

TOWN OF CLAYTON

Town Board of Supervisors

Meeting Agenda

7:00 P.M. on Wednesday, September 17th, 2014

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. There are no Public Hearings and/or Public Information Meetings.

- III. Approval of Minutes:
 - A. Approval of the Minutes of the Regular Town Board Meeting held at 7:00 P.M. on Wednesday, September 3rd, 2014.

- 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. Correspondence from the Winnebago County Zoning Department.

- 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. Brynn Ecklund
 - ii. Whitney Evers

 - B. Renewal:
 - i. No Renewal 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. Plan Commission recommendation to the Town Board on an application submitted by the petitioners, Rodger A. and Janet J. Cavanaugh, 3910 Fairview Road, Neenah, WI 54956, for an amendment to an existing Conditional Use permit to operate a wedding and event facility on property zoned A-2 (GENERAL AGRICULTURE DISTRICT). The property is located at 3910 Fairview Road, Neenah, WI 54956 and specifically described as Tax ID # 006-0267, being located in Section 9, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.
- B. Plan Commission recommendation to the Town Board on a Certified Survey Map (CSM) Application submitted by Ross and Katie Thompson, 8950 Center Road, Neenah, WI 54956, for property located at 8950 Center Road, Neenah, WI, 54956 and specifically identified as Tax ID # 006-0296 being all of Lot 1 of Certified Survey Map No. 4090 as recorded in volume 1 of Certified Survey Maps on Page 4090 as Document No. 1030062 and being part of the southwest ¼ of the southwest ¼ and the northwest ¼ of the southwest ¼ of Section 10, Township 20 North , Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.
- C. Plan Commission recommendation to the Town Board on proposed amendments to the Town's Access Control Ordinances including, but not limited to, the driveway separation requirements of the Ordinance.
- D. Plan Commission recommendation to the Town Board on the proposed rescission of the Town's stand-alone Site Plan Ordinance.
- E. Plan Commission recommendation to the Town Board on a Wisconsin Court of Appeals decision relating to Farmland Preservation Zoning Ordinances.

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. Green Space Committee update on the improvements to the Clayton Park Pavilion, and review of the scheduling for the balance of the proposed Clayton Park improvements.

X. Business:

- A. Discussion/Action: Town Board receipt and acceptance of the resignation of Ms. Tori Bowen from the position of Treasurer for the Town of Clayton.
- B. Discussion/Action: Town Board review and consideration of converting the Town's Administrative Assistant from a probationary employee to a full time at will employee with an adjustment in pay from \$12.50 to \$13.00 per hour.
- C. Discussion/Action: Town Board review and consideration of appointing the Town's Administrative Assistant as Deputy Clerk for the Town of Clayton.
- D. Discussion/Action: Town Board review and consideration of the Administration's plan to hire a temporary contract employee through CADRE to replace the Town's Treasurer for a six month period with the intent of hiring a full time regular employee in March or April of CY 2015.

- E. Discussion/Action: Town Board review and consideration of the Town Engineer's recommendation relative to replacing the stormwater management culvert in Larsen Road just east of Oakcrest Avenue.
- F. Discussion/Action: Town Board review and consideration of a landscaping restoration proposal for the ditching and stormwater management work being completed by Town staff in the Plat of Oak Openings.
- G. Discussion/Action: Town Board review and consideration of a proposal solicited by the Administration to complete some minor (600 linear feet) stormwater management drain tile installation on Quail Point Road and in the Plat of Sunburst Estates.
- H. Discussion/Action: Town Board review and consideration of an e-mail from County Highway Commissioner, Ernie Winters relative to signage on Pioneer Road and CTH "II" in the Town of Clayton.
- I. Discussion/Action: Town Board review and consideration of a request by a Town resident to place a hidden driveway sign in the area of 3804 Fairview Road in the Town of Clayton.
- J. Discussion/Action: Town Board review and consideration of placing an ARMCO or similar type of barrier in front of the stormwater management pond on Ridgeway Drive as part of the Town's CY 2014 Capital Reconstruction project.
- K. Discussion/Action: Town Board review and consideration of the enforcement of the Town's prohibition on concrete driveway aprons in the Town of Clayton.
- L. Discussion/Recommendation: Town Board review and direction to staff relative to completing the East Central Regional Planning Commission 2015 Technical Assistance Project Request Form.

XI. Upcoming Meeting Attendance:

XII. Board Member Requests for Future Agenda Items:

XIII. Review of Disbursements:

XIV. 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) (Green Space Committee Meetings are scheduled to start at 5:30 P.M).

www.townofclayton.net	September	October	November
Town Board Meeting	17 th ,	1 st and 15 th	5 th and 19 th
Town Board CY 2015 Budget Meetings	23 rd , 1:00 P.M. 30 th , 1:00 P.M.	7 th , 7:00 P.M.	
Plan Commission	10 th	8 th	12 th
Green Space Committee	10 th	8 th	12 th