

TOWN OF CLAYTON

Board of Supervisors

Meeting Minutes

Wednesday, November 16, 2022

Immediately following the Town Board Closed Session
Town Meeting Room, 8348 County Road T, Larsen, WI 54947

I. Call to Order: Town Board Chair Geise called the meeting to order at 6:44 pm.

A. Pledge of Allegiance

B. Verification of Notice

C. Meeting Roll

a. Board of Supervisors

Chair Geise PRESENT

Supervisor Lettau PRESENT

Supervisor Grundman PRESENT

Supervisor Reif PRESENT

Supervisor Christianson PRESENT

b. Staff

Administrator Wisnefske PRESENT

Clerk Faust-Kubale PRESENT

Treasurer Zolp PRESENT

Engineer Hamblin EXCUSED

Town Attorney LaFrombois PRESENT

II. Public Hearing(s) and/or Public Information Meeting(s): **NONE**

III. Approval of Minutes:

A. Approval of the Minutes of the Tuesday, November 1, 2022 Town Board Budget Workshop.

B. Approval of the Minutes of the Wednesday, November 2, 2022 Town Board Meeting.

MOTION:

Motion made by unanimous consent to approve the November 1, 2022 Town Board Budget Workshop; and Wednesday, November 2, 2022 Town Board Meeting Minutes as presented.

Motion carried by unanimous voice vote.

IV. Open Forum – Town-related matters not on the agenda: **NONE**

V. Correspondence:

A. Distribution of the October Building Inspection Report

- Chair Geise noted over \$4 million in new construction in the Town in the month of October.

B. Distribution of the September 29, 2022 Oshkosh Public Library Board Minutes.

VI. Discussion Items (No action will be taken):

A. Winnebago County Sheriff's Department: Public Concerns and Issues: **NONE**

B. Larsen/Winchester Sanitary District Report on October 2022 Activity

- Supervisor Reif noted at the last meeting the billing for last quarter was discussed as several customers were overbilled. That has been corrected. Supervisor Reif also noted there has been no updates from the DNR.

C. Administrator's Report on November 2022 Activity

- Administrator Wisniewski noted no new updates.
- Chair Geise reported he and the Town Broker met with a developer regarding a potential \$78 million development within the Town. Chair Geise reported that at present the Town is not ready to commit to the developer's needs for additional sewer and water installation.

VII. Business referred by the Plan Commission:

A. Plan Commission review and recommendation on a Re-zoning Application submitted by Town of Clayton, 8348 County Rd T, Larsen, WI 54947 for property owned by Town of Clayton, 8348 County Rd T, Larsen, WI 54947 WI Tax ID #006-0328-03.

- Plan Commission Chair Knapinski noted this change would be from A-2 to I-1 to accommodate a planned warehouse distribution center.

B. Plan Commission review and recommendation on a Re-zoning Application submitted by Town of Clayton, 8348 County Rd T, Larsen, WI 54947 for property owned by Town of Clayton, 8348 County Rd T, Larsen, WI 54947 WI Tax ID #006-0340-02-01.

- Chair Knapinski noted this change would be from A-2 to I-1 for potential development of a cast and die facility.

C. Plan Commission review and recommendation on a Re-zoning Application submitted by Town of Clayton, 8348 County Rd T, Larsen, WI 54947 for property owned by Town of Clayton, 8348 County Rd T, Larsen, WI 54947 WI Tax ID #006-0328-02.

- Chair Knapinski noted this change would be from A-2 to R-4 for a proposed multi-family housing development.

D. Plan Commission review and recommendation on a Certified Survey Map (CSM) Review Application submitted by Keith & Katherine Salm, for Tax ID #006-0615 and Tax ID #006-0615-01.

- Chair Knapinski noted this CSM is proposing to correct current property lines that pass through the storage units constructed on the parcels. Chair Knapinski also noted that the Commissioners recommended approval of the CSM, but have also requested that the property be rezoned to also correct the dual zoning currently in place.

VIII. Business:

A. Discussion/Action: Town Board review and consideration of Resolution 2022-020 A Resolution Adopting the CY 2022 Tax Levy payable in CY 2023 as set by the Wednesday, November 16, 2022 Special Meeting of the Town Electors, and Adopting the following Town CY 2023 Budgets as presented:

- i. CY 2023 General Fund Revenue and Expense Budgets.
- ii. CY 2023 Capital Projects Fund Revenue and Expense Budgets.
- iii. CY2023 Debt Service Fund Revenue and Expense Budgets.
- iv. CY 2023 Stormwater Management Utility Fund Revenue and Expense Budgets
- v. CY 2023 Solid Waste and Recycling Fund Revenue and Expense Budgets.
- vi. CY 2023 Tax Increment Finance District #1 Fund Revenue and Expense Budgets.
- vii. CY 2023 Clayton Sanitary District #1 Fund Revenue and Expense Budgets.

- Chair Geise noted at the Elector's Meeting earlier in the night, the levy was approved.

MOTION:

Motion by: Supervisor Grundman

Second by: Supervisor Christianson

Motion made to approve Resolution 2022-020 A Resolution Adopting the CY 2022 Tax Levy payable in CY 2023 as set by the Wednesday, November 16, 2022 Special Meeting of the Town Electors, and Adopting the following Town CY 2023 Budgets as presented.

ROLL CALL:

Supervisor Lettau	Aye
Supervisor Grundman	Aye
Supervisor Christianson	Aye
Supervisor Reif	Aye
Chair Geise	Aye

Motion carried 5-0.

- B. Discussion/Action: Town Board review and consideration of Ordinance 2022-Z005 An Ordinance to Amend the Official Town of Clayton Zoning Ordinance Map for the Town of Clayton Rezoning on Tax ID #006-0328-03 from A-2 (General Agriculture District) to I-1 (Light Industrial District).

MOTION:

Motion by: Supervisor Grundman

Second by: Supervisor Christianson

Motion made to approve Ordinance 2022-Z005 An Ordinance to Amend the Official Town of Clayton Zoning Ordinance Map for the Town of Clayton Rezoning on Tax ID #006-0328-03 from A-2 (General Agriculture District) to I-1 (Light Industrial District)

and direct Staff to submit the Ordinance to Winnebago County and publish the Ordinance as required by law.

ROLL CALL:

Chair Geise	Aye
Supervisor Reif	Aye
Supervisor Lettau	Aye
Supervisor Grundman	Aye
Supervisor Christianson	Aye

Motion carried 5-0.

- C. Discussion/Action: Town Board review and consideration of Ordinance 2022-Z006 An Ordinance to Amend the Official Town of Clayton Zoning Ordinance Map for the Town of Clayton Rezoning on Tax ID #006-0340-02-01 from A-2 (General Agriculture District) to I-1 (Light Industrial District).

MOTION:

Motion by: Supervisor Reif

Second by: Supervisor Grundman

Motion made to approve Ordinance 2022-Z006 An Ordinance to Amend the Official Town of Clayton Zoning Ordinance Map for the Town of Clayton Rezoning on Tax ID #006-0340-02-01 from A-2 (General Agriculture District) to I-1 (Light Industrial District) and direct Staff to submit the Ordinance to Winnebago County and publish the Ordinance as required by law.

ROLL CALL:

Supervisor Reif	Aye
Supervisor Lettau	Aye
Supervisor Grundman	Aye
Supervisor Christianson	Aye
Chair Geise	Aye

Motion carried 5-0.

- D. Discussion/Action: Town Board review and consideration of Ordinance 2022-Z007 An Ordinance to Amend the Official Town of Clayton Zoning Ordinance Map for the Town of Clayton Rezoning on Tax ID #006-0328-02 from A-2 (General Agriculture District) to R-4 (Multi-Family Residential District).

MOTION:

Motion by: Supervisor Grundman

Second by: Supervisor Christianson

Motion made to approve Ordinance 2022-Z007 An Ordinance to Amend the Official Town of Clayton Zoning Ordinance Map for the Town of Clayton Rezoning from A-2 (General Agriculture District) to R-4 (Multi-Family Residential District) and direct staff to submit the Ordinance to Winnebago County and publish the Ordinance as required by law.

ROLL CALL:

Supervisor Grundman	Aye
Supervisor Lettau	Aye
Supervisor Reif	Aye
Chair Geise	Aye
Supervisor Christianson	Aye

Motion carried 5-0.

- E. Discussion/Action: Town Board review and consideration of a Certified Survey Map (CSM) Review Application submitted by Keith & Katherine Salm, for Tax ID #006-0615 and Tax ID #006-0615-01.

MOTION:

Motion by: Supervisor Grundman
Second by: Supervisor Christianson

Motion made to approve the Certified Survey Map Review Application submitted by Keith & Katherine Salm, for Tax ID #006-0615 and Tax ID #006-0615-01 provided all conditions recommended by Staff and the Plan Commission are met.

Motion carried by unanimous voice vote.

- F. Discussion/Action: Town Board review and consideration of a change in the Town Hall Operating Hours.

- Chair Geise noted he consulted with neighboring Towns and the proposed hours are in line with the other communities, especially with the option of Staff being available for appointments as well.
- Supervisor Reif noted he was originally against the proposal, but after hearing it is in line with other communities, is willing to give it a try.
- Plan Commission Chair Knapinski noted that the residents made a choice during the November Election to vote down the Town Referendum and this is a ramification of that choice.
- Chair Geise noted that the Town has to be respectful of and value the amount of time that Staff puts in above and beyond the normal 40-hour work week in service of the Town.

MOTION:

Motion made to approve the new Town Hall Operating Hours of Monday through Thursday 7:45 am to 4 pm and Friday 7:45 am to 1 pm, effective November 17, 2022,

with any necessary Statutory and Administrative exceptions, as well as appointments as requested.

Motion carried by unanimous voice vote.

G. Discussion/Action: Town Board review and consideration of the Agreement for Automatic Fire Protection between Clayton Fire Rescue and Town of Neenah Fire Department.

- Chair Geise noted that the Auto Aid agreements have been working well for the Town.
- Chief Rieckmann noted that Town of Neenah has been open to this new agreement and passed the Agreement at their meeting on November 14, 2022.

MOTION:

Motion made to approve the new Town Hall Operating Hours of Monday through Thursday 7:45 am to 4 pm and Friday 7:45 am to 1 pm, effective November 17, 2022, with any necessary Statutory and Administrative exceptions, as well as appointments as requested.

Motion carried by unanimous voice vote.

IX. Review of Disbursements

X. Upcoming Meeting Attendance

- Chair Knapinski noted that the Plan Commission Comprehensive Plan Meeting has been moved to November 30, 2022.
- Chief Rieckmann noted that the Supervisors will be invited, pending formal invitation, to the 2nd Annual Awards Banquet on December 6, 2022.

XI. Board Member Requests for Future Agenda Items

XII. Adjournment

MOTION:

Motion made by unanimous consent to adjourn at 7:22 pm.

Motion carried.

Respectfully Submitted,
Kelsey Faust-Kubale, Town Clerk