

**TOWN OF CLAYTON**  
**Board of Supervisors**  
**Meeting Agenda**  
**7:00 P.M. on Wednesday, February 17<sup>th</sup>, 2016**  
**Town Meeting Room, 8348 County Road T, Larsen, WI 54947**

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- I. Call to Order:
  - A. Pledge of Allegiance
  - B. Verification of Notice
  - C. Meeting Roll
  
- II. Public Hearing(s) and/or Public Information Meeting(s):
  - A. No Public Hearings and/or Public Information Meetings.
  
- III. Approval of Minutes:
  - A. Approval of the Minutes of the Town Board meeting of Wednesday, February 3<sup>rd</sup>, 2016.
  
- IV. Open Forum – Town-related Matters not on the Agenda:
  - A. Please complete the “Request to Speak at Meeting” form located on the agenda/sign-in table and submit to the form to the Town Clerk. Pursuant to Wisconsin Statutes 19.32(2) and 19.84(2), Town related matters not on the Agenda may be presented; however, only limited discussion may occur and no action may be taken until specific notice of the subject matter of the proposed action can be given.
  
- V. Correspondence:
  - A. A copy of the Winnebago County Sheriff’s CY 2015 Annual Report
  - B. A copy of a Building Safety Month Proclamation Document
  - C. A copy of an article provided by the Town’s Association
  - D. A copy of a memorandum provided by Jennifer Semrau, Recycling Coordinator for the Winnebago County Solid Waste Management Board.
  - E. A copy of the January 2016 Recycling Tonnage Report provided by the Winnebago County Solid Waste Management Board.
  
- VI. Discussion Items (No action will be taken):
  - A. County Supervisor Report
  - B. Winnebago County Sheriff’s Department: – Public Concerns and Issues
  - C. Clayton Fire Rescue Department (First Meeting of the Month)
    - a. Clayton Fire Rescue First Responder (First Meeting of the Month)
  - D. Larsen-Winchester Sanitary District
  - E. Administration Comments
  
- VII. Operator Licenses Issued by the Town Clerk:
  - A. New:
    - i. No New Licenses Issued

- B. Renewal:
  - i. No Renewed Licenses

VIII. Business referred by the Plan Commission:

Town Board receipt, review and consideration of Plan Commission Referrals (second Town Board meeting of the month):

- A. Plan Commission recommendation to the Town Board on a Certified Survey Map (CSM) Application submitted by Martin J. and Suzette A. Nikodem, 4085 Winnegamie Drive, Neenah, WI 54956 for property located at 4085 Winnegamie Drive, Neenah, WI 54956 and specifically identified as Tax ID # 006-0095-01-01 and Tax ID # 0060095-02 described as Part of Lot 1 of Certified Survey Map Number 6872 As Recorded in Volume 1 of Certified Survey Maps on Page 6872 and Part of Tract 2 of Certified Survey Map Number 554 As Recorded in Volume 1 of Certified Survey Maps 554, All Located in the Northeast ¼ of the Fractional Northwest ¼ of Section 4, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.
- B. Plan Commission recommendation to the Town Board on updates to the Town's Park and Open Space Plan recommended by the Town's Green Space Committee.
- C. Plan Commission recommendation to the Town Board on a recommendation from the Green Space Committee to incorporate the Town's Park and Open Space Plan into the Town's Comprehensive Plan as part of the CY 2015/16 Update to the Town's Comprehensive Plan.
- D. Plan Commission recommendation on updates to the Draft Comprehensive Plan Maps and Documents based on input from the Public Listening Session for the Town's CY 2015/16 Comprehensive Plan Update.

IX. Business referred by the Green Space Committee:

Town Board receipt, review and consideration of Green Space Committee Referrals (second Town Board meeting of the month):

- A. Green Space Committee recommendation on updates to the Town's Park and Open Space Plan.
- B. Green Space Committee recommendation to the Plan Commission and the Town Board relative to incorporating the Town's Park and Open Space Plan into the Town's Comprehensive Plan as part of the CY 2015/16 Update to the Town Comprehensive Plan.

X. Business:

- A. Discussion/Action: Town Board review and consideration of an agreement and financial distribution of the assets of the Clayton/Winchester Joint Fire Board as part of the dissolution of the Clayton/Winchester Joint Fire Board and the dissolution of the Clayton/Winchester Joint Fire Department.
- B. Discussion/Action: Town Board review and direction to staff relative to a Draft Special Assessment Policy for the Town of Clayton and its related Municipal Sanitary Sewer and Municipal Water Utilities.

- C. Discussion/Action: Town Board review and consideration of the February Settlement of the CY 2015 Taxes Payable in CY 2016.
- D. Discussion/Action: Town Board review and consideration of a request by the Town Treasurer to approve refunds on Tax Payment Check s that exceeded the Taxes due.

- XI. Review of Disbursements:
- XII. Review of General Fund Budget Update (Second Town Board meeting of the month):
- XIII. Upcoming Meeting Attendance:
- XIV. Board Member Requests for Future Agenda Items:
- XV. Adjournment:

Respectfully submitted,  
 Russell D. Geise, Town Chair

Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, please call the Town Office at 920.836.2007 during regular office hours.

This agenda has been posted at the following locations in the Town of Clayton:

1. **The Town Hall Posting Board – 8348 CTR “T” Larsen WI 54947**
2. **The Town’s Web Page – [www.claytonwi.govoffice3.com](http://www.claytonwi.govoffice3.com)**

**UPCOMING MEETINGS (all meetings are scheduled to start at 7:00 PM unless specified) (Green Space Committee Meetings are scheduled to start at 5:30 P.M).**

<a href="http://www.claytonwi.govoffice3.com">www.claytonwi.govoffice3.com</a>	<b>March</b>	<b>April</b>	<b>May</b>
Town Board Meeting	2 <sup>nd</sup> and 16 <sup>th</sup>	6 <sup>th</sup> and 20 <sup>th</sup>	4 <sup>th</sup> and 18 <sup>th</sup>
Plan Commission	9 <sup>th</sup>	13 <sup>th</sup>	11 <sup>th</sup>
Green Space Committee	9 <sup>th</sup>	13 <sup>th</sup>	11 <sup>th</sup>