

TOWN OF CLAYTON  
Town Board of Supervisors

Meeting Agenda

7:00 P.M. on Wednesday, June 5<sup>th</sup>, 2013

Town Office Board Room, 8348 County Road T, Larsen, WI 54947

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- I. Call to Order:
  - A. Pledge of Allegiance
  - B. Verification of Notice
  - C. Meeting Roll
  
- II. Public Hearings and/or Informational Meetings:
  - A. No Public Hearings and/or Informational Meetings.
  
- III. Approval of Minutes:
  - A. Approval of the Minutes of the Regular Town Board Meeting of Monday, May 13<sup>th</sup>, 2013.
  
- IV. Open Forum – Town-related Matters not on the Agenda:

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. Notice from the County Clerk of the Certification of the Town Of Clayton Zoning Code of Ordinances.
  - B. Correspondence from Shannon L. Full, President/CEO, Fox Cities Chamber of Commerce & Industry
  
- 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:
    - a. No New Licenses Issued
  - B. Renewal:
    - a. No Renewal Licenses Issued
  - C. Discussion/Action – Consideration and approval of Cigarette Licenses:

- a. 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, 2012, to June 30, 2013, subject to compliance with State Statutes and Municipal Ordinances.
  - i. Larsen Cooperative Company (Trade Name Larsen Country Hardware Store), 8290 County Road T, Larsen, WI 54947.
  - ii. McCarthy's Mart, LLC (d.b.a. McCarthy's Mart), 8510 State Road 76, Neenah, WI 54956.
  - iii. Pubs and More, LLC (Trade Name Headliners Bar & Grill), 2788 Towne Court, Neenah, WI 54956.
  - iv. Ridgeway Country Club, Inc., 2913 County Road II, Neenah, WI 54956.
  - v. Westridge Golf Club, LLC, 8130 Golf Course Drive, Neenah, WI 54956.
  
- D. Discussion/Action – Consideration and approval of Alcohol Licenses:
  - a. The following parties have a renewal application for a Class “A” license to sell fermented malt beverages, and a “Class A” license to sell intoxicating liquors is on file in the Town of Clayton, Clerk’s Office for the licensing period July 1, 2013 through June 30, 2014, the granting of which is now pending and subject to compliance with State Statutes and Municipal Ordinances:
    - i. Remington Oil Co Inc., 8510 State Road 76, Neenah, WI 54956.  
Agent: Sarah J. Borneman
  - b. The following parties have a renewal application for a Reserve Class “B” license to sell fermented malt beverages, and a Reserve “Class B” license to sell intoxicating liquors is on file in the Town of Clayton, Clerk’s Office for the licensing period July 1, 2013 through June 30, 2014, the granting of which is now pending and subject to compliance with State Statutes and Municipal Ordinances:
    - i. Pub and More, LLC (dba Headliners Bar and Grill), 2788 Towne Court, Neenah, WI 54956.  
Agent: Kenneth Zastrow
    - ii. SB Food & Beverage Inc.(dba Sandy Shot Grill), 3501 Winnegamie Drive, Neenah, WI 54956.  
Agent: Sandy Beltz
    - iii. Ridgeway Country Club, Inc., 2913 County Road II, Neenah, WI 54956.  
Agent: Brett Devine
    - iv. PCF Holdings, Inc. (dba Willie Beamons), 2590 County Road II, Neenah, WI 54956.  
Agent: Frances Pfeffer
    - v. The Woodshed Inc., 2895 County Road II, Neenah, WI 54956.  
Agent: Dino O. Valeri
    - vi. Green Golf Management LLC (dba Westridge Golf Club), 8130 Golf Course Drive, Neenah, WI 54956.  
Agent: John Rader
    - vii. Christopher R.D. Clauson (dba The Larsen Tavern), 8338 County Road T, Larsen, WI 54947.  
Agent: Christopher Clauson
    - viii. Kenneth R. Loehrke (dba Century Elm Supper Club), 8300 County Road T, Larsen, WI 54947  
Agent: Kenneth Loehrke

ix. Boe, LLC (dba The Spot Lounge LLC), 8386 State Road 76 Suite B, Neenah, WI 54956.

Agent: Stephanie Soto

c. The following renewal application for a Class “B” license to sell fermented malt beverages and a “Class C” to sell wine is on file in the Town of Clayton, Clerk’s Office for the licensing period July 1, 2013 through June 30, 2014, the granting of which is now pending and subject to compliance with State Statutes and Municipal Ordinances:

i. S.O.L. Restaurants LLC (dba Oinks Restaurant), 8386 State Road 76 Suite A, Neenah, WI 54956.

Agent: Lynn Miller

VIII. Business referred by the Planning and Zoning Commission:

Town Board receipt, review, and consideration of Plan Commission Referrals:

A. No Referrals.

IX. Business referred by the Green Space Committee:

Town Board receipt, review, and consideration of Green Space Committee Referrals:

A. Green Space Committee recommendation on a proposed new sign for the Trail Head Park facility.

B. Green Space Committee and ClaytonFest Committee discussion on the planning for the CY 2013 ClaytonFest Event and support activities.

X. Business:

A. Discussion/Action: Town Board Reorganizational Business:

a. Board Appointments

i. Zoning Board of Review (1 position serving 3-year staggered terms that are to be determined by the Board with each term to start on May 1<sup>st</sup>, 2013.

Name to be presented by the Town Chair

B. Discussion/Action: Town Board review and consideration of issuing an Order requiring AT&T to complete the relocation work in the Ridgeway Drive Subdivision in the Town of Clayton.

C. Discussion/Action: Town Board review and consideration of approving Pay Request #7 submitted by Cardinal Construction for the Town/Fire Hall re-construction project.

D. Discussion/Action: Town Board review and consideration of a request by the Drifters Snowmobile Club to place a storage and maintenance facility in the rear area of the Town Hall and Public Works facilities.

E. Discussion/Action: Town Board review and consideration of the Town’s Animal Control Officer’s Job duties and responsibilities.

F. Discussion/Action: Town Board review and consideration of Staff’s recommendation for the Town’s CY 2014 County Bridge Aids project.

G. Discussion/Action: Town Board review and consideration of a request by the property owner to enclose the storm water management ditch in front of 7940 White Petal Court, specifically identified as Tax ID# 006-1760.

H. Discussion/Recommendation: Town Board review and consideration of a staff recommendation to pulverize and double chip seal the un-improved western end of Shady Lane (from approximately 1,500 feet west of Center Road to Pioneer Road).

- I. Discussion/Recommendation: Town Board review and direction to staff relative to the summer work schedule for the Public Works Department.
- J. Discussion/Recommendation: Town Board review and direction to staff relative to a request by the Town Administrator to research the purchase of “years of service” in the State Employee Trust Fund Retirement System.

- XI. Upcoming Meeting Attendance
- XII. Board Member Requests for Future Agenda Items
- XIII. Review of Disbursements
- XIV. Adjournment

Respectfully submitted,  
 Mark E. Luebke, 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 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> | <b>June</b>                              | <b>July</b>                              | <b>August</b>                            |
|--|--|--|--|
| Town Board   | 5 <sup>th</sup> , and 19 <sup>th</sup> , | 3 <sup>rd</sup> , and 17 <sup>th</sup> , | 7 <sup>th</sup> , and 21 <sup>st</sup> , |
| Plan Commission  | 12 <sup>th</sup> ,                       | 10 <sup>th</sup> ,                       | 14 <sup>th</sup> ,                       |
| Green Space Committee  | 20 <sup>th</sup> ,                       | 18 <sup>th</sup> ,                       | 22 <sup>nd</sup> ,                       |