

Town of Osborn
Darlene Schultz
N6362 Ballard Rd
Seymour, WI 54165

TOWN OF OSBORN

2023

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 County Rd C | 920-450-4548 |
| Supervisor | Sarah Newling | W3632 Krueger Rd | 920-475-9510 |
| Clerk | Darlene Schultz | N6362 Ballard Rd | 920-833-2942 |
| Treasurer | Kayla Liebergen | W7003 Ranch Rd | 920-370-5255 |
| Assessor | Sally Brunner | 2245 Sunnybrook Dr Green Bay | 920-619-8843 |
| Building Inspector | Paul Hermes | | 920-858-0102 |
| Extra Territorial Committee | Brian Maas Al Timm Glen Schaumburg | | |
| Fire Chief | Jake Newling | | 920-676-6656 |
| Plan Commission | Mary Klass Carl Schaumburg Brenda Fritsch Angela Hoffman Al Timm | | |
| Garbage | Lakeshore Recycle Services | 1-888-759-0501 920-759-0501 | |
| Recycling | Lakeshore Recycle Services Outagamie County Recycling www.recyclingmore.outagamie.org | 1-888-759-0501 920-759-0501 920-832-5277 | |

DATES TO REMEMBER

ANNUAL MEETING

Wednesday, April 17th, at 7:00 pm

2024-ELECTION DATES

August 13th, 2024-Partisan Primary
November 5th, 2024-General Election

TIRE DROP OFF

There will be no tire drop off this year. Town was doing it as a service because the county did not charge. Starting this year the municipalities will be charged.

TOWN BOARD MEETING

2nd Monday at 6:30 pm please call to verify time or view Notices on the town website www.townofosborn.com or at the town hall W3389 County RD EE.

TAX COLLECTION

Second installments are due July 31st. Aa 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 am.

RECYCLING

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

OPEN BOOK

Tuesday, May 14th, from 4:30-6:30 pm at the Osborn Town Hall.

BOARD OF REVIEW

Wednesday, May 29th, from 5:00-7:00 pm at the Osborn Town Hall. Appointment is required.

Town of Osborn Annual Meeting

Wednesday, April 19th, 2023 at 7:00 pm

Osborn Town Hall-W3389 Cnty Rd EE

The Town of Osborn Annual meeting started with the Pledge of Allegiance, followed by a moment of silence.

The meeting was called to order by Chairman Al Timm at 7:00 pm. Present were 6 residents, 2 guests and 5 board members.

Chairman, Al Timm introduced the board.

Carl Schaumberg made a motion to dispense from reading the 2022 Annual Meeting minutes and approve them as printed. Harlan Volkman seconded. Carried.

Tim Dickson made a motion to approve the Financial Report as printed. Carl Schaumberg seconded. Carried.

Dennis Hoffman, President of the Seymour Rural Fire Department, gave a report for Chief, Greg Brown. Dennis indicated the department is ordering 3 new sets of gear, working on a radio grant, have a Fire Department member and Emergency Response member. They continue to look for additional new members. He announced that after 25 years with the Fire Department and 20 years as an EMR, Harlan Volkman is retiring. Thank you for your many years of service.

Plan Commission member, Carl Schaumberg explained they only meet when it's necessary. This year the need has not arisen.

The Duck Creek Drainage meet at the Osborn Town Hall the 1st Tuesday of the month at 8:30 am. Everyone is welcome. The committee is going to be working on cleaning ditches by Edgewood Meadows.

Road construction this year is to include French Rd from Kropp Rd to Mielke Rd. Updating the bridge in this section to a cushion box bridge. Vacated Ranch Rd across from the Ambrosius land. Road closed sign has been placed on the South end and Private Drive signs placed on the North end.

If a storm comes through the town and knocks out power, the Town Hall will be available. The town hall has a generator so there will be water and if needed an air-conditioned facility available for your use.

The town has purchased a new playground set that is in the process of being installed. The old set was sold to the highest bidder and has been removed.

The town continues to work with surrounding municipalities and the county to bring a better broadband to the community. It has been a difficult and a slow process, as there is money available, but difficult to receive.

Carl Schaumberg made a motion to set the annual meeting for the first Wednesday after the third Tuesday of April at 7:00 pm. (April 17th). Harlan Volkman seconded. Carried.

Kurtis Ambrosius made a motion at 8:05 to adjourn. Gerald Schultz seconded. Carried.

Respectfully Submitted,
Darlene Schultz

Financial Report of the TOWN OF OSBORN Outagamie County - Wisconsin

YEAR 2023

INCOME

Grants

| | |
|-----------------------------------|--------------|
| Election Grant | \$ 1,200.00 |
| Fire Call Reimbursements | \$ 3,638.00 |
| Personal Property Aid | \$ 329.18 |
| 2% Dues | \$ 6,420.59 |
| Computer State Aid | \$ 24.94 |
| General Transportation Aid | \$ 75,977.86 |
| Managed Forest Land | \$ 101.20 |
| Shared Revenue | \$ 19,497.28 |
| Video Service Payment from State | \$ 216.98 |
| Building Permits | \$ 5,520.00 |
| Firework Permits | \$ 20.00 |
| Franchise Fee | \$ 411.20 |
| Liquor and Operator License | \$ 515.00 |
| Title Searches | \$ 100.00 |
| Use Value Fee | \$ 793.94 |
| Fire Department Service Award | \$ 5,745.00 |
| Reimbursement | \$ 70,793.00 |
| Environment Impact Fee | \$ 1,940.42 |
| Misc Revenue | \$ 4,600.00 |
| Town Hall Rental | \$ 350.00 |
| Culvert Permits | \$ 600.00 |
| Park Fee | \$ 18,700.00 |
| Utility Permits | \$ 33,810.00 |
| County Sales Tax | \$ 64,844.95 |
| August Tax Settlement from County | \$ 175.00 |
| Dog Licenses | \$ 11,846.72 |
| Lottery Credit | |

EXPENSES

| | |
|---------------------------------|------------------------|
| Real Estate Taxes | \$ 1,559,357.52 |
| Interest for Checking account | \$ 2,527.98 |
| TOTAL INCOME | \$ 1,890,056.76 |
| Park Expense | \$ 69,826.78 |
| Plan Commission | \$ - |
| Assessor | \$ 24,017.79 |
| Board-Expenses and Wages | \$ 22,448.65 |
| Clerk-Expenses and wages | \$ 33,006.38 |
| Elections | \$ 8,967.27 |
| Insurance | \$ 8,028.00 |
| Legal Fees | \$ 6,628.29 |
| Town Hall | \$ 21,308.36 |
| Treasurer-Expenses and Wages | \$ 9,257.89 |
| FICA | \$ 949.64 |
| Animal Control | \$ 83.28 |
| New Addresses | \$ 220.00 |
| Ambulance | \$ 10,000.00 |
| Building Inspector | \$ 5,396.00 |
| Fire Department-Turnout Gear | \$ 5,639.31 |
| 2% Dues Paid to Fire Department | \$ 6,420.59 |
| Fire Inspections | \$ 400.50 |
| Fire Department Assessment | \$ 34,407.58 |
| Service Award Program | \$ 5,745.00 |
| Fire Calls | \$ 4,000.00 |
| First Responders Assessment | \$ 3,275.58 |
| Garbage Collection | \$ 57,698.15 |
| Road Construction | \$ 273,445.11 |
| Road Maintenance | \$ 226,662.84 |
| Weed and Brush Control | \$ 13,650.00 |
| Winter Maintenance | \$ 28,501.91 |
| County Tax Settlements | \$ 367,856.21 |
| Dog Licenses | \$ 155.50 |
| Fox Valley Technical College | \$ 86,123.77 |

| | | |
|-------------------------|----|------------|
| Freedom School District | \$ | 42,414.35 |
| Managed Forest Land | \$ | 20.24 |
| Seymour School District | \$ | 817,181.28 |
| Tax Refunds | \$ | - |

TOTAL EXPENSES \$ **2,193,736.25**

| | | |
|------------------------------------|-----------|------------------|
| Beginning Checkbook Balance | \$ | 33,417.30 |
| Income | \$ | 1,890,096.74 |
| Transfers from other bank accounts | \$ | 363,675.62 |
| Expenses | \$ | 2,193,736.25 |
| Ending Checkbook Balance | \$ | 93,452.81 |

| | | |
|------------------------------|----|------------|
| Nicolet Bank-Tax Account | \$ | 441,200.79 |
| Fox Communities CD | \$ | 96,393.60 |
| Fox Communities Money Market | \$ | 263,935.38 |
| Bank First Money Market | \$ | 163,957.04 |
| East Wisconsin CD | \$ | 263,157.69 |

| | | |
|---|-----------|-----------------|
| Osborn Fire Department Checkbook | | |
| Beginning Balance | \$ | 2,739.67 |
| Withdrawals | \$ | 1,262.00 |
| Deposits | \$ | 500.00 |
| Ending Balance | \$ | 1,977.67 |

Detailed records can be found with Clerk Darlene Schultz by contacting her at 920-833-2942.

TOWN NOTICES

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. If you no longer have a dog(s), please notify the treasurer so she can remove them from the system.

TAXES

The first installment of the Property Taxes should be mailed to the Town of Osborn Treasurer in a check form or paid at the Nicolet Bank in Seymour. Please include your phone number on check in case of any discrepancy. To receive a receipt, include a self-addressed stamped envelope.

TOWN HALL RENTAL

If interested in renting the town hall, please contact Darlene Schultz at 920-833-2942 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 920-833-2942.

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. The website also allows you to receive notifications. Select **Subscribe to Updates** and decide which items you would like to be notified of.

GARBAGE

Garbage pickup is every Monday. Please make sure your containers are at the end of the driveway by 5:00 am. 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 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 | DO NOT Accept |
| Cardboard | No Paper Cups |
| Milk, Juice and Soup Cartons | No Shredded Paper |
| Newspapers and Inserts | No Tissue Paper or Gift Wrap |
| Mail and Office Paper | No Pet Food Bags |
| Beverage Bottles | No Plastic Bags |
| Bakery and Deli Containers | No Motor Oil Bottles |
| | No Styrofoam |

The recyclable materials collected curbside throughout the Outagamie County municipalities is processed at the Tri-County Recycling Facility at 1419 Holland Road in Appleton. The Tri-County Recycling team introduced a "Waste Wizard" website material search tool as an easy way for residents to look up the proper disposal of common household items in Brown, Outagamie, and Winnebago Counties. Please go to:
<https://recyclemoreoutagamie.org/waste-wizard/>
or call 920-832-5277.

Place items loosely in the recycling cart. Have carts at the end of the driveway by 5:00 am for pickup.

Please do not include plastic bags, shredded paper, tanks, sharps, textiles, or batteries.

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

OUTAGAMIE COUNTY RESOURCE RECOVERY PARK

Outagamie County currently has 30 source separate 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.recyclemoreoutagamie.org/disposal-rates/>
or call 920-832-5277. Location of the resource recovery park is 1419 Holland Road, Appleton.

NEW - BETTERBIN APP

Recycling is most effective when we all follow the right guidelines and recycle the appropriate materials in our bins. With Betterbin, you can easily scan a products UPC barcode or search for it to find out how to recycle or dispose of it according to your local regulations. Simply download the app from your local app store and start using it today to make a positive impact on the environment!



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 pm 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.gov 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 pm 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

2023 was a year of change for Seymour Rural Fire Department. Chief Greg Brown retired in June of 2023 after five years of leading the department. Greg saw us through the merger of the Town of Osborn and the Town of Seymour Fire Departments in 2018. Many difficult decisions had to be made to move forward during this transition and Greg led the way while maintaining our readiness for any and all calls we received. Greg was a phenomenal teacher and a wealth of knowledge and he is truly missed. A big thank you to Greg for helping me through this transition and continuing to be available when I need some advice or assistance.

Here are some other highlights from 2023:

- Responded to 121 emergency fire calls in 2023; 2022= 124 calls, 2021= 95 calls, 2020= 94 calls.
- Providing Emergency Medical Responders (Formerly called first responders) to assist Seymour Rescue in providing emergency medical care.
- 933 hours of Fire and EMR training (All staff training hours combined).
- Continue to take our mission seriously: PREVENT, RESPOND TO, and MINIMIZE HARMFUL SITUATIONS WITH RESPECT involving the people we serve.

We wouldn't have been able to accomplish all of this without our volunteer firefighters, emergency medical responders, and elected officials. We thank them all for their unwavering support and dedication.

During the past year, we had a few retirements between the Fire and EMR divisions. I would like to recognize the following individuals for their dedicated service:

Greg Brown retired after serving 5 years as fire chief and 10 years of service on the fire department. Greg also served as an EMR for 7 years.

Al Timm has retired from the EMR squad after serving 20 years and is also a founding member of the squad. Al continues to serve on the fire department.

Terry VanderHeiden has retired after 14 years as an EMR.

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

Town of Osborn Fire Division: Al Timm [34]; Dale Maass [26]; Ken Barclay [21]; Adam VanderHeiden [17]; Kurt Ambrosius [14]; Jacob Newling [8]; Dennis Hoffman [5]; Melissa Doersch [4]; Sarah Newling [3] William Warner [3].

Town of Seymour Fire Division: Mike Maass [37]; Dave Mueller [33]; Dennis Laskowski [31]; Dale Kropp [31]; Keith Rohm [31]; Mike Routheaux [22]; Brian Albert [22]; Teddy Albert [15]; Joe Maass [13]; Craig Pionek [13]; Guy Bunnel, [13]; Paul Nelson [12]; Jake Linsmeyer [10]; Nathan Hovell [4]; Cody Kropp [2]; Joseph Robaidek [2]. Donovan Duggan [1]. Lucas Moeller [>1].

Emergency Medical Responder Division: Dale Maass [20*]; Dave Mueller [20*]; Larry Vandeneizen [20*]; Erica Albert [16]; Brian Albert [9]; Guy Bunnell [9]; Jake Newling [2]; Sarah Newling [2]; Melissa Doersch [>1]; Lucas Moeller [>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 this past year and look forward to working with them for many years to come: Lucas Moeller, Fire Division; Melissa Doersch and Lucas Moeller, EMR Division.

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 me. 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.

Open Burning:

In 2023 we saw a number of vegetation fires during burning bans throughout the county. This resulted in unnecessary fire call expenses, not to mention volunteer firefighter's time for those who responded. In addition, burning during a ban puts your property and your neighbor's property at unnecessary risk for loss. We ask that you please do your part in helping spend town funds wisely and not burn during burning bans. Burning bans are issued when the fire danger reaches the "Very High or Extreme Danger Levels". When an open burning ban is in place, notices will be placed on Town's Website, and the Seymour Rural Fire Department's Facebook page. Burning Bans are lifted when the danger no longer exists.

The main reason for having burning permits is to help promote fire safe burning practices in our community. The permits are free and can be obtained over the phone.

- 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.
- 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.
- If you intend on burning a wood pile, brush, or even a bonfire of significant size, contact one of the following SRFD members for a burn permit:
 1. Jake Newling @ 920-676-6656
 2. Dennis Laskowski @ 920-366-3417
 3. Dennis Hoffman @ 920-450-4548

4. Craig Pioneck @ 920-217-6804

- Burning road ditches requires approval from the municipality or person that owns the right of way, AND local FD permission.

Other Fire Safety Information:

- Always keep an up-to-date charged fire extinguisher that is easily accessible.
- 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.

Respectfully,
Jacob Newling, Fire Chief
seymourruralfd@gmail.com

SEYMOUR RURAL FIRE DEPT. ANNUAL REPORT 2023

INCOME

| | |
|--|-------------|
| Balance forward from 2022 | \$2,116.39 |
| Town of Osborn 2% Dues | \$6,420.59 |
| Town of Osborn Fire Run Reimbursements | \$4,000.00 |
| Town of Osborn Assessments | \$37,683.16 |
| Town of Seymour 2% Dues | \$5,396.75 |
| Town of Seymour Fire Run Reimbursements | \$3,500.00 |
| Town of Seymour Assessments | \$32,976.12 |
| Misc Income | \$550.00 |
| Total Income + balance carried forward from 2022 | \$92,643.01 |
| Fire & EMS expenses for 2023 | \$94,287.94 |
| Capital fund transfer from towns for PPE/gear | \$10,574.36 |
| Balance on hand Dec. 31, 2023 | \$8,929.43 |

FIRE EXPENSES

| | |
|--------------------------------------|-------------|
| Accounting Fees | \$1,032.00 |
| Banking Fees | \$42.40 |
| Bring Trucks to Fire-Seymour City FD | \$3,950.00 |
| Fire Dept Misc. Expenses | \$505.17 |
| Fire Dept Training and Education | \$1,575.00 |
| Fire Dept Travel Expense | \$269.85 |
| Fire Payroll – Salary & Wages | \$23,150.00 |
| Food/Beverage/Banquet | \$2,883.72 |
| Fuel for Trucks & Equipment | \$3,171.79 |
| Funeral Flowers & Memorials | \$80.00 |
| Insurance Premiums | \$11,136.00 |
| Office Supplies | \$747.18 |
| Payroll Employer Taxes | \$1,847.51 |
| Personal Protective Equipment/Gear | \$13,735.41 |

| | |
|--|-------------|
| Portable Tools & Equipment Maintenance/Parts | \$2,525.61 |
| Portable Tools/Equipment Purchased | \$3,209.85 |
| Postage & Delivery | \$84.50 |
| Public Education | \$1,000.19 |
| Radio/Pager & I am Responding | \$4,776.73 |
| Service and Retirement Gifts | \$1,420.71 |
| Service Award Program | \$5,745.00 |
| Vehicle Maintenance/Parts for Trucks | \$8,311.87 |
| Total Fire Expenses | \$91,200.49 |

EMS Expenses

| | |
|--------------------|------------|
| EMS Equipment | \$106.45 |
| EMS Radio/Pager | \$56.94 |
| EMS Supplies | \$1,924.06 |
| EMS Wages | \$1,000.00 |
| Total EMS Expenses | \$3,087.45 |