including changing the authorized signer, can be found at <https://nationalopioidsettlement.com/purdue-sacklers-settlements/>. You may also contact [opioidsparticipation@rubris.com](mailto:opioidsparticipation@rubris.com).

**YOU MUST PARTICIPATE IN THE PURDUE DIRECT SETTLEMENT BY RETURNING YOUR PARTICIPATION FORM IN ORDER TO RECEIVE THE BENEFITS OF THE PURDUE SETTLEMENT.**

**Please note that this is NOT a solicitation or a request for subdivisions to submit votes on the Purdue bankruptcy plan. This settlement package only pertains to a decision to participate in the Purdue Direct Settlement. If you receive a package to vote on the plan you should follow the applicable instructions for voting. PLEASE NOTE THAT VOTING ON THE PLAN IS SEPARATE FROM PARTICIPATION IN THE PURDUE DIRECT SETTLEMENT.**

**The sign-on period for subdivisions ends on September 30, 2025.**

If you have any questions about executing the *Participation Form*, please contact your counsel or the Implementation Administrator at [opioidsparticipation@rubris.com](mailto:opioidsparticipation@rubris.com).

Thank you,

Implementation Administrator for the Purdue Direct Settlement

*The Implementation Administrator is retained to provide the settlement notice required by the Purdue Direct Settlement to manage the collection of the participation forms for it.*

# ***RESOLUTION NO.: 65—2025-26***

TO THE HONORABLE, THE OUTAGAMIE COUNTY BOARD OF SUPERVISORS

LADIES AND GENTLEMEN:

**2/3 MAJORITY – 24 VOTES**

1        The Outagamie County Register of Deeds Office is requesting to amend their Table  
2        of Organization (TO) by deleting one (1) full-time Deputy Register of Deeds (grade  
3        130) position and adding one (1) full-time Records Specialist position. Following  
4        a recent retirement, a review of the TO determined that the needs of the office would  
5        be more effectively met by hiring an additional Records Specialist to manage public  
6        and vital records requests, rather than filling the position at the Deputy level.  
7

8        Additionally, due to a recent retirement of a Deputy Register of Deeds, it is  
9        necessary to replace this position as quickly as possible. As such, the Register of  
10      Deeds Office is requesting a transfer from the Small Department Vacation and Sick  
11      Leave Fund in the amount of \$22,248 which is the projected net amount that the  
12      Department is unable to absorb for this position. This will enable the department  
13      to fill the position more efficiently, ensuring continuity of operations and allowing  
14      required duties to be carried out in a timely and cost-effective manner.  
15

16      The current balance of the Small Department Vacation and Sick Leave Fund as of  
17      August 1, 2025 is \$433,706. If this request is approved, the balance will be  
18      \$411,458.  
19

20      NOW THEREFORE, the undersigned members of the Legislative/Audit and Human  
21      Resources Committee recommend adoption of the following resolution.

22      BE IT RESOLVED, that the Outagamie County Board of Supervisors does approve an in-  
23      year Table of Organization request for the deletion of one (1) full-time Deputy Register of Deeds  
24      (grade 130) position effective October 1, 2025, and the creation of one (1) full-time Records  
25      Specialist position effective October 1, 2025, as noted on the attached Position Deletion Form –  
26      2025 In Year Request, Position Addition Form – 2025 In Year Request, Job Description, and Table  
27      of Organization which by reference are made a part hereof, and  
28  
29

1       BE IT FURTHER RESOLVED, that the Outagamie County Board of Supervisors does  
2       authorize and approve the request to transfer \$22,248 from the Small Department Vacation and  
3       Sick Leave Payout fund to the Outagamie County Register of Deeds Salaries line item (\$14,361)  
4       and Fringe Benefits line item (\$7,887), increase the General Funds Applied, Fund Balance Applied  
5       line item by \$22,248, and increase the General Fund, Fund Balance Unassigned line item by  
6       \$22,248 as noted on the attached fiscal note and Small Departments Vacation and Sick Leave  
7       Payout Budget Request Form, which by reference are made a part hereof, and

8           BE IT FINALLY RESOLVED, that the Outagamie County Clerk be directed to forward a  
9       copy of this resolution to the Outagamie County Human Resources Director, the Outagamie  
10      County Register of Deeds, and the Outagamie County Finance Director.

11 Dated this day of August, 2025

Respectfully Submitted,  
LEGISLATIVE/AUDIT & HUMAN  
RESOURCES COMMITTEE

18 Cathy Spears

---

## Sara MacDonald

---

22 Ryan Ferguson

---

John Kostelny

26 Sarah Weinberg

Duly and officially adopted by the County Board on:

31 Signed:

---

## Board Chairperson

---

## County Clerk

33  
34      Approved:

Vetoed:

37 Signed:

---

## County Executive

POSITION DELETION FORM - 2025 IN YEAR REQUEST		
<b>Completion Checklist</b>		
<b>Request Details</b>		
Effective Date of Requested Change:	10/1/2025	
Department:	Register of Deeds	
Department Head:	Sarah VanCamp	
Cost Center Number:	1007200	
Position Title:	Deputy Register of Deeds (grade 130)	
Sunset Position? (Yes or No)	No	
Is this position full time or part time? (If more than one position, use the worksheet for Multiples)	Full Time:	Yes
	Part Time:	
If adding a position to offset this deletion; which position(s) will be added?		
<b>Position Justification</b>		
Briefly summarize why this position is no longer needed, as well as areas of revenue and savings.		
<b>Employee Impacted By This Change (if no one in position - leave blank)</b>		
Retired - Terence Lehr		
<b>Fiscal Data</b>		
<b>PROJECTED COST SAVINGS</b>		
Salary	\$	65,042
Fringe Benefits	\$	36,075
Travel/Training	\$	-
Supplies	\$	-
Purchased Services	\$	-
Capital Outlay	\$	-
<b>TOTAL COST SAVINGS</b>	\$	<b>101,117</b>

<b>DECREASED REVENUES BY DELETING THIS POSITION:</b>	
Please list below the decreased revenues pertaining to this position deletion.	
<i>Description</i>	<i>Dollar Value (enter as negative)</i>
	\$ -
	\$ -
	\$ -
<b>TOTAL REVENUE REDUCTION</b>	<b>\$ -</b>
<b>NET COUNTY COST (Levy/Fund Balance)</b>	<b>\$ 101,117</b>

<b>TO BE COMPLETED BY HUMAN RESOURCES:</b>	
Reviewed by HR	
County Executive Decision (Approved/Denied)	

POSITION ADDITION FORM - 2025 IN YEAR REQUEST					
<b>Completion Checklist</b>					
<ul style="list-style-type: none"> <li>o A visual of your proposed Table of Organization</li> <li>o Job description for the position requested below, highlighting any changes from current JD</li> </ul>					
<b>Request Details</b>					
Effective Date of Requested Change:	10/1/2025				
Department:	Register of Deeds				
Department Head:	Sarah VanCamp				
Cost Center Number:	1007200				
Position Title:	Records Specialist				
Sunset/Limited Term Position? (Yes or No)	No				
Exempt (Salaried) or Non-Exempt (Hourly):	Non-Exempt				
Pay Grade of Position:	125				
Estimated Starting Step:	3				
Position exists in the current Table of Organization?	Yes				
Is this position full time or part time? (If more than one position, use the worksheet for Multiples)	<table border="1" style="width: 100%;"> <tr> <td>Full Time:</td> <td>1</td> </tr> <tr> <td>Part Time:</td> <td></td> </tr> </table>	Full Time:	1	Part Time:	
Full Time:	1				
Part Time:					
If Part Time position, how many hours per week will this position be working?	Hours:				
What other alternatives were considered?	Replace at the Deputy Register of Deeds				
If deleting a position to add this position; which position(s) will be deleted?	Deputy Register of Deeds				
(If deleting a position, complete the Position Deletion Form and include the Cost Savings below)					
List any positions in your Table of Organization that have been vacant for 6 months or longer:					
<b>Position Justification</b>					
Briefly summarize why this position is needed, as well as areas of revenue and savings.					
<p>After a retirement, I reviewed the TO and found the needs in the office to better be met by hiring another records specialists to handle the public requests and vital record requests, rather than replacing at the deputy level. My next 2 retirements will be in the records specialist position, so to fill that need with the current pen position, just seemed to make the most sense. My team agreed with that decision.</p>					
<b>Employee Impacted By This Change (if no one in position - leave blank)</b>					

<b>Fiscal Data</b>		
How will this position be funded (Levy, Grant, etc.)?		
<b>PROJECTED 2025 EXPENDITURES</b> - Amounts must agree to amounts included in the proposed budget.		
Salary	\$	12,350
Fringe Benefits	\$	8,201
Travel/Training	\$	-
Supplies - IT	\$	-
Supplies - Other	\$	-
Purchased Services - IT	\$	-
Purchased Services - Other	\$	-
Capital Outlay	\$	-
<b>TOTAL EXPENDITURES</b>	<b>\$</b>	<b>20,551</b>
<b>COST SAVINGS OR INCREASED REVENUES:</b>		
Please list below the additional revenues pertaining to this position and/or cost savings (reductions in expenditures) that will be shown in the budget.		
<i>Description</i>	<i>Dollar Value (enter as negative)</i>	
<b>Deleted Position (if applicable)</b>	\$	(25,279)
	\$	-
	\$	-
<b>TOTAL COST SAVINGS/REVENUES</b>	<b>\$</b>	<b>(25,279)</b>
<b>NET COUNTY COST (Levy/Fund Bal)</b>	<b>\$</b>	<b>(4,728)</b>
<b>PARTIAL YEAR FUNDING - ANNUAL PROJECTION</b>		
If you are requesting a position that will only be funded initially for a part of a year, please complete the following for annual (12 month) position cost:		
Salary	\$	49,400
Fringe Benefits	\$	32,804
Other Expenditures	\$	-
<b>TOTAL EXPENDITURES</b>	<b>\$</b>	<b>82,204</b>
<b>Deleted Position (if applicable)</b>	<b>\$</b>	<b>(101,117)</b>
Less Increased Revenue/Cost Savings (enter as negative)	\$	-
<b>NET COUNTY COST (Levy/Fund Bal)</b>	<b>\$</b>	<b>(18,913)</b>

<b>TO BE COMPLETED BY HUMAN RESOURCES:</b>	
Reviewed by HR	
County Executive Decision (Approved/Denied)	

8/19/25, 8:37 AM

Outagamie County - Class Specification Bulletin



**Outagamie County  
Records Specialist (Register of Deeds)**

<b>CLASS CODE</b>	1520-3	<b>SALARY</b>	\$22.17 - \$28.93 Hourly
<b>ESTABLISHED DATE</b>	November 02, 2017	<b>REVISION DATE</b>	December 17, 2023

**Position Purpose**

Reporting to the Register of Deeds, the Records Specialist assists in the daily operations of the department with primary responsibilities being lead receptionist; receiving, filing and issuing vital record; and recording, reviewing and indexing real estate documents.

**Key Responsibilities**

The following duties are most critical for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Responsible for Wisconsin Vital Records. Includes filing, preserving, protecting and issuing copies. Follows State Statute regulations. Records include birth, death, marriage and divorce decrees. Also included are records of domestic partnerships and terminations.
- Responsible for registering marriage and death into the state SVRIS in accordance with state statutes.
- Index vital records accurately including birth, death, marriage and domestic partnerships.
- Scan marriages for printing on security bond paper. Verify both indexing and scanning process for accuracy.
- Issue authorized online vital records ordering service for Vitalchek.
- Assists customer with process for fixing problems on their vital records per state statutes.
- Process request for the Veterans, DHS, child protection and the District Attorney's office.
- Collects and receipts proper fees, monitors numbers from security paper for each certified copy issued.
- Assists genealogists with research and prepares copies when requested.
- Knowledge of balancing cash drawer, credit/debit card, checks and close out credit card system. Trouble shoot balancing issues.
- Serves as lead person keying data into grantor and grantee indexing system, following specific guidelines, verifying keyed data and scanning documents into imaging system.
- Provides basic information from the tract index and plat maps to the public, attorneys, title companies, surveyors, brokers and lending institutions.
- Receives and examines paper and electronic real estate documents from attorneys, title companies and the public, ensuring compliance with state requirements; inspects transfer receipts for completeness and collects recording and transfer fees.
- Serves as receptionist, answering phones, taking messages, greeting and directing the public, and furnishing information.
- Receives and sorts mail for distribution. Prepares return mail of recorded documents/vital records.
- Work on back indexing projects and track progress

8/19/25, 8:37 AM

Outagamie County - Class Specification Bulletin

**Education/Certifications/Experience Requirements**

- Graduation from high school or G.E.D. with training in office practice, clerical skills, basic computer or general accounting, and at least one year of clerical experience preferably in legal or real estate work.
- Or any equivalent combination of education and experience that provides equivalent knowledge, skills, and abilities.

**Required or Preferred Skills**

- Knowledge of and demonstrated ability to conform to goals, policies, and procedures of the Department as well as the Outagamie County Work Rules and Terms of Employment.
- Knowledge of state statutes regarding the Register of Deeds operation, and the ability to communicate and interpret those statutes.
- Knowledge of real estate law as it applies to the Register of Deeds operation.
- Knowledge of office procedures grammar and spelling.
- Ability to follow instructions accurately and follow specific keying guidelines for indexing documents.
- Ability to operate office equipment including computer terminals and printers, scanners, telephones, typewriters, calculator, etc.
- Ability to use mainframe computer, automated recordkeeping software, and keyboard with accuracy
- Must have good penmanship, excellent sight verification skills and a good memory.
- Ability to work well with other employees, the public and other departments.
- Ability to effectively communicate in English and understand and follow written and oral instructions.
- Ability to handle large amounts of money and make change.
- Ability to add, subtract, multiply, and divide simple mathematical calculations and perform basic accounting procedures.
- Ability to work well under pressure and accurately meet deadlines.
- Ability to maintain confidentiality.
- Ability to lift, carry, push, pull or otherwise move up to 50 pounds, understanding and utilizing proper body mechanics.

OUTAGAMIE COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER. IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, THE COUNTY WILL PROVIDE REASONABLE ACCOMMODATIONS TO QUALIFIED INDIVIDUALS WITH DISABILITIES AND ENCOURAGES BOTH PROSPECTIVE EMPLOYEES AND INCUMBENTS TO DISCUSS POTENTIAL ACCOMMODATIONS WITH THE EMPLOYER.

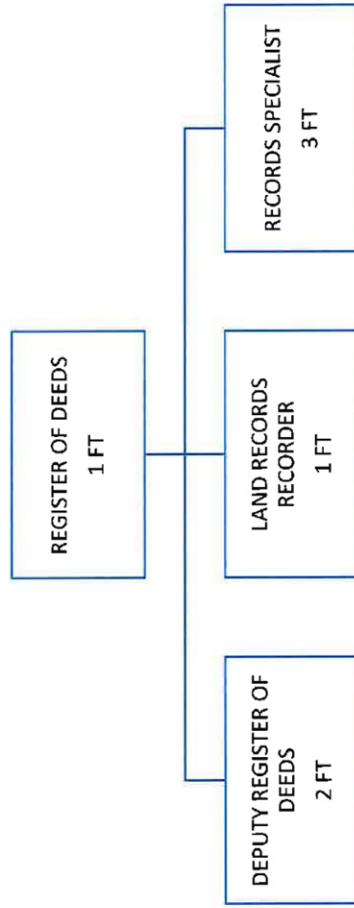
POSITION COUNT <u>REGULAR POSITIONS:</u>	2022		2023		2024		2025	
	FT	PT	FT	PT	FT	PT	FT	PT
<b>COST CENTER 1007200</b>								
DEPUTY REGISTER OF DEEDS	3	0	3	0	3	0	2	0
LAND RECORDS RECORDER	1	0	1	0	1	0	1	0
RECORDS SPECIALIST	2	0	2	0	2	0	3	0
REGISTER OF DEEDS	1	0	1	0	1	0	1	0
SUPPORT SPECIALIST IV	0	1	0	1	0	0	0	0
<b>COST CENTER TOTALS</b>	<b>7</b>	<b>1</b>	<b>7</b>	<b>1</b>	<b>7</b>	<b>0</b>	<b>7</b>	<b>0</b>
<b>TOTAL POSITIONS-REGULAR:</b>								
<b>TOTAL ALL POSITIONS:</b>	<b>7</b>	<b>1</b>	<b>7</b>	<b>1</b>	<b>7</b>	<b>0</b>	<b>7</b>	<b>0</b>

COST CENTER NAME: REGISTER OF DEEDS

COST CENTER NUMBER: 1007200

FUND: GENERAL 100

DEPARTMENT NAME: REGISTER OF DEEDS



## OUTAGAMIE COUNTY FISCAL NOTE

**INTRODUCTION:** This form must be attached to any resolution or ordinance which contains a spending or revenue proposal. The form should be completed by an individual within the department initiating the resolution or ordinance with assistance from the Financial Services Department. Contact the Finance Director (1675), Controller (1674) or Staff Accountant (1681) for assistance. Once completed, forward a copy of the form to the Financial Services Department for their review. Financial Services will forward a reviewed copy of the fiscal note to Legislative Services.

1. **Subject:** Request for transfer from small department sick and vacation payout fund for Register of Deeds

2. **Description:** This section must be completed for all fiscal notes. Briefly and concisely describe the request. State assumptions used and discuss any current year and long-term fiscal impacts. (A separate attachment can be used)

Due to a recent retirement of a Deputy Register of Deeds, it is necessary to replace this position as quickly as possible. As such, the Department is requesting a transfer from the Small Department Vacation/Sick Leave Fund in the amount of \$22,248 which is the projected net amount that the Department is unable to absorb for this position. This will allow the department to fill the position more promptly to allow the Department to carry out their required duties in a cost efficient and timely manner.

The current balance of the small department sick and vacation payout fund at August 1, 2025 is \$433,706 prior to the request. If the departmental request is approved, the revised available balance will then be \$398,401.

Current Year Budget Impact (Check one or more of the following boxes)

Revenues

Expenses (Cost)

None

3. Is the specific cost or revenue included in the current year's budget? yes ( ) no ( X ) partially ( )

4. If the proposal requests additional spending, can the additional cost be absorbed within the current year's line item? yes ( ) no ( X ) n/a ( )

5. Is the proposal to accept additional revenues only? yes ( ) no ( X )

6. Does this request modify/adjust the current year budget? yes ( X ) no ( )  
If no, skip to question 8 below.

7. Detail current year budget changes. Please list cost center name, line item, account number and either the increase or decrease amount. (Please note that all budget adjustments must balance. For example, an increase in an expenditure account must be offset by a decrease in another expenditure account or the contingency fund or an increase in a revenue account or other funding sources such as fund balance applied.)

COST CENTER NAME	LINE ITEM (i.e. Salaries, Supplies, Etc.)	ACCOUNT NUMBER INCLUDING COST CENTER (i.e. 1004100.5100, 1004100.5400, etc.)	INCREASE (DECREASE) AMOUNT
Register of Deeds	Salaries	1007200.5100	14,361
Register of Deeds	Fringe Benefits	1007200.5200	7,887
General Funds Applied	Fund Balance Applied	1002223.8955	22,248
<b>BALANCE SHEET ENTRY - 2025</b>			
General Fund	Committed Fund Balance for Small Depts Vac/Sick Payouts	1000000.3870	(22,248)
General Fund	Fund Balance Unassigned	1000000.3891	22,248

Annual and Long-Term Impact

8. Is the above increase/Decrease a nonrecurring one-time expense or revenue? yes ( X ) no ( ) n/a ( )

9. What is the anticipated annual and/or long-term cost or revenue impact? Annual Cost 0  
Annual Revenue 0

Fiscal Note Prepared by: Riley Webster

For Financial Services purposes only		
Reviewed By:  <i>Debbie Mitchell</i>	If expenditures are recorded in the financial system at a level of detail lower than the level 6 as shown above, indicate the specific account numbers and amounts below:	
Date: 8/19/2025	Detail Expenditures Account Number	Amount
Comments:		

**SMALL DEPARTMENTS VACATION AND SICK LEAVE PAYOUT BUDGET  
REQUEST FORM**

Department	Register of Deeds
Department Head	Sarah Van Camp
Date	August 19, 2025
Position Vacated	Deputy Register of Deeds (grade 130)
Vacation and Sick Payout Estimate	\$35,305
Budgeted Transfer Request Amount	\$22,248

**Operational Impact (i.e. risks, productivity, cost, etc.) if not allowed to fill the vacated position until the vacation and sick payout is recovered on a budgetary basis:**

Due to a recent retirement of a Deputy Register of Deeds, it is necessary to replace this position as quickly as possible. As such, the Department is requesting a transfer from the Small Department Vacation/Sick Leave Fund in the amount of \$22,248 which is the projected net amount that the Department is unable to absorb for this position. This will allow the department to fill the position more promptly to allow the Department to carry out their required duties in a cost efficient and timely manner.

# ***RESOLUTION NO.: 66—2025-26***

TO THE HONORABLE, THE OUTAGAMIE COUNTY BOARD OF SUPERVISORS

LADIES AND GENTLEMEN:

**2/3 MAJORITY – 24 VOTES**

1        The Outagamie County Parks Department is requesting to amend their Table of  
2        Organization (TO) by deleting one (1) full-time Parks Program Supervisor/Liaison  
3        position, adding one (1) full-time Operations and Recreation Manager position, and  
4        reclassifying one (1) full-time Operations and Recreation Manager position.  
5

6        The Parks Program Supervisor/Liaison position currently serves primarily as a  
7        program-focused support role with limited supervisory oversight, managing  
8        seasonal staff and specific programs such as Plamann Lake and the Snowmobile  
9        Trails Program. The proposed reclassification to Operations and Recreation  
10      Manager would create a higher-level managerial position with expanded authority,  
11      direct supervision over multiple permanent staff, and responsibility for operational  
12      decision-making across parks maintenance, recreation programming, and facility  
13      management. Currently, the Parks Director directly supervises the majority of the  
14      department's permanent staff, as reflected in the 2025 Table of Organization. This  
15      structure creates capacity limitations at the director level, slowing decision-making,  
16      reducing responsiveness to operational issues, and preventing proactive  
17      management of community-facing services.  
18

19      The pay grade adjustment from 150 to 155 will have no immediate budget increase  
20      in the first two years due to the incumbent's resignation. Hiring at Step 1 in the  
21      new grade ensures that expanded responsibility is recognized without a short-term  
22      cost increase.  
23

24      Reclassifying the Parks Program Supervisor/Liaison to Operations and Recreation  
25      Manager is a strategic, cost-neutral change that will strengthen the department's  
26      management capacity, improve service delivery to the community, and allow the  
27      Director to focus on high-level priorities and department growth. This change will  
28      result in a more responsive, efficient, and sustainable parks operation—benefiting  
29      employees, residents, and the County as a whole.  
30

31      NOW THEREFORE, the undersigned members of the Legislative/Audit and Human  
32      Resources Committee recommend adoption of the following resolution.  
33

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1           BE IT RESOLVED, that the Outagamie County Board of Supervisors does approve an in-  
2 year Table of Organization request for the deletion of one (1) full-time Parks Program  
3 Supervisor/Liaison position, the creation of one (1) full-time Operations and Recreation Manager  
4 position and the reclassification of one (1) full-time Operations and Recreation Manager position,  
5 all changes effective August 26, 2025, as noted on the attached Position Deletion Form – 2025 In  
6 Year Request, Position Addition Form – 2025 In Year Request, Position Classification/Grade  
7 Change Form – 2025 In Year, Job Descriptions, and Table of Organization which by reference are  
8 made a part hereof, and

9           BE IT FURTHER RESOLVED, that the Outagamie County Board of Supervisors does  
10 authorize and approve the request to decrease the Plamann Park Salaries line item by \$71,406.40,  
11 decrease the Plamann Park Fringe line item by \$36,050.04, increase the Plamann Park Salaries  
12 line item by \$69,908.80, and increase the Plamann Park Fringe line item by \$35,829.15 as noted  
13 on the attached fiscal note which by reference is made a part hereof, and

14           BE IT FINALLY RESOLVED, that the Outagamie County Clerk be directed to forward a  
15 copy of this resolution to the Outagamie County Human Resources Director, the Outagamie  
16 County Parks Director, and the Outagamie County Finance Director.

17           Dated this \_\_\_\_ day of August 2025

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Cathy Spears

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Ryan Ferguson

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Sarah Weinberg

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24 Duly and officially adopted by the County Board on: 

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27 Signed:

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Board Chairperson

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31 Approved: 

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33 Signed: 

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County Executive

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Respectfully Submitted,

LEGISLATIVE/AUDIT & HUMAN  
RESOURCES COMMITTEE

---

Sara MacDonald

---

John Kostelny

County Clerk

Vetoed: 

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POSITION DELETION FORM - 2025 IN YEAR REQUEST		
<b>Completion Checklist</b>		
<b>Request Details</b>		
Effective Date of Requested Change:	8/26/2025	
Department:	Parks	
Department Head:	Justin Schumacher	
Cost Center Number:	1006200.51	
Position Title:	Parks Program Supervisor/Liaison	
Sunset Position? (Yes or No)	No	
Is this position full time or part time? (If more than one position, use the worksheet for Multiples)	Full Time:	Full Time
	Part Time:	
If adding a position to offset this deletion; which position(s) will be added?	Operations and Recreation Manager	
<b>Position Justification</b>		
Briefly summarize why this position is no longer needed, as well as areas of revenue and savings.		
See attached		
<b>Employee Impacted By This Change (if no one in position - leave blank)</b>		
<b>Fiscal Data</b>		
<b>PROJECTED COST SAVINGS</b>		
Salary	\$	71,406
Fringe Benefits	\$	36,050
Travel/Training	\$	-
Supplies	\$	-
Purchased Services	\$	-
Capital Outlay	\$	-
<b>TOTAL COST SAVINGS</b>	\$	<b>107,456</b>
<b>DECREASED REVENUES BY DELETING THIS POSITION:</b>		
Please list below the decreased revenues pertaining to this position deletion.		
Description	Dollar Value (enter as negative)	
	\$	-
	\$	-
	\$	-
<b>TOTAL REVENUE REDUCTION</b>	\$	<b>-</b>
<b>NET COUNTY COST (Levy/Fund Balance)</b>	\$	<b>107,456</b>

**TO BE COMPLETED BY HUMAN RESOURCES:**

Reviewed by HR

County Executive Decision (Approved/Denied)

POSITION ADDITION FORM - 2025 IN YEAR REQUEST	
<b>Completion Checklist</b>	
<ul style="list-style-type: none"> <li>o A visual of your proposed Table of Organization</li> <li>o Job description for the position requested below, highlighting any changes from current JD</li> </ul>	
<b>Request Details</b>	
Effective Date of Requested Change:	8/26/2025
Department:	Parks
Department Head:	Justin Schumacher
Cost Center Number:	1006200.51
Position Title:	Operations and Recreation Manager
Sunset/Limited Term Position? (Yes or No)	NO
Exempt (Salaried) or Non-Exempt (Hourly):	Exempt
Pay Grade of Position:	155
Estimated Starting Step:	1
Position exists in the current Table of Organization?	No
Is this position full time or part time? (If more than one position, use the worksheet for Multiples)	Full Time: <input checked="" type="checkbox"/> Part Time: <input type="checkbox"/>
If Part Time position, how many hours per week will this position be working?	Hours:
What other alternatives were considered?	Centralized Model, Creating a "Super-Coordinator"
If deleting a position to add this position; which position(s) will be deleted?	Parks Program Supervisor/Liaison
(If deleting a position, complete the Position Deletion Form and include the Cost Savings below)	
List any positions in your Table of Organization that have been vacant for 6 months or longer:	None
<b>Position Justification</b>	
Briefly summarize why this position is needed, as well as areas of revenue and savings.	
See Attached	
<b>Employee Impacted By This Change (if no one in position - leave blank)</b>	

<b>Fiscal Data</b>		
How will this position be funded (Levy, Grant, etc.)?	Levy	
<b>PROJECTED 2025 EXPENDITURES</b> - Amounts must agree to amounts included in the proposed budget.		
Salary	\$	69,909
Fringe Benefits	\$	35,829
Travel/Training	\$	-
Supplies - IT	\$	-
Supplies - Other	\$	-
Purchased Services - IT	\$	-
Purchased Services - Other	\$	-
Capital Outlay	\$	-
<b>TOTAL EXPENDITURES</b>	\$	105,738
<b>COST SAVINGS OR INCREASED REVENUES:</b>		
Please list below the additional revenues pertaining to this position and/or cost savings (reductions in expenditures) that will be shown in the budget.		
Description	Dollar Value (enter as negative)	
<b>Deleted Position (if applicable)</b>	\$	(107,456)
Parks Program Supervisor/Liaison	\$	-
	\$	-
<b>TOTAL COST SAVINGS/REVENUES</b>	\$	(107,456)
<b>NET COUNTY COST (Levy/Fund Bal)</b>	\$	(1,718)
<b>PARTIAL YEAR FUNDING - ANNUAL PROJECTION</b>		
If you are requesting a position that will only be funded initially for a part of a year, please complete the following for annual (12 month) position cost:		
Salary		
Fringe Benefits		
Other Expenditures	\$	-
<b>TOTAL EXPENDITURES</b>	\$	-
<b>Deleted Position (if applicable)</b>	#REF!	
Less Increased Revenue/Cost Savings (enter as negative)	\$	-
<b>NET COUNTY COST (Levy/Fund Bal)</b>	#REF!	

<b>TO BE COMPLETED BY HUMAN RESOURCES:</b>	
Reviewed by HR	
County Executive Decision (Approved/Denied)	

POSITION CLASSIFICATION/GRADE CHANGE FORM - 2025 IN YEAR	
<b>Completion Checklist</b>	
<ul style="list-style-type: none"> <li>o A visual of your proposed Table of Organization</li> <li>o Job description for the position requested below, highlighting any changes from current JD</li> </ul>	
<b>Request Details</b>	
Effective Date of Requested Change:	8/26/2025
Department:	Parks
Department Head:	Justin Schumacher
Cost Center Number:	1006200.51
Position Title:	Operations and Recreation Manager
Current Classification: Exempt (Salaried) or Non-Exempt (Hourly):	Exempt
Proposed Classification: Exempt (Salaried) or Non-Exempt (Hourly):	Exempt
Current Pay Grade of Position:	150
Proposed Pay Grade of Position:	155
New Step(s) in New Grade:	1
Number of Employees: <i>(If more than 1, complete the "Multiples" worksheet)</i>	1
<b>Reclass Justification</b>	
Briefly summarize why this Classification Change is needed, as well as areas of revenue and savings.	
<p>See Attached</p>	
<b>Employee Impacted By This Change (if no one in position - leave blank)</b>	
<b>Fiscal Data</b>	
How will this position change be funded (choose from drop-down list)?	
<b>NET PROJECTED 2025 EXPENDITURES</b> - Amounts must agree to amounts included in the proposed budget.	
Salary	\$ 69,909
Fringe Benefits	\$ -
Other (Describe):	\$ -
Other (Describe):	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 69,909</b>
<b>COST SAVINGS OR INCREASED REVENUES:</b>	
Please list below the additional revenues pertaining to this position and/or cost savings (reductions in expenditures) that will be shown in the budget.	
<i>Description</i>	<i>Dollar Value (enter as negative)</i>
Salary Reduction	\$ (1,721)
	\$ -
	\$ -
<b>TOTAL COST SAVINGS/REVENUES</b>	<b>\$ (1,721)</b>
<b>NET COUNTY COST (Levy/Fund Balance)</b>	<b>\$ 68,188</b>
<b>TO BE COMPLETED BY HUMAN RESOURCES:</b>	
Reviewed by HR	
County Executive Decision (Approved/Denied)	

## **Operations and Recreation Manager**

### **Position Purpose**

Reporting to the Parks Director, the Operations and Recreation Manager provides strategic and operational leadership for the daily operations and recreational programming of the Outagamie County Parks System. This position manages and coordinates the work of the Parks Project Technician and seasonal lake staff, ensuring high standards of facility upkeep, project delivery, and recreational services. The Manager fosters a collaborative work environment, oversees resource allocation, and drives continuous improvement in both operations and recreation to meet departmental goals and community needs.

### **Key Responsibilities**

- Supervise, mentor, and evaluate the Parks Project Technician, providing guidance on daily operations, project management, and professional development
- Oversee and coordinate all parks activities, ensuring facilities, grounds, and equipment are safe, well-maintained, and meet community expectations
- Oversee and administer park rentals including scheduling, customer service, policy enforcement, contract administration, and coordination of setup/cleaning to maximize customer satisfaction and facility utilization.
- Administer financial operations of the parks system, including processing pay vouchers, completing journal entries, reconciling credit card statements, paying approved bills, and completing personnel actions in the payroll system.
- Plan, implement, and evaluate recreation programs and facility usage to maximize community engagement and satisfaction
- Develop and manage operational and project budgets, ensuring fiscal responsibility and efficient allocation of resources
- Lead the development and implementation of policies and procedures to ensure safe, efficient, and effective use of park and recreation resources
- Collaborate with the Parks Director in strategic planning, capital improvement projects, and long-term departmental goals
- Coordinate project timelines and resources for park upgrades, repairs, and new initiatives, ensuring timely and on-budget completion
- Foster strong relationships with community organizations, local governments, contractors, and other stakeholders to enhance recreational opportunities and park services
- Respond to emergencies, security incidents, and ordinance violations as needed, ensuring proper documentation and resolution

- Oversee the recruitment, hiring, onboarding, and ongoing training of operations and recreation staff, promoting a positive and productive work environment
- Prepare and present reports, correspondence, and promotional materials to support departmental operations and public relations efforts
- Ensure compliance with all county, state, and federal safety and operational regulations, working closely with Risk Administration and Emergency Management
- Attend relevant seminars, conferences, and meetings to remain current with industry trends and regulatory requirements
- Perform other duties as assigned by the Parks Director

**Education/Certifications/Experience Requirements**

- Bachelor's degree in Parks & Recreation Administration, Public Administration, Facility Management, or a related field (or equivalent combination of education and experience)
- Five (5) years of progressively responsible experience in parks operations, facility management, or recreation programming, including supervisory experience
- Valid Wisconsin Driver's License and ability to maintain such

**Required or Preferred Skills**

- Demonstrated leadership and supervisory skills, with experience managing multidisciplinary teams
- Experience with financial administration including payroll systems, accounts payable processes, journal entries, and financial reconciliation.
- Strong knowledge of parks maintenance practices, project management, and recreation programming
- Ability to develop, implement, and monitor budgets, policies, and procedures
- Excellent communication skills, both verbal and written, with the ability to interact effectively with staff, the public, and stakeholders
- Proficiency in computer applications, including MS Office Suite, financial management systems and recreation management software
- Ability to analyze operational challenges, propose solutions, and implement improvements
- Strong organizational skills with the ability to manage multiple projects and priorities
- Ability to work independently and collaboratively within a team atmosphere
- Commitment to providing exemplary customer service and fostering a positive workplace culture
- Ability to work flexible hours, including evenings and weekends, as required

**Physical Demands and Work Environment**

- Work is performed in both office and outdoor park settings, with exposure to varying weather conditions and physical tasks as needed

- Must be able to lift and carry objects up to 50 lbs., and perform tasks requiring standing, walking, climbing, stooping, and kneeling

**Equal Opportunity Statement**

Outagamie County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

This job description reflects the core duties and requirements for the Operations and Recreation Manager, evolving from the previously considered Deputy Director role and tailored to provide direct oversight of both maintenance and project functions in the Parks Department.

4/21/25, 3:28 PM

Outagamie County - Class Specification Bulletin



**Outagamie County**  
**Parks Program Supervisor/Liaison**

**CLASS CODE**

7100-2

**SALARY**

\$65,353.60 - \$85,259.20 Annually

**ESTABLISHED DATE**

August 03, 2017

**REVISION DATE**

December 17, 2023

**Position Purpose**

Reporting to the Parks Director, the Parks Program Supervisor/Liaison assists in the daily functions of the department. Performs related duties including; assist with hiring, training, evaluating, and assigning work to Plamann Lake staff; administer the Snowmobile Trails Program by working closely with local clubs; provide secretarial services to the Parks Director and others within the department by scheduling meetings, preparing reports, letters, and other correspondence, provides assistance, maintains records, and prepares reports on a variety of matters.

**Key Responsibilities**

The following duties are most critical for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Serves as Administrative Assistant/Secretary to the Director by performing various duties including; screening mail and phone calls, researching statistics and other information, creating correspondence, maintaining central filing system, taking meeting minutes, scheduling meetings, handle confidential documents, etc.
- As needed, acts as a liaison between Parks Director and other Department Heads, supervisory staff, employees, government officials, contractors, vendors, and others
- Supervises Plamann Lake operations; prepares for the seasonal opening and closing of facilities; coordinates general maintenance and registration activities; recruits, hires, trains, supervises and evaluates Plamann Lake Seasonal Staff. Assigns work to and reviews work of Plamann Lake staff; develops job descriptions, establishes performance expectations, conducts staff meetings, and carries out disciplinary actions and terminations.
- Assist the public with scheduling shelter reservations and other various events, coordinates facilities and grounds maintenance activities with parks staff in preparation for their arrival in accordance to departmental standards, responds to and manages renter and event needs.
- Administers the snowmobile trails program by preparing and submitting documents while working closely with local snowmobile clubs
- Works closely with organizations utilizing parks facilities, coordinates, and supervises the preparation and maintenance of baseball fields, volleyball courts, football fields and trails.
- Tabulate and submit time sheets for parks staff, prepares payment vouchers, reconciles p-card statements and write grant applications.
- Coordinates wage increases for Parks employees, complete necessary forms for step increases for Parks Staff, complete evaluation forms for Plamann Lake seasonal staff and forward other evaluation forms to supervisory staff.

4/21/25, 3:28 PM

Outagamie County - Class Specification Bulletin

- Maintains Table of Organization for the department.
- When necessary, assist authorities with security alarms, ordinance violations and respond to emergencies.
- Assists in the preparation of bid documents and specifications required for competitive pricing of purchased equipment, materials, and labor in compliance with department and county procedures, assists with ordering supplies for maintenance, projects, and equipment, maintains records for inventory and maintenance activities.
- Plans, designs and prints pamphlets, brochures, news releases and other promotional material for the Parks System, promotes use of the Parks System through presentations, advertising and other forms of public relation including social media.
- Assists in maintaining records, monitoring, developing, writing, and enforcing departmental policies and procedures while working closely with Risk Administration and Emergency Management on satisfying the County's safety obligations.
- Assists the Parks Director with preparation of the departmental budget by analyzing annual revenue and expenditures, labor, equipment needs and material support required to maintain and improve the conditions and expectations of the parks system.
- Regularly attend seminars, conferences and meetings pertaining to the parks profession in order to stay up-to-date with local, state and federal mandates.
- Works closely with local community leaders and organizations as a departmental representative with the intent of assisting said organizations with their cause(s).
- Maintains regular and predictable attendance, works overtime/extra hours including weekends as required.
- Performs other duties as assigned.

**Education/Certifications/Experience Requirements**

- Associate degree in Parks & Recreation Administration or a related field.
- With three to five years of supervisory and secretarial experience.
- Or any combination of education and experience that provides equivalent knowledge, skills, and abilities.

**Required or Preferred Skills**

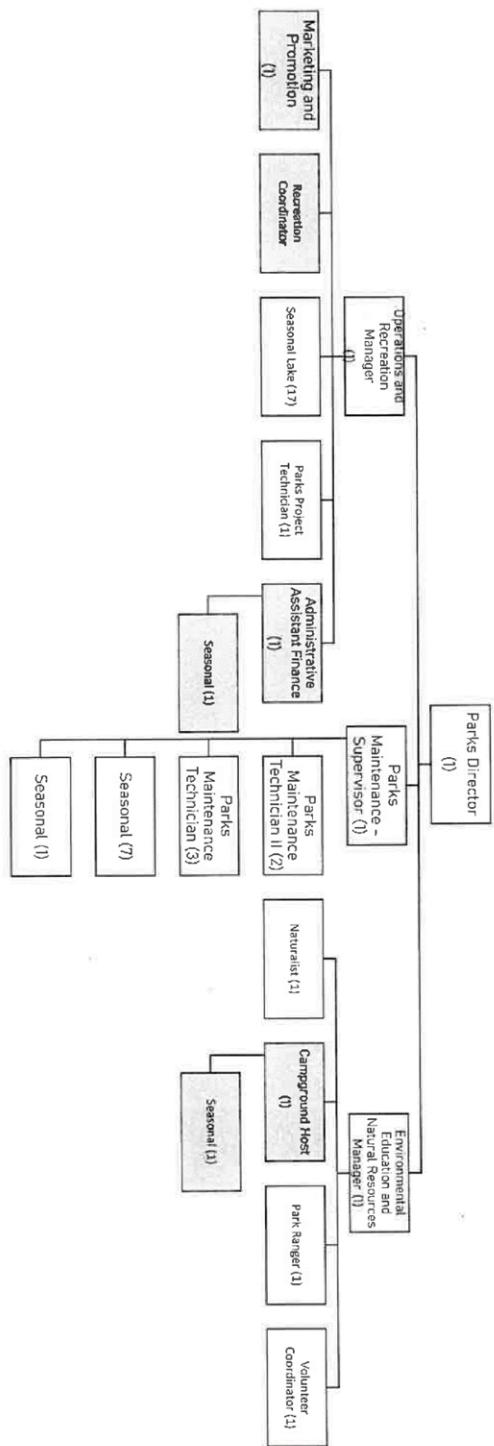
- Ability to operate a variety of office equipment including personal computer, calculator, fax machine, photocopier, and telephone.
- Ability to perform work from a sedentary position, standing or walking position throughout the bulk of the shift.
- Ability to function in situations encountered in a normal office and park system setting.
- Ability to assign, supervise, and review the work of others.
- Ability to orient and train new personnel.
- Ability to make recommendations regarding the selection, discipline, and discharge of employees.
- Considerable ability to motivate others.
- Ability to add, subtract, multiply, divide, calculate decimals and percentages, and make use of the principles of descriptive statistics.
- Ability to comprehend and interpret a variety of documents including time slips, invoices, job applications, unit statistics, performance evaluations, budgets, letters, reports, and other correspondence, policy and procedure manuals, etc.
- Ability to prepare a variety of documents including performance evaluations, and procedure statements.
- Ability to communicate effectively with inter- and intra-departmental staff, clients, auditors, and others verbally and in writing.

4/21/25, 3:28 PM

Outagamie County - Class Specification Bulletin

- Ability to project a polite and positive demeanor with the public and coworkers.

OUTAGAMIE COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER. IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, THE COUNTY WILL PROVIDE REASONABLE ACCOMMODATIONS TO QUALIFIED INDIVIDUALS WITH DISABILITIES AND ENCOURAGES BOTH PROSPECTIVE EMPLOYEES AND INCUMBENTS TO DISCUSS POTENTIAL ACCOMMODATIONS WITH THE EMPLOYER.



The Parks Program Supervisor/Liaison position currently serves primarily as a program-focused support role with limited supervisory oversight, managing seasonal staff and specific programs such as Plamann Lake and the Snowmobile Trails Program. The proposed reclassification to Operations and Recreation Manager would create a higher-level managerial position with expanded authority, direct supervision over multiple permanent staff, and responsibility for operational decision-making across parks maintenance, recreation programming, and facility management. Currently, the Parks Director directly supervises the majority of the department's permanent staff, as reflected in the 2025 Table of Organization. This structure creates capacity limitations at the director level, slowing decision-making, reducing responsiveness to operational issues, and preventing proactive management of community-facing services. By elevating the position to Operations and Recreation Manager, we will:

- Redistribute Supervisory Load – the new position will directly manage multiple full-time roles, including maintenance supervisors, recreation coordinators, and associated seasonal staff, thereby removing day-to-day operational oversight from the Parks Director's workload.
- Improve Timeliness and Efficiency – Operational decisions regarding field maintenance, recreation programs, and facility usage will be made closer to the front line, allowing for faster resolution of issues, better adaptability to weather or program changes, and improved service responsiveness.
- Enhance Program and Facility Management – A manager-level position will provide a more granular, hands-on understanding of field conditions, staffing needs, and program performance, resulting in higher quality maintenance, better coordinated athletic field scheduling, and smoother program delivery.
- Support Future Growth Initiatives – By delegating operational management, the Parks Director will have the capacity to focus on strategic initiatives, long-term planning, and community partnerships that drive growth of the parks system.
- Create a Clear Deputy Structure – The restructured organization will mirror best practices for departments of this size by having two deputy-level managers:
  - Operations and Recreation Manager – overseeing park maintenance, recreation programs/sports leagues, and operational logistics.
  - Environmental Education and Natural Resources Manager – overseeing nature center programming, environmental education, land management, and sustainability efforts.

This division of responsibilities ensures specialized oversight for both primary service areas of the department.

#### Organizational Benefits

- Operational Continuity – With a senior manager available to act in the absence of the Parks Director, the department's operations will remain stable and uninterrupted.
- Reduced Bottlenecks – Frontline staff will have direct access to a decision-maker for operational issues, avoiding delays caused by over-centralized approvals.

- Improved staff Development and Retention – A dedicated manager will provide regular coaching, performance reviews, and professional development opportunities for permanent and seasonal staff—supporting morale and career growth.
- Better Resource Allocation – The Operations and Recreation Manager will take ownership of operational and project budgets in their areas, ensuring fiscal responsibility while freeing the Director to focus on capital planning and grant acquisition.
- Community Impact – Quicker responsiveness to facility and staffing issues directly improves the community's park experience, increasing satisfaction, safety, and facility usage.
- Strategic Alignment – The change aligns the department's management structure with its mission by ensuring operational execution and strategic planning occur simultaneously, without competing for the same leadership bandwidth.

**Fiscal Considerations**

The pay grade adjustment from 150 (Step 4: \$71,406) to 155 (Step 1: \$69,908) will have no immediate budget increase in the first two years due to the incumbent's resignation. Hiring at Step 1 in the new grade ensures that expanded responsibility is recognized without a short-term cost increase.

Reclassifying the Parks Program Supervisor/Liaison to Operations and Recreation Manager is a strategic, cost-neutral change that will:

- Strengthen the department's management capacity
- Improve service delivery to the community
- Allow the Director to focus on high-level priorities and department growth.

This change will result in a more responsive, efficient, and sustainable parks operation—benefiting employees, residents, and the County as a whole.

**[INTRODUCTION:]** This form must be attached to any resolution or ordinance which contains a spending or revenue proposal. The form should be completed by an individual within the department initiating the resolution or ordinance with assistance from the Financial Services Department. Contact the Finance Director (1674), Controller (1675) or Staff Accountant (1681) for assistance. Once completed, forward a copy of the form to the Financial Services Department for their review. Financial Services will forward a reviewed copy of the fiscal note to Legislative Services.

**1. Subject:** Parks Department is requesting approval to adjust their budget to reclassify a vacant position to better align with Parks needs

2. **Description:** This section must be completed for all fiscal notes. Briefly and concisely describe the request. State assumptions used and discuss any current year and long-term fiscal impacts. (A separate attachment can be used)

The Parks Department is working to better align their Table of Organization and job descriptions through an incremental process to ensure mission alignment and equity to employees. Due to a recent vacancy, the Parks Department is requesting an in-year position change. This change was planned for budget time and was accelerated due to vacancy.

**Current Year Budget Impact (Check one or more of the following boxes)**

Revenues       Expenses (Cost)       None

3. Is the specific cost or revenue included in the current year's budget?      yes (  )    no (  )    partially (  )

4. If the proposal requests additional spending, can the additional cost be absorbed within the current year's line item?      yes (  )    no (  )    n/a (  )

5. Is the proposal to accept additional revenues only?      yes (  )    no (  )

6. Does this request/adjust the current year budget?  
If no, skip to question 8 below.      yes (  )    no (  )

7. Detail current year budget changes. Please list cost center name, line item, account number and either the increase or decrease amount.  
(Please note that all budget adjustments must balance. For example, an increase in an expenditure account must be offset by a decrease in another expenditure account or the contingency fund or an increase in a revenue account or other funding sources such as fund balance applied.)  
The project on

COST CENTER NAME	LINE ITEM (i.e. Salaries, Supplies, Etc.)	ACCOUNT NUMBER INCLUDING COST CENTER (i.e. 1004100.5100, 1004100.5400, etc.)	INCREASE (DECREASE) AMOUNT
Plamann Park	Salaries	1006200.5100	(71,406.40)
Plamann Park	Fringe	1006200.5200	(36,050.04)
Plamann Park	Salaries	1006200.5100	69,908.80
Plamann Park	Fringe	1006200.5200	35,829.15

### Annual and Long-Term Impact

8. Is the above Increase/Decrease a nonrecurring one-time expense or revenue?  yes  no  n/a

9. What is the anticipated annual and/or long-term cost or revenue impact?      Annual Cost      0  
Annual Revenue      0

Fiscal Note Prepared by: Justin Schumacher

<b>For Financial Services purposes only</b>					
Reviewed By:	If expenditures are recorded in the financial system at a level of detail lower than the level 6 as shown above, indicate the specific account numbers and amounts below:				
<i>Michelle Uitenbroek</i>	<table border="1"> <thead> <tr> <th><u>Detail Expenditure Account Number</u></th> <th><u>Amount</u></th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> </tbody> </table>	<u>Detail Expenditure Account Number</u>	<u>Amount</u>		
<u>Detail Expenditure Account Number</u>	<u>Amount</u>				
Date: 8/12/2025	Comments:				

# ***RESOLUTION NO.: 67—2025-26***

TO THE HONORABLE, THE OUTAGAMIE COUNTY BOARD OF SUPERVISORS

LADIES AND GENTLEMEN:

**2/3 MAJORITY – 24 VOTES**

1        The Outagamie Health and Human Services Department is requesting to amend  
2        their Table of Organization (TO) by reclassifying one (1) full-time Systems Analyst  
3        Supervisor Grade 160 with one (1) full-time Administrative Services Supervisor  
4        Grade 150. This request will enable the Administrative Services Supervisor to  
5        assume responsibilities currently handled by the Manager, thereby allowing the  
6        Manager to dedicate greater focus to system functions. There is no fiscal impact  
7        for this reclassification.  
8

9        NOW THEREFORE, the undersigned members of the Legislative/Audit and Human

10      Resources Committee recommend adoption of the following resolution.

11      BE IT RESOLVED, that the Outagamie County Board of Supervisors does approve an in-

12      year Table of Organization request to reclassify one (1) full-time Systems Analyst Supervisor  
13      Grade 160 with one (1) full-time Administrative Services Supervisor Grade 150 in the Health and  
14      Human Services Department effective September 7, 2025, with no fiscal impact, as noted on the  
15      attached Position Classification/Grade Change Form – 2025 In Year, Position Description, and  
16      Table of Organization, and

17      BE IT FINALLY RESOLVED, that the Outagamie County Clerk be directed to forward a

18      copy of this resolution to the Outagamie County Human Resources Director, the Outagamie  
19      County Health and Human Services Director, and the Outagamie County Finance Director.

20      Dated this \_\_\_\_ day of August, 2025

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Cathy Spears

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Ryan Ferguson

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Sarah Weinberg

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Duly and officially adopted by the County Board on: \_\_\_\_\_

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Signed:

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Board Chairperson

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County Clerk

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Approved:

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\_\_\_\_\_

Vetoed:

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\_\_\_\_\_

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Signed:

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County Executive

POSITION CLASSIFICATION/GRADE CHANGE FORM - 2025 IN YEAR		
<b>Completion Checklist</b>		
<ul style="list-style-type: none"> <li>o A visual of your proposed Table of Organization</li> <li>o Job description for the position requested below, highlighting any changes from current JD</li> </ul>		
<b>Request Details</b>		
Effective Date of Requested Change:	September 7,2025	
Department:	HHS	
Department Head:	Beth Roberts	
Cost Center Number:	2065010	
Position Title:	Administrative Services Supervisor	
Current Classification: Exempt (Salaried) or Non-Exempt (Hourly):	Exempt	
Proposed Classification: Exempt (Salaried) or Non-Exempt (Hourly):	Exempt	
Current Pay Grade of Position:	160	
Proposed Pay Grade of Position:	150	
New Step(s) in New Grade:		
Number of Employees: <i>(if more than 1, complete the "Multiples" worksheet)</i>	1	
<b>Reclass Justification</b>		
Briefly summarize why this Classification Change is needed, as well as areas of revenue and savings.		
<p>We want to eliminate the System Analyst Supervisor position at grade 160 and replace it with a Administrative Services Supervisor at grade 150 to distribute teams more evenly.</p>		
<b>Employee Impacted By This Change (if no one in position - leave blank)</b>		
<b>Fiscal Data</b>		
How will this position change be funded (choose from drop-down list)?		
<b>NET PROJECTED 2025 EXPENDITURES</b> - Amounts must agree to amounts included in the proposed budget.		
Salary	\$	16,338
Fringe Benefits	\$	8,783
Other (Describe):	\$	-
Other (Describe):	\$	-
<b>TOTAL EXPENDITURES</b>	\$	<b>25,122</b>
<b>COST SAVINGS OR INCREASED REVENUES:</b>		
Please list below the additional revenues pertaining to this position and/or cost savings (reductions in expenditures) that will be shown in the budget.		
Description	Dollar Value (enter as negative)	
	\$	(27,843)
	\$	-
	\$	-
<b>TOTAL COST SAVINGS/REVENUES</b>	\$	<b>(27,843)</b>
<b>NET COUNTY COST (Levy/Fund Balance)</b>	\$	<b>(2,721)</b>
<b>TO BE COMPLETED BY HUMAN RESOURCES:</b>		
Reviewed by HR		
County Executive Decision (Approved/Denied)		

**Administrative Services Supervisor (DHHS-Level 150)*****Position Purpose***

Reporting to the Administrative Services Manager, the Administrative Services Supervisor serves as secretary to Division Manager, supervises system support staff, administrative assistants and records unit. Reviews operations, develops office policies and procedures, participates in special projects, etc.

***Key Responsibilities***

The following duties are most critical for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Supervises, hires, trains, and evaluates support staff; coordinates, plans, prioritizes, assigns, and reviews system support work; instructs and advises support staff on policy and procedures; conducts performance reviews.
- Responsible for development and improvement of office systems.
- Analyzes productivity and problem areas and provides solutions.
- Conducts staff meetings with support staff, offering suggestions and receiving staff input related to department performance.
- Acts as liaison within the department, with other county departments and other outside agencies including the general public.
- Participates in the development and implementation of departmental policies and procedures.
- Record discussions and actions at meetings, composes and distributes minutes and related items.
- Gathers statistical information, develops spreadsheets, enters data into databases, produces and runs reports as necessary.
- Performs bookkeeping functions such as preparing vouchers and journals, receiving payments, reconciling accounts, and processing payroll.
- Assists in the preparations of departmental budget.
- Orders office furniture. Performs ergonomic assessments.
- Disseminates State policies and Wisconsin Statutes as they relate to records management and ensures that proper retention schedules are followed.
- Prepares and revises documents, types or transcribes various correspondence and other documents from handwritten material or recorded voice dictation, copies and distributes documents.
- Monitors various computer systems and interfaces, edits errors, and verifies billing as needed.
- Serves as a subject matter expert or area lead on the development and creation of new internal computer programs and related rollouts.
- Completes special projects upon request.
- Maintains regular and predictable attendance, works overtime/extra hours as required.
- Performs other duties as assigned.

***Education/Certifications/Experience Requirements***

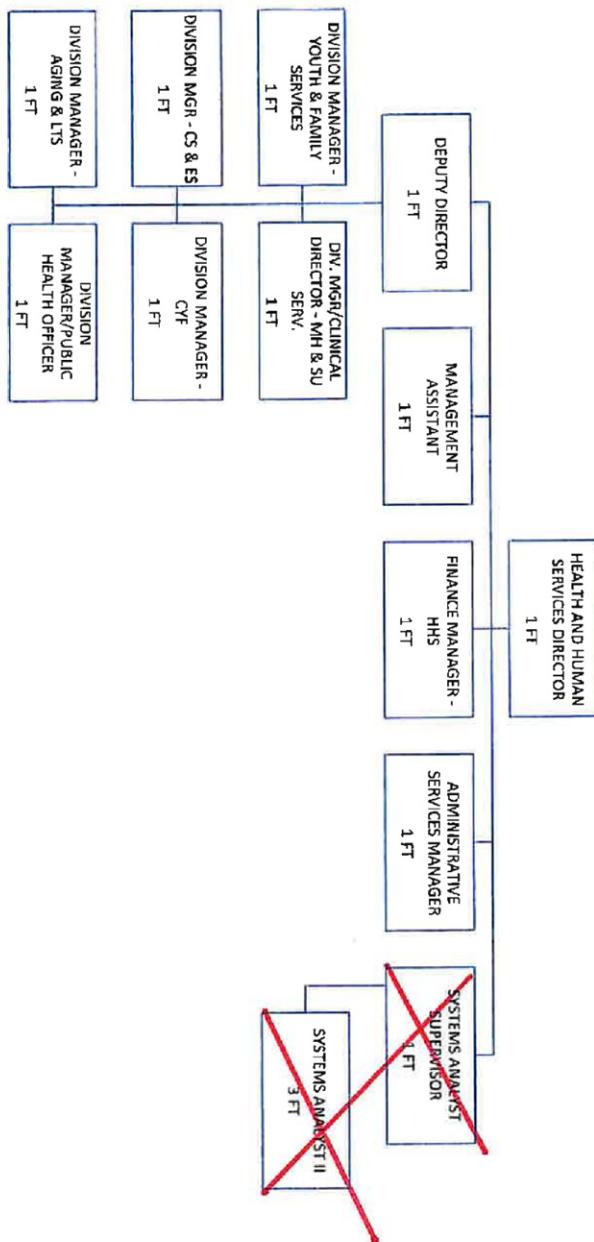
- Associate's degree with a minimum of five years of progressively responsible secretarial experience.
- Supervisory experience highly preferred and proficiency with computer and word-processing functions.
- Or any combination of education and experience that provides equivalent knowledge, skills, and abilities.

***Required or Preferred Skills***

- Ability to operate a variety of office equipment including computer, typewriter, calculator, photocopier, and scanners.
- Ability to assign, supervise, and review the work of the support staff, administrative assistants and records unit
- Ability to make decisions regarding the selection, discipline, and discharge of employees.
- Ability to add, subtract, multiply, divide, calculate decimals and percentages, and make use of the principles of descriptive statistics.
- Ability to comprehend and interpret a variety of documents including various internal and external reports, policy and procedure manuals, letters and other correspondence.
- Ability to prepare a variety of documents including letters and other correspondence, statistical reports, etc.
- Ability to use and interpret division specific terminology.
- Ability to communicate effectively verbally and in writing, with inter-and intra-departmental staff members, clients, outside agency personnel, service providers, and the general public.
- Ability to determine priorities, plan and organize work schedules and meet deadlines and goals.
- Demonstrated proficiency with typing and proofing/editing functions.

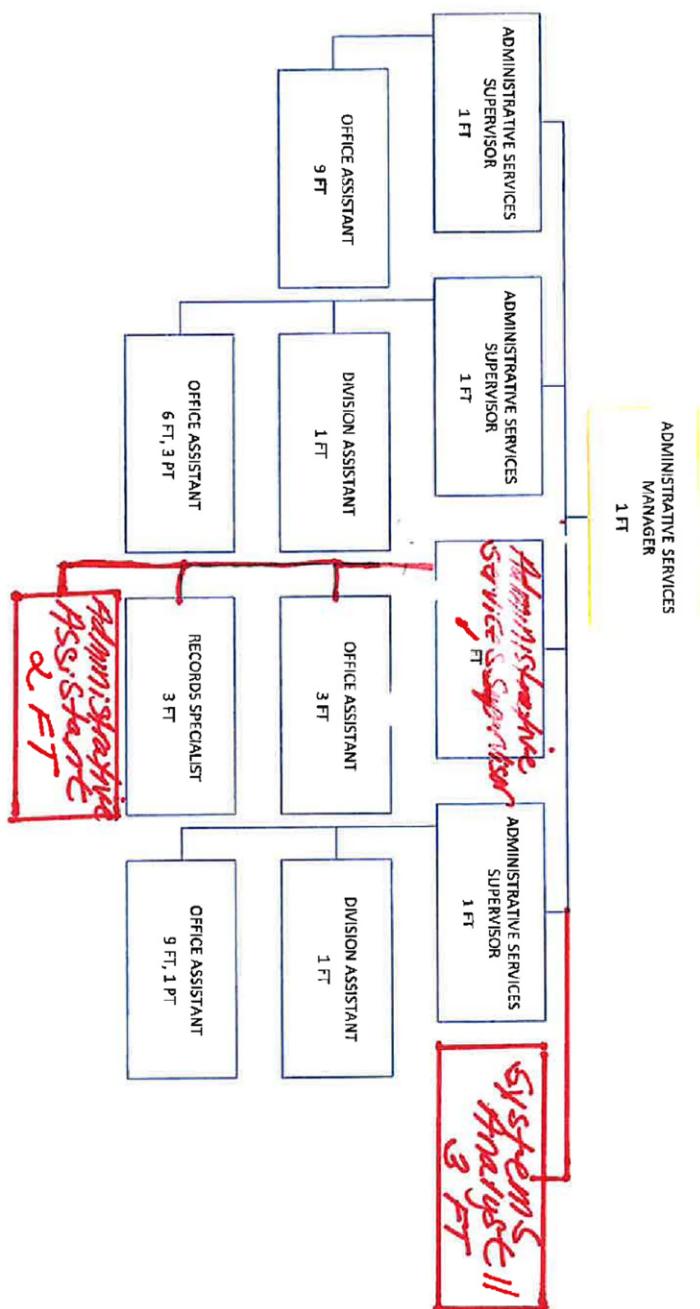
FUND: HEALTH HUMAN SERVICES 206  
DEPARTMENT NAME: HEALTH HUMAN SERVICES

COST CENTER NAME: HUMAN HEALTH SERVICES  
COST CENTER NUMBER: 2061010, 2062040, 2063005,  
2064010, 2065010, 2066090, 2067020, ETAL.



FUND: HEALTH HUMAN SERVICES 206  
DEPARTMENT NAME: HEALTH HUMAN SERVICES

COST CENTER NAME: HUMAN HEALTH SERVICES  
COST CENTER NUMBER: 2061010, 2062040, 2063005,  
2064010, 2065010, 2066000, 2067020, ETAL.



POSITION COUNT REGULAR POSITIONS:	2022		2023		2024		2025	
	FT	PT	FT	PT	FT	PT	FT	PT
<b>MANAGEMENT &amp; ADMINISTRATIVE SERVICES</b>								
<u>COST CENTER 2065010</u>								
ADMINISTRATIVE ASSISTANT	2	0	2	0	2	0	2	0
DEPUTY DIRECTOR	1	0	1	0	1	0	1	0
HEALTH AND HUMAN SERVICES DIRECTOR	1	0	1	0	1	0	1	0
MANAGEMENT ASSISTANT	1	0	1	0	1	0	1	0
SYSTEMS ANALYST II	2	0	2	0	2	0	2	0
<del>SYSTEMS ANALYST SUPERVISOR</del> <b>Delete Position</b>	1	0	1	0	1	0	0	0
RECORDS SPECIALIST	1	0	1	0	1	0	1	0
ADMINISTRATIVE SERVICES MANAGER	1	0	1	0	1	0	1	0
<u>COST CENTER TOTALS</u>								
<u>COST CENTER 2066090</u>								
ADMINISTRATIVE SERVICES SUPERVISOR	1	0	1	0	1	0	1	0
OFFICE ASSISTANT	6	3	6	3	6	3	6	3
DIVISION ASSISTANT	1	0	1	0	1	0	1	0
RECORDS SPECIALIST	0	0	1	0	1	0	1	0
SYSTEMS ANALYST II	0	0	0	0	0	0	1	0
<u>COST CENTER TOTALS</u>								
<u>COST CENTER 2061010</u>								
OFFICE ASSISTANT	3	0	3	0	3	0	3	0
<u>COST CENTER TOTALS</u>								
<u>COST CENTER 2067040</u>								
OFFICE ASSISTANT	3	1	3	1	3	1	3	1
<u>COST CENTER TOTALS</u>								

*Administrative Services Supervisor*

10

FUND: HEALTH HUMAN SERVICES 206  
DEPARTMENT NAME: HEALTH HUMAN SERVICES

COST CENTER NAME: HUMAN HEALTH SERVICES  
COST CENTER NUMBER: 2061010, 2062040, 2063005,  
2064010, 2065010, 2066090, 2067020, ETAL.

*2025*  
*FT PT*  
*FT PT*

# ***RESOLUTION NO.: 68—2025-26***

TO THE HONORABLE, THE OUTAGAMIE COUNTY BOARD OF SUPERVISORS

LADIES AND GENTLEMEN:

**2/3 MAJORITY – 24 VOTES**

1 The Outagamie County Parks Department has worked with Grand Chute Baseball, a  
2 nonprofit partner, to make improvements to the baseball fields in Plamann Park. As part of  
3 the upgrades, the infield fences and dugouts will be replaced to match the new ball diamond  
4 constructed in 2024. These recent improvements have been included in the bid package to  
5 install Pickleball and multi-sport courts and lighting. The cost of the specific upgrades  
6 requested by Grand Chute Baseball came to \$100,000, which they have agreed to pay in its  
7 entirety.

8 This resolution approves accepting the \$100,000 donation from Grand Chute Baseball.

9  
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11  
12 **NOW THEREFORE**, the undersigned members of the Property, Airport, Recreation and Economic

13 Development Committee recommend adoption of the following resolution.

14 **BE IT RESOLVED**, that the Outagamie County Board of Supervisors does authorize and approve  
15 the Outagamie County Parks Department to accept and expend a donation from Grand Chute Baseball in  
16 the amount of \$100,000 in order to replace the infield fences and dugouts, and

17 **BE IT FURTHER RESOLVED**, that the Outagamie County Board of Supervisors does authorize  
18 and approve of increasing the Plamann Park Paving/Related Construction Capital line item and the  
19 Plamann Park Paving/Related Construction Donation line item by \$100,000 each as detailed on the attached  
20 fiscal note, which by reference is made a part hereof, and

21 **BE IT FINALLY RESOLVED**, that the Outagamie County Clerk be directed to forward a copy of  
22 this resolution to the Outagamie County Parks Director and the Outagamie County Finance Director.

23 Dated this \_\_\_\_ day of August, 2025

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## OUTAGAMIE COUNTY FISCAL NOTE

**INTRODUCTION:** This form must be attached to any resolution or ordinance which contains a spending or revenue proposal. The form should be completed by an individual within the department initiating the resolution or ordinance with assistance from the Financial Services Department. Contact the Finance Director (1674), Controller (1675) or Staff Accountant (1681) for assistance. Once completed, forward a copy of the form to the Financial Services Department for their review. Financial Services will forward a reviewed copy of the fiscal note to Legislative Services.

1. **Subject:** Parks Department is requesting approval to adjust their budget to accept a donation towards baseball field improvements

2. **Description:** This section must be completed for all fiscal notes. Briefly and concisely describe the request. State assumptions used and discuss any current year and long-term fiscal impacts. (A separate attachment can be used)

The Parks Department has worked with Grand Chute Baseball, a nonprofit partner, to make improvements to the baseball fields. As part of the upgrades, the infield fences and dugouts will be replaced to match the new ball diamond constructed in 2024. We have placed these improvements in the recent bid package to install Pickleball and multi-sport courts and lighting. The cost of the specific upgrades requested by Grand Chute Baseball came to \$100,000. They have agreed to pay for these upgrades in their entirety and ask that we accept this donation of \$100,000.

**Current Year Budget Impact (Check one or more of the following boxes)**

Revenues

Expenses (Cost)

None

3. Is the specific cost or revenue included in the current year's budget? yes ( ) no (X) partially ( )

4. If the proposal requests additional spending, can the additional cost be absorbed within the current year's line item? yes ( ) no ( ) n/a (X)

5. Is the proposal to accept additional revenues only? yes ( ) no (X)

6. Does this request modify/adjust the current year budget? yes (X) no ( )  
If no, skip to question 8 below.

7. Detail current year budget changes. Please list cost center name, line item, account number and either the increase or decrease amount. (Please note that all budget adjustments must balance. For example, an increase in an expenditure account must be offset by a decrease in another expenditure account or the contingency fund or an increase in a revenue account or other funding sources such as fund balance applied.)

The project on

COST CENTER NAME	LINE ITEM (i.e. Salaries, Supplies, Etc.)	ACCOUNT NUMBER INCLUDING COST CENTER (i.e. 1004100.5100, 1004100.5400, etc.)	INCREASE (DECREASE) AMOUNT
Plamann Park Paving/related construction	Capital	4641700.6000	100,000
Plamann Park Paving-related construction	Donation (Misc. Rev)	4640100.4500	100,000

**Annual and Long-Term Impact**

8. Is the above Increase/Decrease a nonrecurring one-time expense or revenue? yes (X) no ( ) n/a ( )

9. What is the anticipated annual and/or long-term cost or revenue impact? Annual Cost 0  
Annual Revenue 0

Fiscal Note Prepared by: Justin Schumacher/Debbie Mitchell

<b>For Financial Services purposes only</b>	
Reviewed By: <i>Riley Webster</i>	If expenditures are recorded in the financial system at a level of detail lower than the level 6 as shown above, indicate the specific account numbers and amounts below: <u>Detail Expenditure Account Number</u> <u>Amount</u>
Date: 8/19/2025	
Comments:	

**ORDINANCE NO.: D-2025-26**

TO THE HONORABLE, THE OUTAGAMIE COUNTY BOARD OF SUPERVISORS

## LADIES AND GENTLEMEN:

## MAJORITY

Currently, a speed limit of 45 miles per hour (mph) exists along County Highway "JJ" from 0.10 miles east of Lightning Drive to a point 0.20 miles east of French Road. This includes a signed school zone that exists from Lightning Drive to the west. An engineering study was recently completed by Highway Department staff recommending that the existing speed limit between Lightning Drive and Mary Martin Drive be reduced from 45 mph to 35 mph and that the school zone signing be extended to provide a regulatory school zone speed limit of 25 mph adjacent to school-owned property to be consistent with current standards and state statutes.

The Highway, Recycling & Solid Waste Committee does hereby recommend revising the posted speed limit from Lightning Drive to Mary Martin Drive from 45 mph to 35 mph and incorporating a regulatory 25 mph school zone speed limit based upon the findings of an engineering study.

**NOW THEREFORE**, the undersigned members of the Highway, Recycling and Solid Waste

Committee recommend adoption of the following ordinance.

BE IT ORDAINED, that the Outagamie County Board of Supervisors does amend Section

36-91 "Speed Zones Established" of the Outagamie County Code of Ordinances to read as follows

(additions are in bold, italics and underlined; deletions are struck through):

Sec. 36-91. – Speed Zones established.

(3) *Thirty-five miles per hour.*

CTH "JJ." From Hwy 47 (Richmond St.) to 0.10 miles east of Lightning Dr. Mary Martin Dr.

(5) *Forty-five miles per hour.*

CTH "JJ." From ~~0.10 miles east of Lightning Drive~~ Mary Martin Dr. to 0.20 miles east of French Road

1           BE IT FURTHER ORDAINED, that this ordinance shall be in effect upon approval by the  
2       Outagamie County Board of Supervisors, publication per §59.14 and §66.0103 State Statutes and  
3       upon erection of standard signs giving notice to the aforementioned permissible speed, and

4 BE IT FINALLY ORDAINED, that the Outagamie County Clerk be directed to forward a  
5 copy of this ordinance to Municipal Code Corporation, the Outagamie County Highway  
6 Commissioner and the City of Appleton Police Chief and the City of Appleton Attorney.

7 Dated this day of August, 2025.

Respectfully Submitted,

## HIGHWAY, RECYCLING AND SOLID WASTE COMMITTEE

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Joy Hagen

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Daniel Nejedlo

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Jason Wegand

---

Dennis Clegg

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Steve Thiede

Duly and officially adopted by the County Board on:

Signed:

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## Board Chairperson

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## County Clerk

Approved: \_\_\_\_\_ Vetoed: \_\_\_\_\_

Signed: \_\_\_\_\_  
County Executive



## Highway Department

1313 Holland Road, Appleton, WI 54911-8947  
Phone: (920) 832-5673 Fax: (920) 832-2032  
Visit our website at [www.outagamie.org](http://www.outagamie.org)

### **MEMORANDUM**

**To:** Highway, Recycling & Solid Waste Committee  
**From:** Michael Morman, PE, Assistant Highway Engineer  
**Date:** August 19, 2025  
**Subject:** CTH JJ, Lightning Drive to Mary Martin Drive – Speed Limit Review

In December of 2024, the Highway Department received a request from Appleton Area School District (AASD) to conduct a speed study to lower the speed limit and create a school zone for the new Sandy Slope Elementary School off County Trunk Highway (CTH) JJ. This memo responds to the request and summarizes existing conditions, traffic safety and crash information, future plans for the roadway, and recommendations for the speed limit.

In addition to defining the existing conditions, this memo provides a recommendation for the future speed limit along the study segment. This review was completed following the traffic engineering guidelines found in the *Wisconsin Statewide Speed Management Guidelines, Manual on Uniform Traffic Control Devices* and following Federal Highway Administration (FHWA) policy and best practices.

#### **Existing Conditions**

The study segment is approximately 2,000 feet in length and is a two-lane rural County highway comprised of two 12-ft driving lanes with 8-ft shoulders (4-ft paved). This segment of CTH JJ is classified as a major collector, and serves as the northern boundary of the greater Fox Cities (Appleton) Urbanized Area.

There are four access points along this segment of roadway with existing intersections at Lightning Drive and Mary Martin Drive. The accesses consist of one agricultural access, one residential access and two commercial access points for the new school (one entrance, one exit). The Lightning Drive intersection is a single lane roundabout and the Mary Martin Drive intersection is a t-intersection with stop conditions on Mary Martin Drive. An overview of the study segment is shown in Figure 1.

The existing speed limit for this study segment transitions from 35 mph to 45 mph approximately 700 feet east of Lightning Drive. A posted school zone exists from Lightning Drive to the west of the study segment for Appleton North High School. The school zone for westbound traffic begins just east of the roundabout at Lightning Drive and continues west past Appleton North High School. The posted school zone ends just east of the roundabout for eastbound traffic. The existing school zone has a reduced speed limit of 25 mph. An overview of the existing speed limit zones are shown in Figure 2.

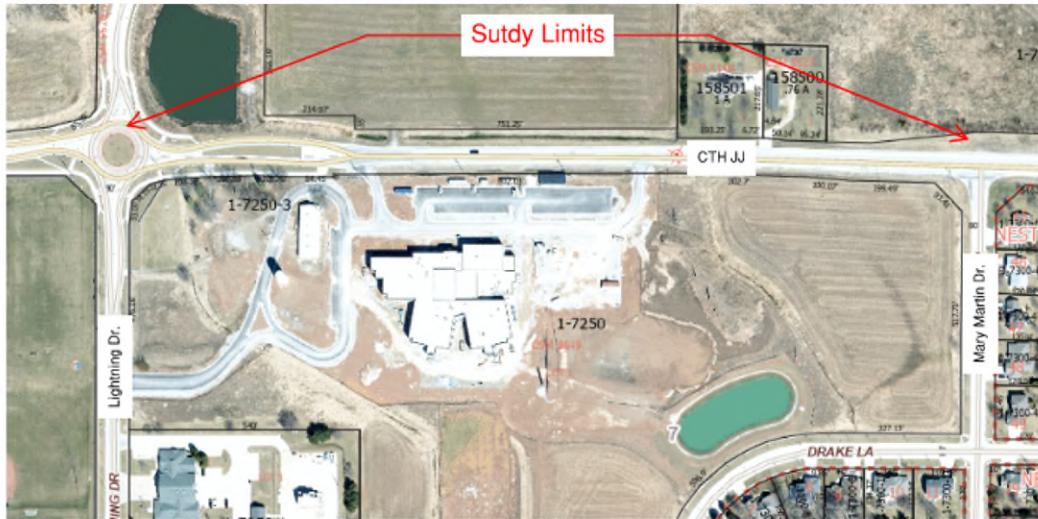


Figure 1: Overview of Study Corridor (not including new school)



Figure 2: Overview of Existing Speed Zones

CTH JJ is an access-controlled County highway within the study limits. Approximately 6 access points, including intersections, exist within the study segment. This includes one residential, one agricultural

and the two entrances/exits to the elementary school as described above. A 2025 traffic data collection completed by Outagamie County yielded an actual AADT of 7,150. Major parallel roadways include I-41 and Evergreen Drive to the south. Development along the roadway is typically agricultural and residential. Future development along this corridor is anticipated to be residential in the next 5-10 year period.

#### Crash Data Review

A review of crash data was conducted for the study segment. Of the last five years of crash data available from the WisTransPortal Database (2020 through 2025), there was a total of ten (10) crashes reported within the study area. Of these ten crashes, two were car-deer collisions with no injuries reported. Two were single vehicle crashes due to weather conditions with one resulting in a minor injury. Three were due to miscellaneous circumstances such as tire problems, intoxication, and loose cargo from another vehicle. The remaining three crashes involved multiple vehicles with one resulting in minor injuries and the other resulting in no injuries. Speed was noted as a contributing factor to the crashes that dealt with winter weather circumstances. It is important to also note that six of the accidents occurred in or around the Lightning Drive intersection.

#### Speed Study Findings

A speed study was commenced in the summer of 2025 to document and verify current speed-related data along the study segment. A radar style traffic counter was set up to collect volume, classification, and speed data. Data was collected continuously from July 17 to July 21, 2025. The data collected is summarized in the table below:

Table 1: Speed Data, CTH JJ

Route	Limits	50 <sup>th</sup> Percentile Speed	85 <sup>th</sup> Percentile Speed	Difference	Mean Speed
CTH JJ (EB)	Mary Martin Dr- Lightning Dr	45	49	4	44.67
CTH JJ (WB)	Mary Martin Dr- Lightning Dr	44	48	4	43.73
CTH JJ (Combined)	Mary Martin Dr- Lightning Dr	44	49	5	44.2

Radar counts were collected in both the eastbound (EB) and westbound (WB) directions. Each directional result was within 1.0 mph of the opposing value, yielding an average 85<sup>th</sup> percentile speed of **49 mph** and a mean (average) speed of **44 mph**.

#### Verification of Existing Speed Limit

The existing speed limit was verified utilizing the FHWA USLIMITS2 traffic analysis software (<https://safety.fhwa.dot.gov/uslimits/>). The USLIMITS2 is a web-based tool used by traffic safety professionals to verify and set appropriate speed limits for all types of roadways. The software used basic information entered by a user to run proven algorithms to develop a recommended speed limit for the segment of roadway being considered. Examples of data taken into consideration includes AADT, number of access points, type of surrounding development, existing speed data, and crash history. The inputs utilized for the CTH JJ study are shown in Table 2.

Table 2: USLIMIT2 Input Data

Route Type	Developed Area	AADT	7150
Existing Speed Limit	45 mph		50 <sup>th</sup> Percentile Speed
Number of Driveways	4		85 <sup>th</sup> Percentile Speed

The USLIMITS2 program yielded a recommended speed limit of **45 mph**. However, this analysis does not factor in the presence of the school zone and utilizes only the analytical data provided such as crash, speed, and volume data.

## School Zone Signing

Chapter 13-5-5 of the WisDOT Traffic Engineering, Operations, and Safety Manual addresses standards and best practices pertaining to school zones. Per this guidance, a school speed limit is recommended when the posted speed limit differs from the 15 mph provision of State Statute 346-57 (4)(a) and (b). In this instance, drivers are required to operate at a speed of 15 mph when passing a clearly-marked school crossing sign. This type of signage will be implemented beginning at Mary Martin Dr and covering the entire segment. However this guidance further indicates that the posted speed limit should not be reduced by more than 10 mph of the posted speed limit. As a result, it would be more practical and prudent to post a reduced speed limit within the school zone within the recommended range rather than to expect motorists to operate at a maximum speed of 15 mph based on the state statute.

## Recommendation

Outagamie County recommends **reducing the speed limit to 35 mph and extending the existing school zone from Lightning Drive to Mary Martin Drive. The school zone speed limit would then be posted at 25 mph.** Signing should be consistent with Figure 7B-3 of the MUTCD. An overview of this signing is represented in Figure 3.



*Figure 3: Overview of Proposed Speed Zones*

This recommendation is based on the following contributing factors:

- *Compliance:* the field verified 85<sup>th</sup> percentile speed of 49 mph is 4 mph greater than the posted speed limit (45), indicating relative compliance of the posted speed limit.
- *State Statute & Best Practices:* State Statute 346-57 indicates that drivers are required to operate at a speed of 15 mph when passing a clearly-marked school crossing sign (which currently exist at this location), unless the existing speed limit is otherwise posted. Best practices further indicate that in the event of a school zone speed limit, the existing speed limit should not be reduced beyond 10 mph of the existing speed limit, unless a marked pedestrian crossing is present. The recommended school zone speed limit would improve the existing school zone signage to be more consistent with current state statutes and current traffic engineering standards. Further, the length of the proposed speed zone meets the minimum length recommended by best practices.
- *Consistency:* Drivers in this area are familiar with the existing school zone and differing speed limits could cause potential confusion. By extending the 35 mph zone and corresponding school zone, the corridor will be consistent with the existing conditions and match driver expectations of slower school zone speeds around schools. One consistent speed limit through this corridor should reduce driver confusion and increase safety.

The Highway Department also recommends that the City of Appleton and Appleton Area School District coordinate with the Outagamie County Sheriff's Department or other local law enforcement agency to continue regular speed enforcement efforts along this corridor. In addition, the findings of this study should be revisited in the event that future land use and/or development significantly change, or if any new bicycle or pedestrian crossing(s) is (are) proposed within the study limits.

Attachments:      CTH JJ Speed Data, July 2025  
                          USLIMITS2 Speed Zoning Report  
                          Site Photos  
                          Proposed speed zone signing  
                          MUTCD Figure 7B-3

For Project:	CTH JJ- Appleton					
Project Notes:	0.15 mi E of Lightning Dr					
Location/Name:	Merged					
Report Generated:	7/21/2025 12:19:51 PM					
Speed Intervals	1 MPH					
Time Intervals	Instant					
Traffic Report From	7/17/2025	7:00:00 AM	through	7/21/2025	10:59:59 AM	
85th Percentile Speed	49 MPH					
85th Percentile Vehicles	25326					
Max Speed	83 MPH	on	7/17/2025	10:02:33 PM		
Total Vehicles	29795					
AADT:	7150					
<b>Volumes - weekly counts</b>						
	<b>Time</b>	<b>5 Day</b>	<b>7 Day</b>			
Average Daily		6273	5959			
AM Peak	11:00 AM	532	476			
PM Peak	4:00 PM	826	611			
<b>Speed</b>						
Speed Limit:	35					
85th Percentile Speed:	49					
50th Percentile Speed:	44					
10 MPH Pace Interval:	39.0 MPH	to	49.0 MPH			
Average Speed:	44.2					
Count over limit	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>	<b>Saturday</b>
% over limit	2310	N/A	N/A	7400	8498	5291
Avg Speeder	96.2	N/A	N/A	96.6	97.0	97.9
Avg Speed	44.5	N/A	N/A	44.3	44.4	45.0
	44.0	N/A	N/A	43.9	44.0	44.7
<b>Class Counts</b>						
	<b>Number</b>	<b>%</b>				
VEH_SM	115	0.4				
VEH_MED	28522	95.7				
VEH_LG	1158	3.9				
[VEH_SM=motorcycle,	VEH_MED = sedan,	VEH_LG = truck]				

For Project:	CTH JJ- Appleton					
Project Notes:	0.15 mi E of Lightning Dr					
Location/Name:	Eastbound					
Report Generated:	7/21/2025 12:17:03 PM					
Speed Intervals	1 MPH					
Time Intervals	Instant					
Traffic Report From	7/17/2025	7:00:00 AM	through	7/21/2025	10:59:59 AM	
85th Percentile Speed	49 MPH					
85th Percentile Vehicles	12737					
Max Speed	71 MPH	on	7/17/2025	1:22:41 PM		
Total Vehicles	14985					
AADT:	3596					
<b>Volumes - weekly counts</b>						
	<b>Time</b>	<b>5 Day</b>	<b>7 Day</b>			
Average Daily		3178	2997			
AM Peak	8:00 AM	279	235			
PM Peak	4:00 PM	430	313			
<b>Speed</b>						
Speed Limit:	35					
85th Percentile Speed:	49					
50th Percentile Speed:	45					
10 MPH Pace Interval:	40.0 MPH	to	50.0 MPH			
Average Speed:	44.67					
Count over limit	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>	<b>Saturday</b>
% over limit	1221	N/A	N/A	3761	4308	2652
Avg Speeder	96.4	N/A	N/A	97.3	97.9	98.3
Avg Speed	44.6	N/A	N/A	44.7	44.8	45.3
	44.2	N/A	N/A	44.3	44.5	45.1
<b>Class Counts</b>						
	<b>Number</b>	<b>%</b>				
VEH_SM	33	0.2				
VEH_MED	14381	96				
VEH_LG	571	3.8				
[VEH_SM=motorcycle,	VEH_MED = sedan,	VEH_LG = truck]				

For Project: CTH JJ- Appleton  
 Project Notes: 0.15 mi E of Lightning Dr  
 Location/Name: Westbound  
 Report Generated: 7/21/2025 12:17:03 PM  
 Speed Intervals 1 MPH  
 Time Intervals Instant  
 Traffic Report From 7/17/2025 7:00:00 AM through 7/21/2025 10:59:59 AM  
 85th Percentile Speed 48 MPH  
 85th Percentile Vehicles 12588  
 Max Speed 83 MPH on 7/17/2025 10:02:33 PM  
 Total Vehicles 14810  
 AADT: 3954

**Volumes - weekly counts**

Time	5 Day	7 Day
Average Daily	3095	2952
AM Peak	261	241
PM Peak	395	298

**Speed**

Speed Limit: 35  
 85th Percentile Speed: 48  
 50th Percentile Speed: 44  
 10 MPH Pace Interval: 39.0 MPH to 49.0 MPH  
 Average Speed: 43.73

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
1089	N/A	N/A	3639	4190	2639	2749
95.9	N/A	N/A	95.9	96.2	97.5	97.5
Avg Speeder	44.3	N/A	N/A	43.8	44.0	44.3
Avg Speed	43.9	N/A	N/A	43.4	43.5	44.0

**Class Counts**

Number	%
82	0.6
14141	95.5
587	4

[VEH\_SM=motorcycle, VEH\_MED=sedan, VEH\_LG = truck]

# USLIMITS2 Speed Zoning Report

## Project Overview

### Project Name: Sandy Slope Elementary School Zone

**Analyst:** Lauren Pruno

**Date:** 2025-07-21

#### Basic Project Information

Route Name: CTH JJ  
 From: Mary Martin Drive  
 To: Lightning Drive  
 State: Wisconsin  
 County: Outagamie County  
 City: Appleton city  
 Route Type: Road Section in Developed Area  
 Route Status: Existing

#### Crash Data Information

Crash Data Years: 5.58  
 Crash AADT: 7150 veh/day  
 Total Number of Crashes: 10  
 Total Number of Injury Crashes: 2  
 Section Crash Rate: 172 per 100 MVM  
 Section Injury Crash Rate: 34 per 100 MVM  
 Crash Rate Average for Similar Roads: 235  
 Injury Rate Average for Similar Roads: 68

#### Roadway Information

Section Length: 0.40 mile(s)  
 Statutory Speed Limit: None  
 Existing Speed Limit: 35-45 mph  
 Adverse Alignment: No  
 One-Way Street: No  
 Divided/Undivided: Undivided  
 Number of Through Lanes: 2  
 Area Type: Residential-Collector/Arterial  
 Number of Driveways: 4  
 Number of Signals: 0

#### Traffic Information

85th Percentile Speed: 49 mph  
 50th Percentile Speed: 44 mph  
 AADT: 7150 veh/day  
 On Street Parking and Usage: Not High  
 Pedestrian / Bicyclist Activity: High

#### Recommended Speed Limit:



**Note:** A speed zone of 0.40 miles is generally too short for the recommended speed limit. Consider lengthening the speed zone (if that is possible) or using the speed limits from adjacent sections (if they are appropriate for this section). If the speed and other data you provided are representative of conditions for this short section, then the speed limit noted above may be considered.

**Note:** The road section is in an area with high pedestrian or bicycle activity. Consider implementing engineering measures to reduce speeds before lowering the recommended speed limit. See [Engineering Countermeasures for Speed Management](#) and [PedSafe](#) for more guidance.

**Disclaimer:** The U.S. Government assumes no liability for the use of the information contained in this report. This report does not constitute a standard, specification, or regulation.

## Equations Used in the Crash Data Calculations

### Exposure (M)

$$M = (\text{Section AADT} * 365 * \text{Section Length} * \text{Duration of Crash Data}) / (100000000)$$

$$M = (7150 * 365 * 0.40 * 5.58) / (100000000)$$

$$M = 0.0583$$

### Crash Rate (Rc)

$$Rc = (\text{Section Crash Average} * 100000000) / (\text{Section AADT} * 365 * \text{Section Length})$$

$$Rc = (1.79 * 100000000) / (7150 * 365 * 0.40)$$

$$Rc = 171.57 \text{ crashes per 100 MVM}$$

### Injury Rate (Ri)

$$Ri = (\text{Section Injury Crash Average} * 100000000) / (\text{Section AADT} * 365 * \text{Section Length})$$

$$Ri = (0.36 * 100000000) / (7150 * 365 * 0.40)$$

$R_i = 34.31$  injuries per 100 MVM

*Critical Crash Rate (Cc)*

$Cc = \text{Crash Average of Similar Sections} + 1.645 * (\text{Crash Average of Similar Sections} / \text{Exposure})^{(1/2)} + (1 / (2 * \text{Exposure}))$

$Cc = 235.03 + 1.645 * (235.03 / 0.0583)^{(1/2)} + (1 / (2 * 0.0583))$

$Cc = 348.07$  crashes per 100 MVM

*Critical Injury Rate (Ic)*

$Ic = \text{Injury Crash Average of Similar Sections} + 1.645 * (\text{Injury Crash Average of Similar Sections} / \text{Exposure})^{(1/2)} + (1 / (2 * \text{Exposure}))$

$Ic = 67.63 + 1.645 * (67.63 / 0.0583)^{(1/2)} + (1 / (2 * 0.0583))$

$Ic = 132.24$  injuries per 100 MVM



Eastbound Traffic at Mary Martin Drive



Westbound Traffic at Mary Martin Drive



Eastbound Traffic at Lightning Drive



Westbound Traffic at Lightning Drive



Entrance to Sandy Slope Elementary



Exit to Sandy Slope Elementary



Current School Zone Start (East of Lightning Drive)

## Sandy Slope Elementary CTH JJ School Zone Expansion



3/29/22, 7:24 AM

Outagamie County, WI Code of Ordinances

Sec. 36-91. - Speed zones established.

The speed limit on the following streets or portions of streets shall be as indicated:

(1) *Twenty-five miles per hour.*

CTH "E." In the Town of Freedom, from 0.25 of a mile southwest of STH 55 northeasterly to Kaye Street.

CTH "HH." CTH "Z" to CTH "K."

CTH "K." From CTH "CE" to a point 350 feet northeast of Marcella Ave.

CTH "M." In the village of Hortonville, from 0.05 miles south of Honeysuckle Dr northerly to 0.1 miles north of CTH "MM" (Crest St).

CTH "N." Northerly from its intersection with CTH "OO" in the Village of Little Chute to Elm Drive.

CTH "N." From Kennedy Ave in the Village of Kimberly northerly to CTH "OO" in the Village of Little Chute.

CTH "Q." From the northernmost leg of Woodhaven Lane to CTH "Z".

CTH "S." In the Town of Freedom, from STH 55 easterly to a point 0.05 miles east of McHugh Road.

CTH "T." In the City of New London, from Division Street southeasterly to Oak Street.

*CTH "TT." In the Village of Hortonville, from CTH "M" (S. Nash Street) westerly to a point 0.35 miles west of Lincoln Street.*

CTH "WW." Easterly from Waupaca/Outagamie County line at the unincorporated place known as Sugar Bush for 0.21 of a mile.

CTH "Z." Westerly from its intersection with STH 55 to CTH "HH" (Ryan St).

CTH "Z." Easterly and northerly from STH 55 to a point 0.1 mile east of Eagles Court, City of Kaukauna.

(2) *Thirty miles per hour.*

CTH "BB." Southwesterly from its intersection with Riverdale St. in the City of Appleton to a point 0.2 of a mile west of its intersection with Seminole Dr.

CTH "F." In the Village of Nichols, 0.15 miles west of Krull Rd to 0.45 miles west of STH 42.

CTH "G." In the City of Seymour, from 0.1 miles west of Municipal Drive to 0.1 miles east of Mainline Dr.

CTH "J." In the City of Kaukauna, from its intersection with STH 96/55 (Delangiade St) northeasterly to Raught St.

CTH "J." In Oneida, from STH 54 northeasterly to the Brown County line.

CTH "KK." In the city of Appleton, from John Street to 340 feet east of Lake Park Rd.

CTH "MM." From the intersection of STH 76, thence southwesterly for a distance of 0.35 of a mile in the Township of Ellington.

3/29/22, 7:24 AM

Outagamie County, WI Code of Ordinances

CTH "CE." From WIS 441 to a point approximately 0.2 miles east of Railroad St.

CTH "OO." From 0.1 miles west of Mason Street to 0.1 miles east of Meade Street.

(5) *Forty-five miles per hour.*

CTH "A." From 800 feet north of Grand Chute Blvd. to Wagon Wheel Drive.

CTH "A." From 0.5 of a mile east to 0.5 of a mile west of the intersection of Hample Rd.

CTH "B." From STH 47 to Twelve Corners Road.

CTH "BB." From Irish Road easterly to 0.1 miles west of Casaloma Drive.

CTH "C." Southerly from a point 1,150 feet south of STH 54 to a point 3,000 feet south of STH 54.

CTH "CA." From CTH "CB" easterly to a point 0.1 of a mile west of Casaloma Drive.

CTH "CB." From CTH "BB" to Neubert Rd.

CTH "CE." From 0.25 miles east of STH 55 to 0.2 miles east of Weiler Road.

CTH "CE." From .20 miles east of Railroad Street to STH 55.

CTH "E." From 0.1 miles north of CTH "JJ" to CTH "EE."

CTH "E." In the Town of Oneida, from a point 0.3 of a mile northerly of its intersection with CTH "EE" a distance of 0.8 of a mile south to Tip Rd.

CTH "E." In the Town of Freedom, from 0.25 miles southwest of STH 55 southwesterly to a point 0.6 of a mile southwest of its intersection with CTH "N."

CTH "E." (Apple Creek Road) from Ballard Road to Broadway Drive.

CTH "E." From Center Valley Road to Mariah Court.

CTH "EE" From CTH E to Werner Road.

CTH "GV" From STH 96 northwesterly to CTH "CB".

CTH "J." From 0.1 miles north of Kelso Road for 0.3 miles.

CTH "JJ." From CTH "A" to Hwy 47 (Richmond St.).

CTH "JJ." From 0.10 miles east of Lightning Drive to 0.20 miles east of French Road.

CTH "KK" From 240 feet east of Hopfensberger Rd to the intersection of STH 55.

CTH "M." From a point 0.1 of a mile north of its intersection with CTH "MM" to a point 0.5 of a mile north.

CTH "MM." From 0.2 miles east of Crestview Dr to 0.35 miles southwesterly of the intersection of STH 76.

CTH "N." *In the Town of Freedom*, from its intersection with CTH "E" southerly for 0.5 of a mile.

CTH "N." From 0.15 miles north of Evergreen Drive to 0.10 miles north of CTH "JJ."