

TOWN OF CLAYTON
Board of Supervisors
Meeting Agenda
7:00 P.M. on Wednesday, February 3rd, 2016
Town Meeting Room, 8348 County Road T, Larsen, WI 54947

- 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. No Public Hearings and/or Public Information Meetings.

- III. Approval of Minutes:
 - A. Approval of the Minutes of the Town Board meeting of Wednesday, January 20th, 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. January 2016 Building Inspection Report.
 - B. Tobi Machak’s letter of resignation from the Clayton Fire Rescue Department.
 - C. Correspondence from Catherine Neiswender relative to the Winnebago County Plan Commissioner Network Meetings.
 - D. Larsen/Winchester Club, Inc. Animal Clinic History.
 - E. Correspondence relative to storm water management pond in the Outagamie County Airport Overlay District.
 - F. Copy of a memorandum from Cedar Corporation relative to Sanitary District #1 wastewater flows and loadings.

- 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. Larsen-Winchester Sanitary District
 - E. Administration Comments

- VII. Operator Licenses Issued by the Town Clerk:
 - A. New:
 - i. Tierney Murphy
 - ii. Alexandra Hoida

- B. Renewal:
 - i. No Renewed Licenses

- 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. No Referrals.

- 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. No Referrals.

- X. Business:
 - A. Discussion/Action: Town Board review and consideration of the Administration's recommendations for the CY 2016 updates to the Town's 5-Year Capital Reconstruction Plan.

 - B. Discussion/Action: Town Board review and consideration of authorizing Town staff to implement a State of Wisconsin, Department of Revenue, Tax Refund Intercept Program (TRIP) to recover monies owed for municipal services rendered to the public.

 - C. Discussion/Action: Town Board review and consideration of Resolution 2016-001 A Resolution creating a Policy Statement on the setting and collection of fees to recover costs related to fire call responses to vehicles on state, federal, county, and town roads.

 - D. Discussion/Action: Town Board review and consideration of extending the billing service contract with the Larsen Winchester Sanitary District for an additional 3-years.

 - E. Discussion/Action: Town Board review and consideration of an Agreement for Professional Services from the Town's Engineer, Martenson & Eisele, Inc. for providing maps for Election, Fire Department and Public Works Department use.

 - F. Discussion/Action: Town Board review and consideration of an Agreement for Professional Services with the Town Engineer, Martenson & Eisele, Inc. for a Change Order to the Town's CY 2015/16 Comprehensive Plan Update Contract.

 - G. Discussion/Action: Town Board review and consideration of an Agreement for Professional Services with the Town Engineer, Martenson & Eisele, Inc. for a Change Order to the Town's CY 2015/16 Comprehensive Plan Update Contract to include the Park and Open Space Plan in the Town's Comprehensive Plan.

H. Discussion/Action: Town Board review and consideration of granting a refund for Solid Waste and Recycling fees charged in error for property located at 3307 Fairview Road in the Town of Clayton.

I. Discussion/Action: Town Board review and direction to staff relative to a Draft Special Assessment Policy for the Town of Clayton and its related Municipal Sanitary Sewer and Municipal Water Utilities.

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 Chair

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:

1. The Town Hall Posting Board – 8348 CTR “T” Larsen WI 54947
2. The Town’s Web Page – 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).

www.townofclayton.net	February	March	April
Town Board Meeting	17 th	2 nd and 16 th	6 th and 20 th
Plan Commission	10 th	9 th	13 th
Green Space Committee	10 th	9 th	13 th