

TOWN OF CLAYTON

Town Board of Supervisors

Meeting Minutes

7:00 P.M. on Wednesday, March 2nd, 2016

Town Meeting Room, 8348 County Road T, Larsen, WI 54947

I. Call to Order:

A. Notice Verification, Roll

1. Town Board Chairman Geise called the meeting to order at 7:00 P.M.
2. Pledge of Allegiance recited.
3. Meeting properly posted at three locations in the Town.
4. Roll

a. Board of Supervisors

Chair Geise	PRESENT
Supervisor Lettau	PRESENT
Supervisor Grundman	PRESENT
Supervisor Schmidt	PRESENT
Supervisor Reif	PRESENT

b. Staff

Administrator Johnston	PRESENT
Treasurer Straw	PRESENT
Town Engineer – Mary Jo Miller	PRESENT
Town Attorney – Ashley Lehocky	PRESENT

II. Public Hearing(s) and/or Public Information Meeting(s):

III. Approval of Minutes:

- A. Approval of the Minutes of the Regular Town Board Meeting held at 7:00 P.M. on Wednesday, February 17th, 2016 (date corrected from February 16th, 2016).

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.

- i. Presentation by the Winneconne Community School District on their April 5th, 2016 Election, Referendum Questions.

A. Winneconne School District. Peggy Larson, Mark Kunde and Todd Schroeder (Middle School Principal) attended from Winneconne School District.

- Peggy Larson presentation of the April 2015 referendum.
- Mark Kunde, 4736 County Rd GG, Oshkosh, WI. Discussed the STEAM and Auditorium proposals and the benefits of the new facility. Winneconne is making the last payment on

the Winneconne High School renovations. Want to offer more education for students to gain the skills for future employment in the manufacturing fields.

- Todd Schroeder and Peggy Lason discussed the renovations and additions and the amount of money which is needed to fund these projects.

B. Issues with the property located at 9595 Lind Lane (See X.(A) listed below.

- Carrie Mitchell, 2941 Braun Ct, Neenah, WI. Discussed the property in her neighborhood at 9595 Linda Lane with vehicles and boats outside along with the mice that come in when the lawn is not mowed during the warmer months. She wants the area cleaned up and the residents that it affects should have their taxes lowered.

V. Correspondence:

- A. Notice on scheduled Public Hearings from the Winnebago County Zoning Department.
- B. Notice on CY 2015 Wisconsin Act 145 (exemptions from Real Estate Transfer Form) from the Winnebago County Register of Deeds.
- C. Report from the Community Foundation for the Fox Valley Region, Inc. on the Town's funds held by the Foundation.
 - Administrator Johnston said that through the years the funds have been used for something meaningful for the Town of Clayton.
- D. Copy of an anonymous letter relative to the Town of Clayton Fire Rescue Department.
 - Chair Geise discussed the anonymous letter and stated that an unsigned letter will not be given much credibility.
- E. 2015 Winnebago County Land and Water Conservation Department Annual Report.

VI. Discussion Items (No action will be taken):

- A. County Supervisor Report
- B. Winnebago County Sheriff's Department – Public Concerns and Issues
 - Deputy Johnson reporting that he doesn't have anything for the Town of Clayton.
 - Mike Pfankuch, 4556 Grandview Rd, Larsen, WI. Mr. Pfankuch commented on the speeds people are driving on Grandview Rd. Speed limit is 25 mph.
 - Bob Breaker, 3664 Larsen Rd, Neenah, WI. Mr. Breaker commented on the speeds people drive on Larsen Rd.
 - Mr. Tom Mayer, 2941 Braun Ct, Neenah, WI.
- C. Clayton Fire Rescue Department
 - a. Clayton Fire Rescue First Responder (First Meeting of the Month)
 - Chief Rieckmann reported that he installed the projector in the Fire Department. On March 12th will be doing a house burn on Oakwood Avenue and will train with surrounding communities per the Automatic Aid Agreement. The bloodmobile will be here on April 5th from 5:00 to 7:00 p.m. during the election.
 - Chair Geise had a meeting with Sherriff Matz and he stated the response times are approximately one to one and a half minutes which is similar to full staffed fire departments.
- D. Larsen-Winchester Sanitary District
 - Mike Pfankuch, 4556 Grandview Rd, Larsen. The lift station in Larsen will be having the pumps replaced soon. There was a meeting today at 4:00 p.m. and the purchase of new pumps was approved. Discussed the cleaning/scoping of pipes in the district.

- Discussed the billing contract with the Town of Clayton. The Larsen-Winchester Sanitary District has requested a Request for Proposal (RFP) for the billing contract of April 1, 2016. Mathison CPA will be contacting our office for more information.
- They are having problems with the meters which is most likely a manufacturing defect.
- Administrator Johnston expressed concern with the RFP for billing and proposed withdrawing the proposal for billing. The Town of Clayton is not obligated to honor the contract renewal.

E. Administration Comments

- Engineer Miller. 5 bids were submitted for the Clayton Avenue Project. AT&T and WE Energies are still working on some relocation plans and scheduling to move some utilities out there. She is hoping that this will be done by May.
- Administrator Johnston advised that today we did receive the storm water management drainage study from the DNR.
- Treasurer Straw still working on some things requested by the auditor. Will have another worker's compensation audit. Ben Jost put the Joint Fire Board check in our drop box.

VII. Operator Licenses Issued by the Town Clerk:

A. New:

- i. None.

B. Renewal:

- i. None

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 (first Town Board meeting of the month):

- A. No Referrals.

X. Business:

A. Discussion/Action: Town Board review and direction to staff relative to a complaint received by staff on the exterior conditions (yard) of the property located at 9595 Lind Lane (Tax ID # 006-0020-02) in the Town of Clayton.

- Administrator Johnston provided a copy of the ordinance and photos. Winnebago County would not touch the issue. The property has gotten worse. Discussed the impact of citing daily vs. weekly which pretty much have the same result. Would have the Town attorney send a letter to the resident to have it cleaned up by a certain date.
- Chair Geise discussed this issues has been ongoing since he has been on the Town Board which is about 8 years.
- Attorney Lehocky inquired about how has the ordinance changed.
- Administrator Johnston said it was changed to be more defined on what it covers. Covers unlicensed vehicles and boats.

- Jennelle Kahler, 9619 Lind Lane, Neenah, WI. Which ordinance is easier to uphold in court.
- Ashley Lehocky stated that the junk ordinance may be easier to enforce. Anything with a title has certain protections. The nuisance ordinance would apply.
- Carrie Mitchell, 2941 Braun Ct, Neenah, WI Stated the condition of vehicles.
- Supervisor Grundman stated that their fire number is not up properly.
- Mike Pfankuch, 4556 Grandview Rd, Larsen, WI. He is a part-time Town of Clayton employee and has trouble plowing in this area and some of the vehicles are in the Right of Way (ROW) which creates issues with plowing and mowing of the ditches.
- Town Board directed staff to have the attorney look further into this issue.

B. Discussion/Action: Town Board review and consideration of granting a refund for Solid Waste and Recycling fees charged in error for property located at 2621 CTR “JJ” (Tax ID# 006-0908-03) in the Town of Clayton.

Vote: Approved by unanimous consent.

C. Discussion/Action: Town Board review and consideration of Resolution 2016-002 A Resolution approving Clayton/Winchester Joint Fire Board Resolution 2016-1 A Resolution to Amend Joint Fire Board Bylaws to Dissolve the Joint Fire Board and Fire Department and Clayton/Winchester Joint Fire Board Resolution 2016-2 A resolution Agreeing to Distribution of Fire Board Assets.

- Dissolution date and final audit discussions.

MOTION:

Motion by: Supervisor Schmidt

Seconded by: Supervisor Grundman

Motion: To approve Resolution 2016-002 and direct staff to post the resolution as required.

Vote: Carried by unanimous roll call vote.

Chair requested roll call vote:

Supervisor Lettau: Aye.

Supervisor Reif: Aye.

Supervisor Schmidt: Aye.

Chair Geise: Aye

Supervisor Grundman: Aye.

D. Discussion/Action: Town Board review and consideration of the purchase of a 1994 Pierce Saber, pumper tender and related accessory equipment for the Town’s Fire Rescue Department.

- Discussed the age of the vehicle relative to the Capital Asset Replacement Schedule.
- Discussed apparatus purchases as well.
- Supervisor Reif discussed concerns with the amount of money being spent in relation to the budget.
- Administrator Johnston discussed the Capital Replacement Fund and how the Town contributes to the Capital Replacement Fund.

- Chief Rieckmann discussed the Jaws of Life and upgrading to a new one that is larger and more effective. The new Jaws are battery operated and we wouldn't have to store a battery unit to charge.

MOTION:

Motion by: Supervisor Grundman

Seconded by: Supervisor Lettau

Motion: To give authorization to the proposed purchase of a 1994 Pierce Saber and the associated equipment with an actual cost not to exceed \$103,447.06 with the funds to come from the Town's Capital Equipment Replacement Fund.

Vote: Carried by unanimous roll call vote.

Chair requested roll call vote:

Supervisor Reif: Aye.

Supervisor Schmidt: Aye.

Chair Geise: Aye

Supervisor Lettau: Aye.

Supervisor Grundman: Aye.

- E. Discussion/Action: Town Board review and consideration of the award of a bid for the Town's CY 2016 Capital Reconstruction Project, the reconstruction of Clayton Avenue from the Town's south maintenance line to the south side of the intersection of CTR "II" and Clayton Avenue.

MOTION:

Motion by: Supervisor Schmidt

Seconded by: Supervisor Grundman

Motion: To award the Town's CY 2016 Capital Reconstruction Project to Peter's Concrete, 1516 Appleton Drive, Green Bay, WI 54303 at a cost not to exceed \$514,900.20 with the funding for the project to come from the Town's CY 2016 Capital Reconstruction Budget Line Item and direction to staff to hold a resident's informational meeting prior to starting the project.

Vote: Carried by unanimous roll call vote.

Chair requested roll call vote:

Supervisor Grundman: Aye.

Chair Geise: Aye

Supervisor Reif: Aye.

Supervisor Lettau: Aye.

Supervisor Schmidt: Aye.

- F. Discussion/Action: Town Board review and direction to staff relative to Section I of a Draft Special Assessment Policy for the Town of Clayton and its related Municipal Storm Water Management Utility, Municipal Sanitary Sewer Utility and Municipal Water Utility.

- On page 8 change "shall" to "may."
- No motion necessary. The flow chart is missing.

- 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:
MOTION:
Motion made by unanimous consent to Adjourn at 8:29 p.m.

Respectfully submitted,

Laurie L. Goffard, Deputy Clerk