

TOWN OF CLAYTON

Town Board of Supervisors

Meeting Minutes

7:00 P.M. on Wednesday, May 18<sup>th</sup>, 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
Deputy Clerk Goffard	PRESENT
Town Engineer – Mary Jo Miller	PRESENT
Town Attorney – Rich Carlson	PRESENT

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

- A. 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, May 4<sup>th</sup>, 2016.

**MOTION:**

Motion made by unanimous consent to approve the Minutes of the Regular Town Board Meeting held at 7:00 P.M. on Wednesday, May 4<sup>th</sup>, 2016.

IV. Open Forum – Town-related Matters not on the Agenda: No Request to Speak was completed.

V. Correspondence:

- A. No Correspondence was distributed.

- Town of Clayton resident letter regarding the noise coming from Willie Beamon's during softball games and other outdoor activities. The Town of Clayton has no noise ordinance and Winnebago County cannot do anything about the noise. Administrator Johnston spoke to the owner of Willie Beamon's (Chris Lichtenberg) and he will see what he can do to reduce the noise level.

- Tom Kiesow did appear (no Open Forum sheet completed) to discuss his concern on the noise coming from Willie Beamon's.
- The Boy Scout troop traveled the Friendship Trail and took photos on areas that need some work done. These issues will be referred to the Green Space Committee and Public Works department.
- Paperwork received from Katie Schierl for Wisconsin United to Amended. Will be added to the agenda for the June 1<sup>st</sup>, 2016 Town Board meeting.
- Recycling report for Winnebago County.

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

- A. County Supervisor Report – None.
- B. Winnebago County Sheriff's Department – Public Concerns and Issues
- C. Clayton Fire Rescue
- D. Larsen-Winchester Sanitary District
- E. Administration Comments
  - Engineer Miller discussed the roadwork to be done on Clayton Avenue. Waiting for WE Energies to move the gas line after Memorial Day. Preconstruction meeting was May 19<sup>th</sup> with the construction to start the week of May 23<sup>rd</sup>, 2016. County Road II and Fairview Road is out for bids.
  - Many dips on Pioneer Road which goes through a swamp area. The pot holes shows some damage by the culverts. Looking at possibly \$75,000 to \$100,000 to fix. A ramp could be built over this area but concern for safety as drivers going through area are going too fast. Chair Geise stated that this issue is not in the top 10 issues going on in the Town of Clayton at this time.
  - Chair Geise reported that there is a closing for another home on Clayton Avenue on May 20<sup>th</sup>, 2016.

VII. Operator Licenses Issued by the Town Clerk:

- A. New:
  - i. No New Licenses Issued
- B. Renewal:
  - i. Therese Rathsack

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 re-zoning application submitted by the petitioner(s), Jason Ehrmentraut, 2847 Larsen Road, Neenah, WI 54956 for property located at 2847 Larsen Road, Neenah, WI 54956; specifically described as Tax ID # 006-0645-01, being part of the Northwest ¼ of the Northwest ¼ of Section 25, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin to be rezoned from A-2 (General Farming District) to R-2 (Suburban Residential District).

**Business**

A. **Plan Commission Action:**

Plan Commission recommendation to the Town Board on a re-zoning application submitted by the petitioner(s), Jason Ehrmentraut, 2847 Larsen Road, Neenah, WI 54956 for property located at 2847 Larsen Road, Neenah, WI 54956; specifically described as Tax ID # 006-0645-01, being part of the Northwest ¼ of the Northwest ¼ of Section 25, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin to be rezoned from A-2 (General Farming District) to R-2 (Suburban Residential District).

**MOTION:**

Motion by: Commissioner Reif

Seconded by: Commissioner Haskell

Motion: Motion to recommend approval of the Re-Zoning by the petitioner(s), Jason Ehrmentraut, 2847 Larsen Road, Neenah, WI 54956 for property located at 2847 Larsen Road, Neenah, WI 54956; specifically described as Tax ID # 006-0645-01, being part of the Northwest ¼ of the Northwest ¼ of Section 25, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin from A-2 (General Farming District) to R-2 (Suburban Residential District).subject to the staff recommendations.

Vote: Motion carried.

**Town Board Action:**

Vote: Motion carried unanimously.

- B. Plan Commission recommendation to the Town Board on a Conditional Use Application submitted by the Petitioner(s): Nina Maroszek Brennan and Ryan Brennan, 3690 Park Lane, Neenah, WI 54956 for the purposes of having up to 4 backyard chickens. The property that will be subject to the conditional use is located at 3690 Park Lane, Neenah, WI 54956, and is specifically described as TAX ID# 006-1181, being part of Section 10, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.

B. **Plan Commission Action:**

Plan Commission recommendation to the Town Board on a Conditional Use Application submitted by the Petitioner(s): Nina Maroszek Brennan and Ryan Brennan, 3690 Park Lane, Neenah, WI 54956 for the purposes of having up to 4 back yard chickens. The property that will be subject to the conditional use is located at 3690 Park Lane, Neenah, WI 54956, specifically described as Tax ID# 006-1181, being part of Section 10, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.

**MOTION:**

Motion by: Commissioner Linsmeier

Seconded by: Commissioner Wisnefske

Motion: Motion to recommend approval of the Application submitted by the Petitioner(s): Nina Maroszek Brennan and Ryan Brennan, 3690 Park Lane, Neenah, WI 54956

for the purposes of having up to 4 back yard chickens. The property that will be subject to the conditional use is located at 3690 Park Lane, Neenah, WI 54956, specifically described as TAX ID# 006-1181, being part of Section 10, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin. The Plan Commission recommended that the limitation on the number of chickens be increased to 6.

Vote: Motion carried.

**Town Board Action:**

**MOTION:**

Motion by: Supervisor Grundman

Seconded by: Supervisor Lettau

Motion: Motion that we approve the conditional use application located at 3690 Park Lane, Neenah, WI 54956, specifically described as TAX ID# 006-1181, being part of Section 10, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin to allow up to 6 backyard chickens as presented by the Plan Commission and all staff recommendations.

Vote: Motion carried with a 4 to 1 vote with Supervisor Reif voting no.

- C. Plan Commission recommendation to the Town Board on a 2-Lot Certified Survey Map (CSM) Application submitted by Tami Vanderwoude Sankey, 3064 Saffron Lane, Neenah, WI 54956 for property located at 3064 Saffron Lane, Neenah WI and specifically described as Tax ID # 006-1426, being all of Lot 1 of CSM 6030 being all of Lots 34 and 35, The Ridges, Section 23, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.

**Plan Commission Action:**

Plan Commission recommendation to the Town Board on a 2-Lot Certified Survey Map (CSM) Application submitted by Tami Vanderwoude Sankey, 3064 Saffron Lane, Neenah, WI 54956 for property located at 3064 Saffron Lane, Neenah WI and specifically described as Tax ID # 006-1426, being all of Lot 1 of CSM 6030 being all of Lots 34 and 35, The Ridges, Section 23, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.

**MOTION:**

Motion by: Commissioner Haskell

Seconded by: Commissioner Linsmeier

Motion: Motion to recommend approval of a 2-Lot Certified Survey Map (CSM) Application submitted by Petitioner(s) Tami Vanderwoude Sankey, 3064 Saffron Lane, Neenah, WI 54956 for property located at 3064 Saffron Lane, Neenah WI and specifically described as Tax ID # 006-1426, being all of Lot 1 of CSM 6030 being all of Lots 34 and 35, The Ridges, Section 23, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin subject to staff recommendations and an indication that the playground/basketball hoop should be removed if they crossed the new property lines.

Vote: Motion carried.

**Town Board Action:**

**MOTION:**

Motion by: Supervisor Schmidt

Seconded by: Supervisor Lettau

Motion: Motion that we approve a 2-Lot Certified Survey Map (CSM) Application submitted by Petitioner(s) Tami Vanderwoude Sankey, 3064 Saffron Lane, Neenah, WI 54956 for property located at 3064 Saffron Lane, Neenah WI and specifically described as Tax ID # 006-1426, being all of Lot 1 of CSM 6030 being all of Lots 34 and 35, The Ridges, Section 23, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin as presented by the Plan Commission and all staff recommendations. The existing playground equipment will be removed and the basketball area will not be removed.

Vote: Motion carried unanimously.

- D. Plan Commission recommendation to the Town Board on the draft of the CY 2015/16 updates to the Town's Comprehensive Plan and associated Maps based on Commission review and input from the Public Listening Session for the Town's CY 2015/16 Comprehensive Plan Update.

**Plan Commission Action:**

Plan Commission recommendation to the Town Board on the draft of the CY 2015/16 updates to the Town's Comprehensive Plan and associated Maps based on Commission review and input from the Public Listening Session for the Town's CY 2015/16 Comprehensive Plan Update.

**MOTION:**

Motion by: Commissioner Dorow

Seconded by: Commissioner Eckstein

Motion: Motion to recommend the Draft of the CY 2015/16 update of the Town's Comprehensive Plan to the Town Board with a recommendation that the Town Board hold the requisite Public Hearing before consideration of the adoption of the CY 2015/16 update to the Town Comprehensive Plan. Additionally, the Plan Commission directed staff to formally recognize the Green Space Committee's participation in the update process in the text of the Plan Commission Resolution recommending the CY 2015/16 update document to the Town Board.

- The CY 2015/16 Town's Comprehensive Plan will be approved at the June 1<sup>st</sup>, 2016 Town Board meeting a public hearing will be scheduled.

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. Green Space Committee Review of the Public Works Department summer projects in the Town's parks and on the Town's Trails.

**Business**

**A. Green Space Committee Action:**

Green Space Committee Review of the Public Works Department summer projects in the Town’s parks and on the Town’s Trails.

Staff reviewed the following Public Works Department projects with the Green Space Committee.

- Discussed finalizing the removal of the fencing from Clayton Park.
- Discussed the installation of a barrier fence around the perimeter of the paved area of the Clayton Park Pavilion.
- Discussed the installation of drain tile that daylight in the Larsen Road ditch to drain and dry the area between the Clayton Park Pavilion and the playground equipment at Clayton Park.
- Discussed the possible Fall of CY 2016 installation of drain pipe to enclose the drainage ditch that runs between the ball diamonds and daylight in the Larsen Road ditch.
- Discussed the repairs and upgrades of the Friendship Trail drainage and trail surface between the west Town line and the County’s Wiouwash Recreational Trail.
- Discussed the enclosure of the south side ditch line on Fairview Road in the area of Olson’s Rest.
- Discussed the development of directional signs for access and parking facilities for the Friendship Trail.

The Committee indicated that they would like to be routinely updated on the projects and would like to approve and recommend to the Town Board graphics to be used by the Town on trail and parking locating signs.

- More work to be done in the summer of 2016 for maintenance of the Town’s parks and Town’s Trails.

**X. Business:**

**A. Discussion/Action:** Town Board review and consideration of Town of Clayton Ordinance #2016-003 An Ordinance approving the re-zoning application submitted by the petitioner(s), Jason Ehrmentraut, 2847 Larsen Road, Neenah, WI 54956 for property located at 2847 Larsen Road, Neenah, WI 54956; specifically described as Tax ID # 006-0645-01, being part of the Northwest ¼ of the Northwest ¼ of Section 25, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin to be rezoned from A-2 (General Farming District) to R-2 (Suburban Residential District).

Attached please find a copy of Ordinance 2016-003 An Ordinance to Amend the Official Town of Clayton Zoning Ordinance Map. The listed applicant applied for the rezoning; the Plan Commission has held the required Public Hearing on the proposed rezoning and has recommended approval of the rezoning application to the Town Board. If the Board agrees with the Plan Commission recommendation, a motion would be in order to approve Ordinance 2016-003 and to direct staff to file the appropriate documentation with the County.

**MOTION:**

Motion by: Supervisor Schmidt

Seconded by: Supervisor Grundman

Motion: Motion to direct staff to approve Ordinance 2016-003 with staff recommendations.

**Chair requested roll call vote:**

Supervisor Lettau: Aye.

Supervisor Schmidt: Aye.

Chair Geise: Aye.

Supervisor Reif: Aye.

Supervisor Grundman: Aye.

Vote: Motion carried unanimously.

- B. Discussion/Action: Town Board review and direction to staff relative to a request for repairs and funding for the repairs on the storm water management system on the northern end of the Plat of the Ridges.

Attached please find a copy of the Plat of the Ridges showing the drainage easements on the north side of the Plat. Also attached are a series of aerial images of the Plat taken in the recent past showing the extant conditions in the drainage easement area of the Plat. As is evident from the aerial images there are significant intrusions into the drainage easement for the northern area of the Plat. These intrusions include trees, playground equipment and fencing. However, the main area of concern is the detention pond that has been allowed to fill with sediment and plant life. If the Board would like to solve the drainage issue brought to its attention by the area resident, the pond would need to be cleaned, the outfall re-established, the drain tile cleaned or replaced and the intrusions removed. The Administration is respectfully asking the Board for direction relative to this issue. Additionally, the Administration will have the name of the person responsible for the Owners' Association for the Board at its Wednesday, May 18<sup>th</sup>, 2016 meeting.

- It is possible to get the water to flow in this area but the water has nowhere to go. The Homeowner's Association still exists in this area which is private property. Trees cannot be planted in the right of way and/or easements.

- C. Discussion/Action: Town Board review and consideration of an Intermunicipal Agreement to Satisfy Eligibility for Recycling Consolidation Grants for Calendar Year 2017.

In order to be eligible for additional Recycling Grant Funds through the Recycling Consolidation Grant Program the Town needs to have an Intermunicipal Agreement (Agreement) with other Responsible Units (RU) in the area. Attached please find a draft copy of an Agreement that satisfies the Consolidation Grant requirements. The Agreement is for producing and distributing public relations and community outreach products that are distributed by area RU's advertising their recycling programs. The public relations and community outreach products are produced by the Brown County, Outagamie County, and Winnebago County recycling consortium and distributed to area RU's. The Administration is recommending that the Board participate in the Agreement so that the Town will remain eligible for additional grant funding. If the Board agrees with the Administration's recommendation, a motion would be in order to approve the attached Intermunicipal Agreement to Satisfy Eligibility for Recycling Consolidation Grants for Calendar Year 2017 and to direct staff to forward the document to the County.

Vote: Approved by unanimous consent.

- D. Discussion/Action: Town Board review and direction to staff relative to a Draft Special Assessment Ordinance that provides the basis for the Town's Special Assessment Policy.

Attached please find a draft copy of Town of Clayton Ordinance 2016-004 An Ordinance Outlining the Town process for Special Assessing Municipal Public Infrastructure Capital

Construction based on a benefit conferred to the residents of the Town. The attached Ordinance specifies that the Town has a Special Assessment Policy that it will follow and that if there is a conflict between the Town's Policy and the State Statutes the Statutes, as amended, will prevail over the Policy. If the Board is comfortable with the Ordinance as drafted, a motion would be in order to direct staff to have the draft Ordinance reviewed by the Town's Attorney and to then schedule the required Public Hearing and action by the Town Board.

- This is a universal policy done by the League of Wisconsin Municipalities. This will also be reviewed by the Town attorney and a public hearing will be held.

Vote: Approved by unanimous consent.

- E. Discussion/Action: Town Board review of a Public Improvement Agreement funded by Special Assessing the capital construction of the public infrastructure in the Plat of Whispering Meadows and the associated lots created by a Certified Survey Map all in the Town of Clayton.

The Town Board has awarded the bid for the above referenced project to *R and R Wash Materials, Inc*, 1110 Dartford Road, Ripon, WI 54971 as the low bidder for the project. The project is to be constructed using municipal funds with a 10-year special assessment against the property to recover the costs of the project including administrative costs. The Administration is distributing the attached signed Public Improvement Agreement (Agreement) between the Town of Clayton and the Developer, Whispering Meadows Drive, LLC so that Board members can be knowledgeable about the document and the costs involved in the project. The draft of the Agreement was reviewed by the Town's Attorney who made a number of small edits to the document. Funding for the project will come from a Municipal borrowing dedicated to funding the project. The Administration will be ready to answer any questions the Board may have relative to the project and/or the funding.

- The developer on this project will be paying for everything. At this time there is a 10 year window to start in 2016 for property taxes payable in 2017. The road will be done before an Occupancy permit would be issued. A gravel road would be acceptable to the Town Board. There was no financial background check done on the developer. The assessment will go against the owner, not the developer.

#### NO ACTION TAKEN

- F. Discussion/Action: Town Board review and consideration of trading the Town's 2003 John Deere and 2012 Kubota lawn mowers for a new mower more suitable for use in the Town's two cemeteries.

The Town has been using Randy Bonikowske (Randy) as a part time summer employee to mow the Town's Parks, Cemeteries, and storm water management devices. When the Town originally purchased lawn mowing equipment the Public Works Department was expected to mow the Town's property; therefore, the equipment was purchased with the expectation that three individuals would be doing the mowing work. Since Randy works alone his equipment needs and preferences are different. Based on several conversations with Randy the Administration asked him to solicit proposals for equipment he would find preferable for doing his job. The significant difference between what staff had originally purchased and what Randy would like is in the ZTR mower. Randy prefers using a smaller side discharge mower for mowing in the cemeteries and the confined areas of the parks. Before asking the Board to consider the issue the Administration asked Randy how much longer he would like to work as summer staff; his response was 4 to 5 years. Based on the 5-year timeline, how the equipment is being used, and the relatively small budgetary impact on the Town, the Administration is recommending that the Board authorize the

replacement of the mowers as proposed. Specifically, the Administration is proposing to trade the Town's existing 2003 John Deere ZTR and the 2012 Kubota ZTR for a John Deere Z920M commercial mower. This trade would result in a \$525.00 dollar refund to the Town (see attached documentation). Should the Board agree with the Administration's recommendation, a motion would be in order to authorize the exchange with Riesterer & Schnell as proposed.

- The 2012 Kubota lawn mower is not being used very often. At this time the Town would lose around \$4,000 by trading it in.

Vote: Approved by unanimous consent.

G. Discussion/Action: Town Board review and consideration of the purchase of a tub grinder for use at the yard waste site by the Solid Waste and Recycling Special Revenue fund.

The Administration has reviewed the staff time spent grinding woody vegetation at the Town's Yard Waste site over the course of the summer. As a reminder, staff spends approximately 24 man-hours a week while the Yard Waste Site is open from April 1<sup>st</sup> to November 1<sup>st</sup>. In order to minimize the staff time spent doing this work, the Administration is recommending that the Town Board authorize the purchase of a tub grinder for use at the Yard Waste Site. Attached please find some literature on what a tub grinder is and does, an example of a powered tub grinder, and literature on the unit staff would like to purchase. Powered tub grinders usually have a large diesel engine and a capacity to grind large trees and stumps and good used units cost in excess of \$50,000.00. The unit that staff would like to purchase is powered by the PTO on the Town's existing John Deere tractor and would cost \$22,775.00 delivered. In order to confirm that the proposed unit would work for what the Town does, staff had a demonstration unit brought in last week. Even with setup time the woody vegetation at the Yard Waste Site was ground in approximately 2 hours. The only limitation that was discovered was grinding large tree trunks and stumps however, the large tree trunks can be ground with the Town's existing chipper and the Town routinely disposes of tree stumps off site. Staff has also determined that the proposed tub grinder could be used to process the grass and leaves at the site for faster and better composting of new top soil. The only other tool staff would need is a grappling claw to get the woody vegetation into the tub grinder (See Town Board Agenda). Should the Board agree with the proposed purchase, a motion would be in order to authorize the purchase of a tub grinder from Miller Implement Co. at a cost not to exceed \$22,775.00 with the funding to come from the Town's Capital Equipment Replacement Fund.

- The powered tub grinder will take up to a 6' branch. Anything bigger the chipper can handle. Use this to try to create topsoil. There are issues with people taking topsoil from the Yard Waste Site. All guards are to be used on the tub grinder. If they are not being used by employee they will be terminated. The Town will pay for the tub grinder in manpower in 1 season.

**MOTION:**

Motion by: Commissioner Schmidt

Seconded by: Commissioner Lettau

Motion: To authorize the purchase of the tub grinder form Miller Implement Co. at a cost not to exceed \$22,775.00 with the funding to come from the Town's Capital Equipment Replacement Fund.

Vote: Carried by a 4 to 1 vote with Supervisor Reif voting no. Supervisor Reif believes

there a lot of costs in maintaining the Yard Waste Site that Town of Clayton and he thinks residents should buy yearly stickers. We have people from other communities using our Yard Waste Site. Would be further ahead to close it.

- H. Discussion/Action: Town Board review and consideration of purchasing a grappling claw for the Town's rubber tired back hoe to be used for grinding brush at the Town's Yard Waste Site.

Attached please find a copy of a proposal from Service Motors for a grappling claw for the Town's rubber tired backhoe at a cost of \$6,150.00. Working under the presumption that the Board will approve the purchase of a tub grinder for the Town's Yard Waste Site staff has researched the availability of a grappling claw. The proposed unit will work on the Town's backhoe using the quick change unit on the backhoe and require no changes to the unit. The grappling claw will simplify the loading of the woody vegetation and allow the tub grinder to safely be loaded by a single employee. Should the Board have authorized the purchase of the tub grinder, the Administration is recommending that the Board authorize the purchase of the 30- inch grappling claw from Service Motors at a cost not to exceed \$6,150.00 with the funding to come from the Town Capital Equipment Replacement Fund.

- Will use the grappling claw thumb more at the Yard Waste site.

**MOTION:**

Motion by: Commissioner Schmidt

Seconded by: Commissioner Grundman

Motion: To authorize the purchase of the grappling claw thumb for the Town's rubber tired backhoe at a cost not to exceed \$6,150.00 with the funding to come from the Town Capital Equipment Replacement Fund.

Vote: Carried by a 4 to 1 vote with Supervisor Reif voting no.

- I. Discussion/Action: Town Board review and direction to staff relative to replacing the Town's 2009 International tandem axle plow truck.

The Town took delivery of the 2009 International tandem axel plow truck in summer of CY 2009. Over the course of the past 5 years the Town has spent approximately \$10,000 to \$15,000 a year to maintain the unit. At this time the unit is at the repair shop with a failure in the engine that is expected to cost an estimated \$10,000.00 to repair. All of this work on a truck that has approximately 45,000 miles on it. If this were a commercial unit 45,000 miles would have been reached in its first year of service. The single most important issue is the reliability of the unit as its primary use is as a plow truck that must run when it is needed. At this time staff and the Administration are not surprised by the unit's regular failures and are greatly concerned about what we are going to do during the upcoming winter months. Attached please find proposals for replacing the unit with a new truck based on a trade-in value. The Administration is asking the Board to consider replacing the truck. To that end, a motion to solicit update proposals and a timeline for replacing the truck to be presented at June 15<sup>th</sup> Town Board meeting would be in order.

- There have been significant maintenance costs every year on the Town's 2009 International tandem axle plow truck. The cam shaft was ground off. At this time the rough estimate to fix was \$10,000. There are metal shavings throughout the engine and much more to overhaul. At the second meeting in June staff will have a report showing the total maintenance costs since purchase. 45,000 miles on the plow truck which is halfway into the replacement cycle. The money for purchase not budgeted.

- Supervisor Reif opposes replacement and would be more cost effective to do the repair.
- There is a 15-year life cycle on this truck. The value of trade-in would be \$85,000 after the repairs are completed. Staff has been instructed do research to get repair/rebuild estimates as well as estimates to replace the 2009 plow truck with an either newer used truck or new truck.

J. Discussion/Action: Town Board review and direction to staff relative to financing the replacement of the Town's 2009 International tandem axle plow truck. Attached please find two options for financing the replacement of the Town's 2009 International tandem axle plow truck. Both options are lease-to-purchase programs where the Town would own the truck at the end of the lease. If the Board is considering moving forward with the replacement of the Town's 2009 International tandem axle plow truck the Administration would recommend updating the lease proposals with the updated replacement truck costs. If the Board would like to proceed with the project, a motion would be in order to direct staff to update the financing programs with the update costs for the proposed truck.

- Staff has been instructed to research the lease-to-purchase to replace the 2009 International tandem axle plow truck.

K. Discussion/Action: Town Board review and consideration of purchasing a mini backhoe for the Town's Solid Waste and Recycling Special Revenue Utility and Storm Water Management Utility.

The Administration has placed this item on the Board's agenda as a housekeeping function. During the Budgeting process the Administration and Public Works staff had expressed an interest in purchasing a mini backhoe for the Town's Storm Water Management Utility (Utility). The Utility has been using this type of tool to install the drain tile in the bottom of the subdivision ditch lines in the Town. As the Town continues to develop staff expects that this process will be extended to most if not all subdivisions with rural cross section roads. Given the number of miles of ditch lines it would be more cost effective if the Town owned the tool. However, given the Town's sensitive financial situation the Administration is not comfortable with the expenditure at this time. Since the Utility paid its final debt service payment in CY 2016 it will have approximately \$45,000.00 available in its CY 2017 Budget. The Administration is recommending that the Utility rent a mini backhoe for use in CY 2016 and, subject to available funding, purchase a unit in CY 2017.

- Postpone until CY 2017. Plow truck and other Town of Clayton issues. Would prefer to rent which would eventually apply to the purchase price.

XI. Town Board Reorganizational Business:  
Additional Appointments

- A. Zoning Board of Review: (2 positions serving 3-year term each with all terms effective May 1<sup>st</sup>, of the calendar year.
- i. Name to be presented by the Town Chair (No action at this time)
  - ii. Name to be presented by the Town Chair (No action at this time)
- Administrator Johnston will be working on figuring out the current's office terms with the 5 people that we have.
- B. Town Constable: (1 position: 1-year term; term effective May 1<sup>st</sup>, of the calendar year.
- James Curtis declined to be the constable at this time. He has about 18 more months until he retires and then he will call us.

- XII. Upcoming Meeting Attendance:  
Special Town Board meeting set for Monday, May 23<sup>rd</sup> from 12:00 noon to 2:00 p.m.  
Board of Review May 24<sup>th</sup>, 2016 from 10:00 a.m. to 12:00 p.m.
- XIII. Board Member Requests for Future Agenda Items:
- XIV. Review of Disbursements:
- XV. Adjournment:  
**MOTION:**  
Motion made by unanimous consent to Adjourn at 8:28 p.m.

Respectfully submitted,  
Laurie Goffard, Deputy Clerk