

**TOWN OF CLAYTON**  
**Board of Supervisors**  
**Meeting Agenda**  
**7:00 P.M. on Wednesday, March 16<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. Notice is hereby given that the Town Board for the Town of Clayton will conduct a Public Hearing at 7:00 P.M. on Wednesday, March 16<sup>th</sup>, 2016, in the Town Office Meeting Room located at 8348 CTR “T”, Larsen WI 54947. The purpose of the Public Hearing is to receive Public Comment on the proposed creation of a Minimum Housing Elevation (elevation of the lowest opening in the structure) Ordinance for the Town of Clayton.
  
- III. Approval of Minutes:
  - A. Approval of the Minutes of the Town Board meeting of Wednesday, March 2<sup>nd</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. Copy of correspondence from the State of Wisconsin Employment Relations Commission
  
- 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 Renewal Licenses Issued

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 and recommendation to the Town Board on a 4-Lot Certified Survey Map (CSM) Application submitted by Mark E. and Laura C. Luebke, 3929 CTR II, Larsen, WI 54947 and Rosanne C. Keller, 5839 East Island Drive, Butte Des Morts, WI 54927 for property located south of 3919 and 3929 CTR II, Larsen, WI and specifically described as Tax ID # 006-0566-04, being part of Lot 4 of CSM 6693 and located in the southeast ¼ of the northwest ¼ of Section 21, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.
- B. Plan Commission recommendation to the Town Board on a preliminary Site Plan Approval Application for a Recreational Vehicle Sales and Service commercial building to be located at the east end of West American Drive in the Town of Clayton on property listed by Claymann Creek LLC, 5600 West Grand Market Drive, Suite 300 Appleton, WI 54913(new address) TAX ID # 006-0341.
- C. Plan Commission recommendation to the Town Board on proposed 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 to the Town Board on developing a categorized trail network for the Town of Clayton to include types of uses, parking sites, and directional signage.

X. Business:

- A. Discussion/Action: First reading and referral of Ordinance 2016-001 An Ordinance establishing a Minimum Housing Elevation (elevation of the lowest opening in the structure) for the Town of Clayton.
- B. Discussion/Action: Town Board review and consideration of a request by a Developer to Special Assess the costs of constructing new public infrastructure in an approved Plat in the Town of Clayton.
- C. Discussion/Action: Town Board review and consideration of an Agreement for Professional Services submitted by Martenson & Eisele, Inc. for construction-related services for the Town's CY 2016 Capital Reconstruction Project.
- D. Discussion/Action: Town Board review and consideration of the purchase of VHF radio system components from the Town of Neenah Fire Department to be used by the Town's Fire Rescue Department and the Town's Public Works Department.
- E. Discussion/Action: Town Board review and direction to staff relative to Section 2 (Cost Allocation) of a Draft Special Assessment Policy for the Town of

Clayton and its related Municipal Storm Water Management Utility, Municipal Sanitary Sewer Utility and Municipal Water Utility.

F. Discussion/Action: Town Board review and consideration of any agenda items the Board may wish to place on the agenda for the April 19<sup>th</sup>, 2016, 166<sup>th</sup> Annual Meeting of the Town of Clayton Electors.

- 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 Chairperson

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

<a href="http://www.townofclayton.net">www.townofclayton.net</a>	<b>April</b>	<b>May</b>	<b>June</b>
Town Board Meeting	6 <sup>th</sup> and 20 <sup>th</sup>	4 <sup>th</sup> and 18 <sup>th</sup>	1 <sup>st</sup> and 15 <sup>th</sup>
Plan Commission	13 <sup>th</sup>	11 <sup>th</sup>	8 <sup>th</sup>
Green Space Committee	13 <sup>th</sup>	11 <sup>th</sup>	8 <sup>th</sup>

<b>Town of Clayton 166<sup>th</sup>, Annual Meeting</b>	<b>7:00 P.M. on TUESDAY April 19<sup>th</sup>, 2016</b>
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