

TOWN OF CLAYTON

POSTED 04/15/2011

Town Board of Supervisors Regular Meeting

Wednesday, April 20, 2011, 7:00 p.m.

Town Office Building – Meeting Room – 8358 County Road T, Larsen, WI 54947

Agenda

I. Call to Order

- Pledge of Allegiance, Notice Verification, Roll

II. Approval of Minutes

- Regular Town Board Meeting – April 6, 2011
- Special Town Board Meeting – April 13, 2011 (Reorganization Meeting)

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

- Please complete “Request to Speak at Meeting” form located on the agenda table and give to the Town Clerk. Non-Agendized Town-Related Matters: Pursuant to WI Statutes 19.83(2) and 19.84(2), the public may present matters; however, limited discussion may occur but no action may be taken until specific notice of the subject matter of the proposed action can be given.

IV. Correspondence

- A. Winnebago County Solid Waste Management Board – March Recycling Tonnage Report

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

- A. County Supervisor Report
- B. Winnebago County Sheriff’s Dept. – Public Concerns and Issues
- C. Clayton-Winchester Fire Chief Report
- D. Administration Comments

VI. Zoning – Receipt of Information from Plan Commission

- A. Plan Commission review and recommendation on a Conditional Use Application for Beaming, Inc., 1190 Symphony Boulevard, Neenah, WI 54956, and Mary Alice Eisch, 5345 Ann Street, Larsen, WI 54947, for property located at 3346 Oakridge Road in the Town of Clayton (Tax ID#006-0696-03, a portion of #006-0695, and a portion of #006-0696).
- B. Plan Commission review and recommendation on a request by the Town Administrator for an agreement to make a Payment In Lieu of Taxes (PILOT) from Beaming, Inc., a 501-C3 tax exempt entity proposing to purchased property located at 3346 Oakridge Road in the Town of Clayton (Tax ID#006-0696-03, a portion of #006-0695, and a portion of #006-0696).
- C. Plan Commission review and recommendation on an amendment to the Town’s Comprehensive Plan, adopted on December 16, 2009, for the Center for Avian Rehabilitation & Education, 3053 Beechwood Ind. Ct., Suite 1, Hubertus, WI 53033, and Bret and Virginia Luzenski, 2722 West Fairview Road, Neenah, WI 54956, for property located at 2722 West Fairview Road, in the Town of Clayton (Tax ID #006-0339-02-01).

VII. Licenses

- A. **Discussion / Action** – Consideration and approval of Operator Licenses:
 - New – Kayla E. Anderson (Appeal from March 16, 2011)
 - New – Crystal A. Floyd
 - New – Joseph K. Westra
 - New – Candy A. Jennings
 - New – Katie L. Menning

VIII. Business

- A. **Discussion / Action** – Town Board action on a Plan Commission recommendation on a Conditional Use Application for Beaming, Inc., 1190 Symphony Boulevard, Neenah, WI 54956, and Mary Alice Eisch, 5345 Ann Street, Larsen, WI 54947, for property located at 3346 Oakridge Road in the Town of Clayton (Tax ID#006-0696-03, a portion of #006-0695, and a portion of #006-0696).

- B. **Discussion / Action** – Town Board action on a Plan Commission recommendation on a request by the Town Administrator for an agreement to make a Payment In Lieu of Taxes (PILOT) from Beaming, Inc., a 501-C3 tax exempt entity proposing to purchased property located at 3346 Oakridge Road in the Town of Clayton (Tax ID#006-0696-03, a portion of #006-0695, and a portion of #006-0696).
- C. **Discussion / Action** – Town Board action on a Plan Commission recommendation on an amendment to the Town’s Comprehensive Plan, adopted on December 16, 2009, for the Center for Avian Rehabilitation & Education, 3053 Beechwood Ind. Ct., Suite 1, Hubertus, WI 53033, and Bret and Virginia Luzenski, 2722 West Fairview Road, Neenah, WI 54956, for property located at 2722 West Fairview Road, in the Town of Clayton (Tax ID #006-0339-02-01).
- D. **Discussion / Action** – Town Board review and consideration of Resolution 2011-005: A Resolution Expressing the Town Board’s position on the State Department of Transportation’s requirement that the Town remove the lighted stop signs at the intersection of Larsen Road and STH “76”.
- E. **Discussion / Action** – Town Board review and consideration of Resolution 2011-006: A Resolution Authorizing the Town Board to sign a Final Asphalt Pavement Surface Agreement with the Developer(s) of the Plats of Emerald Valley and Emerald Valley II in the Town of Clayton.
- F. **Discussion / Action** – Town Board review and consideration of a Special Assessment procedure for receiving escrow payments related to the Town’s CY 2011 subdivision paving projects.
- G. **Discussion / Action** – Town Board review and consideration of the purchase of the replacement street signs for the northwest quadrant of the Town.
- H. **Discussion / Action** – Town Board review and consideration of bids for large tree removal from the Town’s rights-of-way (ROW) and on Town-owned properties.
- I. **Discussion / Action** – Town Board review and consideration of a proposal from Lange Industries to replace the Town’s Rural Addressing Numbers with a 20”x8” number plaque with white reflective numbers on a green background mounted on a galvanized steel post.
- J. **Discussion / Action** – Town Board review and consideration of a Purchase Order issued to Lange Enterprises for street signs required to replace the non-conforming signs in the northwest quadrant of the Town.
- K. **Discussion / Action** – Town Board review and consideration of recommendations for changes to the Clayton/Winchester Joint Fire Board Operating By-Laws and Fire Department Services.
- L. **Discussion / Action** – Town Board review and consideration of three appointments to the Town’s Green Space Committee and Board appointment of a Green Space Committee Chairperson.
- M. **Discussion / Action** – Town Board review and consideration of a proposal from the Town’s Engineer for Platting Clayton Cemetery.
- N. **Discussion/Recommendation** – Town Board direction to staff relative to scheduling and Board action on the following Public Hearings:
1. A Public Hearing on a proposed amendment to the Town’s Comprehensive Plan, Future Land Use Map, to change property owned by Bret and Virginia Luzenski, 2722 West Fairview Road, Neenah, WI 54956, from Commercial to Agricultural, for property located at 2722 West Fairview Road, in the Town of Clayton (Tax ID# 006-0339-02-01).
 2. A Public Hearing on the Plan Commission and Town recommendations for amendments to the Town’s Minimum Road Design Standards Policy.
 3. A Public Hearing on the proposed revisions to the Town’s Ordinance Prohibiting Dogs From Running At Large.

- O. **Discussion/Recommendation** – Town Board direction to staff on the building design and bidding schedule for the proposed Town Hall/Fire Hall renovation project.
- P. **Discussion/Recommendation** – Town Board direction to staff relative to the potential for levying Special Assessments against benefited Developer-owned properties in subdivisions for the unfunded portion of the Town’s CY 2011 subdivision paving projects.

IX. Upcoming Meeting Attendance

X. Board Member Requests for Future Agenda Items

XI. Approval of Disbursements

XII. Adjournment

Respectfully Submitted, Mark E. Luebke, *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 Town Office at 836-2007. This agenda has been posted at all three locations in the Town of Clayton:

- 1) Town Office
- 2) Corner of JJ & Breezewood
- 3) Clayton School

UPCOMING MEETINGS (all begin at 7:00 p.m. unless specified):

www.townofclayton.net	<u>May</u>	<u>June</u>	<u>July</u>
Town Board	4, 18	1, 18	6, 20
Plan Commission	11	8	13
Green Space Committee	19 (5:30pm)	15 (5:30pm)	21 (5:30pm)
ClaytonFest 2011 Committee	2, 23	6	
Open Book	10 (3:00pm-7:00pm)		
Board of Review		3 (10:00am-12:00noon)	
ClaytonFest 2011 Event (12:00noon – 12:00midnight)		June 11	