

TOWN OF OSBORN

2024

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 Schaumberg		
Fire Chief	Jake Newling		920-676-6656
Plan Commission	Brenda Fritsch Angela Hoffman Brian Maas Jake Linsmeyer Al Timm		
Garbage	Lakeshore Recycle Services		1-888-759-0501 920-759-0501
Recycling	Lakeshore Recycle Services		1-888-759-0501 920-759-0501
	Outagamie County Recycling www.recyclingmore.outagamie.org		920-832-5277

DATES TO REMEMBER

ANNUAL MEETING

Wednesday, April 16th, at 7:00 pm

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. 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 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

Wednesday, May 14th, from 9:00 - 11:00 am at the Osborn Town Hall.

BOARD OF REVIEW

Thursday, June 5th, from 5:30-7:30 pm at the Osborn Town Hall. Appointment is required.

Town of Osborn Annual Meeting

April 18th, 2024

Osborn Town Hall, W3389 County Rd EE, Seymour

The Town of Osborn Annual Meeting was called to order by Chairman, Al Timm at 7:00 pm. Present was 13 Electors, 5 Guests and 5 Osborn Town Board members.

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

The Town Board was introduced by Chairman, Al Timm.

Brad Johnson made a motion to rescind from reading of the 2023 Annual Meeting minutes and approved the meeting minutes with the correction on page 5 top paragraph to Ranch Lane vs Ranch Rd. Greg Schultz seconded with the correction. Carried.

Louis Baumgartner made a motion to rescind from the reading of the Financial Report and approve as printed. Carl Schaumberg seconded. Carried.

Brad Johnson made a motion to retain the chair's annual salary at \$6,500 and \$36 per meeting for the next term. Russ Brugger seconded. Carried.

Harlan Volkman made a motion to leave the supervisor's annual salary at \$4,500 and \$36 per meeting. Brad Johnson seconded. Carried.

President of the Seymour Rural Fire Department, Dennis Hoffman, gave an update on projects worked on in 2023. The retirement of Chief, Greg Brown, left a position open that needed to be filled. It was decided to have an interim chief until the position could be filled. This position was held by Jake Newling. After reviewing options for internal and external applicants, Jake Newling was appointed Chief as of January 1st, 2024. That opened the assistant chief position that Mike Maass was appointed to. Also been working with Nichols on an Auto Aid Agreement that will be approved in the next week. The fire truck is going to be repainted vs looking to purchase. The tender though is going to have to be replaced

soon. A committee has been formed to investigate options. The department has been taking advantage of grants that are available by purchasing 9 new radios. A reminder to please check the DNR website regarding burning bans in the state and call the chief to inform him when burning.

Chief Jake Newling introduced himself and thanked Greg Brown for being a great mentor. Three members of the EMR retired: Al Timm, Terry Vanderheiden and Greg Brown. Thank you for your service. The department had 121 calls and 933 hours of training between the Fire Department and EMR. Welcome to two new members, Lucas Mueller on the FD and EMR, and Melissa Doersch on the FD. The new ambulance is scheduled for delivery in September.

Vice President of the Drainage Board, Greg Nettekoven, gave updates on the projects. Are in the process of completing brush and tree cutting from Jerry Maass to Brian Maas and from Kuehne Farm East to Jerry Maass then towards Glen Schaumberg. Drudging is to take place this year from Culbertson Rd. to French Rd.

Secretary of the Plan Commission, Carl Schaumberg indicate that they review building permits and new created CSM maps. Currently the committee is working through a request for a zoning change.

Road Projects:

2024

- Crack filling/chipsealing

 - Mielke Rd -French Rd to Cnty C

 - French Rd-Culbertson Rd to Hwy 54

 - Vine Rd-Sievert Rd to J

- Construction on French Rd to widen to 24' and repave section from Mielke Rd To Blohm Rd

- This project is slated to start in August.

2023

- Completed Projects

 - Mielke Rd to Kropp Rd is completed

 - 4 Miles of crack filling and chipsealing

Some concerns that were discussed:

Safety concern on Kropp Rd that trucks/manure haulers are meeting each other and the road is not wide enough for both vehicles. The board had indicated the road is narrow and needs to be widen and is on the project list, but not scheduled to be completed for a few years yet. Trucks that are hauling are supposed to be all going one way and should be empty coming down Kropp Rd. If you do see that that this is not occurring, please contact a board member to get this resolved.

The traffic on Ranch Rd. has increased greatly on Ranch Rd. due to the road construction on Hwy 54. The speed limit is not being followed and there are multiple bus stops on the road and concern about the children safety. The town board will pass this concern onto the County Officers to see if they can patrol this area a little more, especially during bus times.

ATV/UTV are running County Hwy C which is not part of the route. If people are behaving the officers have critical issues that need their attention. If you are seeing issues, please do not hesitate to contact Outagamie County.

People felt that roads should have been plowed more often this winter and were wondering how it is determined when to plow. It was discussed how the temperature, forecast for the event, future forecast, amount of snow predicted, and type of snow are reviewed. It is a judgement call and sometimes errors are made.

Kurtis Ambrosius made a motion to set the next annual meeting on April 16th, 2025, at 7:00 pm. Brad Johnson seconded. Carried.

Louis Baumgartner made a motion at 8:23 pm to adjourn. Allyn Staley seconded. Carried.

Respectfully Submitted,
Darlene Schultz
Osborn Town Clerk

Financial Report of the TOWN OF OSBORN Outagamie County - Wisconsin

YEAR 2024

INCOME

Fire Call Reimbursements	\$	750.00
Personal Property Aid	\$	329.18
2% Dues	\$	7,122.57
Computer State Aid	\$	24.94
General Transportation Aid	\$	75,977.86
Managed Forest Land	\$	101.20
Shared Revenue	\$	69,871.00
Video Service Payment from State	\$	216.98
Building Permits	\$	8,625.00
Firework Permits	\$	20.00
Franchise Fee	\$	791.35
Liquor and Operator License	\$	485.00
Title Searches	\$	90.00
Use Value Fee	\$	-
Fire Department Service Award Reimbursement	\$	5,100.00
Environment Impact Fee	\$	70,793.00
Reimbursement for Election Machine Audit	\$	346.10
Town Hall Rental	\$	4,800.00
Culvert Permits	\$	200.00
Park Fee	\$	-
Utility Permits	\$	3,650.00
County Sales Tax	\$	31,453.00
August Tax Settlement from County	\$	69,670.36
Dog Licenses	\$	214.00
Lottery Credit	\$	13,591.71
Real Estate Taxes	\$	1,615,018.99
Interest for Checking account	\$	3,207.56
TOTAL INCOME	\$	1,982,449.80

EXPENSES

Park Expense	\$	-
Plan Commission	\$	180.00
Assessor	\$	7,853.22
Board - Expenses and Wages	\$	22,066.94
Clerk - Expenses and wages	\$	34,062.14
Elections	\$	6,831.26
Insurance	\$	9,012.00
Legal Fees	\$	1,528.35
Town Hall	\$	15,415.14
Treasurer - Expenses and Wages	\$	10,051.43
FICA	\$	908.77
Animal Control	\$	118.25
New Addresses	\$	120.00
Ambulance	\$	10,000.00
Building Inspector	\$	4,642.00
Fire Department - Radios	\$	2,558.76
2% Dues Paid to Fire Department	\$	7,122.57
Fire Inspections	\$	614.25
Fire Department Assessment	\$	37,019.66
Service Award Program	\$	5,100.00
Fire Calls	\$	1,000.00
First Responders Assessment	\$	3,286.80
Garbage Collection	\$	63,531.29
Road Construction	\$	174,939.34
Road Maintenance	\$	130,366.20
Weed and Brush Control	\$	15,922.50
Winter Maintenance	\$	29,334.04
County Tax Settlements	\$	347,948.19
Dog Licenses	\$	116.75
Fox Valley Technical College	\$	84,958.94
Freedom School District	\$	44,191.81
Managed Forest Land	\$	20.24
Seymour School District	\$	867,482.23
Tax Refunds	\$	195.56
Bank Fees/Return Checks	\$	1,878.23
TOTAL EXPENSES	\$	1,940,376.86

Beginning Checkbook Balance	\$	93,452.81
Income	\$	1,982,449.80
Expenses	\$	1,940,376.86
Ending Checkbook Balance	\$	135,525.75

Nicolet Bank-Tax Account	\$	822,626.26
Fox Communities CD	\$	99,880.11
Fox Communities Money Market	\$	269,208.99
Bank First Money Market	\$	166,035.32
East Wisconsin CD	\$	274,608.84

Osborn Fire Department Checkbook

Beginning Balance	\$	1,977.67
Withdrawals	\$	1,142.85
Deposits	\$	-
Ending Balance	\$	834.82

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. The second installment are due by July 31st. Outagamie County does send a postcard reminder for the second installment. Second installments cannot be accepted by the town treasurer.

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 \$125 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

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
No Pet Food Bags
No Plastic Bags
No Motor Oil Bottles
No Styrofoam

The recyclable materials collected curbside throughout the Outagamie County municipalities are 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 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.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 by 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.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 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.

REGISTERING TO VOTE

You can register to vote online or by mail up to 20 days before the election. In person registration can be completed until 5:00 pm Friday prior to the Election. You can complete the registration by:

- Online go to www.myvote.wi.gov and click on “Register to Vote”
 - You must have a valid WI Driver’s License or WI ID
- Download the for EL-131 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
- Making an appointment with the clerk to come in person and complete the form. The appointment must be no later than 5:00 pm the Friday prior to the election.

You must always provide a proof of residence document when registering to vote. Acceptable proof of residence documents can be found at <https://elections.wi.gov/Register> .

ANNUAL UPDATE FOR SEYMOUR RURAL FIRE DEPARTMENT

2024 was my first full year of serving as Fire Chief for the Seymour Rural Fire Department. It was a year of learning for me, and while challenging at times, it has also been very rewarding. I am fortunate to have unwavering support from so many, including but not limited to, my four assistant chiefs, our firefighters, Seymour Rural Fire board of directors and our Town of Seymour and Town of Osborn town boards...the list goes on and on.

Here are some other highlights from 2024:

- Responded to 127 emergency fire calls in 2024; 2023 = 121 calls, 2022 = 124 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.

We would like to recognize all of our current members for their years of service: [Brackets indicate years of service.]

Town of Osborn Fire Division: Al Timm, [35]; Dale Maass, [27]; Ken Barclay, [22]; Adam VanderHeiden, [19]; Kurt Ambrosius, [15]; Jacob Newling, [9]; Dennis Hoffman, [6]; Melissa Doersch, [5]. Sarah Newling [4] William Warner [4].

Town of Seymour Fire Division: Mike Maass, [38]; Dave Mueller, [34]; Dennis Laskowski, [32]; Dale Kropp,[32]; Keith Rohm, [32]; Mike Routheaux, [24]; Brian Albert, [23]; Teddy Albert, [15]; Joe Maass,[14]; Craig Pionek, [14]; Guy Bunnell, [14]; Paul Nelson, [13]; Jake Linsmeyer, [11]; Nathan Hovell, [5]. Cody Kropp [3]; Joseph Robaidek [3]. Donovan Duggan [2]. Lucas Moeller [1].

Emergency Medical Responder Division: Dale Maass, [21*]; Dave Mueller, [21*]; Larry VanDenElzen, [21*]; Erica Albert, [17]; Brian Albert, [10]; Guy Bunnell, [10]; Jake Newling [3]; Sarah Newling [3]; Jenny Haese [2]; Melissa Doersch [1]; Lucas Moeller [1]; Dennis Hoffman [1]; Jacob Tarlton [<1]

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

We also welcomed a new member this past year and look forward to working with them for many years to come: Jacob Tarlton, 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 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.

Open Burning:

In 2024 we continued to see 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 Departments 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 Pionek @ 920-217-6804
 5. Mike Maass @ 920-676-4290
- 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 2024

INCOME

Balance forward from 2023	\$11,579.15
Town of Osborn 2% Dues	\$7,122.57
Town of Osborn Fire Run Reimbursements	\$1,000.00
Town of Osborn Assessments	\$40,306.46
Town of Seymour 2% Dues	\$6,231.57
Town of Seymour Fire Run Reimbursements	\$4,500.00
Town of Seymour Assessments	\$36,723.67
Misc Income	\$1,600.00
Total Income + balance carried forward from 2023	\$109,063.42
Fire & EMS expenses for 2024	\$82,611.96
Capital fund transfer from towns for PPE/gear	\$4,890.08
Balance on hand Dec. 31, 2024	\$31,341.54

FIRE EXPENSES

Accounting Fees	\$1,032.00
Banking Fees	\$54.90
Bring Trucks to Fire-Seymour City FD	\$3,030.00

Cell phone	\$540.77
Fire Dept Misc. Expenses	\$110.00
Fire Dept Training and Education	\$724.43
Fire Dept Travel Expense	\$41.27
Fire Payroll – Salary & Wages	\$23,650.00
Food/Beverage/Banquet	\$3,947.96
Fuel for Trucks & Equipment	\$1,880.53
Funeral Flowers & Memorials	\$362.09
Insurance Premiums	\$10,484.52
Office Supplies	\$1,039.94
Payroll Employer Taxes	\$1,885.79
Personal Protective Equipment/Gear	\$1,569.75
Portable Tools & Equipment Maintenance/Parts	\$3,738.39
Portable Tools/Equipment Purchased	\$977.77
Postage & Delivery	\$214.30
Public Education	\$1,423.90
Radio/Pager & I am Responding	\$1,737.98
Service and Retirement Gifts	\$688.90
Service Award Program	\$5,100.00
Uniforms	\$1,889.16
Vehicle Maintenance/Parts for Trucks	\$12,125.40
Total Fire Expenses	\$78,249.75

EMS EXPENSES

EMS Equipment	\$2,055.92
EMS Supplies	\$834.81
EMS Training	\$471.48
EMS Wages	\$1,000.00
Total EMS Expenses	\$4,362.21

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

RETURN SERVICE REQUESTED

PRSRT STD
U.S. POSTAGE
PAID
SEYMOUR, WI
PERMIT NO. 8