

TOWN OF CLAYTON

POSTED 05/13/2011

Town Board of Supervisors Regular Meeting

Wednesday, May 18, 2011, 7:00 p.m.

Town Office Building – Meeting Room – 8358 County Road T, Larsen, WI 54947

Agenda

I. Call to Order

- Pledge of Allegiance, Notice Verification, Roll

II. Approval of Minutes

- Regular Town Board Meeting – May 4, 2011

III. Open Forum – Non-Agendized Town-related Matters

- Please complete “Request to Speak at Meeting” form located on the agenda table and give to the Town Clerk. Non-Agendized Town-Related Matters: Pursuant to WI Statutes 19.83(2) and 19.84(2), the public may present matters; however, limited discussion may occur but no action may be taken until specific notice of the subject matter of the proposed action can be given.

IV. Correspondence

- A. State of Wisconsin
 1. Department of Transportation – Public Hearing for Future Freeway Design of US 10, US 45
- B. Winnebago County
 1. County Clerk – Prosser Recount Letter to the Editor

V. Discussion Items (No action will be taken.)

- A. County Supervisor Report
- B. Winnebago County Sheriff's Dept. – Public Concerns and Issues
- C. Clayton-Winchester Fire Chief Report
- D. Administration Comments

VI. Zoning – Receipt of Information from Plan Commission

- A. Certified Survey Map (CSM) for Milton Westphal, 1455 Baytree Lane, Neenah, WI 54956, and Alan & Melanie Blechl, 3006 County Road “II”, Neenah, WI 54956, for property located north of 2990 County Road “II”, Neenah, WI 54956, in the Town of Clayton, and described as Tax ID # 006-0391, and 006-0391-04, specifically known as: All of Lot 1 of Certified Survey Map 1997, and all of Lot 1 of Certified Survey Map 6147, Being Part of the Northeast ¼. Northwest ¼, Southwest ¼, and Southeast ¼ of the Southeast ¼ of Section 14, Township 20 North, Range 16 East, Town of Clayton, Winnebago County, Wisconsin.
- B. Certified Survey Map (CSM) for Mary Alice Eisch (Trustee), 5345 Ann Street, Larsen, WI 54947, for property located at 3346 Oakridge Road, Neenah, WI 54956, in the Town of Clayton, and described as Tax ID# 006-0696-03, a portion of 006-0695, and a portion of 006-0696, specifically known as Part of Lot 2 of Certified Survey Map 3514, All of Lot 1 of Certified Survey Map 6405 and Being Located in the Southeast ¼ of the Southeast ¼ of Section 27 and all of the Southwest ¼ of the Southeast ¼ of Section 27, Town 20 North, Range 16 East in the Town of Clayton, Winnebago County.
- C. Conditional Use Application for a Variance from the strict interpretation of Section 17.04 (3)(b)(4) “Yards” of the County Zoning Ordinance, to be allowed to construct an attached garage having a substandard shore yard setback, for Robert and Linda Kinderman, 3497 West Shady Lane, Neenah WI 54956, in the Town of Clayton, Tax ID# 006-0276-01, specifically known as Part of the Northwest ¼ of the Northeast ¼ of Section 10, Town 20 North, Range 16 East in the Town of Clayton, Winnebago County.
- D. Review of Outagamie County's Airport Zoning Overlay process and draft Matrix.
- E. A request by the Town of Greenville to have the Clayton Town Board consider approval of Draft Resolution 2011-008: A Resolution Requesting that the Purchase of Development Rights be included in the Outagamie County Airport Overlay District Ordinance.

- F. Review of Winnebago County Zoning Code update process.
- G. A request by Dennis Lehrer and Travis J. Lehrer to improve Lehrer Lane (a private road) to Town standards and then deed Lehrer Lane and the Public Improvements to the Town.
- H. Direction to staff regarding update of the Town's Sub-division Ordinances and Policies.

VII. Licenses and Permits

- A. **Discussion / Action** – Consideration and approval of Operator Licenses:
 - New – Lisa M. Clark
 - New – Heather M. Ledbury
- B. **Discussion / Action** – Consideration and approval of Fireworks Permit:
 - Fireworksfree.com (Contact: Chuck Krause); Location: 8616 State Road 76, Neenah, WI 54956

VIII. Business

- A. **Discussion / Action** – Town Board review and consideration of a Plan Commission recommendation of a Certified Survey Map (CSM) for Milton Westphal 1455 Baytree Lane, Neenah, WI 54956, and Alan & Melanie Blechl, 3006 County Road "II", Neenah, WI 54956, for property located north of 2990 County Road "II", Neenah, WI 54956, in the Town of Clayton, and described as Tax ID # 006-0391, and 006-0391-04, specifically known as: All of Lot 1 of Certified Survey Map 1997, and all of Lot 1 of Certified Survey Map 6147, Being Part of the Northeast ¼, Northwest ¼, Southwest ¼, and Southeast ¼ of the Southeast ¼ of Section 14, Township 20 North, Range 16 East, Town of Clayton, Winnebago County, Wisconsin.
- B. **Discussion / Action** – Town Board review and consideration of a Plan Commission recommendation of a Certified Survey Map (CSM) for Mary Alice Eisch (Trustee), 5345 Ann Street, Larsen, WI 54947, for property located at 3346 Oakridge Road, Neenah, WI 54956, in the Town of Clayton, and described as Tax ID# 006-0696-03, a portion of 006-0695, and a portion of 006-0696, specifically known as Part of Lot 2 of Certified Survey Map 3514, All of Lot 1 of Certified Survey Map 6405 and Being Located in the Southeast ¼ of the Southeast ¼ of Section 27 and all of the Southwest ¼ of the Southeast ¼ of Section 27, Town 20 North, Range 16 East in the Town of Clayton, Winnebago County.
- C. **Discussion / Action** – Town Board review and consideration of a Plan Commission recommendation of a Conditional Use Application for a Variance from the strict interpretation of Section 17.04 (3)(b)(4) "Yards" of the County Zoning Ordinance, to be allowed to construct an attached garage having a substandard shore yard setback, for Robert and Linda Kinderman, 3497 West Shady Lane, Neenah WI 54956 in the Town of Clayton Tax ID# 006-0276-01, specifically known as Part of the Northwest ¼ of the Northeast ¼ of Section 10, Town 20 North, Range 16 East in the Town of Clayton, Winnebago County.
- D. **Discussion / Action** – Town Board review and consideration of a Plan Commission recommendation on a request by the Town of Greenville to have the Clayton Town Board consider approval of Draft Resolution 2011-008 A Resolution Requesting that the Purchase of Development Rights be included in the Outagamie County Airport Overlay District Ordinance.
- E. **Discussion / Action** – Town Board review and consideration of Plan Commission direction to staff relative to a request by Dennis Lehrer and Travis J. Lehrer improve Lehrer Lane (a private road) to Town standards and then deed Lehrer Lane and the Public Improvements to the Town.
- F. **Discussion / Action** – Town Board review and consideration of the Town's participation in a CY 2011/12 salt purchase with the State Department of Transportation.

- G. **Discussion / Action** – Town Board review and consideration of placing the Town Treasurer on the Town’s payroll as a regular employee, with the associated pay increase, following a probationary period ending May 31st, 2011.
- H. **Discussion / Action** – Town Board review and consideration of a negotiated farming lease agreement with a local farmer for the seven (7) acres owned by the Town on CTH “II” west of CTH “76”, Tax ID # 006-0391-05.
- I. **Discussion / Action** – Town Board review and consideration of the purchase of a program license for QuickBooks to be used by the Town Treasurer for bookkeeping and payroll purposes.
- J. **Discussion / Action** – Town Board direction to staff relative to a funding source for the purchase of the two (2) outlots, for sale by the County for Tax Deed, in the Plat of Hidden Park. The purchase was authorized by the Town’s Electors at their CY 2011 Annual Meeting.
- K. **Discussion / Action** – Town Board review and consideration of the purchase of a folding crane with AC motor for the Town’s utility vehicle.
- L. **Discussion/Recommendation** – Town Board direction to staff relative to re-bidding the Town’s Solid Waste and Recycling Contract for January 1st, of CY 2012, through December 31st, of CY 2014.
- M. **Discussion/Recommendation** – Town Board direction to staff relative to a contract extension with the Town’s Auditors, Schenck SC.
- N. **Discussion/Recommendation** – Town Board direction to staff relative to creating a Storm Water Utility for storm water management construction, re-construction, and maintenance projects in the Town of Clayton.
- O. **Discussion/Recommendation** – Town Board direction to staff relative to a draft Records Retention Policy for the Town.

IX. Upcoming Meeting Attendance

X. Board Member Requests for Future Agenda Items

XI. Approval of Disbursements

XII. 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 Town Office at 836-2007. This agenda has been posted at all three locations in the Town of Clayton:

- 1) Town Office
- 2) Corner of JJ & Breezewood
- 3) Clayton School

UPCOMING MEETINGS (all begin at 7:00 p.m. unless specified):

www.townofclayton.net	<u>May</u>	<u>June</u>	<u>July</u>
Town Board		1, 18	6, 20
Plan Commission		8	13
Green Space Committee	19 (5:30pm)	15 (5:30pm)	21 (5:30pm)
ClaytonFest 2011 Committee	23	6	
Board of Review		3 (10:00am-12:00noon)	
ClaytonFest 2011 Event (12:00noon – 12:00midnight)		June 11	