

TOWN OF CLAYTON
Board of Supervisors
Meeting Agenda
7:00 P.M. on Wednesday, November 16th, 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: Approval of the Minutes of the Town Board meeting of Wednesday, November 2nd, 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.

- VI. Discussion Items (No action will be taken):
 - A. County Supervisor Report
 - B. Winnebago County Sheriff’s Department: – Public Concerns and Issues
 - C. Clayton Fire Rescue Department (First Meeting of the Month)
 - a. Clayton Fire Rescue First Responder (First Meeting of the Month)
 - D. Larsen-Winchester Sanitary District
 - E. Administration Comments

- VII. Operator Licenses Issued by the Town Clerk:
 - A. New:
 - i. No New License
 - B. Renewal:
 - i. No Renewal License

- 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 a 4-Lot Certified Survey Map (CSM) application submitted by Breaker Girls LLC, 36 Corvette Circle, Fond du Lac, WI

54935 for property located at 2603 Larsen Road, Neenah, WI 54956, in the Town of Clayton, specifically described as Tax ID # 006-0638, being part of Lot 2, CSM No. 4917, being a part of the Northeast ¼ of the Northeast ¼ of the Northwest ¼, of the Northeast ¼ of the Southwest ¼ of the Northeast ¼, and all of the Southeast ¼ of the Northeast ¼ of Section 25, 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 1-Lot Certified Survey Map (CSM) application submitted by Michael A. Haase Revocable Trust and Sandra J. Haase Revocable Trust, 7669 Boom Bay Heights Road, Larsen, WI 54947 for property located on the southwest corner of Shady Lane and Clayton Avenue in the Town of Clayton, specifically described as Tax ID # 006-0327, being part of Lot 1 of Certified Survey Map No. 3651, being a part of the Northwest ¼ of the Northeast ¼ and part of the Northeast ¼, of the Northeast ¼ of Section 12, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.
- C. Plan Commission recommendation to the Town Board of a 2-Lot Certified Survey Map (CSM) submitted by William C. and Sarah M. Grotjan, 8933 Center Road, Neenah, WI 54956 for property located north of 8933 Center Road, Neenah, WI 54956 (on the west side of Center Road north of Fairview Road), in the Town of Clayton and specifically described as Tax ID # 006-0246, and Tax ID# 006-0270 being part of the southeast ¼ of the northeast ¼ and all of the northeast ¼ of the southeast ¼ all being in Section 9, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.
- D. Plan Commission recommendation to the Town Board on Agricultural Enterprise Areas and the AEA Petition Process.
- E. Plan Commission recommendation to the Town Board on a proposal from the Town's Planning Consultant for creating administrative language relative to the Working Lands Section of the Town's Comprehensive Plan.

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. The Wednesday, November 9th, 2016 Green Space Committee Meeting was cancelled.

X. Business:

- A. Discussion/Action: Town Board review and consideration of accepting Whispering Meadows Road, the Town Road constructed as part of the development of the Plat of Whispering Meadows subject to the installation of the second lift of asphalt in CY 2017/18.
- B. Discussion/Action: Town Board review and consideration of a Contract for providing First Responder Services to the Town of Winchester with the fee for service based on the Town's CY 2017 First Responder Budget and the CY 2016 relative share of the aggregate equalized value of each Town.

- C. Discussion/Action: Town Board review and consideration of a 4-year Amended Agreement for Full Value Maintenance Assessment Services with Associated Appraisal Consultants, Inc. at an annual cost of \$19,000.00.
- D. Discussion/Action: Town Board review and consideration of a CY 2017 Independent Contractor Agreement with MWK, LLC for accounting and audit control services in the Town's Treasurer's Office at an estimated cost of \$15,000.00 for CY 2017.
- E. Discussion/Action: Town Board review and consideration of updated Town of Clayton Fire Department Automatic Aid Agreements with the following Communities:
- i. Town of Greenville
 - ii. Village of Fox Crossing
 - iii. Town of Neenah
 - iv. Town of Vinland
- F. Discussion/Action: Town Board review and consideration of certain amendments to the following Town of Clayton Fire Department Standard Operating Guidelines (SOGs):
- i. Carbon Monoxide Alarms
 - ii. Long Driveway Hose Lay Procedure
 - iii. Vehicle Extrication
 - iv. Tornado/Storm Operations
 - v. Vehicle Fires
 - vi. Highway Operations
 - vii. Employment Requirements (Amended)
 - viii. Length of Service Award (New)
- G. Discussion/Action: Town Board review and consideration of the participation rules and funding level for a State approved, Fire Department Length of Service Program for the Town of Clayton Fire Department and First Responder Unit.
- H. Discussion/Action: Town Board review and consideration of a proposed wage Contract for CY 2017 from the General Teamsters Union Local 662 for the Town's Unionized Public Works Department.
- I. Discussion/Action: Distribution of Administration's Annual Staff Performance Evaluation Forms for the Board's review and consideration at its Wednesday, December 7th, 2016 Town Board Meeting.
- J. Discussion/Action: Distribution to the Board of the Administrator's Annual Performance Evaluation Form for the Board's review and consideration at its Wednesday, December 7th, 2016 Town Board Meeting.
- K. Discussion/Action: Town Board review and consideration of making a portion of Shady Lane between Oakwood Avenue and Deer Trail Lane a snowmobile route.

L. Discussion/Action: Town Board review and consideration of an update on the Town's Banking services provider.

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 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. 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	December	January 2017	February 2017
Town Board Meeting	7 th and 21 st	4 th and 18 th	1 st , and 15 th
Plan Commission	14 th	11 th	8 th
Green Space Committee	14 th Cancelled	11 th	8 th