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04/27/2026

Municipal Boundary Review  
Wisconsin Dept. of Admin.

CITY OF OCONTO FALLS  
ORDINANCE 26-001

**Annexation of City Dump Access Road off Gallas Road from the Town of Oconto Falls**

**AN ORDINANCE ANNEXING CERTAIN LANDS OWNED BY TOWN OF OCONTO FALLS, OCONTO COUNTY, TO THE CITY OF OCONTO FALLS, WISCONSIN.**

**The Common Council of the City of Oconto Falls, Wisconsin does ordain as follows:**

**SECTION I. Territory Attached.** That a **Petition for Direct Annexation Pursuant to State Statute 66.0217(2)**. By Petition (Petition) is acknowledged by the City Clerk on or about the 10<sup>th</sup> Day of February 2026, the City of Oconto Falls requests annexation of the real property described on the legal description and map attached and hereto, and incorporated herein; which property is in the Town of Oconto Falls contiguous to the City of Oconto Falls, also known as of a parcel of land located in part of the Southeast quarter of the Northwest quarter of Section 35, Township 28 North, Range 19 East, Town of Oconto Falls, Oconto County, Wisconsin to the City of Oconto Falls. City Dump Access Road off Gallas Road, as indicated on the attached Certified Survey map and the legal description below.

A parcel of land located in part of the Southeast quarter of the Northwest quarter of Section 35, Township 28 North, Range 19 East, Town of Oconto Falls, Oconto County, Wisconsin, described as follows:

Commencing at the West quarter corner of said Section 35; Thence South 87 degrees 23 minutes 59 seconds East along the East-West quarterline of said Section 35, a distance of 1333.19 ft. to the Southeast corner of lands described in Volume 337, Page 439 and the Southwest corner of lands described in Volume 342, Page 187 of the Oconto County Registry and the POINT OF BEGINNING;  
Thence North 01 degrees 34 minutes 00 seconds East along the East line of said lands described in Volume 337, Page 439, a distance of 646.56 ft. to a 1" iron pipe on the North line of the South half of the said Southeast quarter of the Northwest quarter;  
Thence South 87 degrees 19 minutes 10 seconds East along said North line, a distance of 51.67 ft. to a 1" iron pipe at the Northeast corner of said lands described in Volume 342, Page 187;  
Thence South 02 degrees 36 minutes 01 seconds West along the East line of said lands, a distance of 646.38 ft. to a point on said East-West quarterline of Section 35;  
Thence North 87 degrees 23 minutes 59 seconds West along said quarterline, a distance of 40.00 ft. to the POINT OF BEGINNING. Subject to right of way along the Southerly 33 feet as used for roadway purposes along Gallas Road. Together with and subject to any easements, covenants, and restrictions of record.  
Said parcel contains 0.680 acres of land more or less to the said East-West quarterline, or 0.650 acres of land more or less to the right of way line of said Gallas Road.

**Section II. Effect of Annexation.** From and after the adoption of this Ordinance, the territory described in Section I shall be detached from the Town of Oconto Falls, Oconto County, Wisconsin and made part of the City of Oconto Falls for any and all purposes provided by law and all persons coming and residing within such territories shall be subject to all ordinances, rules and regulations governing the City of Oconto Falls.

**Section III. Required Filings.** The City Clerk shall file immediately with the Department of Administration a certified copy of the Ordinance, with a Copy of the Petition and Plat of Survey (Exhibit A) and the (Exhibit B) legal description and the City Clerk shall send one copy to each company that provides any utility service in the area that is attached. The City Clerk shall also record the Ordinance with the Register of Deeds and file a signed copy of the Ordinance with the Clerk of any affected school district. The Clerk's certificate shall include reference to the population of the territory being attached as set forth in the Petition, which population is zero (0) persons.

**Section IV. Municipal Boundary Review.** The Petition for Annexation is located in Oconto County, that has a population under 50,000 and therefore a municipal boundary review is not required by the Wisconsin Department of Administration. Oconto County's population is 38,965 as of April 1, 2020 census data.

**Section V. Severability.** If Any provision of this Ordinance is invalid or unconstitutional, or if application of this Ordinance to any person or circumstance is invalid or unconstitutional, such unconstitutionality shall not affect other provisions or obligations of this Ordinance which can be given effect without the invalid or unconstitutional provision or application.

**Section VI. Effective Date.** This Ordinance shall be effective upon passage and publication as required by law and the Zoning Administrator is hereby directed to make necessary changes to the Zoning Maps, the annexed parcel shall be Zoned Special Purpose(SP) forthwith. The City Clerk is hereby directed to make necessary changes to the Election Map to include the parcel in the City newly created Ward 9 forthwith and file the changes with the Wisconsin Election Commission.

**City Council Hereby Adopts City of Oconto Falls Ordinance 26-001, City Dump Access Road off Gallas Road as described in Section I. On this 14<sup>th</sup> Day of April, 2026.**

**STATE OF WISCONSIN, COUNTY OF OCONTO**

OFFERED BY COUNCIL PERSON: COOPMAN    SECONDED BY COUNCIL PERSON: MCDONALD  
AYES: 5    NAYS: 0    ABSENT: 1

Attest   
Mayor Clint Braun

Attest   
City Administrator Peter A. Wills



***SHALLOW SURVEYING, LLC***

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**LEGAL DESCRIPTION FOR ANNEXATION TO THE CITY OF OCONTO FALLS**

A parcel of land located in part of the Southeast quarter of the Northwest quarter of Section 35, Township 28 North, Range 19 East, Town of Oconto Falls, Oconto County, Wisconsin, described as follows:

Commencing at the West quarter corner of said Section 35; Thence South 87 degrees 23 minutes 59 seconds East along the East-West quarterline of said Section 35, a distance of 1333.19 ft. to the Southeast corner of lands described in Volume 337, Page 439 and the Southwest corner of lands described in Volume 342, Page 187 of the Oconto County Registry and the POINT OF BEGINNING;

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Thence South 87 degrees 19 minutes 10 seconds East along said North line, a distance of 51.67 ft. to a 1" iron pipe at the Northeast corner of said lands described in Volume 342, Page 187;

Thence South 02 degrees 36 minutes 01 seconds West along the East line of said lands, a distance of 646.38 ft. to a point on said East-West quarterline of Section 35;

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Said parcel contains 0.680 acres of land more or less to the said East-West quarterline, or 0.650 acres of land more or less to the right of way line of said Gallas Road.



**CITY OF OCONTO FALLS**

PO BOX 70 500 NORTH CHESTNUT

OCONTO FALLS, WI 54154-0070

PHONE: 920-846-4505

FAX: 920-846-4516



**CERTIFICATE OF CITY CLERK  
CITY OF OCONTO FALLS**

*With regards to:*

**ORDINANCE NO.26-001; Annexation of City Dump Access Road from the Town of Oconto Falls**

STATE OF WISCONSIN)  
COUNTY OF OCONTO) §  
CITY OF OCONTO FALLS)

I, Peter Wills, being duly sworn, depose and say that I am the duly chosen and qualified Clerk/Administrator for the City of Oconto Falls.

I, further certify that is a true and correct copy of Ordinance No. 26-001 and original is on file with the City Clerk's Office. The Population of the Territory being attached is zero (0) persons. **The MBR number is XXXXX.** This Ordinance shall be effective upon passage on April 14, 2026 and publication on April 24,2026 in the Times Hearld as required by law and the Zoning Administrator is hereby directed to make necessary changes to the Zoning Maps, the annexed parcel shall be Special Purpose (SP) forthwith. The City Clerk is hereby directed to make necessary changes to the Election Map to include the parcel in the City Ward 9 forthwith and file the changes with the Wisconsin Election Commission.

IN WITNESS WHEREOF, I have hereunto set my hand and the Seal of the City of Oconto Falls, this 14<sup>th</sup> Day of April 2026

Peter Wills  
Clerk/Administrator - City of Oconto Falls

Subscribed and sworn to before me on this 14<sup>th</sup> day of April 2026.

**CITY OF OCONTO FALLS**

PO BOX 70 500 NORTH CHESTNUT  
OCONTO FALLS, WI 54154-0070  
PHONE: 920-846-4505  
FAX: 920-846-4516



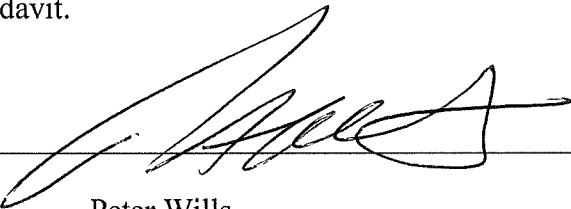
**AFFIDAVIT OF PUBLICATION  
CITY OF OCONTO FALLS**

***With regards to:* Ordinance 26-001 AN ORDINANCE ANNEXING CERTAIN LANDS OWNED BY TOWN OF OCONTO FALLS, OCONTO COUNTY, TO THE CITY OF OCONTO FALLS, WISCONSIN CODE AS FOLLOWS: THE COMMON COUNCIL OF THE CITY DOES ORDAIN AS FOLLOWS:**

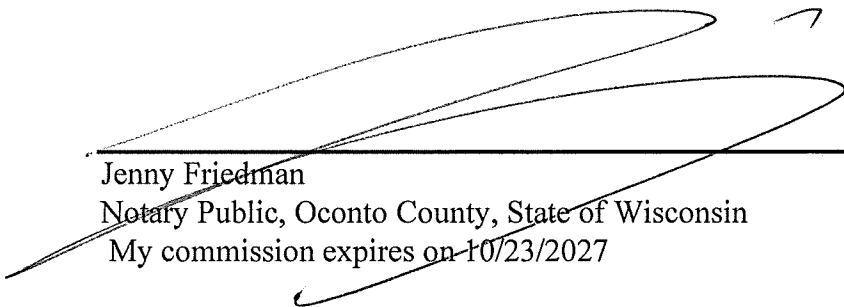
STATE OF WISCONSIN)  
COUNTY OF OCONTO) §  
CITY OF OCONTO FALLS)

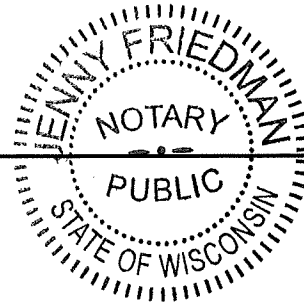
I, Peter Wills, being duly sworn, depose and say that I am the duly chosen and qualified City Clerk/Administrator for the City of Oconto Falls.

A notice for the ordinances listed above has been submitted to and published in the Oconto County Times Herald on April 24, 2026. A clipping of the published notice is attached to this affidavit.

  
\_\_\_\_\_  
Peter Wills

City Clerk/Administrator - City of Oconto Falls  
Subscribed and sworn to before me on this 15<sup>th</sup> day of April 2026.

  
\_\_\_\_\_  
Jenny Friedman  
Notary Public, Oconto County, State of Wisconsin  
My commission expires on 10/23/2027



# WISCONSIN ELECTIONS COMMISSION

212 EAST WASHINGTON AVENUE, 3RD FLOOR  
POST OFFICE BOX 7984  
MADISON, WI 53707-7984  
(608) 261-2028  
ELECTIONS@WI.GOV  
ELECTIONS.WI.GOV



## COMMISSIONERS

DEAN KNUDSON, CHAIR  
BEVERLY R. GILL  
JULIE M. GLANCEY  
ANN S. JACOBS  
JODI JENSEN  
MARK L. THOMSEN

INTERIM ADMINISTRATOR MEAGAN WOLFE

## Annexation Checklist/ Information

The Wisconsin Elections Commission (WEC) must be advised of any new annexations. Please use the checklist on the first page to guide you through this process and the second page should be sent to WEC along with the annexation ordinance. Annexations must be represented within WisVote regardless of whether there are registered voters in the area to be annexed. Ward boundary updates are generally done through County Land Information Office (LIO). Please see the Election Administration Manual "Wards, Reporting Units and Annexations" Chapter for more information.

### The clerk of the annexing municipality shall:

- Step 1:** Notify the County Clerk & Wisconsin Elections Commission of annexation. (State Law also requires the annexation to be filed with the County Register of Deeds and the Wisconsin Department of Administration.)
- Step 2:** Send completed EL-100 Form & copy of signed ordinance authorizing the annexation to the Wisconsin Elections Commission.
  - Annexed territory may be added to an existing ward **only** if the territory is comprised of the same Assembly, Congressional and County Supervisory district boundaries and contiguous to that ward, unless it is an island territory as defined in Wis. Stat. § 5.15(2)(f)3. If any of these districts are different and/or not contiguous to an existing ward, a new ward must be created. (*Note - Some counties have ordinances that relate to updating County Supervisory boundaries due to annexations, so check with the county if special rules apply*)
  - Area of annexation must be accounted for within WisVote regardless of population
- Step 3:** Obtain the applicable original EL-131 forms and any valid absentee ballot applications from the clerk of the municipality losing territory.

### The clerk of the municipality losing territory shall:

- Step 1:** Retain photocopies of the EL-131 forms.
  - Mark the EL-131 forms for final disposition four years from the effective date of the annexation and Absentee Ballot Applications. Each photocopied EL-131 and Absentee Ballot Application is marked "transferred."
- Step 2:** Retain photocopies of the Absentee Ballot Applications.
  - Mark the Absentee Ballot Applications for final disposition per the Destructions of Materials chart or Wis. Stat. § 7.23(1)(f), (k), using the date of the last election to which the application applied.

If the municipality has adopted a longer retention period than those specified in Wis. Stats. Sec. 7.23, the absentee ballot applications are marked for final disposition consistent with such other specified retention policy.

