



TOWN OF CLAYTON

Regular Meeting of the Town Board of Supervisors

Meeting Minutes

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Town Office Building
8358 County Road T
Larsen, WI 54947

May 20, 2009
7:00 p.m. – 9:25 p.m.

I. Call to Order

Called to order at 7:00 p.m. by Chairperson Luebke.

Present: Town Chairperson Luebke, Supervisors Geise, Kiesow, Klingenberger, and Lettau

Meeting properly posted; three locations in the Town.

II. Approval of Minutes

- Regular Town Board Meeting – April 15, 2009
- Special Town Board Meeting – May 6, 2009
- Regular Town Board Meeting – May 6, 2009

MOTION: (Unanimous consent) Approve minutes of Regular Town Board Meeting of April 15, 2009, Special Town Board Meeting May 6, 2009, and Regular Town Board Meeting of May 6, 2009.
CARRIED.

III. Open Forum – Non-Agendized Town-related Matters

- Susan Rubick, 7853 County Road T, Larsen, WI 54947 – Question: Fire Station Service Area

IV. Correspondence

- American Farmland Trust's Campaign for WI Farm and Forest Lands – Joint Finance Committee approves Working Lands Initiative
- Winnebago County Solid Waste Management Board – April 2009 Tonnage Report

V. Discussion Items (No action will be taken.)

- A. County Supervisor Report – No report
- B. Winn. Cty. Sheriff's Dept. – Public Concerns and Issues – Deputy Lichtensteiger present
- C. Fire Department Report – 42 YTD Fire Calls, FoxxCom meeting, Update on proposed meeting with Fire Chiefs of Town of Neenah and Town of Menasha to be scheduled
- D. Town Administrator Comments – additional/follow-up communications
- E. Clerk/Treasurer Comments – WI Taxpayer communication; Tobacco Times
- F. Weed Commissioner Report – No report

VI. Zoning

- A. CSM Review – Paul Anderson, Tax ID #006-077904 (Short Road)
MOTION: (Geise, Lettau) Approve Revised CSM for Paul Anderson, Tax ID #006-077904 (Short Road), subject to staff review letter conditions dated May 13, 2009.
CARRIED by 5-0 voice vote.
- B. Preliminary CSM Review (Concept Plan) – Carow Land Surveying Company, Inc., Tax ID #006-0031 (Northeast corner of Oakwood Avenue and West Shady Lane)
No Motion. Recommend Mr. Shaw work with Town Administrator to meet all Town requirements.
- C. Sign Approval – Jason Towne, Rodeo Bar (County Road II)
MOTION: (Klingenberger, Geise) Approve sign proposal from Rodeo Bar as presented in updated sign proposal drawing, with the provisions of Plan Commission. (See provisions below.)
CARRIED by 5-0 voice vote.

Plan Commission provisions:

- Plan Commission and Board acceptance of the telephone number on the sign
- Plan Commission and Board acceptance of the proposed location for the sign
- Sign reader is no more than 33% of the printed portion of sign
- Payment of the \$96.00 sign permit application fee (Paid 05/15/2009)
- Documentation of approval of proposed sign by any overlying unit of government with jurisdiction
- Ensure doors are placed on the west side of the waste containers

VII. Business

- A. Operator's License – Nicole A. Meyers
MOTION: (Lettau) Deny operator license for Nicole A. Meyers.
 FAILED for lack of second.
MOTION: (Geise, Kiesow) Approve operator license for Nicole A. Meyers.
 CARRIED by 4-1 voice vote.
- B. Liquor License Premises Amendment – Willie Beamons
MOTION: (Geise, Kiesow) Approve Liquor License Premises Amendment for Willie Beamons.
 CARRIED by 5-0 voice vote.
- C. Liquor License Application – Consideration & Approval for May 21, 2009 – June 30, 2009
 *The following party has applied for a Class B Beer and Reserve Class B Liquor License in and for the Town of Clayton:
- Boe, LLC., 8386 State Road 76 Suite B, Neenah, WI 54956 – Agent: Jeffrey A. Boe
MOTION: (Klingenberger, Kiesow) Correct paperwork associated with Reserve License for Boe, LLC., 8386 State Road 76 Suite B, Neenah, WI 54956 – Agent: Jeffrey A. Boe.
 CARRIED by 5-0 voice vote.
- D. Fireworks Permit Application – Charles Krause (Location: Great Lakes Line Builders property)
MOTION: (Geise, Kiesow) Approve Fireworks Permit Application for Charles Krause (Location: Great Lakes Line Builders property) including the following:
- Fire Department Inspection – Code compliance
 - Property owner written permission for location of fireworks stand (Granted 05/11/2009)
 - Proof of a public general liability policy (Received 05/15/2009)
 - Structure type, layout (Map received 05/13/2009)
 - Annual permit fee and WI State Retail License (\$250.00 and WI # received 05/13/2009)
 - Two (2) air dancers to operate only during business hours
- CARRIED by 5-0 voice vote.
- E. Permission for Music/DJ at Clayton Park, July 11, 2009, 2:00p-10:00p – Jackie Griesbach
MOTION: (Kiesow, Geise) Grant permission for Music/DJ and a canopy at Clayton Park, July 11, 2009, 2:00p-10:00p for Jackie Griesbach.
 CARRIED by 5-0 voice vote.
- F. County Bridge/Culvert Aid CY 2010 Application Designation
MOTION: (Klingenberger, Kiesow) Advise staff to look at culvert on Oakwood, ½ way between Larsen Road and Oakridge Road to see if it fits within guidelines for replacement and makes sense to submit application to Winnebago County Highway Commission by June 1, 2009, deadline for for replacement program/aid in CY 2010.
 CARRIED by 5-0 voice vote.
- G. Municipal Facilities Work
 Move forward to obtain pricing/cost estimate for repairs to Municipal Building and Fire Station.
1. Sanitary Sewer Clean-out – Town Office
 2. Separate well from Clauson property
 3. Repair damage to Municipal Garage building
 Estimate from Cleary = \$1,576.00
MOTION: (Klingenberger, Lettau) Proceed with repair to Municipal Garage building, not to exceed \$2,000.00.
 CARRIED by 5-0 voice vote.
- H. Engineering & Design approval for Woodenshoe culvert replacement project
- Martenson & Eisele proposal = \$4,670.00 (Includes contractual discount)
 - Cost of engineering to be included in cost-sharing with Winnebago County
 - Funding from Town's CY 2009 Engineering Budget – Line item
- MOTION:** (Lettau, Kiesow) Approve engineering and design for Woodenshoe culvert with M&E for a cost of \$4,670.00.
 CARRIED by 5-0 voice vote.

I. Authorization to replace Woodenshoe culverts

- Radtke Contractors, Inc.
 - Northern culvert = \$13,802.00
 - Southern culvert = \$21,177.00
 - Total = \$34,979.00
- Badger Highway Co., Inc.
 - Northern culvert = \$15,182.30
 - Southern culvert = \$23,294.70
 - Total = \$38,477.00
- Trico Excavating
 - Northern culvert = \$18,573.00
 - Southern culvert = \$25,413.00
 - Total = \$43,986.00
- Winnebago County
 - Labor = \$15,000.00
 - Northern pipe = \$9,000.00
 - Southern pipe = \$11,920.00
 - Total = \$35,920.00

MOTION: (Lettau, Geise) Move forward with replacement of Woodenshoe culverts, utilizing Radtke for a cost of \$34,979.00, with this repair cost and with engineering cost of Martenson & Eisele to be cost-shared with Winnebago County.

CARRIED by 5-0 voice vote.

J. Authorization of CY 2009 Crack-filling Project

Funding for project would come from Town’s CY 2009 Maintenance-Town Road budget line item.

Roads:

1. Fairview from Hickory to Pioneer
2. Hickory from Fairview to 8740 Hickory
3. Umland from Hickory to its terminus
4. Golfwood Drive to its terminus
5. Knox Lane, Bomar Avenue and Deer Trail Lane
6. West American Drive from State Road 76 to its western terminus
7. Buttercup Road, Saffron Lane, Sage Court, and Basil Court
8. Golf Course Drive from Larsen Road to its terminus
9. Kiely Way from Oakridge Road to its terminus

Crack-sealing specifications:

- Rout cracks to a 2:1 ratio of width to depth (1 1/4 “ x 5/8“)
- Blow out and clean cracks with compressed air
- Dry cracks with a heat lance
- Seal cracks with a DOT-approved, hot-pour, rubberized crack-sealer in accordance with the manufacturer’s specifications for cold climates
- Provide the Town with a three-year warranty on the products and process

Proposals:

- Valley Sealcoat = \$12,244.00
- Fahrner Asphalt Sealers, LLC = \$8,613.00
- Fox Valley Asphalt = \$5,760.00

MOTION: (Klingenberger, Lettau) Accept proposal from Fox Valley Asphalt for crack-filling the nine (9) listed roads, as listed in correspondence from Administration dated May 18, 2009, to Fox Valley Asphalt.

CARRIED by 5-0 voice vote.

K. Authorization of CY 2009 Centerline Striping Project

Approximately nine (9) miles of centerline markings:

MOTION: (Lettau, Geise) Utilize Winnebago County for Centerline Striping Project in CY 2009, not to exceed a cost of \$8,000.00.

CARRIED by 5-0 voice vote.

- L. Authorization for engineering for Darrow Road area – re-ditching and culvert replacement Balfour Street, Murray Road, and Darrow Road
Funding for engineering will come from Town's CY 2009 Transportation-Engineering Budget line item
MOTION: (Kiesow, Klingenberger) Move forward with the engineering for Darrow Road area, re-ditching and culvert replacement in CY 2009.
CARRIED by 5-0 voice vote.
- M. Cemetery Rules Signs – Authorization and clarification
Refer back to staff.
- N. Board direction relative to development on State Hwy 10/76 Corridor (working with area developers)
MOTION: (Geise, Kiesow) Allow Town Administrator and Town Chairperson to work with developers regarding direction relative to development on State Hwy 10/76 Corridor.
CARRIED by 5-0 voice vote.
- O. Mikesville sign – replacement of signs on Oakridge Road
MOTION: (Kiesow, Geise) Replace two (2) signs in Mikesville, on Oakridge Road, only if they can be placed on utility poles.
FAILED by 1-4 voice vote.
- P. Disposal of surplus dirt from Town's yard waste site
Refer back to staff.
- Q. Disposal of surplus culverts from yard waste site
MOTION: (Geise, Kiesow) Dispose of surplus culverts at a price of \$100.00 each and throw in the small chunk for nothing.
CARRIED by 5-0 voice vote.
- R. Rolling Meadows Self Storage – Landscaping bills escrow payout
Mark Luebke excused himself from this item.
Vice-Chairperson Klingenberger is Chairperson of this item.
MOTION: (Geise, Lettau) Approve landscaping bills escrow release for Rolling Meadows, with the balance paid out to developer, following verification developer has met required obligation.
CARRIED by 4-0 voice vote.
- S. Board of Review – Approval for stenographer
MOTION: (Klingenberger, Kiesow) Approve temporary secretary for Board Of Review.
CARRIED by 5-0 voice vote.

VIII. Upcoming Meeting Attendance

IX. Board Member Requests for Future Agenda Items

None.

X. Approval of Disbursements

MOTION: (Lettau, Klingenberger) Approve disbursements as of June 3rd, 2009, excluding except for Winnebago County Treasurer bill for \$306.94.
CARRIED.

XI. Adjournment (9:25p)

MOTION: (Unanimous consent) Adjourn.
CARRIED.

Respectfully Submitted,
Susan Nester-Huebner, Clerk