

TOWN OF CLAYTON

Town Board of Supervisors

Meeting Minutes

7:00 P.M. – 8:39 P.M. on Wednesday, June 15, 2011

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

I. Call to Order:

A. Pledge of Allegiance, Notice Verification, Roll

1. Town Board Chair Luebke called the meeting to order at 7:00 P.M.
2. Pledge of Allegiance recited.
3. Meeting and public hearings properly posted and published.
4. Roll

a. Board of Supervisors

Chair Luebke	PRESENT
Supervisor Lettau	PRESENT
Supervisor Grundman Erdmann	PRESENT
Supervisor Schmidt	PRESENT
Supervisor Geise	PRESENT

b. Staff

Administrator Johnston	PRESENT
Clerk Nester-Huebner	PRESENT
Public Works Foreman Pamentner	PRESENT
Town Engineer Madsen	PRESENT

II. Public Hearing:

A. No Public Hearings

III. Approval of Minutes:

A. Regular Town Board Meeting – June 1st, 2011

MOTION: (Unanimous consent) Approve the Regular Town Board Meeting minutes of June 1st, 2011, as written.

CARRIED.

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.

A. No open forum items

V. Correspondence:

A. Winnebago County

1. Solid Waste Management Board – May 2011 Recycling Tonnage Report

VI. Discussion Items (No action will be taken.):

- A. County Supervisor Report
 - 1. No County Supervisor present
- B. Winnebago County Sheriff's Department – Public Concerns and Issues
 - 1. Deputy present; Deputy arrived at 7:04 P.M.; Resident concerns – on County Road JJ at the intersection of Carden Drive semi-truck drivers use the “jake” brakes which are very loud and motorcycles are also very loud; theft problem in neighboring communities
- C. Clayton-Winchester Fire Department
 - 1. No CWFD member present
 - 2. Topics: 40 calls year-to-date
- D. Administration Comments
 - 1. Administrator: Notice of Violation from Winnebago County Land and Water Conservation Department; Larsen/Winchester Sanitary District May monthly meeting minutes, spreadsheet of delinquent personal property taxes; request for the hotdog cart at the park and the county ordinance.
 - 2. Clerk: Newsletter at the end of business on Monday, June 20th, 2011.
 - 3. Public Works Foreman: started on north side of Larsen road on Tuesday, the 1st phase of the project is approximately 95% complete, the culvert was reset, Public Works crew will be working on the 2nd phase of the project next week.
 - 4. Engineer: CY 2011 Chipseal Project bids put out on Tuesday, bids will be opened in the Town Meeting Room at 10:00 A.M. on June 30th, 2011; asphalt is down in Emerald Valley and currently working in Strawberry Estates; received calls from residents in Emerald Valley regarding asphaltting down the sides of their driveways, residents were instructed to contact a contractor on their own; notice of violation regarding Larsen Road erosion control problems with the project, contractor will be out there mid-next week on south side to finish project, the Winnebago County Land and Water Conservation Department felt that this was a sufficient time-frame; the erosion control issue has to do with the timing of the project and with the Town of Clayton Public Works crew rowing on the north side ditching project – to get the topsoil down and seeded and matted, what was done in CY 2010 was done too late and was ineffective at the time of year; if there was erosion going downstream, it would be seen down by Clayton Avenue and there is no evidence of erosion inside the Town of Neenah.
 - 5. Chair Luebke: Spoke with MCC regarding the sides of the aprons of Emerald Valley residents; J&K Orchids business is gone, but personal property taxes still linger.
 - 6. Supervisor Lettau: Winnebago County Land and Water Conservation Department Notice of Violation – asked if there was something that should have been in place all along; Answer: Town Administrator Johnston stated that there was nothing we really could have done, Land & Water is being fastidious on erosion control, no matter what was placed in there, the water will find its way around, the erosion control measures are doing what they are supposed to be doing for the project overall.

VII. Licenses and Permits:

- A. Discussion/Action – Consideration and approval of Operator Licenses:
 - 1. Renewal – Kristin M. Crum (Not present)
 - 2. Renewal – Sarah C. Fletcher (Present)

3. Renewal – Nicole F. Buchholz (Not present)
4. Renewal – William M. Verbrick (Not present)
MOTION: (Unanimous consent) Approve the Operator Licenses for Kristin M. Crum, Sarah C. Fletcher, Nicole F. Buchholz, and William M. Verbrick.
CARRIED.
5. New – Cassandra E. Igel (Not present)
6. New – Lindsay M. Borngraver (Not present)
7. New – Jaime N. M. Nason (Not present)
MOTION: (Unanimous consent) Approve the Operator Licenses for Cassandra E. Igel, Lindsay M. Borngraver, and Jaime N. M. Nason.
CARRIED.
8. New – Alexandria “Ally” Ruechel (Not present)
9. New – Robert T. Castillo (Present)
10. New – Amber L. Stroupe (Present)
MOTION: (Unanimous consent) Approve the Operator Licenses for Alexandria “Ally” Ruechel, Robert T. Castillo, and Amber L. Stroupe.
CARRIED.
11. New – Andrew J. Kruger (Not present)
Application for Andrew J. Kruger withdrawn.
No motion on this item.
12. New – Kenneth R. Banks (Present)
Kenneth Banks – Stated his name and address (316 W. Lincoln Ave., Little Chute, WI); provided information regarding background check
MOTION: (Unanimous consent) Approve the Operator License for Kenneth R. Banks.
CARRIED.

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. McCarthy’s Mart, LLC (d.b.a. McCarthy’s Mart), 8510 State Road 76, Neenah, WI 54956 / Agent: Timothy P. McCarthy
MOTION: (Unanimous consent) Approve the 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 for:
 - a. McCarthy’s Mart, LLC (d.b.a. McCarthy’s Mart), 8510 State Road 76, Neenah, WI 54956 / Agent: Timothy P. McCarthyCARRIED.

C. Discussion/Action – Consideration and approval of Alcohol Licenses:

1. The following parties have applied for a Renewal Class A Beer/Class A 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. McCarthy's Mart, LLC (d.b.a. McCarthy's Mart), 8510 State Road 76, Neenah, WI 54956 / Agent: Timothy P. McCarthy

MOTION: (Unanimous consent) Approve the Renewal Class A Beer/Class A 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 for:

- a. McCarthy's Mart, LLC (d.b.a. McCarthy's Mart), 8510 State Road 76, Neenah, WI 54956 / Agent: Timothy P. McCarthy

CARRIED.

- 2. 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. Christopher Robert David Clauson (d.b.a. Larsen Tavern), 8338 County Road T, Larsen, WI 54947
 - b. Kenneth Roger Loehrke (d.b.a. Century Elm Supper Club), 8300 County Road T, Larsen, WI 54947

MOTION: (Unanimous consent) Approve the 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 for:

- b. Christopher Robert David Clauson (d.b.a. Larsen Tavern), 8338 County Road T, Larsen, WI 54947

CARRIED.

MOTION: (Unanimous consent) Approve the 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 for:

- c. Kenneth Roger Loehrke (d.b.a. Century Elm Supper Club), 8300 County Road T, Larsen, WI 54947

CARRIED.

- 3. The following party has applied for a Renewal Reserve 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. Boe, LLC (d.b.a. Ridgeway Bar), 8386 State Road 76, Suite B & Suite C, Neenah, WI 54956 / Agent: Jeffrey A. Boe

MOTION: (Unanimous consent) Approve the Renewal Reserve 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. Boe, LLC (d.b.a. Ridgeway Bar), 8386 State Road 76, Suite B & Suite C, Neenah, WI 54956 / Agent: Jeffrey A. Boe

CARRIED.

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

Present: Plan Commission Chairperson Dick Knapinski (presented the Plan Commission Referrals to the Town Board)

- A. Plan Commission direction to staff relative to a request by Dennis Lehrer and Travis J. Lehrer to improve Lehrer Lane (a private road) to Town standards and then deed Lehrer Lane and the Public Improvements to the Town.

1. Plan Commission Recommendation: Direct staff to proceed with preparing the report on the improvements to Lehrer Lane that would allow the Town to accept the road as a Town Road.
2. Board discussion: Staff research, estimate of overall costs

MOTION: (Unanimous consent) Direct staff to complete the research relative to the request by Dennis Lehrer and Travis J. Lehrer to improve Lehrer Lane (a private road) to Town standards and then deed Lehrer Lane and the Public Improvements to the Town, and provide an estimate of costs to the Town Board.

CARRIED.

- B. Plan Commission review and recommendation on a Site Plan Approval for a utility storage building at the Northeast Asphalt, Inc., site, located at 4515 County Road II, Larsen, WI 54947, Tax ID # 006-0533.

1. Plan Commission Recommendation: The project, as proposed, does not require a Site Plan Approval and that the Site Plan Approval fee be refunded to Northeast Asphalt, Inc.
2. Board discussion: Construction of building, no requirement for temporary structures to obtain a building permit, refund of permit fee
3. Present: Paul Budzynski (Northeast Asphalt, Inc.)

MOTION: (Unanimous consent) Refund the permit fee to Northeast Asphalt, Inc.
CARRIED.

- C. Plan Commission review of proposed changes to the Town's Access Ordinance.

1. Plan Commission Recommendation: The Town Board fund a Town Road Classification Network Study in the Town's CY 2012 Planning Budget in order to properly update and implement the Town's Access Ordinance. Additionally, the Plan Commission tabled any future work on updating the Town's Access Ordinance until the Town Road Classification project is completed.
2. Board discussion: Revised minimum road standards, road types (e.g., neighborhood roads, collector roads, arterial roads), road classification study

MOTION: (Unanimous consent) Fund a Town Road Classification Network Study in the Town's CY 2012 Planning Budget in order to properly update and implement the Town's Access Ordinance. Additionally, the Plan Commission tabled any future work on updating the Town's Access Ordinance until the Town Road Classification project is completed.

CARRIED.

D. Plan Commission review of proposed changes to the Town's Sub-division Ordinances and Policies.

1. Plan Commission Recommendation: Direct staff to prepare a line-and-strike document showing staff-recommended updates to the Town Subdivision Ordinance.

No motion on this item.

IX. Business:

A. Discussion/Action: Second reading of Resolution 2011-010: A Resolution Approving Amendments to the Town's Minimum Road Design Standards Policy.

1. The Town Board received a copy of Resolution 2011-010: A Resolution Approving Amendments to the Town's Minimum Road Design Standards Policy, and a copy of the Town Attorney's comments on the draft document.
2. The Town Board received a copy of the revised Minimum Road Standards Policy document.
3. The Board is scheduled to approve the proposed revisions to the Town's Minimum Road Standards Policy at its June 15th, 2011 meeting.
4. The Town's Attorney has recommended several changes to the draft document.
5. The Administration can include the changes prior to publication, or the Board can refer the second reading and approval of the documents to its Wednesday, July 6th, 2011, meeting.
6. Relative to the Attorney's recommendations: he is correct the Policy should be an Ordinance.
7. The Administration believes that this change should take place with the codification of the Town's Code of Ordinances and Policies.
8. Relative to the State Department of Natural Resources (DNR), the Policy should include, by reference, the State and County storm water erosion control functions. Relative to the minimum road grades.
9. The Administration will defer to the recommendation of the Town Engineer.
10. At the Board's direction, this change will be included in the final Policy document prior to publication of the Policy.

MOTION: (Unanimous consent) Refer to the next Town Board meeting.
CARRIED.

- B. Discussion/Action: Second reading of Resolution 2011-011: A Resolution Approving Revisions to the Town’s Ordinance Prohibiting Dogs from Running At Large.
1. The Town Board received a copy of Resolution 2011-011: A Resolution Approving Revisions to the Town’s Ordinance Prohibiting Dogs from Running At Large.
 2. The Town’s Attorney recommends several changes that will require substantial editing to the document.
 3. Therefore, the Administration is looking for direction from the Board relative to the proposed changes and recommends that this item be referred to the Board’s Wednesday, July 6th, 2011, meeting.

MOTION: (Unanimous consent) Refer to the next Town Board meeting.
CARRIED.

- C. Discussion/Action: Town Board review and consideration of Resolution 2011-012: A Resolution Denying a Claim for Damages Made by Town of Neenah Resident William Ernst, 1289 Larsen Road.
1. The Town Board received a copy of Mr. Ernst’s Claim against the Town and copies of sample denial of claim notice formats from the Town’s Attorney and the Town’s Insurance provider.
 2. The Town Board received a copy of Resolution 2011-012: A Resolution Denying a Claim for Damages Made by Town of Neenah Resident William Ernst, 1289 Larsen Road, as well as a Notice of Denial of Claim that will be sent to Mr. Ernst following the Board’s action.
 3. Both the Town’s Attorney and the Town’s Insurance provider have recommended denying Mr. Ernst’s claim.
 4. Chair Luebke read aloud the Resolution 2011-012: A Resolution Denying a Claim for Damages Made by Town of Neenah Resident William Ernst, 1289 Larsen Road.

MOTION: (Geise, Grundman Erdmann) Approve Resolution 2011-012: A Resolution Denying a Claim for Damages Made by Town of Neenah Resident William Ernst, 1289 Larsen Road, and direct staff to send notice accordingly.
CARRIED by unanimous voice vote.

- D. Discussion/Action: Town Board review and consideration of Resolution 2011-013: A Resolution Directing Town Staff to write off Personal Property Taxes and Accrued Interest Owed by Cedar Bay Construction, Inc., for CY 2009 and CY 2010.
1. The Town Board received copies of the material related to the above-referenced agenda item.
 2. Attorney Bree Madison from the Town Attorney’s Office has been working with the collections of the Town’s delinquent Personal Property Taxes. She has been relatively successful at the collections process.
 3. The Town has only four (4) delinquent Personal Property Tax Bills, including the bill for Cedar Bay Construction, Inc. (The Town Board received a copy.)

4. The issue that staff and the Town's Attorney are having with Cedar Bay Construction, Inc., is the ability to serve notice to the principals. It is getting to the point where the service costs are starting to exceed the value of the Personal Property Tax.
5. Based on the Attorney's recommendation and the Administration's experience, it would benefit the Town to write off the delinquent taxes.
6. If the Board agrees with the recommendation a motion would be in order to approve Resolution 2011-013: A Resolution Directing Town Staff to write off Personal Property Taxes and Accrued Interest Owed by Cedar Bay Construction, Inc., for CY 2009 and CY 2010. (The Town Board received a copy.)
7. Wisconsin is a Community Property state, but it is the business that owes the money, not the wife

MOTION: (Geise, Schmidt) Approve Resolution 2011-013: A Resolution Directing Town Staff to write off Personal Property Taxes and Accrued Interest Owed by Cedar Bay Construction, Inc., for CY 2009 and CY 2010.
 FAILED by 2-3 voice vote. (Grundman Erdmann = no, Lettau = no, Luebke = no)

MOTION: (Grundman Erdmann, Lettau) Direct staff to complete the research as directed by the Board regarding Cedar Bay Construction, Inc., and bring the item back to the Town Board.
 CARRIED by 3-2 voice vote. (Geise = no, Schmidt = no)

E. Discussion/Action: Town Board review and consideration of a concept plan for the proposed Plat of the Clayton Cemetery, located at 7890 CTR "T" and known as Tax ID # 006-0711 and 006-0719-02, in the Town of Clayton.

1. The Town Board received a copy of a proposal for maintaining walkway access to the Clayton Cemetery as part of the Plat work that has been approved by the Board.
2. The Board has directed staff to prepare an alternative to abandoning the existing roads in Clayton Cemetery.
3. Staff has worked with the Town's Engineer to arrive at the proposal that is being presented.
4. This option would maintain 6-foot wide gravel paths on what were the original roads.
5. In addition to the paths, parking areas would be constructed on the access road.
6. As a point of clarification, the access road would be a one-way road with parking on the west side of the road.
7. The Administration recommends that the access paths be constructed to the standard of a paved trail, as this would allow the Town the option of paving the road and the paths at some time in the future without having to rebuild the paths or the access road.
8. If the Board is comfortable with the proposal, a motion would be in order to approve the concept plan and to direct staff to prepare the funding Resolution for the project.
9. CONCEPT: 1-way, u-shaped road through the cemetery, five of the 6' walking trails not plowed in winter w a small cul-de-sac ball at the end and benches for people to sit, number of parking blocks for people visiting the cemetery

10. Discussion on the 6' walking trail – place a set of ballards at the entry of each of the walking trail
11. Build the roads and walking trails as if they were going to be paved so we do not have to re-do the
12. Board discussion: Driving roads within the cemetery, walking trails within the cemetery
13. Board Direction: Post a meeting for the Town Board to go out to the Clayton Cemetery to review it

No motion on this item.

F. Discussion/Action: Town Board review and consideration of a referral of the creation of and recommendation on a Draft Storm Water Utility Ordinance for the Town of Clayton to the Town's Plan Commission.

1. It is the Administration's understanding that the Board would like to forward the Storm Water Management Utility project to the Town's Plan Commission.
2. The Plan Commission would review and prepare a recommendation of the concept of a Storm Water Management Utility and prepare a Draft Storm Water Management Utility Ordinance for the Board.
3. If the Administration's understanding is correct, a motion to refer the Storm Water Management Utility project to the Plan Commission would be in order.

MOTION: (Unanimous consent) Refer the creation of and recommendation on a Draft Storm Water Utility Ordinance for the Town of Clayton to the Town's Plan Commission.

CARRIED.

G. Discussion/Action: Town Board review and consideration of a recommendation made by the Town's Attorney relative to a claim against the Town submitted by Mr. Blaine Ullmann for damages to a motorcycle that occurred because of a temporary repair on Medina Junction Road on the east side of the Canadian National Railroad tracks.

1. The Town Board received a copy of an e-mail from Mr. Ullmann relative to an accident he had on Medina Junction Road at the CN Railroad tracks.
2. Town staff had made a temporary repair to a failure in the road on the afternoon of Friday, June 3, 2011.
3. The repair consisted of saw cutting the pavement around the failure and packing the area with gravel.
4. It appears that over the weekend the gravel settled, leaving an approximately 1-inch ridge at the edge of the pavement repair.
5. When the repair was completed, staff failed to sign the area indicating that motorists should exercise caution when crossing the repair area.
6. As the e-mail indicates, Mr. Ullmann hit the ridge with his motorcycle over the weekend and caused some minor damage to the vehicle.
7. Given the relatively small claim, the Town's Attorney has recommend that the Board approve paying the claim in return for Mr. Ullmann signing a Settlement and Release document (the Town Board received a copy of the document).

8. The Administration agrees with the Town's Attorney and concurs with the recommendation.
9. Should the Board agree, a motion to pay the Claim in return for the Settlement and Release Document would be in order.
10. Funding for the payment should come from the Town's Designated Reserve for Claims and Losses.
11. Present: Blaine Ullmann
12. The 50 feet on either side of the railroad tracks is within the Canadian National Railroad right-of-way
13. Commented on item: Blaine Ullmann (245 Pine St., Luxemburg, WI)

MOTION: (Schmidt, Grundman Erdmann) The Town Board approves the recommendation made by the Town Attorney regarding paying the claim against the Town submitted by Mr. Blaine Ullmann for damages to a motorcycle that occurred because of a temporary repair on Medina Junction Road on the east side of the Canadian National Railroad tracks, and include that Mr. Ullmann sign the Settlement and Release Document.

CARRIED by unanimous voice vote.

- H. Discussion/Action: Town Board review and consideration of a request by staff to clarify the Town's Long Grass Ordinance as it relates to long grass in storm water management devices in the Town.

1. The Town Board received a copy of an e-mail from Pat Keesler, from the Breaker Ridge Home Owners' Association.
2. The e-mail was prompted by a lawn mowing notice sent to the organization.
3. The Town's Policy requires that lawns in subdivisions not exceed 10 inches.
4. The grass slopes around the pond area of the storm water management device can be mowed. However, the grassy area in the pond cannot be mowed to that standard.
5. The Administration asked Mr. Keesler if his request could be forwarded to the Board as a request to exempt the pond areas of storm water management devices from the mowing requirement.
6. Mr. Keesler agreed to the Administration's request.
7. The Town has the same problem with the storm water management pond in the Plat of Emerald Valley.
8. If the Board is comfortable with the Administration's recommendation, a motion to allow the revised interpretation of the Policy would be in order.

MOTION: (Unanimous consent) Exempt the pond areas of storm water management devices from the mowing requirement.

CARRIED.

- I. Discussion/Action: Town Board review and consideration of a staff request to replace a failing cross-culvert in Fairview Road approximately 100 yards east of Hickory Avenue.

1. The Administration was advised of a 36-inch culvert in the above-referenced area that is failing.

2. Staff would like authorization from the Board to replace the culvert and patch the road.
3. The culvert would be replaced with Town staff and the paving would be completed by an independent contractor.
4. If cover is an issue with the culvert, a squashed 36-inch equivalent culvert would be used to gain road cover.
5. In any case, both the culvert and the end walls would be replaced.
6. Staff estimated the cost of the project at approximately \$2,500.00.
7. If the Board agrees to the project, a motion would be in order to authorize the project with funding to come from the Town's Public Works, Road Maintenance Budget.

MOTION: (Lettau, Schmidt) Replace the failing cross-culvert in Fairview Road approximately 100 yards east of Hickory Avenue.
CARRIED by unanimous voice vote.

- J. Discussion/Action: Town Board review and consideration of a request by Bob Kroll to operate a food vending cart in Clayton Park during the Suburban Athletics Games.
1. The Town Board received a copy of an e-mail from Bob Kroll requesting authorization to operate a mobile vending business (hot dog, brat and hamburger vending cart).
 2. Mr. Kroll would like to operate the business when Suburban Athletics is running its youth programs in Clayton Park.
 3. The Administration is not aware of any licensing requirement in the Town. However, if the Board agrees to the request, Mr. Kroll may need County approval for the business and should be required to provide insurance naming the Town as a co-insured party.
 4. Winnebago County has a reciprocity agreement with the municipalities that states the County will accept the license from an incorporated municipality and the incorporated municipalities will accept the County's licenses
 5. Mr. Kroll holds a permit in the City of Neenah
 6. Require that a copy of the license be on file with the Town of Clayton.
 7. Require that a copy of liability insurance naming the Town as co-insured be on file with the Town of Clayton
 8. Mr. Kroll has been in communication with Terry Strohmeier of Suburban Athletics
 9. Present: Bob Kroll
 10. Commented on item: Bob Kroll (133 Meadowview St., Neenah, WI)

MOTION: (Unanimous consent) Approve Bob Kroll's request to operate a food vending cart in Clayton Park during the Suburban Athletics Games.
CARRIED.

- X. Upcoming Meeting Attendance
- A. June 29th, 2011, 7:00 P.M. – Fox Valley Urban Towns Group Meeting (Town of Harrison Town Hall)
 - B. July 7th, 2011, 6:30 P.M. – Winnebago Towns Association Unit Meeting (Town of Menasha Municipal Complex)

- XI. Board Member Requests for Future Agenda Items
 - A. No requests.

- XII. Approval of Disbursements
 - MOTION:** (Unanimous consent) Approve disbursements as presented.
 - CARRIED.

- XIII. Adjournment – 8:39 P.M.
 - MOTION:** (Unanimous consent) Adjourn.
 - CARRIED.

Respectfully submitted,
Susan Nester-Huebner, Town Clerk