

TOWN OF CLAYTON

Annual Town Meeting

Minutes

April 19, 2022

7:00 p.m.

8348 County Road T Larsen, WI 54947

1) Call to Order

Called to order at 7:00 p.m. by Town Chair Geise.

a) Pledge of Allegiance

Roll: Town Board Members Present at the Electors Meeting

Chairperson Russ Geise

Supervisor #1 Kay Lettau

Supervisor #2 Linda Grundman

Roll: Town Staff Present at the Electors Meeting

Administrator Tori Straw

Clerk Kelsey Faust-Kubale

Treasurer Kelly Wisnefske

Fire Chief Scott Rieckmann

Public Works Foreman Rick Christianson

Roll: Other Town Officials Present at the Electors Meeting

Plan Commission Chairperson Dick Knapinski

Town Engineer Ben Hamblin

Roll: Electors Present

Burt Drews, 3113 County Rd II, Neenah

Janice Drews, 3113 County Rd II, Neenah

Becky Haskell, 9080 Oakwood Ave, Neenah

Brett Haskell, 9080 Oakwood Ave, Neenah

Linda Grundman, 7490 Center Rd, Neenah

Pat Thompson, 3410 Fairview Road, Neenah

Nadine Plante, 8019 County Rd T, Larsen

Kay Lettau, 3795 County Rd II, Larsen

Kelly Wisnefske, 7812 County T, Larsen

Russ Geise, 8014 County Rd T, Larsen

Tori Straw, 8795 Clayton Ave, Neenah

Rick Christianson, 3540 Oakridge Rd, Neenah

Patti Christianson, 3540 Oakridge Rd, Neenah

Richard Fischer, 8685 Oakwood Ave, Neenah

Dick Knapinski, 8605 Clayton Ave, Neenah

2) Town Elector Approval of the Minutes of the CY 2021 Annual Meeting of the Town Electors

MOTION:

Motion by: Linda Grundman, 7490 Center Rd, Neenah

Seconded by: Becky Haskell, 9080 Oakwood Ave, Neenah

Motion to approve the Annual Meeting Minutes for CY 2021 as presented.

Motion carried by unanimous voice vote.

3) Introduction of Elected and Appointed Town Officials by the Town Chair

a) Reports by Appointed Town Commission and Committee Chairs:

i) Town of Clayton Sanitary District #1 Commission Chair, Russell D. Geise

- Chair Geise spoke about Sanitary District & Storm Water Management Utility in concert and more specific accomplishments are highlighted under Review of the Town's CY 2021 Activities

ii) Storm Water Management Utility Chair, Russell D. Geise

- Chair Geise spoke about Storm Water Management Utility & Sanitary District in concert and more specific accomplishments are highlighted under Review of the Town's CY 2021 Activities

iii) Plan Commission Chairperson Dick Knapinski

- Recognized the Commissioners and Staff who review projects and proposals for the Town throughout the year: Commissioners: Eric Linsmeier, Dave Dorow, Brian White, Wayne Nemecek, Becky Haskell, and Town Board Representative Kay Lettau.
- Thank you to Commissioners for their dedication and the work put into preparation for the monthly meetings
- Accomplishments include:
 - Created the Hwy 10 & Hwy 76 Corridor Master Plan with stakeholder input which included installing of sewer service
 - Standardizing site plans to have better guidelines on what the Town's expectations are moving forward on new projects/developments
 - The Town Comprehensive Plan is being revised and should be complete by end of CY 2022 and public input will be sought during the process.
 - Gold Shovel Program to assist in marketing for development in the Hwy 10 & Hwy 76 Corridor

iv) Green Space Committee – presented by Town Chair Russ Geise

- Recognized the Committee Members & Chair Nancy Harrity-Irvine, Nadine Plante, Fred Ebbesen, Dave Dorow, Dustin Kraft, and Town Board Representative Linda Grundman
- Accomplishments in 2021 included:
 - Replacement of Dugout Benches at Clayton Park
 - Basketball Court at Trail Head Park was completed
 - 9-hole disc golf course completed at Clayton Park.
 - Replacement of playground equipment at Trail Head Park
- Town Chair Geise will be approaching the Town Board at a future meeting to propose a name change for the Committee to assist in recruitment efforts for residents to serve on the Committee.
- Richard Fischer, 8685 Oakwood Ave, Neenah inquired if the cemeteries were part of the Green Space Committee and Chair Geise responded they are not, and are handled by Staff.

4) Recognition of Town Officials and Employees by Town Chair, Russell D. Geise:

- a. Attorney, Ben LaFrombois, MG&M Law Firm
- b. Engineer, Ben Hamblin, McMahon Group
- c. Town Planner, Ken Jaworski, Cedar Corp

- d. Clerk/Deputy Treasurer, Holly Stevens
- e. Treasurer/Deputy Clerk, Sabina Schiessl
- f. Clayton Fire Rescue Department, Fire Chief Scott Rieckmann and Department Volunteers
- g. Clayton Fire Rescue Department, Assistant Chief Jim Austad and Department Volunteers
- h. Department of Protective Services, Police Officer Sarah Zeinert
- i. Emergency Management Director, Kaylin Rieckmann
- j. Building Inspector, Tom Spierowski
- k. Public Works Foreman, Rick Christianson
- l. Public Works Employee, David Borchert
- m. Public Works Employee, Brian Surprise
- n. Public Works Employee, D. Jon Behm
- o. Public Work Employee, Keith Boutwell
- p. Public Works Seasonal Laborer, Storm Water Management Ditch Mowing Staff, Pat Brown
- q. Yard Waste Site Operators, Eli Luebke and Jim McLeod
- r. Town Assessor, Luke Mack of Associated Appraisal Consultants, Inc.
- s. Town Administrator, Tori Straw

5) Review of the Town's CY 2021 activities by the Town Chair

- Reconstruction of road projects on Clayton Ave, Oakridge Rd, and Larsen Rd
- Continued partnership with Village of Fox Crossing on sewer and water projects
- Created an Area Development “Master” Plan for the East side of the Town to use as a tool/guide for developing the Highway 10/Highway 76 corridors
- Public Safety
 - Expansion of the Fire Substation on Hwy 76 to include both garage stalls for housing an engine, Rescue 43, and grass rig.
- Public Works/Utilities
 - Installed water and sewer mains on W American Dr and Friendship Trail between Clayton Ave and Hwy 76.
 - Installed sewer and water mains on Fairview Rd west of Hwy 76 to Myron Lane.
 - Installed sewer and water mains on Fairview Rd from Clayton Ave west approximately 500 feet to prepare for future expansions.
 - Constructed the Water Booster Pump Station on Clayton Ave.
- Town Roads & Subdivisions
 - Reconstruction of 3 miles of Clayton Ave cooperatively with Village of Fox Crossing from County Rd II north to County Rd BB.
 - Reconstruction of 1 mile of Oakridge Rd from Hwy 76 east to the Town Line.
 - Reconstruction of 2 miles of Larsen Rd from Oakwood Ave east to County Rd T.
 - Reconstruction of approximately 1.5 miles of road in the Windfield Estates Subdivision.
 - Completed Stormwater tiling in ditches in Windfield Estates.
 - Started the Stormwater tiling in ditches in Deer Trail Estates.
- Updated the Town Employee Handbook for the first time since 2006.
- Appointed new Town Staff
- Sold two parcels of Town-owned land on Clayton Ave.
- Approved the first multi-family development within the Town of Clayton
 - Chair Geise highlighted that this development is a \$10-12 million buildout
 - The development is the largest approved in the history of the Town
 - Chair Geise also highlighted that this development will add value of approximately \$200,000 to the tax roll, and would not have been possible had the Town not purchased the property to avoid annexation by Village of Fox Crossing.

- Richard Fischer, 8685 Oakwood Ave, Neenah inquired about the missing Rustic Road signage and Administrator Straw noted Staff is aware and has reached out to the State to get a replacement. Those signs are printed and distributed by the State, and erected by the County, so will be some time yet before the replacements are up.

6) Town Board request for Town Elector approval of an additional 3-year grant of authority to the Town Board to buy and sell land on the Eastern Border of the Town of Clayton from Winnegamie Drive to Breezewood Lane.

- Chair Geise noted the electors had previously given the grant of authority, and there are two years left but he would like to reaffirm the action because there is continued threat from the City of Neenah on the southeast corner of Town.
- Chair Geise reminded Electors that City of Neenah Mayor Kaufert is no longer in office, and it is unclear what the intentions of the incoming Mayor Lang are.
- Chair Geise noted that the main function of the approval would be selling off Town-owned land, but could not rule out the need to purchase land again in the future to prevent annexation(s).

MOTION:

Motion by Scott Rieckmann, 8484 Pioneer Road, Larsen

Second by Rick Christianson, 3540 Oakridge Rd, Neenah

Motion to approve an additional 3-year grant of authority to the Town Board to buy and sell land on the Eastern Border of the Town of Clayton from Winnegamie Drive to Breezewood Lane.

Motion carried by unanimous voice vote

7) Town Elector approval of the Town Board wages.

a. Town Chair (Current):

- i. Wage per Year: \$10,000.00
- ii. Full day meeting Per Diem: \$ 75.00
- iii. Half day meeting Per Diem: \$ 50.00
- iv. Mileage at the current IRS rate per mile

- Chair Geise noted he personally has not accepted per diem or mileage during his tenure as Town Chair, but recognizes the need to have it included as past Chairs have and future Chairs may.

MOTION:

Motion by Linda Grundman, 7490 Center Rd, Neenah

Second by Bert Drews, 3113 County Rd II, Neenah

Motion to approve the Town Chair's wages as presented

Motion carried by unanimous voice vote

b. Town Supervisors (Current):

- i. Wage per year: \$6,000.00
- ii. Full day meeting Per Diem: \$ 75.00
- iii. Half day meeting Per Diem: \$ 50.00
- iv. Mileage at the current IRS rate per mile

MOTION:

Motion by Rick Christianson, 3540 Oakridge Rd, Neenah

Second by Becky Haskell, 9080 Oakwood Ave, Neenah

Motion to approve the Town Supervisors' wages as presented

Motion carried by unanimous voice vote

- 8) Setting the meeting date for the Town's CY 2022 Annual Meeting of the Town Electors for the 3rd Tuesday in April of CY 2023 or within ten (10) days following that date.**

MOTION:

Motion by Patti Christianson, 3540 Oakridge Rd, Neenah

Second by Becky Haskell, 9080 Oakwood Ave, Neenah

Motion to set the meeting date for the Town's CY 2022 Annual Meeting of the Town Electors for the 3rd Tuesday in April of CY 2023 (April 18, 2023) or within ten (10) days following that date.

Motion carried by unanimous voice vote

- 9) Town Elector Proposed Items. - NONE**

- 10) Adjourn Sine Die.**

MOTION:

Motion by Becky Haskell, 9080 Oakwood Ave, Neenah

Second by Scott Rieckmann, 8484 Pioneer Road, Larsen

Motion to adjourn Sine Die at 7:45 p.m.

Motion carried by unanimous voice vote

Respectfully Submitted, Kelsey Faust-Kubale, Clerk