

NEWS ITEM

TOWN OF GENESEE
S43W31391 HIGHWAY 83
P.O. BOX 242
GENESEE DEPOT, WI. 53127
262-968-3656

REGULAR TOWN BOARD MEETING IN PERSON AND ZOOM

AUGUST 4, 2026

6:00 P.M.

AGENDA

Join Zoom Meeting ID: 816 2289 9249

<https://us02web.zoom.us/j/81622899249>

+13126266799,,81622899249# US (Chicago)

Join instructions

<https://us02web.zoom.us/meetings/81622899249/invitations?signature=6BbaCOZLw3LaZGxK5Roeo8CK4JySdaCrFh7FuAP4Ros>

1) Pledge of Allegiance

2) Public Comment

At this time residents can address the Town Board on one or more topics for up to 3 minutes with time extensions at the Town Chairman's discretion. In connection with non-agenda items, no action will be taken except for possible referrals to individuals or committees. No comments will be received at this time for matters that will be or have been the subject of a public hearing. The proper time for such comments are during the public hearing. This agenda item is limited to a total of 30 minutes, and speakers are heard in the order they sign up, if time is available.

3) Discussion/Action – Hiring a Head Hunter to fill the Public Works Superintendent position

4) Discussion/Action – Hiring part time Snow Plow drivers

5) Discussion/Action - Deer Management with the Town of Delafield

6) Discussion/Action – Resolution 26-5R Combining the voting wards for the Primary on November 17, 2026 if needed and the Special Election on December 15, 2026

7) Discussion/Action – Resolution 26-6R Adoption of the Town of Genesee Comprehensive Development Plan, Public Participation Plan

8) Reports -

Treasurer - Meri Majeskie Clerk Treasurer

1) Discussion/Action – Bills to be presented

Public Works – Jeff Gryzkewicz

1) Public Works Report

2) Discussion/Action – Request for payment for the **2025** Road Program to Wolf Paving Co. for \$16,837.04 for work completed through July 16, 2026

3) Discussion/Action – Request for payment for the **2026** Road Program for Payne & Dolan Application #2 for \$118,112.99 for work completed through July 20, 2026

9) Discussion/Action - Changing the December Town Board meeting date to December 9, 2026 due to a Special Election on December 15, 2026

10) Discussion/Action - Minutes to be approved –Regular Town Board Meeting July 13, 2026, Special Town Board Meeting July 22, 2026

11) Discussion/Action - Operator permit applications

12) Correspondence

13) **CLOSED SESSION**

The Town Board will enter, by roll call vote, into a Closed Session pursuant to State Statute 19.85 (1) (c) considering employment, promotion, compensation or performance evaluation data of any public employee

over which the governmental body had jurisdiction or exercises responsibility, (Wages and Benefits for all Town Employees)

14) Discussion/Action- following closed sessions, the Town Board may convene into open session and may take such action as it deems appropriate regarding the matter discussed in closed session

15) Adjourn

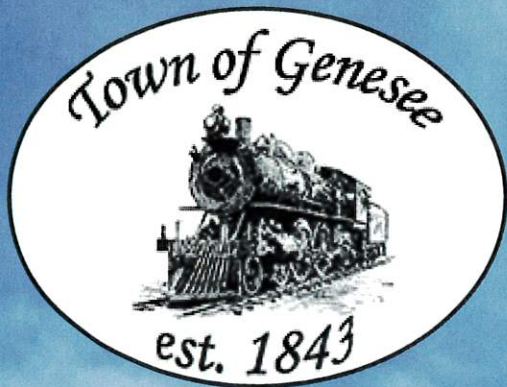
Meri Majeskie, WCMC

Town Clerk Treasurer

July 31, 2026

Notice - It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may attend the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.

Please note that upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact the Town Office at 968-3656.



Innovative Public Advisors

**Proposal for Executive
Recruitment Services**

July 24, 2026



Proposal for Executive Recruitment Services

Innovative Public Advisors (IPA) is pleased to submit this proposal to provide executive recruitment services for the Public Works Superintendent position for the Town of Genesee. We recognize the importance of identifying a knowledgeable, collaborative, and service-oriented leader to oversee the Town's public works operations and are prepared to partner with the Town throughout a comprehensive, transparent, and efficient recruitment process.

IPA is a premier Wisconsin-based public-sector executive recruitment and strategic advisory firm dedicated to empowering municipalities with tailored solutions that strengthen leadership capacity and organizational performance. Founded by experienced municipal administrators, our team delivers a modern, efficient, and highly personalized approach to executive recruitment—balancing urgency with a commitment to identifying the best long-term fit for each organization.

This engagement will be led by IPA Partners Jess Wildes and Jay Shambeau ([resumes on pages 6 and 7](#)). Together, they bring complementary expertise in executive recruitment, municipal leadership, strategic communications, organizational development, and governing body–administrator relations. **IPA has conducted more than 50 executive searches in the past year**, including Public Works Directors, Utility Superintendents, Building Inspectors, City Administrators, Finance Directors, Clerks, and other senior municipal leadership positions throughout Wisconsin.

IPA understands that the Public Works Superintendent serves a vital role in maintaining the Town's infrastructure, delivering essential public services, and supporting the Town Board's priorities. IPA is committed to providing a well-managed and transparent recruitment process from project initiation through appointment. Through proactive outreach, strategic marketing, comprehensive candidate evaluation, and clear communication, we will help the Town attract and select a highly qualified Public Works Superintendent who is prepared to make an immediate and lasting contribution to the organization.

Thank you for your consideration.

A handwritten signature in cursive script, reading "Jay Shambeau".

Jay Shambeau, ICMA-CM, MPA
Partner, Innovative Public Advisors
262-355-6102 | jay@public-advisors.com

A handwritten signature in cursive script, reading "Jess Wildes".

Jess Wildes, MPA, MS
Partner, Innovative Public Advisors
262-339-5658 | jess@public-advisors.com

Recruitment Strategy

Innovative Public Advisors (IPA) approaches executive recruitment as a collaborative process grounded in professionalism, transparency, and respect for local governance. Our approach emphasizes active engagement with elected officials and staff, clear communication, and proactive outreach to ensure the Town of Genesee attracts qualified candidates.

The recruitment will be led by IPA Partners Jess Wildes, MPA, MS, and Jay Shambeau, ICMA-CM, MPA, who will serve as the recruitment team for this engagement. Together, they bring extensive experience in municipal administration, strategic communications, and executive recruitment. During the past year, IPA conducted numerous department head and senior leadership recruitments.

IPA will work closely with the Town to develop a position profile for the Public Works Superintendent that reflects the organizational structure, leadership priorities, community values, and the unique responsibilities of the role. The recruitment strategy will include targeted outreach, strategic marketing, and proactive candidate engagement to attract both active and passive candidates from across the region.

Recruitment Process

Recruitment Marketing

- Conduct kick-off call with staff to inform the candidate profile and recruitment strategy.
- Develop position announcement, profile brochure, custom recruitment landing page, and other recruitment marketing materials.
- Advertise the position on the Wisconsin Towns Association (WTA), League of Wisconsin Municipalities, American Public Works Association (APWA) Wisconsin Chapter, and other professional networks.
- Promote the position through IPA's network and extensive LinkedIn connections (13,000+) with targeted outreach to dynamic public works professionals.

Application and Interview Process

- Receive and manage all application materials, screen and evaluate candidates, and present candidates to the hiring team with a written report.
- Coordinate and facilitate interviews, community tours, and meetings with hiring team and staff.
- IPA staff will be present to manage logistics and facilitate each stage of the interview process.

Candidate Selection and Negotiation

- Assist with finalist evaluations, reference checks, and selection.
- Provide guidance on employment terms and offer negotiations.
- Prepare press release and public announcement timeline.



Project Timeline

- Week 1: Kick-off Call, Develop Recruitment Materials, and Post Position
- Weeks 2-5: Recruit and Screen Candidates
- Week 6: Initial Applicant Reviews, Schedule Interviews, Background Screenings
- Weeks 7-8: Interviews and Candidate Selection

Dates subject to change based on the Town's preferences.

Cost Proposal

Executive Recruitment Services: \$9,750.00 (Flat Fee)

(A \$1,000 New Client Discount from \$10,750)

The total project cost includes all professional services outlined in this proposal. IPA will be onsite as needed to facilitate engaging recruitment and interview processes. Upon project award, IPA will work with the Town to complete a Professional Services Agreement and will bill in two installments: 50% of the project cost upfront and the remaining 50% after an employment agreement is signed.



Innovative Public Advisors

Advancing local government a different way—the IPA way.

Innovative Public Advisors (IPA) is a premier public sector executive recruitment and strategy firm dedicated to empowering municipalities with tailored solutions that enhance leadership, optimize operations, and drive positive community impact.

Founded by experienced municipal professionals Jay Shambeau, ICMA-CM, MPA, and Jess Wildes, MPA, IPA offers a wide range of services. With a focus on delivering innovative, sustainable solutions, IPA is committed to helping local governments navigate complex challenges and strengthen their capacity to serve their communities effectively.

Services



**Executive Recruitment
& Interim Services**



**Economic Development
& Grant Writing**



**Strategic & Specialty
Plan Development**



**Professional Coaching
& Mentorship**



**Communications &
Marketing Strategies**



**Governance Training
& Facilitated Workshops**

IPA Team

Innovative Public Advisors is led by partners Jess Wildes and Jay Shambeau, two seasoned professionals with extensive experience in public sector management and strategic consulting.

Together, they bring a wealth of expertise in government administration, operations, communications, and leadership development—offering innovative solutions to help local governments thrive.



JAY SHAMBEAU

ICMA-CM, MPA

jay@public-advisors.com | 262-355-6102

EDUCATION

**MASTER OF PUBLIC
ADMINISTRATION**
UW - Oshkosh

BACHELOR OF SCIENCE
Regional Analysis and
Geography, UW - Green Bay

LEADERSHIP WISCONSIN
UW-Madison, 2014

ACCOLADES

Credentialed Manager
International City/County
Management Association, 2024

Recipient of ICMA's prestigious
30 Years of Service Award

SERVICE

President, Rotary International
West Bend Sunrise Rotary Club

Boys and Girls Club of
Washington County
Board Member

United Way of Washington
County, Campaign Co-Chair

West Bend Area Chamber of
Commerce, Board Member

West Bend Tourism
Commission, Chairman

Kettle Moraine Lutheran High
School, Board Member and
President

INNOVATIVE PUBLIC ADVISORS, PARTNER

Jay is a public sector professional with 32 years of expertise in village, city and county government management, strategic planning, and public policy. Jay has worked with municipalities of all sizes to drive organizational efficiency, enhance governance, and secure funding. His background includes leading complex projects, facilitating collaborative planning efforts, and providing executive coaching to local government leaders. Jay is known for his relationship skills and practical approach, blending deep knowledge of governmental processes with a commitment to delivering impactful results. Jay has helped numerous local governments achieve their goals and navigate the challenges of an ever-evolving public sector landscape.

CITY ADMINISTRATOR

City of West Bend, West Bend, Wisconsin, 2016–2025

- Responsible for the administration of daily city operations and implementing policies established by the City Council.
- Oversaw a \$30M budget, led economic development activities, managed department head team, fostered community engagement, ensured efficient delivery of services, and promoted the city's growth and development.

ASSOCIATE

Public Administration Associates, LLC, Wisconsin, 2024

PLANNING AND PARKS ADMINISTRATOR

Washington County, Wisconsin, 2014-2016

COUNTY ADMINISTRATOR

Calumet County, Wisconsin, 2008-2014

- Responsible for the daily operations of county government, ensuring efficient delivery of services and adherence to budgetary guidelines.
- Collaborated with elected officials, managed staff, and facilitated communication between departments to promote effective governance and community engagement.

VILLAGE ADMINISTRATOR

Village of Kewaskum, Wisconsin, 2006-2008

- Responsible for the management of municipal operations, including implementing policies set by the Village Board and managing all departments.
- This position involved budgeting, community planning, economic development, and fostering relationships to ensure effective service delivery and enhance community development.

PLANNING DIRECTOR

Clark County, Wisconsin, 1993-2006



JESS WILDES MPA, MS

jess@public-advisors.com | 262-339-5658

EDUCATION

MASTER OF PUBLIC ADMINISTRATION

University of Wisconsin
Oshkosh

MASTER OF SCIENCE

Integrated Marketing
Communications
Eastern Michigan University

BACHELOR OF ARTS

College of Saint Benedict &
Saint John's University

SERVICE

Rotary International
West Bend Sunrise Rotary Club

International City/County
Management Association
(ICMA) Assistant Chief
Administrative Officer (ACAO)
Committee Member

Wisconsin Economic
Development Association
(WEDA) Board Member

Mid-Moraine Municipal
Court Board Member

Downtown West Bend Business
Improvement District (BID)
Board Executive Director

Visit Washington County Board
Member and Vice President

Honored as one of ELGL's
"Top 100 Influencers in
Local Government"

INNOVATIVE PUBLIC ADVISORS, PARTNER

Jess is a seasoned strategist specializing in local government communications, public relations, and grant acquisition. With a proven track record of securing significant local, state, and federal funding, Jess has helped municipalities access critical resources to support community development, infrastructure, and essential services. Her work also includes crafting effective communication strategies, enhancing public engagement, and building transparent, trust-based relationships between local governments and their communities. With her expertise in both strategic messaging and grant writing, Jess is committed to helping local governments secure the resources they need while fostering strong, effective communication.

ASSISTANT CITY ADMINISTRATOR

City of West Bend, West Bend, Wisconsin, 2020–2025

Also served as Communications and Economic Development Director

- Performed economic development activities to promote business development, retention, and job creation.
- Coordinated with all departments to increase the quality and consistency of the city organization's messaging and content.
- Acquired alternative revenue sources through grants (\$6.5+ million), fundraising and partnerships.
- Set strategy and managed a talented team of professionals responsible for community television programming, social media, public relations, internal and external communications, brand management, and tourism promotion.
- Built meaningful relationships with constituents, community leaders, business owners, state-level officials, and economic developers.
- Managed five city departments: Assessors, Communications, City Clerk, Human Resources, and Information Technology.

DIRECTOR OF COMMUNICATIONS & MARKETING

Museum of Wisconsin Art, West Bend, Wisconsin, 2017–2020

SENIOR ACCOUNT EXECUTIVE

Trefoil Group, Milwaukee, Wisconsin, 2016–2017

DIRECTOR OF RECRUITMENT MARKETING

Mount Mary University, Milwaukee, Wisconsin, 2013–2016

Northland College, Ashland, WI, 2009–2013

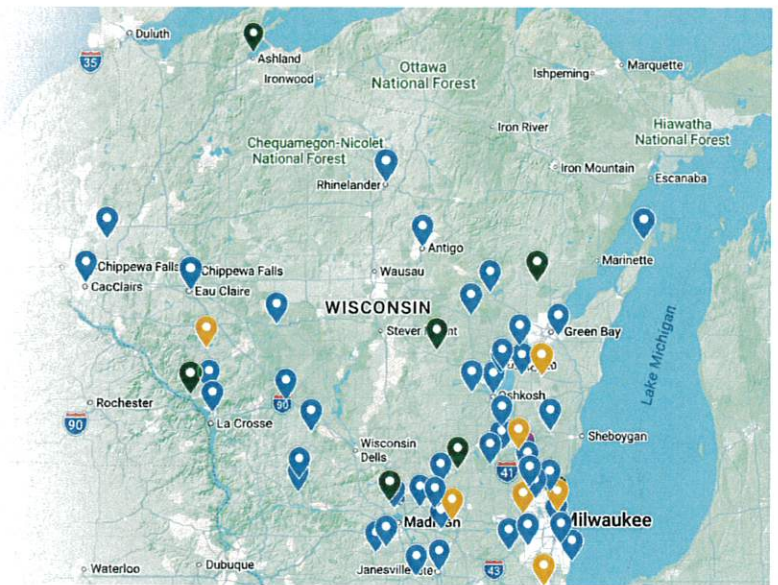
CURRENT AND RECENT RECRUITMENTS

IPA successfully conducted more than **50 executive searches** in the last year.

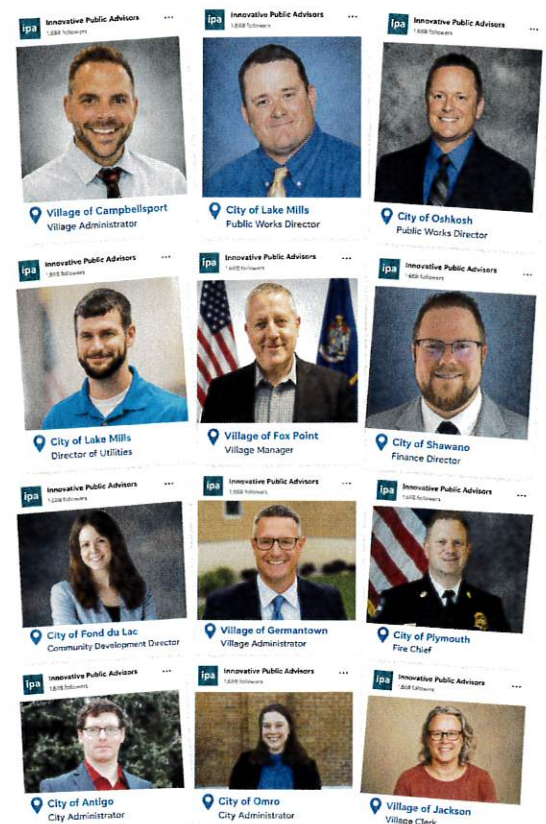
Sampling of 2025–2026 Recruitments:

Brown County, Finance Director (Population 277,355)
City of Antigo, City Administrator (Population 8,100)
City of Beaver Dam, City Administrator* (Population 16,700)
City of Brillion, City Administrator* (Population 3,300)
City of Clintonville, City Administrator (Population 4,500)
City of Fond du Lac, Community Development Director (Population 44,678)
City of Janesville, City Manager* (Population 67,100)
City of Lake Mills, Public Works Director (Population 6,400)
City of Lake Mills, Director of Utilities (Population 6,400)
City of Neenah, Director of Public Works (Population 27,651)
City of Omro, City Administrator (Population 3,600)
City of Oshkosh, Director of Administrative Services (Population 67,242)
City of Oshkosh, City Clerk and City Attorney (Population 67,242)
City of Oshkosh, Communications Manager (Population 67,242)
City of Oshkosh, Public Works Director (Population 67,242)
City of Plymouth, Fire Chief (Population 8,900)
City of Shawano, Finance Director (Population 9,800)
City of South Milwaukee, City Administrator* (Population 20,795)
City of Sun Prairie, Assistant City Administrator (Population 39,000)
City of Sun Prairie, Public Works Director (Population 39,000)
City of Washburn, Public Works Director (Population 2,051)
City of Whitehall, City Administrator (Population 1,645)
Village of Campbellsport, Village Administrator* (Population 1,907)
Village of Dane, Village Administrator (Population 1,100)
Village of Dane, Clerk/Treasurer (Population 1,100)
Village of Fox Point, Village Manager* (Population 6,934)
Village of Germantown, Finance Director* (Population 19,007)
Village of Germantown, Village Administrator* (Population 19,007)
Village of Mukwonago, Finance Director (Population 8,262)
Village of New Glarus, Village Administrator (Population 2,266)
Village of Salem Lakes, Village Administrator (Population 14,600)
Village of Sister Bay, Village Administrator (Population 1,148)
Village of Sussex, Building Inspector (Population 11,795)
Village of Sussex, Public Works Director/Village Engineer (Population 11,795)
Village of Waunakee, Deputy Administrator/CD Director (Population 14,879)

*Included Interim Administrator Services



Connecting Communities with Dynamic Public Sector Leaders



References are provided on [page 10](#).

We are happy to connect you with any of our clients!

References for Executive Searches

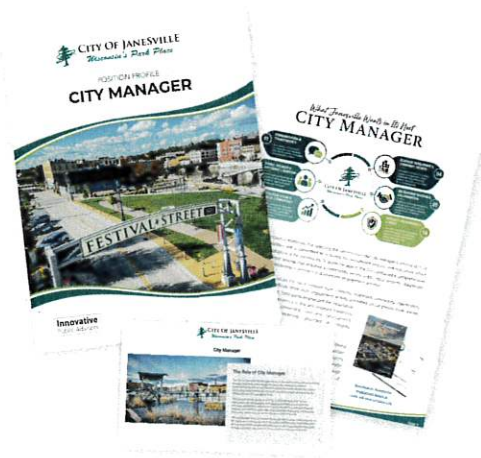
IPA has worked with municipalities of 1,000 to 70,000 residents to recruit qualified, dynamic public-sector leaders.

City of Janesville

Interim City Manager Services, Stakeholder Engagement, and City Manager Executive Recruitment

The City of Janesville engaged IPA to provide interim executive leadership and recruit its next City Manager. IPA Partner Jay Shambeau is currently serving as Interim City Manager, ensuring continuity of operations during the transition. IPA conducted an extensive stakeholder engagement process, including a community survey with more than 800 responses, four public input sessions, leadership assessments, stakeholder outreach, and a strategic communications campaign. The resulting community engagement report established the leadership profile and priorities for the position. IPA is now managing all aspects of the recruitment process through finalist selection.

Reference: Council President Larry Squire
squirel@janesvillewi.gov | 608-373-6012



Village of Dane

Village Administrator and Clerk/Treasurer Executive Recruitment and Governance/Position Development

The Village of Dane engaged IPA to support its transition to a Board/Administrator form of government. IPA partnered with Village leaders to develop the Board/Administrator governance ordinance, craft the position description for Dane's first Village Administrator, and update the employee handbook to align with the new structure. IPA then led the recruitment process of Dane's first Village Administrator followed by the Clerk/Treasurer.

Reference: Village Board President Donald Postler
DPostler@vi.dane.wi.gov | 608-849-5422



City of Oshkosh

Executive Recruitment Services for City Clerk, Communications and Engagement Manager, Public Works Director, Assistant Finance Director, and City Attorney

The City of Oshkosh secured IPA to assist with numerous key staff recruitments. In these engagements, IPA has worked in close coordination with City leadership to lead outreach, applicant screening, interview coordination, and candidate communications. This approach allows internal staff to remain focused on day-to-day operations while ensuring a thorough, professional, and well-managed recruitment process that delivers strong candidate outcomes.

Reference: City Manager Rebecca Grill
rgrill@oshkoshwi.gov | 920-236-5002



Additional Materials

Innovative Public Advisors (IPA) customizes recruitment marketing materials for each search, highlighting the unique character and strengths of the municipality. Led by Partner Jess Wildes, who brings a strong communications and design background, IPA develops a suite of branded marketing materials in-house and without subcontractors—including a recruitment brochure, responsive landing page, and compelling social media content—that are visually appealing and strategically crafted. This tailored approach ensures candidates gain an authentic understanding of the position and community.

Position Profile Stylized Position Description Position Landing Page Social Media Posts



View IPA's current executive
recruitment positions at
www.public-advisors.com/jobs

Innovative
Public Advisors

Town of Genesee + Town of Delafield

Partnering for Community Deer Management

Help protect our community while supporting safe, managed deer hunting.

Why Participate?

- Reduce deer damage to landscaping, gardens, crops, and natural areas.
- Help lower the risk of deer-vehicle crashes.
- Support a healthy and balanced deer population.
- Work with experienced, screened hunters following strict program rules.

We Need Private Properties!

The success of the program depends on private landowners who are willing to allow carefully managed hunting on their property. Every participating property helps improve the effectiveness of the program.

Safety Comes First

- All hunters wear blaze orange during applicable seasons.
- Hunters use elevated tree stands provided by the Town of Delafield.
- Hunters must follow all Town program rules and Wisconsin hunting laws.
- Participants are screened and approved before joining the program.
- Property-specific rules and boundaries are respected.

Landowner Protection

Wisconsin law provides liability protections for landowners who allow recreational use of their property, including hunting, under applicable statutes. The Town's program also includes local provisions designed to further protect participating property owners.

How to Sign Up

Visit the Town of Delafield Deer Management webpage for program information, landowner forms, hunter applications, and contact information:

https://www.townofdelafield.org/community/deer_management/index.php

Together, the Town of Genesee and the Town of Delafield can make a positive impact through safe, responsible deer management.

STATE OF WISCONSIN TOWN OF GENESEE WAUKESHA COUNTY

**RESOLUTION 26--5R
COMBINING TOWN OF GENESEE VOTING WARDS FOR
PRIMARY ELECTION on NOVEMBER 17, 2026 if needed and the
SPECIAL ELECTION on DECEMBER 15, 2026**

Whereas, Section 5.15 (6)(b) of the Wisconsin Statutes provides that a municipality having a population of less than 35,000 may combine by resolution, two or more of the wards for voting purposes to facilitate using a common polling place and returns shall be maintained only for each group of combined wards, and

WHEREAS, the Town of Genesee has a population of less than 35,000 and had been divided into 10 wards for election purposes pursuant to Resolution 11-8R passed and adopted on August 8, 2011.

NOW, THEREFORE BE IT RESOLVED by the Town Board that:

For the Possible Primary Election on November 17, 2026 and the Special Election December 15, 2026, the following wards shall be combined –

Wards 1, 2, 3, 4, 5, 6, 7, 8, 9 and 10 shall be combined

Returns shall be maintained only for this group of combined wards of said election.

Passed and adopted by the Town Board of the Town of Genesee, Waukesha County, Wisconsin this 4th day of August 2026.

BY THE TOWN BOARD

Terry Tesch, Chairman

ATTEST:

Meri Majeskie, Clerk

RESOLUTION 26-6R

**RESOLUTION ADOPTION OF THE TOWN OF GENESEE COMPREHENSIVE
DEVELOPMENT PLAN PUBLIC PARTICIPATION PLAN**

WHEREAS the Town of Genesee, is updating the existing Comprehensive Development Plan, and

WHEREAS the Town of Genesee acknowledges Wisconsin's Comprehensive Planning Legislation as set forth in s.66.1001 Wisconsin Statutes and the benefits of comprehensive planning, and

WHEREAS the Town of Genesee is actively participating in the update of its existing Comprehensive Development Plan (aka Smart Growth Comprehensive Plan) satisfying the provisions of s.66.1001 Wisconsin Statutes, and

WHEREAS the statutes require that the governing body of a local governmental unit shall adopt written procedures that are designed to foster public participation, including open discussion, communication programs, information services, and public meetings for which advance notice has been provided, during the preparation of a comprehensive plan, and

WHEREAS the Town of Genesee Comprehensive Development Plan is a separate and distinct Public Participation Plan (Exhibit A) describing how the Town of Genesee will involve the public in their comprehensive planning process, and

WHEREAS the Public Participation Plan will serve as a guide to the Town of Genesee Plan Commission to develop detailed initiatives to obtain public input, and

NOW BE IT HEREBY RESOLVED BY THE TOWN OF GENESEE BOARD OF SUPERVISORS that The Town of Genesee adopts the Public Participation Plan (Exhibit A), as it relates to the development of the Town of Genesee Comprehensive Master Plan.

Approved this _____ day of _____, 2026.

Town of Genesee

Terry Tesch, Chairman

ATTEST:

Meri Majeskie, CMC
Town of Genesee Clerk

Town of Genesee

2050 Comprehensive Plan Update

Public Participation Plan

The Comprehensive Plan establishes the community's long-term vision for land use, transportation, housing, economic development, natural resources, agriculture, parks, utilities, and other community priorities. Public participation is essential to ensuring that the plan reflects the values and aspirations of the people it serves.

The Town has developed the following public participation plan to inform and engage the public as part of the requirements of Wisconsin's Comprehensive Planning Law (Wis. Stat. § 66.1001). The goal of the public participation plan is to foster participation by the diverse populations of the Town through open discussion, communication programs, information services, and public meetings for which advance notice has been provided at every stage of the preparation of the Comprehensive Plan. The Town will provide for wide distribution of proposed, alternative, or amended plan elements and opportunities for members of the public to submit written comments and receive a response from the Town.

Public Participation Opportunities:

The Town will develop its Comprehensive Plan with opportunities for public participation including, but not limited to, the following activities:

1. Project Meetings:

- a. **Plan Commission Working Sessions.** The Plan Commission will serve as the primary review body for the Comprehensive Plan update in coordination with Town staff and the Town's selected consultant, MSA Professional Services, Inc. The planning process includes four (4) in-person Plan Commission working sessions facilitated by MSA. Members of the public are welcome to attend and observe. Existing conditions information and relevant public input collected from the Online Survey and Community Event Pop-up Booth will be used to develop draft goals, strategies, and actions to consider or add upon. Draft materials will be provided to Town staff approximately one week before each meeting for inclusion in the publicly available Plan Commission meeting packet on the Town's website. The Town will encourage public participation by promoting upcoming meetings and the topics to be discussed through the Town's customarily used communication channels. Following each meeting, MSA will incorporate Plan Commission discussion points and provide revised materials for one approximately seven-day review period. Town staff will compile comments from Town staff and Plan Commission members and provide consolidated directions to MSA.
- b. **30-Day Comment Period and Public Hearing:** The Town will initiate a thirty-day public comment period. This initiation occurs when the Town Board issues a Class 1 Notification with at least 30 days' advanced notice before a statutorily required public hearing. The notice is posted in accessible locations (e.g. Town Hall, website, and customarily used local media). During this 30-day period, residents and stakeholders can submit written comments, attend the public hearing, and testify. Written comments will be consolidated by the Town and provided to Plan Commission in their consideration of recommending the plan for adoption. Comments shall also be provided to MSA to be incorporated into the Final Plan's appendices.
- c. **Plan Commission Meeting:** MSA will attend an in-person Plan Commission meeting, open to the public to attend and observe, to present the final draft plan. This meeting will take place following the Public Hearing and will also be used to consider a resolution recommending adoption of the plan, as required under Wis. Stat. S 66.1001.

- d. **Town Board Meetings.** The Town Board will review and adopt this Public Participation Plan by resolution and will have the authority to adopt the updated Comprehensive Plan by ordinance. MSA will attend one (1) in-person Town Board meeting for plan adoption. Town Board meetings related to the plan will be open to the public and noticed in accordance with applicable requirements.
2. **Public Engagement Materials:**
- a. **Project Branding:** MSA will create a project logo and graphic theme, subject to review by Town staff, to provide a consistent and visually cohesive identity for public engagement materials and the Comprehensive Plan.
 - b. **Town Website:** MSA will work with Town staff to populate a dedicated page on the Town website with project information, schedules, meeting materials, draft documents, engagement opportunities, and information about upcoming events. MSA will update the webpage up to six (6) times during the project.
 - c. **Town Mailer/Billing Notices:** MSA will provide language for up to two (2) notices for the Town to print and distribute. The first notice may advertise the project webpage and online survey, and the second may announce the release of the final draft plan and the opportunity for public comment.
 - d. **Flyers/Posters:** MSA will provide up to two (2) digital flyers that may be shared through social media and posted at Town facilities and other community locations. The first flyer will advertise the project webpage and online survey, and the second will advertise the release of the completed draft plan for public review.
 - e. **Email Announcements:** MSA will draft up to three (3) email announcements to promote project events and input opportunities. Town staff will identify contacts and coordinate with community organizations, neighborhood associations, and school districts to distribute the announcements.
 - f. **Press Releases:** MSA will prepare up to two (2) press releases to build community awareness and encourage participation at key project milestones. Town staff will identify appropriate media contacts.
3. **Online Community Survey.** An online survey hosted through SurveyMonkey will collect public opinions before goals, strategies, and actions are drafted. The survey will remain open for approximately twenty-one (21) days. Survey results will be analyzed, summarized, and used to inform the development of the plan's vision, goals, policies, and implementation recommendations.
4. **Community Event Pop-Up Booth.** The Town and MSA will conduct one (1) pop-up engagement booth at a community event. MSA will provide one (1) staff member for up to three (3) hours, and at least one (1) Town staff member will assist with the booth. Activities and display materials may be designed so the Town can continue using the booth throughout the event.
5. **Stakeholder Interviews and Focus Groups.** MSA will facilitate up to two (2) focus groups near the beginning of the planning process to gather input from community leaders, community organizations, business leaders, and other key stakeholders with knowledge of the issues and opportunities facing the Town. MSA will consult with Town staff, with input from the Plan Commission, to identify participants, and Town staff will assist with contact information, scheduling, and coordination.
6. **Written Comments and Draft Review.** Draft plan materials will be made available for public review through the Town website and other appropriate locations. Members of the public may submit written comments to the Town during the planning process and during the thirty-day public comment period. Comments will be considered by Town staff, the Plan Commission, and the Town Board, and the Town will respond as appropriate.

Comments will be organized by topic and assigned to the applicable plan element or chapter. Summaries of relevant comments will be incorporated into each plan element chapter and used to inform Plan Commission discussions on the draft plan. A complete accounting of all comments received through public meetings,

comment sheets, surveys, and other outreach efforts will be documented in Appendix C, regardless of whether the comments result in changes to the plan.

Plan Adoption Procedures:

1. The Plan Commission shall, by a majority vote of the entire Commission, adopt a resolution recommending that the Town Board enact an ordinance adopting the Comprehensive Plan. The vote shall be recorded in the official minutes of the Plan Commission (Wis. Stat. § 66.1001(4)(b)).
2. Prior to adopting the Comprehensive Plan, the Town, through the Plan Commission, shall hold at least one public hearing on the proposed plan. As stated in Wis. Stat. § 66.1001(4)(d), the hearing must be preceded by a Class 1 notice under Wis. Stat. ch. 985 that is published at least thirty (30) days before the hearing. The notice shall contain at least the following information:
 - a. The date, time, and place of the hearing.
 - b. A summary, which may include a map, of the proposed Comprehensive Plan or amendment to the plan.
 - c. The name of an individual employed by the Town who may provide additional information regarding the proposed ordinance.
 - d. Information regarding where and when the proposed Comprehensive Plan or amendment may be inspected before the hearing and how a copy may be obtained.
3. At least thirty (30) days before the public hearing, the Town shall provide written notice to the following persons, as required by Wis. Stat. § 66.1001(4)(e):
 - a. An operator who has obtained, or applied for, a permit described under Wis. Stat. § 295.12(3)(d).
 - b. A person who has registered a marketable nonmetallic mineral deposit under Wis. Stat. § 295.20.
 - c. Any other property owner or leaseholder with an interest in property from which the person may extract nonmetallic mineral resources, if that person has requested written notice from the Town.
4. The Town shall maintain a list of persons who submit a written or electronic request to receive notice of a proposed ordinance that may affect the allowable use of their property. The Town shall annually inform residents that they may request placement on the list and shall provide notice to affected persons in accordance with Wis. Stat. § 66.1001(4)(f).
5. At least thirty (30) days before the public hearing, an electronic copy of the draft plan, or notice explaining how to view or download the draft plan, will be distributed to neighboring jurisdictions and appropriate governmental and public entities to provide an opportunity for review and written comment. Distribution will include:
 - a. Every governmental body located wholly or partly within the Town boundaries and the clerks of adjacent local governmental units, including the Villages of North Prairie, Wales, and Waukesha; the City of Waukesha; and the Towns of Delafield, Mukwonago, and Ottawa.
 - b. Waukesha County, the Southeastern Wisconsin Regional Planning Commission, the public library or libraries serving the Town, and the Wisconsin Department of Administration.
6. The Town Board, by a majority vote of the members-elect, shall enact an ordinance adopting the recommended Comprehensive Plan (Wis. Stat. § 66.1001(4)(c)). A copy of the adopted plan and ordinance, or notice explaining how to view or download the adopted materials, will be distributed to the entities identified above as required by Wis. Stat. § 66.1001(4)(b) and (c).

Vote: Yes _____ No _____

Adopted this _____ day of _____, 2026.

Attest:

Terry Tesch, Town Chair

Meri Majeskie, Town Clerk

Addendum to Extend Current Assessor Services Contract With the Schultz Appraisal Agency, LLC

Whereas, the Town of Genesee and Schultz Appraisal Agency, LLC have an existing agreement for assessment services in effect until December 31, 2026, and

Whereas, the Town of Genesee and the Schultz Appraisal Agency, LLC would like to extend the agreement for a three-year period from January 1, 2027, to December 2030, with all terms and conditions remaining the same except for new compensation
To be \$52,000.00 annually.

IN WITNESS WHEREOF, the Town of Genesee has caused this addendum to be signed by its Town Chairperson, Town Clerk and any other Town Supervisors required Pursuant to the Town Ordinance or State Law and the Contractor has caused this Contract to be executed by its duly authorized representatives.

TOWN OF GENESEE

Schultz Appraisal Agency, LLC

BY: _____
Town Chairperson

BY: J. Schultz
Judson R. Schultz

BY: _____
Town Clerk

Dated: _____

Dated: 7/30/26



Current
Contract
\$48,250 per
year
3 years

extra 3,750.00 for
new
per year



DPW Report July 2026

Submitted by Jeff Gryzkewicz

Road Patching & Road Work:

Crews applied 5.25 tons of hot mix asphalt for pot holes primarily on Holiday Road in July. Also, with in our 2026 road program a smaller section on Holiday Rd approx. 60ft of both lanes was resurfaced due to excessive failure. Holiday Rd has received several complaints throughout 2026 with regard to poor ride quality and overall structure failure. As LRIP (State Aid) was applied for in Q4 of 2025 with hopes of a resurface project in 2027. That application was denied and as such the town would have to bear the total cost for resurfacing, which is in upwards of \$500,000.00. For reference that is our current target funding per year for this program meaning we could only accommodate this one road for the year if we wish to move forward with this road without the assistance of state aid. Given the cost of this road, we should consider reapplying in 2026 with the hopes of gaining funding to help offset some of this cost.

Brush Work & Tree Work:

This month crews continued work on our right a-way cutting back encroaching brush and removal of trees that were deemed to closed to roadsides. Below is a listing of roads the crew's cutback by use of our Mini excavator with flail attachment & Mowing tractor with rotary cutting head.

- Highview Rd / Sporadic areas as needed (Brushing Only)
- Cregennan Bae / brushing, and full crew assigned to cutting back low hanging tree limbs
- Holiday Rd / (Brushing Only)
- Road DT / (Brushing Only)
- Madison Street / Brushing & and removal of downed timber from a previous storm

- Kamps Ct / Removal of trees within the Ct encroaching on road system



Crews also loaded out approx. 10 / 40-yard dumpsters worth of collected timbers from the past 4 – 5 seasons of work. This material was too large to chip & would take much too long to burn given its size and quantities. These timbers were hauled out by Interstate tree a local forestry company in our township.



Parks & Rec:

Our final baseball tournament was held on Friday July 12th through Sunday the 14th at Sunset Park. This was our 4th recreational tournament held within our park system and as stated in other reports our part-time staffing does and outstanding job accommodating these events. From early starts to late evenings assuring all goes well for these events our staff truly are exceptional. Also, as it has been a dryer month we have taken on other projects as turf was slowed by lack of rain. Part-Time staffing repainted all picnic tables at Town Park and have helped service mower fleets by power washing units and other misc. task at our DPW shop.

Our DPW staff was also active in the parks in July as well. As our basketball court at Town- Park was deteriorated beyond repair our park committee made recommendations to remove this court and backfill with soil and seed back to turf. Thus far we have removed and hauled out asphalt to our local paving company (Wolf Paving) for recycling, Removed sub base of road gravel approx. 100 yards and backfilled and rough graded area for a final top coat next week. This project should be complete in the first week of August.



Also, our Sunset park received new signage to help rec spectators and others understand our park layout as it relates to soccer & baseball field identification. The sign is located at the turf island next to our DPW shop as you enter into the park. This signage material is the same product used for our Welcome to Genesee sign out on Hwy 83, and was spec to ensure a long-life span of over 30 years. A great addition to the park.





Building a Better World
for All of Us®

July 16, 2026

RE: 2026 Road Program - Road Rehab.
Town of Genesee
Application for Payment No. 3
SEH No. GENTO 182553 73.00

Meri Majeskie - Town Clerk
Town of Genesee
S43 W31391 Highway 83
PO Box 242
Genesee Depot, WI 53127

Dear Meri:

In accordance with Section 01 29 10 of the contract for the 2025 Road Program – Road Rehabilitation, we submit our recommendation for Application for Payment No. 3 for processing by the Town of Genesee.

Per the enclosed spreadsheet, Wolf Paving Co. has earned \$16,837.04 through the second work period ending July 16, 2026. This amount is for the retainage held until punch list items were completed.

We recommend that the Town makes a payment to Wolf Paving Co. for the work completed, as described above. Accordingly, we recommend the Town makes a payment in the amount of \$16,837.04.

Following your review of the above, please advise if there are any questions.

Sincerely,

Ole Hanson, PE
Project Engineer

Enclosure: Pay Application No. 3

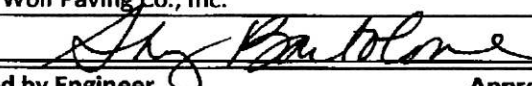
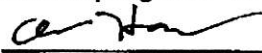
C: Jeff Gryzkewicz, Town of Genesee
Mark Mickelson, SEH
Alex Kutschenreuter, Wolf Paving

40-57331-831
mm

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., N19 W24133 Riverwood Drive, Waukesha, WI 53188
SEH is 100% employee-owned | sehinc.com | 262.646.6855 | 888.908.8166 fax

Contractor's Application for Payment

Owner: <u>Town of Genesee</u> Engineer: <u>Short Elliott Hendrickson Inc.</u> Contractor: <u>Wolf Paving Co., Inc.</u> Project: <u>2025 Road Rehabilitation</u> Contract: _____	Owner's Project No.: _____ Engineer's Project No.: <u>182553</u> Contractor's Project No.: _____																										
Application No.: <u>3</u> Application Date: <u>7/16/2026</u>																											
Application Period: From <u>6/13/2025</u> to <u>7/16/2026</u>																											
<table style="width: 100%;"><tr><td style="width: 70%;">1. Original Contract Price</td><td style="width: 30%; text-align: right;">\$ 673,481.60</td></tr><tr><td>2. Net change by Change Orders</td><td style="text-align: right;">\$ -</td></tr><tr><td>3. Current Contract Price (Line 1 + Line 2)</td><td style="text-align: right;">\$ 673,481.60</td></tr><tr><td colspan="2"> </td></tr><tr><td>4. Total Work completed and materials stored to date</td><td style="text-align: right;">\$ 616,969.47</td></tr><tr><td>5. Retainage</td><td></td></tr><tr><td> a. 5% X \$ 336,740.80 (1st Half) Work Completed</td><td></td></tr><tr><td> b. _____ X \$ - Stored Materials</td><td style="text-align: right;">\$ -</td></tr><tr><td> c. Total Retainage (Line 5.a + Line 5.b)</td><td style="text-align: right;">\$ -</td></tr><tr><td>6. Amount eligible to date (Line 4 - Line 5.c)</td><td style="text-align: right;">\$ 616,969.47</td></tr><tr><td>7. Less previous payments (Line 6 from prior application)</td><td style="text-align: right;">\$ 600,132.43</td></tr><tr><td>8. Amount due this application</td><td style="text-align: right;">\$ 16,837.04</td></tr><tr><td>9. Balance to finish (Line 3 - Line 4)</td><td style="text-align: right;">\$ 56,512.13</td></tr></table>		1. Original Contract Price	\$ 673,481.60	2. Net change by Change Orders	\$ -	3. Current Contract Price (Line 1 + Line 2)	\$ 673,481.60			4. Total Work completed and materials stored to date	\$ 616,969.47	5. Retainage		a. 5% X \$ 336,740.80 (1st Half) Work Completed		b. _____ X \$ - Stored Materials	\$ -	c. Total Retainage (Line 5.a + Line 5.b)	\$ -	6. Amount eligible to date (Line 4 - Line 5.c)	\$ 616,969.47	7. Less previous payments (Line 6 from prior application)	\$ 600,132.43	8. Amount due this application	\$ 16,837.04	9. Balance to finish (Line 3 - Line 4)	\$ 56,512.13
1. Original Contract Price	\$ 673,481.60																										
2. Net change by Change Orders	\$ -																										
3. Current Contract Price (Line 1 + Line 2)	\$ 673,481.60																										
4. Total Work completed and materials stored to date	\$ 616,969.47																										
5. Retainage																											
a. 5% X \$ 336,740.80 (1st Half) Work Completed																											
b. _____ X \$ - Stored Materials	\$ -																										
c. Total Retainage (Line 5.a + Line 5.b)	\$ -																										
6. Amount eligible to date (Line 4 - Line 5.c)	\$ 616,969.47																										
7. Less previous payments (Line 6 from prior application)	\$ 600,132.43																										
8. Amount due this application	\$ 16,837.04																										
9. Balance to finish (Line 3 - Line 4)	\$ 56,512.13																										
Contractor's Certification The undersigned Contractor certifies, to the best of its knowledge, the following: (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment; (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.																											
Contractor: <u>Wolf Paving Co., Inc.</u>																											
Signature: <u></u> Date: <u>07/16/2026</u>																											
Recommended by Engineer	Approved by Owner																										
By: <u></u>	By: _____																										
Title: <u>Project Engineer</u>	Title: _____																										
Date: <u>7/16/26</u>	Date: _____																										
Approved by Funding Agency																											
By: _____	By: _____																										
Title: _____	Title: _____																										
Date: _____	Date: _____																										

Application for Payment No. 3

Contractor Wolf Paving Co., Inc.
1320 Walnut Ridge Drive, Ste. 100
Hartland, WI 53029

Contract For 2025 Road ProgramOwner Town of GeneseeProject No. GENTO 182553Contract Date March 4, 2025Contract Amount \$673,481.60For Period Ending July 16, 2026

Item No.	Item	Unit	Unit Price	CONTRACT		THIS PAYMENT		WORK TO DATE	
				Quantity	Amount	Quantity	Amount	Quantity	Amount
Cliffside Court (Glen Hollow Lane to Terminus; 0.14 mi)									
204.0100	Remove Concrete Driveway	SY	\$28.00	30.00	\$840.00	0.00	\$0.00	48.00	\$1,344.00
305.0500	Reclaimed Asphalt Shoulders (2 FT Wide)	LF	\$1.30	1,500.00	\$1,950.00	0.00	\$0.00	1,331.00	\$1,730.30
455.0600	Tack Coat	SY	\$0.15	2,700.00	\$405.00	0.00	\$0.00	2,608.00	\$391.20
460.5225	HMA Pavement 5 LT 58-28 S (1-1/2")	TN	\$73.00	250.00	\$18,250.00	0.00	\$0.00	237.45	\$17,333.85
465.0105	Leveling (Wedge Layer)	TN	\$73.00	250.00	\$18,250.00	0.00	\$0.00	215.16	\$15,706.68
465.0120	Asphalt Surface for Drives and Approaches	TN	\$120.00	30.00	\$3,600.00	0.00	\$0.00	39.24	\$4,708.80
643.5000	Traffic Control	LS	\$8,932.60	1.00	\$8,932.60	0.00	\$0.00	1.00	\$8,932.60
	Subtotal:			0.00	\$52,227.60		\$0.00	0.00	\$50,147.43
Dendon Court (Brookhill Road to Terminus; 0.16 mi)									
305.0500	Reclaimed Asphalt Shoulders (2 FT Wide)	LF	\$1.30	1,700.00	\$2,210.00	0.00	\$0.00	1,640.00	\$2,132.00
455.0600	Tack Coat	SY	\$0.15	2,900.00	\$435.00	0.00	\$0.00	2,808.00	\$421.20
460.5225	HMA Pavement 5 LT 58-28 S (1-1/2")	TN	\$73.00	275.00	\$20,075.00	0.00	\$0.00	268.26	\$19,582.98
465.0105	Leveling (Wedge Layer)	TN	\$73.00	275.00	\$20,075.00	0.00	\$0.00	239.99	\$17,519.27
465.0120	Asphalt Surface for Drives and Approaches	TN	\$120.00	20.00	\$2,400.00	0.00	\$0.00	14.85	\$1,782.00
520.8700	Culvert Cleaning	LS	\$710.00	1.00	\$710.00	0.00	\$0.00	1.00	\$710.00
643.5000	Traffic Control	LS	\$1,500.00	1.00	\$1,500.00	0.00	\$0.00	1.00	\$1,500.00
	Subtotal:			0.00	\$47,405.00		\$0.00	0.00	\$43,647.45
Glen Hollow Lane (Windcrest Drive to Windcrest Drive; 0.18 mi)									
204.0100	Remove Concrete Driveway	SY	\$31.00	25.00	\$775.00	0.00	\$0.00	15.33	\$475.23
305.0500	Reclaimed Asphalt Shoulders (2 FT Wide)	LF	\$1.40	1,800.00	\$2,520.00	0.00	\$0.00	1,625.00	\$2,275.00
455.0600	Tack Coat	SY	\$0.15	2,775.00	\$416.25	0.00	\$0.00	2,689.00	\$403.35
460.5225	HMA Pavement 5 LT 58-28 S (1-1/2")	TN	\$73.00	260.00	\$18,980.00	0.00	\$0.00	216.37	\$15,795.01
465.0105	Leveling (Wedge Layer)	TN	\$73.00	260.00	\$18,980.00	0.00	\$0.00	214.81	\$15,681.13

Item No.	Item	Unit	Unit Price	CONTRACT		THIS PAYMENT		WORK TO DATE	
				Quantity	Amount	Quantity	Amount	Quantity	Amount
465.0120	Asphalt Surface for Drives and Approaches	TN	\$120.00	20.00	\$2,400.00	0.00	\$0.00	14.98	\$1,797.60
643.5000	Traffic Control	LS	\$850.00	1.00	\$850.00	0.00	\$0.00	1.00	\$850.00
	Subtotal:			0.00	\$44,921.25		\$0.00	0.00	\$37,277.32
Michelle Court (Wills-Barry Drive to Terminus; 0.09 mi)									
305.0500	Reclaimed Asphalt Shoulders (2 FT Wide)	LF	\$1.40	900.00	\$1,260.00	0.00	\$0.00	831.00	\$1,163.40
455.0600	Tack Coat	SY	\$0.15	1,650.00	\$247.50	0.00	\$0.00	1,601.00	\$240.15
460.5225	HMA Pavement 5 LT 58-28 S (1-1/2")	TN	\$73.00	160.00	\$11,680.00	0.00	\$0.00	146.12	\$10,666.76
465.0105	Leveling (Wedge Layer)	TN	\$73.00	160.00	\$11,680.00	0.00	\$0.00	130.23	\$9,506.79
465.0120	Asphalt Surface for Drives and Approaches	TN	\$120.00	20.00	\$2,400.00	0.00	\$0.00	19.06	\$2,287.20
520.8700	Culvert Cleaning	LS	\$710.00	1.00	\$710.00	0.00	\$0.00	1.00	\$710.00
643.5000	Traffic Control	LS	\$300.00	1.00	\$300.00	0.00	\$0.00	1.00	\$300.00
	Subtotal:	0		0.00	\$28,277.50		\$0.00	0.00	\$24,874.30
Roberts Court North (Roberts Road to Terminus; 0.05 mi)									
204.0100	Remove Concrete Driveway	SY	\$25.00	45.00	\$1,125.00	0.00	\$0.00	68.83	\$1,720.75
305.0500	Reclaimed Asphalt Shoulders (2 FT Wide)	LF	\$1.20	500.00	\$600.00	0.00	\$0.00	505.00	\$606.00
455.0600	Tack Coat	SY	\$0.15	1,350.00	\$202.50	0.00	\$0.00	1,235.00	\$185.25
460.5225	HMA Pavement 5 LT 58-28 S (1-1/2")	TN	\$73.00	135.00	\$9,855.00	0.00	\$0.00	128.02	\$9,345.46
465.0105	Leveling (Wedge Layer)	TN	\$73.00	125.00	\$9,125.00	0.00	\$0.00	109.54	\$7,996.42
465.0120	Asphalt Surface for Drives and Approaches	TN	\$120.00	10.00	\$1,200.00	0.00	\$0.00	10.93	\$1,311.60
643.5000	Traffic Control	LS	\$300.00	1.00	\$300.00	0.00	\$0.00	1.00	\$300.00
	Subtotal:	0		0.00	\$22,407.50		\$0.00	0.00	\$21,465.48
Roberts Court South (Roberts Road to Terminus; 0.04 mi)									
204.0100	Remove Concrete Driveway	SY	\$20.00	60.00	\$1,200.00	0.00	\$0.00	32.50	\$650.00
305.0500	Reclaimed Asphalt Shoulders (2 FT Wide)	LF	\$1.50	375.00	\$562.50	0.00	\$0.00	355.00	\$532.50
455.0600	Tack Coat	SY	\$0.15	1,100.00	\$165.00	0.00	\$0.00	1,075.00	\$161.25
460.5225	HMA Pavement 5 LT 58-28 S (1-1/2")	TN	\$73.00	115.00	\$8,395.00	0.00	\$0.00	106.54	\$7,777.42
465.0105	Leveling (Wedge Layer)	TN	\$73.00	115.00	\$8,395.00	0.00	\$0.00	89.05	\$6,500.65
465.0120	Asphalt Surface for Drives and Approaches	TN	\$120.00	10.00	\$1,200.00	0.00	\$0.00	8.41	\$1,009.20
643.5000	Traffic Control	LS	\$300.00	1.00	\$300.00	0.00	\$0.00	1.00	\$300.00
	Subtotal:			0.00	\$20,217.50		\$0.00	0.00	\$16,931.02

Item No.	Item	Unit	Unit Price	CONTRACT		THIS PAYMENT		WORK TO DATE	
				Quantity	Amount	Quantity	Amount	Quantity	Amount
Roberts Road (Terminus West to Terminus East; 0.53 mi)									
204.0100	Remove Concrete Driveway	SY	\$20.00	150.00	\$3,000.00	0.00	\$0.00	189.48	\$3,789.60
305.0500	Reclaimed Asphalt Shoulders (2 FT Wide)	LF	\$1.10	5,550.00	\$6,105.00	0.00	\$0.00	3,884.00	\$4,272.40
455.0600	Tack Coat	SY	\$0.15	8,650.00	\$1,297.50	0.00	\$0.00	9,041.00	\$1,356.15
460.5225	HMA Pavement 5 LT 58-28 S (1-1/2")	TN	\$73.00	780.00	\$56,940.00	0.00	\$0.00	747.64	\$54,577.72
465.0105	Leveling (Wedge Layer)	TN	\$73.00	780.00	\$56,940.00	0.00	\$0.00	636.67	\$46,476.91
465.0120	Asphalt Surface Shoulder	LF	\$5.50	930.00	\$5,115.00	0.00	\$0.00	0.00	\$0.00
465.0120	Asphalt Surface for Drives and Approaches	TN	\$120.00	75.00	\$9,000.00	0.00	\$0.00	81.61	\$9,793.20
520.8700	Culvert Cleaning	LS	\$355.00	2.00	\$710.00	0.00	\$0.00	2.00	\$710.00
643.5000	Traffic Control	LS	\$2,500.00	1.00	\$2,500.00	0.00	\$0.00	1.00	\$2,500.00
	Subtotal:			0.00	\$141,607.50		\$0.00	0.00	\$123,475.98
Short Road (CTH DE to Roberts Road; 0.06 mi)									
204.0100	Remove Concrete Driveway	SY	\$34.00	20.00	\$680.00	0.00	\$0.00	16.61	\$564.74
305.0500	Reclaimed Asphalt Shoulders (2 FT Wide)	LF	\$1.10	600.00	\$660.00	0.00	\$0.00	483.00	\$531.30
330.0100	Mill Existing Pavement (2") and Remove Material	SY	\$15.50	300.00	\$4,650.00	0.00	\$0.00	327.00	\$5,068.50
455.0600	Tack Coat	SY	\$0.15	975.00	\$146.25	0.00	\$0.00	992.00	\$148.80
460.5225	HMA Pavement 5 LT 58-28 S (1-1/2")	TN	\$73.00	105.00	\$7,665.00	0.00	\$0.00	85.28	\$6,225.44
465.0105	Leveling (Wedge Layer)	TN	\$73.00	105.00	\$7,665.00	0.00	\$0.00	57.11	\$4,169.03
465.0120	Asphalt Surface for Drives and Approaches	TN	\$120.00	3.00	\$360.00	0.00	\$0.00	2.11	\$253.20
643.5000	Traffic Control	LS	\$300.00	1.00	\$300.00	0.00	\$0.00	1.00	\$300.00
	Subtotal:			0.00	\$22,128.25		\$0.00	0.00	\$17,261.01
Wills-Barry Drive (Ancestral Drive to Jamon Road; 0.31 mi)									
305.0500	Reclaimed Asphalt Shoulders (2 FT Wide)	LF	\$1.10	3,150.00	\$3,465.00	0.00	\$0.00	2,845.00	\$3,129.50
455.0600	Tack Coat	SY	\$0.15	4,400.00	\$660.00	0.00	\$0.00	4,166.00	\$624.90
460.5225	HMA Pavement 5 LT 58-28 S (1-1/2")	TN	\$73.00	395.00	\$28,835.00	0.00	\$0.00	413.10	\$30,156.30
465.0105	Leveling (Wedge Layer)	TN	\$73.00	395.00	\$28,835.00	0.00	\$0.00	303.13	\$22,128.49
465.0120	Asphalt Surface for Drives and Approaches	TN	\$120.00	40.00	\$4,800.00	0.00	\$0.00	34.10	\$4,092.00
643.5000	Traffic Control	LS	\$2,700.00	1.00	\$2,700.00	0.00	\$0.00	1.00	\$2,700.00
	Subtotal:	0		0.00	\$69,295.00		\$0.00	0.00	\$62,831.19
Windcrest Drive (McFarlane Road to CTH X; 0.92 mi)									
203.0100	Remove Pipe Culverts	EA	\$200.00	1.00	\$200.00	0.00	\$0.00	1.00	\$200.00

Item No.	Item	Unit	Unit Price	CONTRACT		THIS PAYMENT		WORK TO DATE	
				Quantity	Amount	Quantity	Amount	Quantity	Amount
204.0100	Remove Concrete Driveway	SY	\$21.00	150.00	\$3,150.00	0.00	\$0.00	176.14	\$3,698.94
305.0500	Reclaimed Asphalt Shoulders	LF	\$1.20	9,600.00	\$11,520.00	0.00	\$0.00	8,412.00	\$10,094.40
455.0600	Tack Coat	SY	\$0.15	12,950.00	\$1,942.50	0.00	\$0.00	14,041.00	\$2,106.15
460.5225	HMA Pavement 5 LT 58-28 S (1-1/2")	TN	\$73.00	1,250.00	\$91,250.00	0.00	\$0.00	1,221.40	\$89,162.20
465.0105	Leveling (Wedge Layer)	TN	\$73.00	1,250.00	\$91,250.00	0.00	\$0.00	1,190.60	\$86,913.80
465.0120	Asphalt Surface for Drives and Approaches	TN	\$120.00	120.00	\$14,400.00	0.00	\$0.00	129.99	\$15,598.80
520.8700	Culvert Cleaning	LS	\$975.00	1.00	\$975.00	0.00	\$0.00	1.00	\$975.00
521.1217	Apron Endwalls for Pipe Arch Steel 15"x21"	EA	\$202.00	2.00	\$404.00	0.00	\$0.00	2.00	\$404.00
521.6717	15"x21" Corrugated Aluminized Steel Arched Culvert Pipe	LF	\$94.50	45.00	\$4,252.50	0.00	\$0.00	45.00	\$4,252.50
628.2004	Restoration with Matting	SY	\$21.75	30.00	\$652.50	0.00	\$0.00	30.00	\$652.50
643.5000	Traffic Control	LS	\$5,000.00	1.00	\$5,000.00	0.00	\$0.00	1.00	\$5,000.00
	Subtotal:			0.00	\$224,996.50		\$0.00	0.00	\$219,058.29
SUBTOTAL, CONTRACT WORK					\$673,481.60		\$0.00		\$616,969.47
OVERALL TOTAL					\$673,481.60		\$0.00		\$616,969.47

CONTRACT SUMMARY

ORIGINAL CONTRACT SUM: \$673,481.60
NET CHANGE BY CHANGE ORDER: \$ -
REVISED CONTRACT SUM TO DATE: \$ 673,481.60

TOTAL WORK COMPLETED: \$616,969.47
NEW RETAINAGE (5% ON 1ST HALF OF WORK COMPLETED) \$ 16,837.04
RETAINAGE TO BE PAID: \$ 16,837.04
FUNDS TO BE RETAINED: \$ -

TOTAL PREVIOUS PAYMENTS TO CONTRACTOR:	\$ 600,132.43
TOTAL PAYMENTS TO CONTRACTOR THIS INVOICE:	\$ 16,837.04
TOTAL PAYMENTS TO CONTRACTOR TO DATE:	\$ 616,969.47

TOTAL EARNED LESS RETAINAGE: \$ 616,969.47
LESS PREVIOUS APPROVALS FOR PAYMENT: \$ 600,132.43
CURRENT PAYMENT APPROVED (PAYMENT OF RETAINAGE): \$ 16,837.04



Building a Better World
for All of Us®

July 29, 2026

RE: 2026 Road Program - Road Rehab.
Town of Genesee
Application for Payment No. 2
SEH No. GENTO 189431 73.00

Meri Majeskie - Town Clerk
Town of Genesee
S43 W31391 Highway 83
PO Box 242
Genesee Depot, WI 53127

Dear Meri:

In accordance with Section 01 29 10 of the contract for the 2026 Road Program – Road Rehabilitation, we submit our recommendation for Application for Payment No. 2 for processing by the Town of Genesee.

Per the enclosed spreadsheet, Payne & Dolan, Inc. has earned \$333,649.93 through the second work period ending July 20, 2026. Work completed in this work period includes all remaining contract work since the last pay period on June 1, 2026. All project quantities have been discussed and agreed upon with the Contractor.

We recommend that the Town makes a payment to Payne & Dolan, Inc. for the work completed, as described above. No additional funds shall be retained. Accordingly, we recommend the Town makes a payment in the amount of \$118,112.99.

Following your review of the above, please advise if there are any questions.

Sincerely,

Ole Hanson, PE
Project Engineer

Enclosure: Pay Application No. 2

C: Jeff Gryzkewicz, Town of Genesee
Robert Malzahn, SEH
Mackenzie Barnes, Payne & Dolan, Inc.
Tyler Winter, Payne & Dolan, Inc.

40-57331-831
mm

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., N19 W24133 Riverwood Drive, Suite 160 Waukesha, WI 53188

SEH is 100% employee-owned | sehinc.com | 262.646.6855 | 888.908.8166 fax

Contractor's Application for Payment

Owner: <u>Town of Genesee</u>	Owner's Project No.: _____
Engineer: <u>Short Elliott Hendrickson Inc.</u>	Engineer's Project No.: <u>189631</u>
Contractor: <u>Payne & Dolan, Inc.</u>	Contractor's Project No.: _____
Project: <u>2026 Road Rehabilitation</u>	
Contract: _____	

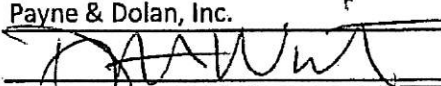
Application No.: <u>2</u>	Application Date: <u>7/20/2026</u>
Application Period: <u>From</u> <u>6/1/2026</u> <u>to</u> <u>7/20/2026</u>	

1. Original Contract Price	\$	387,377.25
2. Net change by Change Orders	\$	-
3. Current Contract Price (Line 1 + Line 2)	\$	387,377.25
4. Total Work completed and materials stored to date	\$	333,649.93
5. Retainage		
a. <u>5%</u> X <u>\$ 193,688.63</u> (1st Half) Work Completed	\$	9,684.43
b. _____ X <u>\$ -</u> Stored Materials	\$	-
c. Total Retainage (Line 5.a + Line 5.b)	\$	9,684.43
6. Amount eligible to date (Line 4 - Line 5.c)	\$	323,965.50
7. Less previous payments (Line 6 from prior application)	\$	205,852.51
8. Amount due this application	\$	118,112.99
9. Balance to finish (Line 3 - Line 4)	\$	63,411.75

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

- (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
- (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and
- (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: Payne & Dolan, Inc.**Signature:** **Date:** 7/29/26**Recommended by Engineer**

By: 
Title: Project Engineer
Date: 7/20/2026

Approved by Owner

By: _____
Title: _____
Date: _____

Approved by Funding Agency

By: _____
Title: _____
Date: _____

By: _____
Title: _____
Date: _____



INVOICE

TO: Town of Genesee

DATE: July 29th, 2026

PROJECT MANAGER: Mackenzie Barnes

CUSTOMER #: Town of Genesee

INVOICE #: 2-130378

JOB NAME: Town of Genesee 2026 Road

For furnishing the necessary labor, materials and equipment to complete the above named project as follows:

Total invoice #2 \$118,112.99

TOTAL AMOUNT DUE THIS INVOICE

\$118,112.99

*If you have any questions or concerns on this invoice, please contact : Mackenzie Barnes
Thank you. 262-933-3953*

Remit To: P.O. Box 781 - Waukesha, WI 53187-0781
262-524-1700 - FAX 262-524-1845

INVOICE DUE NET UPON RECEIPT

Payment fraud is on the rise! Please verify any payment instructions you receive from us (new or revised) by calling us at (262) 524-1700 and asking to speak to our accounts receivable department.

Owner Town of Genesee

Application for Payment No. 2

Project No. GENTO189431

Contractor Payne & Dolan, Inc.
N3W23650 Badinger Rd.
Waukesha, WI 53188

Contract Date April 15, 2026Contract Amount \$387,377.25Contract For 2026 Road ProgramFor Period Ending July 20, 2026

Item No.	Item	Unit	Unit Price	CONTRACT		THIS PAYMENT		WORK TO DATE	
				Quantity	Amount	Quantity	Amount	Quantity	Amount
Morris Road (0.3 mi East of CTH C to Sutton Ridge CT; 0.3mi)									
305.0500	Reclaimed Asphalt Shoulders (2-Foot Width)	LF	\$1.36	3,200.00	\$4,352.00	0.0	\$0.00	3,106.0	\$4,224.16
330.0100	Mill Existing Pavement and Shoulder (2") and Remove Material	SY	\$2.15	4,350.00	\$9,352.50	0.0	\$0.00	4,140.0	\$8,901.00
455.0600	Tack Coat	SY	\$0.16	3,600.00	\$576.00	0.0	\$0.00	3,457.0	\$553.12
460.5225	HMA Pavement 5 LT 58-28 S (2")	TN	\$63.42	450.00	\$28,539.00	0.0	\$0.00	446.4	\$28,311.96
643.5000	Traffic Control	LS	\$235.00	1.00	\$235.00	0.0	\$0.00	1.0	\$235.00
Subtotal Morris Road:					\$43,054.50		\$0.00		\$42,225.24
Billings Court (Drumlin Dr to Terminus; 0.19 mi)									
305.0500	Reclaimed Asphalt Shoulders (2 FT Wide)	LF	\$2.11	1,800.00	\$3,798.00	0.0	\$0.00	1,992.0	\$4,203.12
455.0600	Tack Coat	SY	\$0.23	2,950.00	\$678.50	0.0	\$0.00	2,902.0	\$667.46
460.5225	HMA Pavement 5 LT 58-28 S (1-1/2")	TN	\$67.95	300.00	\$20,385.00	0.0	\$0.00	213.9	\$14,535.86
465.0105	Leveling (Wedge Layer)	TN	\$67.95	300.00	\$20,385.00	0.0	\$0.00	220.0	\$14,949.00
465.0120	Asphalt Surface for Drives and Approaches	TN	\$67.95	15.00	\$1,019.25	0.0	\$0.00	15.0	\$1,019.25
643.5000	Traffic Control	LS	\$235.00	1.00	\$235.00	0.0	\$0.00	1.0	\$235.00
Subtotal Billings Road:					\$46,500.75		\$0.00		\$35,609.69
Sleepy Hollow Court (Drumlin Dr to Terminus; 0.17 mi)									
305.0500	Reclaimed Asphalt Shoulders (2 FT Wide)	LF	\$2.11	1,800.00	\$3,798.00	0.0	\$0.00	1,754.0	\$3,700.94
455.0600	Tack Coat	SY	\$0.23	2,650.00	\$609.50	0.0	\$0.00	2,690.0	\$618.70
460.5225	HMA Pavement 5 LT 58-28 S (1-1/2")	TN	\$70.55	270.00	\$19,048.50	0.0	\$0.00	207.4	\$14,634.19
465.0105	Leveling (Wedge Layer)	TN	\$70.55	270.00	\$19,048.50	0.0	\$0.00	212.0	\$14,956.60
465.0120	Asphalt Surface for Drives and Approaches	TN	\$70.55	15.00	\$1,058.25	0.0	\$0.00	6.0	\$423.30
643.5000	Traffic Control	LS	\$235.00	1.00	\$235.00	0.0	\$0.00	1.0	\$235.00
Subtotal Sleepy Hollow Court:					\$43,797.75		\$0.00		\$34,568.73

Item No.	Item	Unit	Unit Price	CONTRACT		THIS PAYMENT		WORK TO DATE	
				Quantity	Amount	Quantity	Amount	Quantity	Amount
Deerpark Drive (Town Limit to Oaklawn Dr; 0.46 mi)									
204.0100	Remove Concrete Driveway	SY	\$30.00	60.00	\$1,800.00	0.0	\$0.00	60.8	\$1,824.00
305.0500	Reclaimed Asphalt Shoulders (2 FT Wide)	LF	\$1.40	4,800.00	\$6,720.00	4,469.0	\$6,256.60	4,469.0	\$6,256.60
455.0600	Tack Coat	SY	\$0.23	6,550.00	\$1,506.50	0.0	\$0.00	6,810.0	\$1,566.30
460.5225	HMA Pavement 5 LT 58-28 S (1-1/2")	TN	\$65.60	590.00	\$38,704.00	0.0	\$0.00	538.6	\$35,334.78
465.0105	Leveling (Wedge Layer)	TN	\$65.60	590.00	\$38,704.00	0.0	\$0.00	539.1	\$35,363.65
465.0120	Asphalt Surface for Drives and Approaches	TN	\$65.60	30.00	\$1,968.00	0.0	\$0.00	14.0	\$918.40
643.5000	Traffic Control	LS	\$235.00	1.00	\$235.00	0.0	\$0.00	1.0	\$235.00
	Subtotal Deerpark Drive:			0.00	\$89,637.50		\$6,256.60	0.0	\$81,498.73
Deerpark Court (Deerpark Drive to Terminus; 0.13 mi)									
305.0500	Reclaimed Asphalt Shoulders (2 FT Wide)	LF	\$2.03	1,300.00	\$2,639.00	1,337.0	\$2,714.11	1,337.0	\$2,714.11
455.0600	Tack Coat	SY	\$0.23	2,350.00	\$540.50	0.0	\$0.00	2,270.0	\$522.10
460.5225	HMA Pavement 5 LT 58-28 S (1-1/2")	TN	\$69.80	245.00	\$17,101.00	0.0	\$0.00	175.4	\$12,240.83
465.0105	Leveling (Wedge Layer)	TN	\$69.80	245.00	\$17,101.00	0.0	\$0.00	194.4	\$13,567.03
465.0120	Asphalt Surface for Drives and Approaches	TN	\$69.80	20.00	\$1,396.00	0.0	\$0.00	19.0	\$1,326.20
643.5000	Traffic Control	LS	\$235.00	1.00	\$235.00	0.0	\$0.00	1.0	\$235.00
	Subtotal Deerpark Court:				\$39,012.50		\$2,714.11		\$30,605.26
Oaklawn Drive (Deerpark Drive to Terminus; 0.20 mi)									
204.0100	Remove Concrete Driveway	SY	\$30.00	40.00	\$1,200.00	14.0	\$420.11	14.0	\$420.11
305.0500	Reclaimed Asphalt Shoulders (2 FT Wide)	LF	\$1.93	2,000.00	\$3,860.00	1,890.0	\$3,647.70	1,890.0	\$3,647.70
455.0600	Tack Coat	SY	\$0.23	3,200.00	\$736.00	3,086.0	\$709.78	3,086.0	\$709.78
460.5225	HMA Pavement 5 LT 58-28 S (1-1/2")	TN	\$67.70	315.00	\$21,325.50	244.8	\$16,575.67	244.8	\$16,575.67
465.0105	Leveling (Wedge Layer)	TN	\$67.70	315.00	\$21,325.50	254.9	\$17,256.73	254.9	\$17,256.73
465.0120	Asphalt Surface for Drives and Approaches	TN	\$67.70	25.00	\$1,692.50	20.0	\$1,354.00	20.0	\$1,354.00
643.5000	Traffic Control	LS	\$235.00	1.00	\$235.00	1.0	\$235.00	1.0	\$235.00
	Subtotal Oaklawn Drive:				\$50,374.50		\$40,198.99		\$40,198.99
Edwards Drive (Oaklawn Drive to Connemara Drive; 0.19 mi)									
305.0500	Reclaimed Asphalt Shoulders (2 FT Wide)	LF	\$1.93	2,000.00	\$3,860.00	1,973.0	\$3,807.89	1,973.0	\$3,807.89
455.0600	Tack Coat	SY	\$0.23	2,850.00	\$655.50	2,766.0	\$636.18	2,766.0	\$636.18
460.5225	HMA Pavement 5 LT 58-28 S (1-1/2")	TN	\$67.05	285.00	\$19,109.25	221.7	\$14,864.31	221.7	\$14,864.31
465.0105	Leveling (Wedge Layer)	TN	\$67.05	285.00	\$19,109.25	227.0	\$15,220.35	227.0	\$15,220.35

Item No.	Item	Unit	Unit Price	CONTRACT		THIS PAYMENT		WORK TO DATE	
				Quantity	Amount	Quantity	Amount	Quantity	Amount
465.0120	Asphalt Surface for Drives and Approaches	TN	\$67.05	15.00	\$1,005.75	12.0	\$804.60	12.0	\$804.60
643.5000	Traffic Control	LS	\$235.00	1.00	\$235.00	1.0	\$235.00	1.0	\$235.00
	Subtotal Edwards Drive:				\$43,974.75		\$35,568.33		\$35,568.33
Miscellaneous Road Patching									
330.0100	Mill Existing Pavement and Shoulder and Remove Material (4")	SY	\$14.20	400.00	\$5,680.00	591.2	\$8,395.36	591.2	\$8,395.36
460.5225	HMA Pavement 5 LT 58-28 S (4")	TN	\$122.50	100.00	\$12,250.00	108.2	\$13,249.60	108.2	\$13,249.60
	Subtotal Miscellaneous Road Patching:				\$17,930.00		\$21,644.96		\$21,644.96
SUBTOTAL BASE BID					\$374,282.25		\$106,382.99		\$321,919.93

Alternate No. 1 - Jarmon Road Speed Table									
330.0100	Mill Existing Pavement and Remove Material (4")	SY	\$30.00	90.00	\$2,700.00	69.3	\$2,080.00	69.3	\$2,080.00
460.5225	HMA Pavement 5 LT 58-28 S	TN	\$149.00	40.00	\$5,960.00	35.0	\$5,215.00	35.0	\$5,215.00
643.5000	Traffic Control	LS	\$235.00	1.00	\$235.00	1.0	\$235.00	1.0	\$235.00
646.7105	Pavement Marking Epoxy 12-Inch White Specialty	LF	\$70.00	60.00	\$4,200.00	60.0	\$4,200.00	60.0	\$4,200.00
	Subtotal Alternate No. 1:				\$13,095.00		\$11,730.00		\$11,730.00
TOTAL					\$387,377.25		\$118,112.99		\$333,649.93

CONTRACT SUMMARY

ORIGINAL CONTRACT SUM: \$387,377.25
NET CHANGE BY CHANGE ORDER: \$ -
REVISED CONTRACT SUM TO DATE: \$ 387,377.25

TOTAL WORK COMPLETED: \$333,649.93
NEW RETAINAGE (5% ON 1ST HALF OF WORK COMPLETED) \$ 9,684.43
RETAINAGE TO BE PAID: \$ -
FUNDS TO BE RETAINED: \$ 9,684.43

TOTAL EARNED LESS RETAINAGE: \$323,965.50
LESS PREVIOUS APPROVALS FOR PAYMENT: \$ 205,852.51
CURRENT PAYMENT APPROVED (PAYMENT OF RETAINAGE): \$ 118,112.99

TOTAL PREVIOUS PAYMENTS TO CONTRACTOR:	\$ 205,852.51
TOTAL PAYMENTS TO CONTRACTOR THIS INVOICE:	\$ 118,112.99
TOTAL PAYMENTS TO CONTRACTOR TO DATE:	\$ 323,965.50

**TOWN OF GENESEE
REGULAR TOWN BOARD MEETING
JULY 13, 2026
6:00 P.M.**

Chairman Tesch called the meeting to order at 6:00 p.m. Present were Chairman Tesch, Town Board Supervisors Morris, Braun, Yatzeck and Reece. Also present were Administrator Herrmann, Public Works Superintendent Gryzkewicz, and Clerk – Treasurer Majeskie.

Pledge of Allegiance

The Pledge was said.

Public Comment

At this time residents can address the Town Board on one or more topics for up to 3 minutes with time extensions at the Town Chairman's discretion. In connection with non-agenda items, no action will be taken except for possible referrals to individuals. No comments will be received at this time for matters that will be or have been the subject of a public hearing. The proper time for such comments are during the public hearing. This agenda item is limited to a total of 30 minutes, and speakers are heard in the order they sign up, if time is available.

Jeff Schmittinger S47W33727 Fox Hollow Dr. Schmittinger talked about the need to reduce the deer population. His family was involved in two car accidents involving deer.

Reports -

Clerk Treasurer Majeskie -

Discussion/Action – Bills to be presented

Braun made a motion to approve the bills, seconded by Morris. The motion passes unanimously.

Department of Public Works – Jeff Gryzkewicz

Discussion/Action - Report

No discussion

Discussion/Action – Purchase of new equipment trailer for DPW

Gryzkewicz explained the need and the costs for a new trailer. He wants to pay for it with money in the 2026 budget. Discussion. Morris made a motion to approve the purchase of the new trailer, seconded by Braun. The motion passed unanimously.

A Lieutenant from the Sheriff's department stopped in, Yatzeck asked about the ebikes. There is a new ordinance that they are not allowed on County trails. The board also asked if he has seen more Deer accidents then normal, not that he was aware of. Clerk – Treasurer Majeskie asked if they could increase patrols on Jarmon Road and Depot Road there has been complaints of speeding.

Discussion – Search for new DPW employee

The Board was notified that Gryzkewicz will be stepping down as Public Works Superintendent as soon as a replacement can be hired. Gryzkewicz will be taking the open DPW worker position. We will be looking for a new Superintendent.

Discussion/Action – Use of new concession stand and rental fees

Chairman Tesch wants to open the new concession stand up for rentals. He thinks that we would need to get a refrigerator for that space. There is no stove. There are 5 picnic tables outside. It should accommodate approx. 30 people. The Board would like to charge 75% of the other shelter rental costs. \$75.00 for a resident \$105.00 for a non-resident plus a \$250.00 security deposit. The maximum capacity would need to be determined. Reece made a motion to rent out the shelter, seconded by Yatzeck. The motion passed unanimously.

Fire Board Update – Tony Reece

Steve Michael, City of Delafield was voted in as president, Gene Mayernick, Village of Wales was voted in as Vice President, and Stacy Nelson was voted in as Treasurer. The next meeting will be on Wednesday July 15 at 5:00 p.m. at station 41.

Discussion/Action – Allow alcohol to be consumed in the depot from Vittles and Vine to Crossings Community Church, both sides of the road for Depot Daze July 18, 2026 from 10-3 p.m.

Morris made a motion to approve alcohol to be consumed in the depot, seconded by Yatzeck. The motion passed unanimously.

Discussion/Action- Ordinance 26-4 To repeal section 356-7 (D) License Quotas of chapter 356 of the Town of Genesee code of Ordinances regulating Alcohol license quotas in the Town of Genesee.

Yatzeck made a motion to approve Ordinance 26-4, seconded by Yatzeck. The motion passed unanimously.

Discussion/Action - Ordinance 26-5 to repeal and recreate chapter 427 of the Town of Genesee Code of Ordinances for Parks and Recreation in the Town of Genesee.

Yatzeck made a motion to approve Ordinance 26-5 with the correction of hours of operation should be #3 not #2, seconded by Braun. The motion passed unanimously.

Discussion/Action - Staff attendance at Compressive Plan update meetings.

Herrmann asked if the Board wants the Planner or the Administrator to attend the meetings. They wanted the Planner to start then the Administrator would be available if decisions need to be made. They also discussed the Planner and Administrator hours were not budgeted for.

Discussion/Action – Contract for MSA for 2050 Compressive Plan Update.

This was postponed.

Discussion/Action – Update on Cardinal Court

Herrmann got a call that the septic area on lots 1 & 2 were disturbed. Someone removed the topsoil from the septic sites, which could render them non usable for septic areas. The County is aware of this. The contractor is going back out and do another septic test.

Discussion/Action – Streaming of Town Board meetings

Yatzeck wanted to bring the idea of streaming meetings to the Board. Braun said this was discussed in the past and with all the requirements involved, and not enough of a demand for it, it is worth doing? Tesch wanted to know the costs and the ADA requirements including subtitling, also do we need new equipment?

Discussion/ Action – Approval of Minutes for the Liquor License Hearing of 6-8-2026, Regular Town Board meeting 6-8-2026, Special Town Board meeting 6-8-2026, Special Town Board

Meeting at 3:55 p.m. 6-10-2026, Special Town Board Meeting 4:00 p.m. 6-10-2026, Special Town Board Meeting 6-25-2026.

Morris made a motion to approve all the minutes with the change to 6-8-2026 regular Town Board meeting under Fedak solar, Braun made the motion, seconded by Braun. The motion passed unanimously.

Discussion/Action – Operators permits

Morris made a motion to approve Jenna Bathke for In Cahoots and Courtney Brown for Wern Valley, seconded by Braun. The motion passed unanimously.

Discussion/Action – Correspondence

None.

Chairman Tesch read the closed session. Braun made a motion to go into closed session, seconded by Yatzeck. Roll call vote Supervisor Morris aye, Supervisor Reece aye, Chairman Tesch aye, Supervisor Yatzeck aye and Reece aye. The motion passed unanimously. The Board went into closed session at 6:56 p.m.

CLOSED SESSION

The Town Board will enter, by roll call vote, into a Closed Session pursuant to State Statute 19.85 (1) (c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body had jurisdiction or exercises responsibility, (Wages, Health Insurance contributions and benefits for all Town Employees)

Braun made a motion to go into closed session, seconded by Morris. Roll call vote Supervisor Morris aye, Supervisor Braun aye, Chairman Tesch aye, Supervisor Yatzeck aye and Reece aye. The motion passed unanimously. The Board went into open session at 7:45 p.m.

Discussion/Action- following closed sessions, the Town Board may convene into open session and may take such action as it deems appropriate regarding the matter discussed in closed session

No action taken

Adjourn

Morris made a motion to adjourn, seconded by Reece. The motion passed unanimously. The meeting was adjourned at 7:46

Respectfully submitted,

Meri Majeskie, WCMC
Town Clerk Treasurer

TOWN OF GENESEE
SPECIAL TOWN BOARD MINUTES
July 22, 2026
8:00 A.M.

Chairman Tesch called the meeting to order at 8:00 a.m. Present were Chairman Tesch, Town Board Supervisors Morris, Reece. Supervisor Yatzeck joined by phone and Supervisor Braun was absent. Also present was Clerk-Treasurer Majeskie.

Discussion/Action – Consider and act on position for the Department of Public Works

The Board discussed the position and how to fill it. Morris made a motion to approve Looking into hiring a head hunter to fill the position of Public Works Superintendent. The Current Superintendent requested to step down and be a public works worker he will take a cut in pay. The Board is also in favor looking into part time snow plow drivers for extra help during long snow falls or regular workers being sick or injured.

Discussion/Action – Contract for Comprehensive land use plan update.

This was postponed.

Adjourn

Morris made a motion to adjourn, seconded by Reece. The motion passed 4-0

Respectfully submitted,

Meri Majeskie WCMC
Clerk Treasurer