

TOWN OF OSBORN

2021

ANNUAL REPORT



TOWN CONTACTS

Town meetings held the 2nd Monday. (Please verify with town clerk on time and date as it may change)

Chairman	Al Timm	N6989 Ranch Rd	920-360-0671
Supervisor	Dennis Hoffman	N5107 Cty Rd C	920-450-4548
Supervisor	Keith Lorenz	N6802 Ranch Rd	920-450-2005
Clerk	Darlene Schultz	N6362 Ballard Rd	920-833-2942
Treasurer	Kayla Liebergen	N7003 Ranch Rd	920-370-5255
Assessor	Sally Brunner	2245 Sunnybrook Dr Green Bay	920-619-8843

Building Inspector	Paul Hermes		920-858-0102
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Extra Territorial Committee	Warren Barclay Al Timm Glen Schaumberg		
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Fire Chief	Gregory Brown		920-676-6656
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First Responder Director	Gregory Brown		920-676-6656
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Plan Commission	Brenda Fritsch Mary Klass Carl Schaumberg Angela Hoffman Al Timm		
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Garbage	Lakeshore Recycle Services		1-888-759-0501 920-759-0501
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Recycling	Lakeshore Recycle Services		1-888-759-0501 920-759-0501
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	Outagamie County Recycling www.recyclingmore.outagamie.org		920-832-5277
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DATES TO REMEMBER

ANNUAL MEETING

Wednesday, April 20th at 8:00 pm

ELECTION DATES

April 5, 2022 August 9, 2022 November 8, 2022

TIRE DROP OFF

Saturday, September 17th, 9:00 a.m. – 11:00 a.m. at the Osborn Town Hall

TOWN BOARD MEETING

2nd Monday – Please call to verify time or view “Notices” on the town website www.townofosborn.com and at the town hall, W3389 County RD EE.

TAX COLLECTION

Second installments are due July 31st. A postcard is sent by the county. Second installments cannot be accepted by the town treasurer.

GARBAGE

Pickup is every Monday. Please have the cart set out by 5:00 a.m.

RECYCLING

Pickup is every other Monday. Dates are listed on the town website www.townofosborn.com or <https://www.recyclenoreoutagamie.org/residential-recycling/pick-up-calendar/>

OPEN BOOK

May 14th, 2022, from 8:30 to 10:30 p.m. at the Osborn Town Hall. The assessor will be present.

BOARD OF REVIEW

May 31st, 2022, from 5:30 to 7:30 p.m. at the Osborn Town Hall.

Town of Osborn Annual Meeting

Wednesday, April 21st, 2021

Osborn Town Hall

The meeting started with incoming Chairman, Al Timm presenting outgoing Chairman Harlan Volkman with a plaque. Harlan served the community 25 years on the Osborn Town Board. Thank you, Harlan, for your many years of service. Al also thanked the outgoing board members, Treasurer Ann-Marie Karweick and Supervisor Greg Schultz. Also, the custodian Shari Volkman retired. Thank you again to all outgoing members and retirement of Harlan and Shari Volkman.

The meeting was called to order at 8:00 pm by Chairman, Harlan Volkman. Present at the meeting was 17 residents, 5 guests and 4 board members.

The meeting started with the Pledge of Allegiance and a moment of silence.

Harlan Volkman introduced the new town board which includes, Al Timm as Chairman, Dennis Hoffman as Supervisor, Keith Lorenz as Supervisor and Kayla Liebergen as Treasurer.

Ed Miller made the motion to dispense from the 2020 Annual Meeting minutes and approve as printed. Brad Johnson seconded. Carried.

Brad Johnson made a motion to approve the Financial Report as printed. Warren Barclay seconded. Carried.

Chief Greg Brown announced that there are 3 new First Responders that will be starting. He had some good news to share that the defibrillators will not need to be replaced at this time. An update can be received so they can stay in service. He also thanked Tom Diedrick, Ron Melchert and Alex VanBoxel for their many years of service on the Fire Department.

Reminder for all residents to check their dehumidifiers for recalls and check smoke detectors. The smoke detectors have an expiration date of 10 years.

Plan Commission member, Carl Schaumberg indicated that they did not meet in 2020, but will be meeting in 2021 to discuss updating the Comprehensive Plan.

Duck Creek Drainage member, Al Kramer talked about the policy that is being worked on for property going from Agriculture use to Residential. For information on the Duck Creek Drainage or meeting minutes they can be found on the Outagamie County website under Land Conservation.

Roads - starting soon is the French/Kropp Rd intersection reconstruction. Changes are being made to help with visibility. The project work is to be completed by Outagamie County Highway Department. Turnout for the mail carrier is being done on Culbertson from Highway C to the Town of Oneida line and on Ranch Rd from Highway 54 to the Town of Oneida line.

As of January 1st the town contracted with Orion Waste Solutions for garbage pickup. This is the same company that does the recycling pick up.

The town has made purchases this year of a generator for the town hall. The town also received a grant where computers, Ipads, office chairs, PPE for the Fire Department and COVID type items for elections were purchased.

Thank you to Greg Schultz for completing the Route to Recovery Grant.

Warren Barclay made a motion to set the 2022 Annual Meeting for Wednesday, April 20th at 8:00 pm. Seconded by Carl Schaumberg. Carried.

Louis Baumgartner made a motion at 8:47 pm to adjourn. Melissa Maass seconded. Carried.

Respectfully submitted,
Darlene Schultz
Osborn Town Clerk

FINANCIAL REPORT
of the
TOWN OF OSBORN
Outagamie County - Wisconsin
YEAR 2021

INCOME

Fire Call Reimbursements	\$ 500.00
Personal Property Aid	329.18
2% Dues	4,866.71
Computer State Aid	24.94
General Transportation Aid	73,032.12
Managed Forest Land	107.20
Shared Revenue	19,183.79
Video Service Payment from State	216.98
Building Permits	5,955.00
Firework Permits	50.00
Franchise Fee	520.03
Liquor and Operator License	695.00
Title Searches	200.00
Fire Department Service Award Reimbursement	6,940.00
Environment Impact Fee	70,793.00
Other Misc. Revenue	1,486.95
Town Hall Rental	3,500.00
Fire Department Reimbursement Saving Account	5,000.00
Culvert Permits	125.00
Park Fee	900.00
Utility Permits	100.00
County Sales Tax	26,754.00
August Settlement	77,465.80
Dog Licenses	201.00
Real Estate Taxes	1,367,766.72
Interest for Checking Account	250.84
TOTAL INCOME	\$1,666,964.26

EXPENSES

Assessor	7,551.21
Board - Expenses and Wages	20,683.19
Clerk - Expenses and wages	25,740.58
Elections	2,986.01
Insurance	946.00
Legal Fees	1,036.00
Town Hall	45,260.92
Treasurer - Expenses and Wages	8,997.92
FICA	904.93
Addresses	60.00
Ambulance	10,500.00
Building Inspector	4,048.00
2% Dues Paid to Fire Department	4,866.71
Fire Inspections	387.00
Fire Department Assessment	33,241.33
Service Award Program and FD Supplies	6,940.00
Fire Calls	2,000.00
First Responders Assessment	2,956.14
Garbage Collection	45,953.29
Road Construction	255,851.28
Road Maintenance	149,223.93
Weed and Brush Control	19,188.38
Winter Maintenance	15,310.48
County Tax Settlements	319,764.55
Dog Licenses	193.00
Fox Valley Technical College	77,701.03
Freedom School District	41,171.19
Managed Forest Land	42.88
Seymour School District	690,456.29
Tax Refunds	444.84
TOTAL EXPENSES	\$1,794,407.08

Beginning Checkbook Balance	357,389.94
Income	1,666,964.26
Expenses	(1,794,407.08)
Ending Checkbook Balance	\$ 229,947.12

Nicolet Bank - Tax Account	702,816.09
Fox Communities Credit Union	257,701.90
East Wisconsin - CD	258,960.85
BankFirst - CD	93,354.58
BankFirst - Money Market	389,246.99
Fox Communities Credit Union-ARPA	65,876.18

Osborn Fire Department Checkbook

Beginning Balance	2,542.67
Withdrawals	(200.00)
Deposits	647.00
Ending Balance	\$ 2,989.67

First Responder Checkbook

Beginning Balance	366.97
Withdrawal	366.97
Income	-
Ending Balance	-

Respectfully submitted by the Osborn Town Board Audit:

Al Timm, Chairman; Dennis Hoffman, Supervisor;
 Keith Lorenz, Supervisor; Kayla Liebergen, Treasurer;
 Darlene Schultz, Clerk

Detailed records are on file with Town Clerk

TOWN NOTICES

Removing Snow from Driveways

As a reminder pushing snow onto or across roads from private driveways can cause accidents, death and/or municipal snow plow damage and is prohibited by **Wisconsin Law** Statutes 86.01, 86.07, 346.94, and/or 941.03.

ATV/UTV

The Town of Osborn has opened all town roads to ATV/UTV traffic. The Town of Osborn reserves the right to close or modify routes at any time. The following roads are designated as routes:

- A. All "Town" roads within the Town of Osborn
- B. No "County" or "State" highway are ATV/UTV routes

As a condition for use of this route, the following conditions shall apply to all operators and passengers:

- A. All ATV/UTV operators shall observe posted roadway speed limits.
- B. All ATV/UTV operators shall ride single file.
- C. All ATV/UTV operators shall observe all laws of this state pertaining to their use
- D. ATV/UTV operators **cannot** ride on any route from midnight to 5:00 am, unless they are engaged in snow plowing.
- E. All ATVs/UTVs must operate with fully functional headlamps, tail lamps, and brake lights.
- F. All ATVs/UTVs shall be equipped, maintained, and operated to prevent excessive or unusual noise. No person shall operate an ATV/UTV on an ATV/UTV route unless the vehicle is equipped with a muffler or other effective noise-suppressing system in good working and in constant operation.

This is only a summary of the ATV/UTV Ordinance. Please go to the town website to view the complete ordinance.

Siting Mailboxes

Locating mailboxes along the roadside is complicated by many factors including snow removal. The county has the following requirements per their Ordinance:

- It must be back a sufficient distance so that no portion of the mailbox extends over the traveled portion of the highway or the outside edge of the shoulder
- The bottom of the mailbox must be a minimum 42 inches to a maximum of 48 inches from the roadway
- A mailbox must be constructed of light sheet metal, plastic, or a similar material.
- A mailbox support structure must be designed to break off or move out of the way if struck by a vehicle. No support may extend more than 24 inches into the ground, be placed in concrete, or fitted with an anchor plate.
- Repairs / Replacement. In the event a mailbox is damaged during snow removal activities, the Outagamie County Department will repair or replace properly placed mailbox if and only if it was actually hit by Outagamie County equipment. If the snow coming off the plow or wing does the damage, there will be no repair or replacement by Outagamie County. The Patrol Superintendent that reviews the damaged mailbox will make the sole determination as to whether the damage was caused by Outagamie County Highway Department equipment or by the snow. His decision is final. Any replacement done by the Outagamie County Highway Department will be with a standard metal mailbox. No other allowance will be made for the more decorative, costly mailboxes. No other reimbursement will be made.

If you would like a copy of the Ordinance in its entirety, please contact the Town Clerk or Outagamie County Highway Department.

Upgrading/Replacing Playground Equipment

The Town Board is looking to replace and upgrade the current playground as the current set is in need of repair. They would like to have your ideas and suggestions before going forward with this project.

Once the playground is purchased, they are going to be looking for volunteers to assist with the construction. Please contact any town board member with information you may have or if you would be interested in helping.

Plaque

The stone in front of the town hall is set up to have a plaque attached. The idea was to have a picture of the original town hall, which was located on the corner of French and Blohm Road with the date it was built. If anyone would have information on when it was built or pictures of it, please contact a board member. The board does have one picture, but was looking to see if there are any other ones available. They are also open to other ideas if the information would be unavailable.

Garbage/Recycling Contractor Name Change

The town currently contracts with Orion for garbage and recycling curbside pickup. Orion recently has been bought out by Lakeshore Recycle Services. No changes have been made but eventually the new name will be placed on the trucks.

DOG LICENSES

Dog licenses can be purchased through the treasurer. Send a self-addressed stamped envelope along with payment (\$5.00 per spayed/neutered dog and \$8.00 non-spayed/neutered dog) to the treasurer. Please include a copy of rabies vaccination certificate so on-line records can be kept up-to-date and license can be issued. Checks should be made out to the Town of Osborn. Please include your phone number in case more information is needed to issue the license.

TOWN HALL RENTAL

If interested in renting the town hall, please contact Darlene Schultz at 833-2942 to reserve your date. Rental fee is \$100 per day. Renter has to be a person owning property in the Town of Osborn. Availability can be found on the town website calendar or by calling 833-2942.

TOWN WEBSITE

If you have any ideas or suggestions on additional information that you would like to see, please let the clerk or a board member know. The website is at www.townofosborn.com.

GARBAGE

Garbage pickup is every Monday. Please make sure your containers are at the end of the driveway **by 5:00 a.m.** The cost of garbage pickup is placed as an assessment on the property taxes.

BULK ITEMS

To schedule your curbside bulk service call, Lakeshore Recycling at 920-759-0501. A \$10 trip fee, plus the disposal charges, will be payable at time of scheduling. They accept credit cards only. (Visa, Mastercard and AMEX)

Furniture	\$25.00 (Couches, Chairs, Tables, Mattresses, Box Springs, Etc.)
Appliances	\$25.00 (Washer, Dryer, Water Heater, Dishwasher, Stove, Etc.)
Freon	\$25.00 (Dehumidifier, Air Conditioner, Refrigerator, Freezer, Etc.)
TV's and Computer Monitors	\$25.00 Regardless of size
Microwaves	\$25.00
Carpet	\$25.00 (Per Room)
Tires	\$10.00 Each

RECYCLING

Reminder of Acceptable and Not Acceptable Items:

Accept

Cardboard
Milk, Juice and Soup Cartons
Newspapers and Inserts
Mail and Office Paper
Beverage Bottles
Bakery and Deli Containers

DO NOT Accept

No Paper Cups
No Shredded Paper
No Tissue Paper or Gift Wrap
Not Pet Food Bags
No Plastic Bags
No Motor Oil Bottles
No Styrofoam

For a complete list of accepted and unaccepted items please go to:
<https://www.recyclomoreoutagamie.org/> or call 920-832-5277.

Place items loosely in the recycling cart. **No Plastic Bags**. Have carts at the end of the driveway by 5:00 am for pickup.

The schedule for Recycling can be also be found at <https://www.recyclomoreoutagamie.org/residential-recycling/pick-up-calendar> or on the Town of Osborn website.

OUTAGAMIE COUNTY RESOURCE RECOVERY PARK

Outagamie County currently has 30 source separated bins all colorfully coordinated to their designated materials. The material outlets include clean wood, construction and demolition, metal, recycling, rigid plastics, furniture, mattresses and box springs, trash, polystyrene foam, clean vinyl siding, drywall and asphalt shingles. Fees and restrictions apply and more info can be found at:

<https://www.recyclomoreoutagamie.org/disposal-rates/> or call 920-832-5277. Location of the resource recovery park is 1419 Holland Road, Appleton.

ABSENTEE VOTING

Any qualified registered elector who is unable or unwilling to appear at the polling place on Election Day may request to vote an absentee ballot.

IN PERSON ABSENTEE VOTING (EARLY VOTING)

In Person Absentee (Early Voting) voting begins two weeks prior to the election. Make an appointment with the clerk by calling Darlene Schultz at 920-833-2942. The deadline for in-person voting is 5:00 p.m. on the Friday preceding the election. Please make sure you bring your photo ID in order to vote.

REQUEST AN ABSENTEE BALLOT

Registered voters may request a ballot by completing the form through:

- www.myvote.wi.go and clicking "Vote Absentee"
- Downloading the Form EL-121 from the Wisconsin Elections Commission website and mail to:
Town of Osborn
Darlene Schultz
N6362 Ballard Rd
Seymour WI 54165
- Requesting the form from the clerk at 920-833-2942
- Sending an email or fax

The request must be received by the clerk no later than 5:00 p.m. on the Thursday before the election in order for an absentee ballot be sent to you. If you have not previously provided a copy of your photo ID, photo ID must accompany your application. More information about the photo ID requirement can be found at www.bringit.wi.gov.

SEYMOUR RURAL FIRE DEPARTMENT

Serving the Towns of Osborn and Seymour

2021 Annual Update

As I write this annual update, I am reminded that the only thing we really can count on is change itself.

In 2021, we were hoping to return to normal operations. But what is normal now? One of the toughest times of 2021 was the passing of Fire Fighter and EMR, Jeff Rottier. Jeff had 25 years as a Firefighter and was a 2003 charter member of the Emergency Medical Responder (EMR) group. (They were called first responders in 2003). Jeff was many things to many people, but all would agree he was caring and helpful. Rest in peace Jeff, and watch over and guide us from your heavenly home!

Here are some highlights from 2021:

- Continue to take our mission seriously: PREVENT, RESPOND TO, and MINIMIZE HARMFUL SITUATIONS WITH RESPECT involving the people we serve.
- Responded to 95 emergency calls (2020= 94 calls, 2019= 116 calls, and 2018= 140 calls.)
- Providing Emergency Medical Responders (formerly called first responders) to assist Seymour Rescue in providing emergency medical care.
- Hours of Fire and EMS training

To accomplish all of this we need to thank ALL of our volunteer firefighters, emergency medical responders, and elected officials for their support and dedication. Without the cooperative support, our mission would not be possible.

During the past year, we have had several retirements. I would like to recognize the following for their dedicated service:

Retirements: 19 Years: Ryan Rush, Town of Osborn Division.
19 Years: Paul Rynish, Town of Osborn Division
25 Years: Jeff Rottier, Town of Seymour Division
18 years: Jeff and Ginny Rottier,
Emergency Medical Responder Division

We also recognize all members for their years of service: [Brackets indicate years of service.]

Town of Osborn Fire Division: Al Timm, [32]; Dale Maass, [24]; Harlan Volkman, [23]; Ken Barclay, [19]; Adam VanderHeiden, [16]; Kurt Ambrosius, [12]; Jacob Newling, [6]; Dennis Hoffman, [3]; Melissa Doersch, [2]. Sarah Newling [1], William Warner [1].

Town of Seymour Fire Division: Mike Maass, [35]; Dave Mueller, [31]; Dennis Laskowski, [29]; Dale Kropp, [29]; Keith Rohm, [29]; Mike Routheaux, [20]; Brian Albert, [20]; Teddy Albert, [13]; Joe Maass, [11]; Craig Pionek, [11]; Guy Bunnell, [11]; Paul Nelson, [10]; Jake Linsmeyer, [8]; Greg Brown, [8]; Nathan Hovell, [2].

Emergency Medical Responder Division: Dale Maass, [18*]; Dave Mueller, [18*]; Al Timm, [18*]; Larry VanDenElzen, [18*]; Harlan Volkman, [18*]; Erica Albert, [14]; Terri Vanderheiden, [11]; Brian Albert, [7]; Guy Bunnell, [7]; Craig Pionek, [7]; Greg Brown, [5] Jake Newling [1]; Sarah Newling [1]; Mike Wundrow [1].

Note: *= Charter members in 2003 when the First Responder program was founded. (Now called the Emergency Medical Responder)

We also have some new members to welcome of the past year and look forward to working with them for many years to come: Cody Kropp and Joseph Robaidek.

If you are interested in becoming a Firefighter or an Emergency Medical Responder, we are always looking for new dedicated members! Please contact any of our members or myself. We provide the training at no cost to our volunteers. If you have the will, we can help find a way to complete the necessary training.

Reminders:

1. Controlled burns.
 - A. It is illegal to burn any building or structure without a WI DNR building burning permit. Fire departments are included. This rule applies to the entire State of WI.
 - B. In our area, burning permits are issued by your local Fire Department. Please use “Responsible Burning” practices when burning. Small cooking “campfires” are exempt from burning permits.
 - C. If you intend on burning a wood pile, brush, or even a bon fire of significant size, SRFD contacts for burn permits are:
 1. Greg Brown @ 920-676-6656
 2. Dennis Laskowski @ 920-366-3417
 3. Jake Newling @ 920-915-5157
 4. Craig Pionek @ 920-217-6804
 - D. Burning road ditches requires approval from the **municipality or person** that owns the right of way, AND a local FD permission.
2. Always keep an up-to-date charged fire extinguisher that is easily accessible.
3. Check your dehumidifier at <https://greedehumidifierrecall.com> to make sure it is not on the recall list for fires. In the United States approximately 6 million RECALLED dehumidifiers are still in use! They were sold under many different brand names - all manufactured by the GREE company.
4. Smoke detectors and carbon monoxide (CO) detectors have expiration dates. Both have a service life of 10 years. (There are a few exceptions, depending on the manufacturer). Expiration dates go by when the unit was first powered up by end user, not the manufacturing date. When the detector reaches its end life, it will make a chirping sound like low battery but in a different sequence. Digital displays will also read “Err” or “End” along with a chirping sequence. ***Remember once the unit has reached the end of its life span (expired) it will no longer sense for smoke or CO. It must be replaced.***

Please feel free to contact any of our members regarding questions or issues with emergency services, even if it’s not directly related to SRFD. We keep in contact with all of the neighboring departments through

various meetings. If there is an issue affecting one department, likely it could affect ours as well.

Whatever new changes and challenges we are faced with in 2022, we will adapt and provide the best service that we possibly can.

Respectfully,

Gregory Brown, Fire Chief/Administrator

seymourruralfd@gmail.com

SRFD EMS FINANCIAL REPORT

2021 INCOME	AMOUNT
Balance Forward from 2020	\$ 23,198.89
Town of Osborn Assessment	\$ 36,197.47
2% Insurance Dues Payment	\$ 4,866.71
Fire Calls	\$ 2,000.00
Town of Seymour Assessment	\$ 33,506.24
2% Insurance Dues Payment	\$ 4,290.12
Fire Calls	\$ 5,500.00
Grants/Misc.	\$ 2,264.46
Items "Billed to" City of Seymour	\$ 2,924.93
Total Income 2021	\$ 114,748.82
Total Fire & EMS Expenses	\$ 94,409.24
Minus Contingency Funds transferred to Towns**	\$ (10,000.00)
Balance on Hand Dec. 31, 2021	\$ 10,339.58

**\$5000 contingency money transferred to each
Town of Seymour and Town of Osborn

EXPENSES

Fire Operation

Accounting Fees	\$ 1,032.00
Banking Fees	\$ 60.20
Delivery of Trucks to Fire – Seymour City FD	\$ 2,670.00
Dry Hydrant Equipment and Supplies	\$ 497.00

Food / Beverage / Banquet	\$	1,082.20
Fuel for Trucks & Equipment	\$	407.44
Insurance Premiums	\$	11,661.00
Misc. Expenses	\$	1,058.03
Office Supplies	\$	980.88
Payroll Employer Taxes	\$	7,351.95
Payroll – Salary & Wages	\$	16,864.33
Personal Protective Equipment / Gear	\$	1,903.61
Portable Tools & Equipment Maintenance/Parts	\$	3,300.52
Postage & Delivery	\$	49.60
Public Education	\$	1,375.16
Radio / Pager & I am Responding	\$	5,048.70
Service & Retirement Gifts	\$	613.55
Service Award Program	\$	5,540.00
Training and Education	\$	1,280.10
Travel Expense	\$	169.40
Uniforms	\$	3,033.12
Vehicle Maintenance / Parts for Trucks	\$	4,987.30
Less EMS Wages	\$	(1,000.00)
Fire Expenses Total	\$	86,573.99
EMS Operation		
Supplies	\$	5,626.85
Training Expenses	\$	1,208.40
Wages	\$	1,000.00
EMS Expenses Total	\$	7,835.25