

TOWN OF CLAYTON
Board of Supervisors Meeting Minutes
 Wednesday, April 19, 2023 Immediately following the Reorganizational Meeting
 Town Meeting Room, 8348 County Road T, Larsen, WI 54947

- I. Call to Order: Town Board Chair Geise called the meeting to order at 7:19 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
Town Attorney LaFrombois	PRESENT
- II. Approval of Minutes:
 - A. Approval of the Minutes of the Wednesday, April 5, 2023 Town Board Closed Session Meeting.

MOTION:

Motion made by unanimous consent to approve the April 5, 2023 Town Board Closed Session Meeting Minutes.

Motion carried by unanimous voice vote.
 - B. Approval of the Minutes of the Wednesday, April 5, 2023 Town Board Meeting.

MOTION:

Motion made by unanimous consent to approve the April 5, 2023 Town Board Meeting Minutes.

Motion carried by unanimous voice vote.
- III. Open Forum – Town-related matters not on the agenda: **NONE**
- IV. Correspondence:
 - A. Distribution of a March 9, 2023 letter from Wisconsin/Nicaragua Partners of the Americas
 - B. Distribution of correspondence from Wisconsin Towns Association regarding the Unit Meeting & Resolution 203-032023 appropriating ARPA funds to each municipality
 - C. Distribution of the March 2023 Winnebago County Tonnage Report
- V. Discussion Items (No action will be taken):
 - A. Winnebago County Sheriff's Department: Public Concerns and Issues

- B. Administrator's Report on upcoming March 2023 & upcoming April 2023 Activity
- C. Chair & Supervisor Reports on March 2023 & upcoming April 2023 Activity

VI. Business referred by the Plan Commission:

- A. Plan Commission Recommendation: Motion to approve Ordinance 2023-002 to Amend the Town of Clayton Zoning Ordinance with the proposed batch text amendments including amendments to Division 13 of Article 7, Site Plan; Section 9.08-21, Land uses Generally Allowed within Zoning Districts, & Exhibit 8-1, Land Use Matrix; Division 8 of Article 8, Special Site Design Principles & Architectural Standards; Attachment B, Horizontal Site Design Requirements; Attachment C, Architectural Design Standards; Attachment D, Architectural & Landscape Design Zones; Attachment E, Landscape Design Standards; and Attachment F, Environmental & Energy Efficiency Guidelines.

MOTION:

Motion by Supervisor Christianson
Second by Supervisor Lettau

Motion made to adopt Ordinance 2023-002 to amend the Town of Clayton Zoning Ordinance with the suggested amendments as presented.

ROLL CALL:

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

Motion carried 5-0.

- B. Plan Commission Discussion: Plan Commission review & discussion on the proposed presentation slides for the April 26, 2023 Comprehensive Plan Public Information Meeting.

DISCUSSION ITEM ONLY – NO ACTION TAKEN

VII. Business:

- A. Discussion/Action: Town Board review & consideration of an intergovernmental agreement with Winnebago County to provide road maintenance services for the Town.

MOTION:

Motion by Supervisor Christianson
Second by Supervisor Grundman

Motion made to enter into an intergovernmental agreement with Winnebago County to provide road maintenance services, and authorize the Administrator to execute said agreement.

Motion carried 4-1 with Supervisor Reif voting Nay.

- B. Discussion/Action: Town Board review & consideration of Ordinance 2023-003 to Amend the Town of Clayton Ordinance Setting Speed Limits Within the Town, specifically for the segment of road along Shady Ln from the east Town Line to State Hwy 76.

MOTION:

Motion by Supervisor Grundman

Second by Supervisor Lettau

Motion made to adopt Ordinance 2023-003 to amend the Town of Clayton Ordinance setting speed limits within the Town.

ROLL CALL:

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

Motion carried 5-0.

- C. Discussion/Action: Town Board review & consideration of Change Order #7 for Phase 1 Water Distribution Booster Pump Facility for a decrease in the Contract in the amount of \$59,717.21.

MOTION:

Motion made by unanimous consent to approve Change Order #7 for Phase I Water Distribution Booster Pump Facility submitted by RJM Construction LLC.

Motion carried by unanimous voice vote.

- D. Discussion/Action: Town Board review & consideration of implementing Phase I of the Town GIS database with Cedar Corp, at an approximate cost of \$6,500.00.

MOTION:

Motion made by unanimous consent to approve implementation of Phase I with a cost not to exceed \$6,500.00.

Motion carried by unanimous voice vote.

VIII. Review of Disbursements

IX. Review of General Fund Budget Update

- X. Upcoming Meeting Attendance
 - Comprehensive Plan Public Information Meeting – April 26, 2023 5:30 pm to 7:00 pm
- XI. Board Member Requests for Future Agenda Items
- XII. Adjournment

MOTION:

Motion made by unanimous consent to adjourn at 7:46 pm.

Motion carried.

Respectfully Submitted,
Kelsey Faust-Kubale, Town Clerk