

TOWN OF CLAYTON

Special Town Meeting of Electors Meeting Minutes

November 15, 2010
7:00 p.m. – 10:09 p.m.

Town Municipal Building/Fire Station Meeting Room – 8348 County Road T Larsen, WI 54947

I. Call to Order – Town Chairperson Mark E. Luebke

Town Chairperson Luebke provided the opportunity for everyone to sign in and be seated before calling the meeting to order.

Called to order at 7:13 p.m. by Town Chairperson Luebke.

Pledge of Allegiance recited.

Roll:

Administrator Johnston	PRESENT
Clerk Nester-Huebner	PRESENT
Interim Treasurer Bowen	PRESENT
Public Works Foreman Pamerter	PRESENT
Fire Chief Mathison	PRESENT
Architect Schulz	PRESENT
Plan Commission Chair Knapinski	PRESENT

Meeting properly published and posted.

Designated vote counters for any motions that may occur during the meeting:

- Patti Purcell, Doug Griffin, Dean Rieckmann, and Scott Rieckmann

Introductions

II. Plan Commission Presentation – Plan Commission Chairperson Dick Knapinski

- Dick Knapinski reviewed the motion from the Annual Meeting in April, 2010
- Thanked the Plan Commission members for their work on this project
- Reviewed the process the Plan Commission completed on this project; a cost analysis of a Renovated Building and a New Building, each with the same features.

III. Town Board Additions – Town Chairperson Mark E. Luebke

- Reviewed the process of the project
- Briefly reviewed the process of a Volunteer Fire Department, five (5) road miles from the current structure, and Automatic Aid Agreements in place (Towns of Greenville, Menasha, Neenah, and Vinland)
- Briefly reviewed the Town Office Building status and its needs

IV. Architect Presentation – Jeff Schulz of Martenson & Eisele

- Reviewed the process of the Building Program.
- Reviewed Option A – A new fire station at an undetermined location.
 - Reviewed the building features.
 - Estimated Total Project Cost (2011 construction dollars) = \$1,1269,370
 - Construction subtotal = \$1,138,450
 - Miscellaneous Soft Costs subtotal = \$130,920
- Reviewed Option B – Remodeling the current fire station
 - Reviewed the building features.
 - Estimated Total Project Cost (2011 construction dollars) = \$713,550
 - Construction subtotal = \$639,950
 - Miscellaneous Soft Costs subtotal = \$73,600
- Reviewed Option C – Fire station and Town Hall

- Reviewed the building features.
- Estimated Total Project Cost (2011 construction dollars) = \$801,385
 - Construction subtotal = \$718,731
 - Miscellaneous Soft Costs subtotal = \$82,654

V. Review of Financing – Town Chairperson Mark E. Luebke

- CY 2012 project; provides option to look for sources of funding (including grants, organizations, etc.)
- Remainder would be 10-year loan (3.5% loan through Board of Commissioners of Public Lands)

VI. Public Discussion

- Tom Halverson, 7936 Ashwood Court – Topic: mezzanine for storage in Options B and C storage
 - Architect response: current building has only attic space that was not reviewed, below current building is a 64,000 gallon cistern
- Roger Herman, 2663 Woodcrest Drive – Topics: length of automatic aid agreements; a fire station on the east side of town
 - Chair Luebke response: annual automatic aid agreements, reciprocal agreements for the three (3) towns (Greenville, Menasha, and Vinland) and Town of Neenah is paid because we can offer no reciprocal service, if we build a new structure we still need to address what happens to the current fire station building
- Dane Klintworth, 2627 Oakcrest Drive – Topic: comparison of cost of Option B and Option C
 - Chair Luebke response: Plan B does not include renovations to the Town Hall; Plan C includes demolition of Town Hall; if the issue becomes to utilize this structure solely as a fire hall, or build a new fire hall, unofficial estimate of cost of renovation to Town Hall structure would be around \$80,000-\$100,000; if Plan B and renovations of Town Hall it would be approximately \$800,000.
- Patti Purcell, 7980 Nicole Heights – Topics: electors asking for only two (2) options at the Annual Meeting; review of how we got to four (4) options tonight
 - Chair Luebke response: reviewed requirements for fire department items (including showers, generator, air handling system) for Plan D Minimum updates; reviewed that Plan C came about regarding renovating the current building to better utilize the whole building
- Patti Purcell – Topics: bringing current building to code; response time; response times of Plans B, C, and D
 - Chair Luebke response: no way to measure response time as it depends upon how the call is measured by the Fire Department and the process it uses to measure it, very difficult to measure with a volunteer fire department; Chair Luebke response:
- Bill Wojcik, 7321 Darrow Road – Topic: cost for new station; cost of new land
 - Chair Luebke response: residents only requested comparable structures; land was not addressed in the request at the Annual Town Meeting
- Jill Honkamp, 3067 Buttercup – Topic: if Town of Neenah is already on a call and a call from Clayton comes in
 - Chair Luebke briefly addressed upcoming MABAS (Mutual Aid Box Alarm System) program
 - Chief Mathison reviewed response process
- Jill Honkamp – Topics: improve response times; if others are busy; lawsuit waiting to happen
- Ken Shepard, 8955 Winncrest Road – Topic: increase in property taxes with a new building
 - Chair Luebke response: Town lost approximately \$6 million in value and kept mill rate same, we're going to try to find grants/assistance, approximately 10 years, would have to bring to referendum if increase in levy would be over allowable annual increase
- Arden Schroeder, 9458 State Road 76 – Topic: would the \$430,000 be used for new building
 - Chair Luebke response: this money is in a designated account for the building
- Arden Schroeder – Topic: the \$430,000 and if it would reduce the cost of the building
 - Administrator Johnston response: if new building, the presumption would be the use of the existing land, to build a road into the structure would cost approximately \$75,000-\$100,000 and would increase the total project price, but the \$430,000 would reduce the final cost
- Arden Schroeder – Topic: fire impact fees and use of fire impact fees

- Chair Luebke response: we would need to look into if the fire impact fees can be used for renovation of a fire structure and if there are other constraints
- Arden Schroeder – Topic: this station being used as a substation if we built a new one; loss community center with Plan C
 - Chair Luebke response: we would still need to address this building and its deficiencies because we still need to provide a compliant structure; Plan C does not include rental use of community center, it sits vacant most of the time
- Arden Schroeder – Topic: the size of the training room in Plan C; residents asking for only Option A and B only
 - Chair Luebke response: Plan C is a reduction in training room facility compared to Plan A; we are a joint fire department with two towns involved; we are adding a designated training room which does not exist currently; we need to continue to plan for the future; elected officials must try to do what is fiscally responsible and look at all options; we will not stop looking to the future
- Arden Schroeder – Topic: voting for Plan A
- Ben Hamblin, 2986 West Shady Lane – Topic: RW Management Study recommendation for changes to our fire station; if joint fire board revisited RW Management to look at the study regarding whether the automatic aid agreements fulfill study findings
 - Chair Luebke response: Joint Fire Board has hired RW Management to do a needs assessment study to further address equipment and service areas with a request to look at the automatic aid agreements
- Ben Hamblin – Topic: concern with choosing the option that professionals recommend; additional information after study is completed; not knowing how to vote tonight
- Patti Purcell – Topic: cost of new station; current property on CTH II; additional costs to put in a road/access/etc.
 - Town Administrator response: reviewed financials of the project
 - Chair Luebke response: there is money out there for renovations
- Steve Rose, 2694 Cassy Lane – Topic: Plans A and B; response time; other plan options
 - Chair Luebke response: discussed response time, currently measured as first engine on scene
- Patty Stanek, 8395 County Road T – Topic: location of station if Plan A; fire protection change for residents on west side of town if station located on east side; proper location for fire station
 - Chair Luebke response: Town Board would need to address location after researching location
- Patty Stanek – Topic: asked about losing current land if we vote for a new station
 - Chair Luebke response: would need resident approval to obtain additional or different land
- Terry Murphy, 7948 Ashwood Court – Topic: address the residents not the Town Chair
- Phil Beaver – Called Point of Order called: Job as chairman is to be neutral
- Terry Murphy – Topic: addressed those people in attendance; mutual aid agreements; 10-20 years into future; stated his feelings about Plan C; stated his feelings about Plan A and Plan B; look at options; current fire station building; fire protection
- Eileen Connelly-Keesler, 2657 Megan Way – Topic: smaller east side station; retain current station; stimulus money; option that does it all; sticking together as a community
- James Giddings, 8055 Cavendish Road – Topic: accommodate of new equipment in current station
 - Chair Luebke response: we've been planning equipment purchases and saving for equipment in the Town of Clayton; Town of Clayton pays over 75% of the Fire Department operating budget; needs assessment study will tell us valuable information regarding equipment needs
- James Giddings – Topic: rate of growth in the Town of Clayton
 - Chair Luebke response: we've slowed from previous years
- Teresa Adler, 4305 Rocky Road – Topic: east side of town; Automatic Aid agreements; town center; newer homes being safer than older homes; location of all residents in town
- Thomas Becher, 3019 Fairwinds Drive – Topic: County covering fire responsibility for town;

- Chair Luebke response: reviewed MABAS (Mutual Aid Box Alarm System) program that enhances current mutual aid and coordinates all towns' and cities' equipment and personnel so no municipality empties out their own fire station to assist but strategically calls out surrounding assistance; MABAS is an automatic response from surrounding communities; buildings must meet requirements when built
- Phil Beaver, 2986 Fairwinds Drive – Topic: asked to address the residents in attendance; thanked Plan Commission and Town Board for all the work put into the information presented tonight; tonight's decision affecting the future; expansion and growth for future generations; consideration of additional services; response time
- Jill Honkamp – Topic: current facility status if new facility built; maintenance of two (2) stations
 - Chair Luebke response: we will need to consider what to do with this station
- Patty Purcell – Topic: protecting more people in the future
 - Chair Luebke response: we do have excellent fire protection and have created better fire protection with the automatic aid agreements put in place

VII. Electors' Action

- Phil Beaver – Topic: Voting procedure
- Town Administrator – the Board can undertake the bare minimum as a maintenance function (washer/dryer, air handling, generator) and appropriate the funds to do so

MOTION 1: (Phil Beaver, Thomas Becher) Residents to have two (2) votes, the first vote to choose Option A, B, or C, and the second vote for a runoff of the top two vote options.
- Janice Suutala, 3215 Larsen Road – Topic: premature voting tonight; need of more information; annual meeting decision bringing forth options; options to look at, automatic aid agreements
- Ben Hamblin – Topic: first vote 1 option; upcoming needs assessment study
 - Chair Luebke response: if we have a vote to move forward tonight, looking at moving forward for our options
- Robert Grundman, 2904 County Road II – Topic: confusion with a vote; voting on each of the option (Option A, then B, then C, then D)
 - Chair Luebke response: concerned about those residents that will not vote by raised hand but will vote with a paper ballot
- Phil Beaver – Topic: possible modification/clarification of motion
- Clarification of **MOTION 1:**
 - Town Administrator – Topic: Voting for 1st choice and then voting again for one of the top two votes from the first vote
 - Phil Beaver – Topic: 1st vote you put down your choice, 2nd vote you have a runoff of the top two vote-getters
 - Chair Luebke – Topic: Vote for top choice (A, B, C, or D), then vote for one of the two top choices

MOTION 1 (VOTE): CARRIED by raised hand vote of 242–4
- **VOTE #1** – Options: Plan A, Plan B, Plan C, Plan D; ballot clerks passed out ballot papers, collected ballot papers, and counted votes
- Chair Luebke addressed resident questions while vote counters counted paper ballots
- **VOTE #1 RESULTS:** A=109, B=12, C=87, D=33
- **VOTE #2** – OPTIONS: Plan A, Plan C; ballot clerks passed out ballot papers, collected ballot papers, and counted votes
- **VOTE #2 RESULTS:** A=115, C=123, B=1

VIII. Adjournment – 10:09p

MOTION: (Phil Beaver, Pat Keesler) Adjourn.
CARRIED by unanimous voice vote.

Respectfully Submitted, Susan Nester-Huebner, *Town Clerk*