

TOWN OF CLAYTON

Town Board of Supervisors

Meeting Agenda

7:00 P.M. on Wednesday, June 1, 2011

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

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- I. Call to Order:
  - A. Pledge of Allegiance, Notice Verification, Roll
  
- II. Public Hearing:
  - A. Town Board 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# 006-02-01).
  - B. Town Board Public Hearing on the Plan Commission's recommendations for amendments to the Town's Minimum Road Design Standards Policy.
  - C. Town Board Public Hearing on the proposed revisions to the Town's Ordinance Prohibiting Dogs from Running At Large.
  
- III. Approval of Minutes:
  - A. Regular Town Board Meeting – May 18, 2011
  
- IV. Open Forum – Non-Agendized Town-related Matters:

Please complete the "Request to Speak at Meeting" form located on the agenda/sign-in table and submit to the Town Clerk. Non-Agendized Town-Related Matters: Pursuant to Wis. Stats. 19.32(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.
  
- V. Correspondence:
  - A. Winnebago County
    1. Zoning Department – June Public Hearing: No items for Town of Clayton to review
  
- VI. Discussion Items (No action will be taken.):
  - A. County Supervisor Report
  - B. Winnebago County Sheriff's Department – Public Concerns and Issues
  - C. Clayton-Winchester Fire Department
  - D. Administration Comments
  
- VII. Licenses and Permits:
  - A. Discussion/Action – Consideration and approval of Operator Licenses:
    1. New – Heather M. Ledbury (Postponed from May 18, 2011, Town Board Meeting)
    2. Renewal – Lynn A. Miller

- B. Discussion/Action – Consideration and approval of Cigarette Licenses:
1. The following parties have applied for a Cigarette and Tobacco Products License, in and for the Town of Clayton, for the period of July 1, 2011, to June 30, 2012, subject to compliance with State Statutes and Municipal Ordinances.
    - a. Larsen Cooperative Company (Trade Name: Larsen Country Hardware Store), 8290 County Road T, Larsen, WI 54947.
    - b. Pubs and More, LLC (Trade Name: Headliners Bar & Grill), 2788 Towne Court, Neenah, WI 54956. Agent: Kenneth R. Zastrow
    - c. Ridgeway Country Club, Inc., 2913 County Road II, Neenah, WI 54956. Agent: William Verbrick
- C. Discussion/Action – Consideration and approval of Alcohol Licenses:
1. The following parties have applied for a Renewal Class B Beer/Class B Liquor License, in and for the Town of Clayton, for the period of July 1, 2011, to June 30, 2012, subject to compliance with State Statutes and Municipal Ordinances:
    - a. Pubs and More, LLC (Trade Name: Headliners Bar & Grill), 2788 Towne Court, Neenah, WI 54956. Agent: Kenneth R. Zastrow
    - b. Winagamie, Inc. (Trade Name: Winagamie Golf Course), 3501 Winnegamie Drive, Neenah, WI 54956. Agent Mary Beth Nienhaus
    - c. Ridgeway Country Club, Inc., (Trade Name: Ridgeway Country Club, 2913 County Road II, Neenah, WI 54956. Agent: William Verbrick
    - d. Willie Beamons, LLC (Trade Name: Willie Beamons), 2590 County Road II, Neenah, WI 54956. Agent: Sue Bossell
    - e. The Woodshed, Inc. (Trade Name: The Woodshed Bar & Grill), 2895 County Road II, Neenah, WI 54956. Agent: Dino O. Valeri
    - f. Louis A. GADini (Trade Name: Westridge Golf Club), 8130 Golf Course Drive, Neenah, WI 54956.
  2. The following party has applied for a Renewal Class B Beer License, in and for the Town of Clayton, for the period of July 1, 2011, to June 30, 2012, subject to compliance with State Statutes and Municipal Ordinances:
    - a. SOL Restaurants, LLC (Trade Name: Oink’s Restaurant), 8386 State Road 76, Suite A, Neenah, WI 54956. Agent: Lynn A. Miller
  3. The following party has applied for a Renewal Class C Wine License, in and for the Town of Clayton, for the period of July 1, 2011, to June 30, 2012, subject to compliance with State Statutes and Municipal Ordinances:
    - a. SOL Restaurants, LLC (Trade Name: Oink’s Restaurant), 8386 State Road 76, Suite A, Neenah, WI 54956. Agent: Lynn A. Miller

VIII. Zoning – Town Board receipt, review, and consideration of Plan Commission Referrals:

- A. No Plan Commission Referrals

IX. Business:

- A. Discussion/Action: Town Board review and consideration of Resolution 2011-009 A Resolution Approving an 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# 006-0339-0201).

- B. Discussion/Action: First reading of Resolution 2011-010 A Resolution Approving Amendments to the Town’s Minimum Road Design Standards Policy.
- C. Discussion/Action: First reading of Resolution 2011-011 A Resolution Approving Revisions to the Town’s Ordinance Prohibiting Dogs from Running At Large.
- D. Discussion/Action: Town Board review and consideration of a response to a letter from the Secretary of the State of Wisconsin, Department of Transportation, relating to the lighted stop signs at the intersection of Larsen Road and STH “76”.
- E. Discussion/Action: Town Board review and consideration of Strawberry Fields Drainage Issues between Guardian Lane and Cavendish Road.
- F. Discussion/Action: Town Board review and consideration of a request by Town of Neenah resident Bill Ernst for the Town of Clayton to pay for the installation of a culvert on his Larsen Road driveway. The request is based on the significant flow of water in the north-side ditch on Larsen Road that originates from the Town of Clayton.
- G. Discussion/Action: Town Board review and consideration of a Change Order to the Town’s CY 2011 Capital Projects Engineering Contract to add curb staking to the contract.
- H. Discussion/Action: Town Board review and consideration of proposed Change Orders to the Town CY 2011 Capital Construction Project Bid Award for the following items:
1. Change Order #1: Additional curb on Larsen Road, approximately 150 feet west of Coleman Ridge.
  2. Change Order #2: High Point Estates II road grade changes.
  3. Change Order #3: Larsen Road and Galaxy Drive curb returns.
  4. Change Order #4: Larsen Road and Galaxy Drive intersection paving.
  5. Change Order #5: Larsen Road and Center Road intersection paving.
  6. Change Order #6: Additional paving by agreement in the Plat of Strawberry Estates.
- I. Discussion/Action: Town Board review and consideration of responses to a Request For Proposals (RFP) for Occasional Turf Mowing Services for the Town of Clayton.

- J. Discussion/Action: Town Board review and consideration of a revised Fee Schedule for lots mowed by the Town for failure to comply with the Town's Code of Ordinances relating to grass length.
- K. Discussion/Action: Town Board review and consideration of a revised Fee Schedule and Standards Policy for Temporary Access points used to cross the Town's Rights-Of-Way.
- L. Discussion/Action: Town Board review and consideration of a Winnebago County Municipal Recycling Surplus Revenue Ballot for CY 2010 Funds.
- M. Discussion/Action: Town Board review and consideration of a request by Northeast Asphalt, Inc., to operate the CTH "II" facility on a 24-hour schedule.
- N. Discussion/Action: Town Board review and consideration of the Town's CY 2012 County Bridge Aids Funds Application.
- O. Discussion/Action: Town Board review and consideration of a draft Records Retention Policy for the Town.
- P. Discussion/Action: Town Board review and consideration of a 3-year Town Audit Contract extension with Schenck SC.
- Q. Discussion/Recommendation: Town Board review of the Town's Agreement for the construction of an access road on the Westphal/Town property on CTH "IP" west of STH "76".
- R. Discussion/Recommendation: Town Board direction to staff relative to creating a Storm Water Utility for storm water management construction, re-construction, and maintenance projects in the Town of Clayton.
- S. Discussion/Recommendation: Town Board direction to staff relative to re-bidding the Town's Solid Waste and Recycling Contract for January 1<sup>st</sup>, of CY 2012, through December 31<sup>st</sup>, of CY 2014.
- T. Discussion/Recommendation: Town Board direction to staff relative to the Town-wide mailing for the 2<sup>nd</sup> quarter Town Newsletter and the informational material relative to the replacing and Special Assessing the costs of the Town's Rural Addressing plaques.
- X. Upcoming Meeting Attendance
- XI. Board Member Requests for Future Agenda Items

XII. Approval of Disbursements

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

UPCOMING MEETINGS (all begin at 7:00 PM unless specified):

<a href="http://www.townofclayton.net">www.townofclayton.net</a>	June	July	August
Town Board	15	6, 20	3, 17
Plan Commission	8	13	10
Green Space Committee	16 (5:30PM)	21 (5:30PM)	18 (5:30PM)
Board of Review	3 (10:00AM)		
ClaytonFest Committee	6		
ClaytonFest EVENT	11 (12:00PM-12:00AM)		