



TOWN OF CLAYTON

Regular Meeting of the Town Board of Supervisors Meeting Minutes

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Town Office Building
8358 County Road T
Larsen, WI 54947

January 20, 2010
7:00 p.m. – 8:56 p.m.

I. Call to Order

Called to order at 7:00 p.m. by Vice Chairperson Klingenberger

Present: Supervisors Geise, Kiesow, Klingenberger, and Lettau

Absent: Town Chairperson Luebke (Excused)

Staff Present: Town Administrator Johnston, Clerk/Treasurer Nester-Huebner, Public Works Foreman Pamerter, Town Engineer Schultz

Meeting properly posted; three locations in the Town.

II. Approval of Minutes

- Regular Town Board Meeting – January 6, 2010

MOTION: (Unanimous consent) Approve January 6, 2010, Town Board meeting minutes as written.
CARRIED.

III. Open Forum – Non-Agendized Town-related Matters – none

IV. Correspondence

- Winnebago County Solid Waste Management Board (received 01/13/10) – December 2009 Tonnage Report

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

- A. County Supervisor Report – Joanne Sievert present: Winnebago County Board Scholarship Program 2010, Winnebago County Board passed a resolution to authorize Sheriff Department Deputies to cite underage smokers
- B. Winnebago County Sheriff's Dept. – Public Concerns and Issues; no deputy present
- C. Clayton-Winchester Fire Chief Report – Fire Chief not present
- D. Administration Comments – Town Administrator: attended the Outagamie County Airport Ad-Hoc Committee Meeting regarding extension and enforcement of the ordinance of the overlay districts into Winnebago County, received calls regarding Christmas tree pick-up; Clerk/Treasurer: February Primary; Shop Foreman: Received new chipper, received brine pre-wetting system

VI. Business Items: Zoning – Receipt of Information from Plan Commission

- A. CSM Approval – William and Susan Rubick, 7853 County Road T, Larsen (Tax Key 006-07400201) and Brian and Sandra White, 7889 County Road T, Larsen (Tax Key 006-074003)
- B. Site Plan Approval – Security Fence – Great Lakes Line Builders, Inc., N2023 Greenville Dr., Greenville, 54942 (Site address – 8616 State Highway 76)
- C. Recommendation to the Town Board of Supervisors – Revisions to the Town's Outdoor Burning Ordinance and Outdoor Wood-Fired Furnace Ordinance

VI. Business

- A. **Discussion / Action** CSM Approval – William and Susan Rubick, 7853 County Road T, Larsen (Tax Key 006-07400201) and Brian and Sandra White, 7889 County Road T, Larsen (Tax Key 006-074003)

MOTION: (Geise, Kiesow) Approve CSM for William and Susan Rubick, 7853 County Road T, Larsen (Tax Key 006-07400201) and Brian and Sandra White, 7889 County Road T, Larsen (Tax Key 006-074003) with the staff and Plan Commission recommendation of documentation of the approval of the proposed CSM by any overlying unit of government with jurisdiction.
CARRIED by voice vote.

- B. **Discussion / Action** Site Plan Approval – Security Fence – Great Lakes Line Builders, Inc., N2023 Greenville Dr., Greenville, 54942 (Site address – 8616 State Highway 76)

MOTION: (Lettau, Geise) Approve Site Plan for the Security Fence for Great Lakes Line Builders, Inc., N2023 Greenville Dr., Greenville, 54942 (Site address – 8616 State Road 76) with the consideration that the fence is twenty (20) feet (plus/minus) from the proposed west gate to the north side of the existing building, and the vegetative cover should follow the requirements of the site plan ordinance, along with the following staff and Plan Commission recommendations, and an escrow amount of \$1000.00, with no slats required:

- The petitioner, the Plan Commission, and the Board agree on the exception to the chain link material.
- The petitioner, the Plan Commission, and the Board agree on an escrow amount to guarantee that the buffer screening is installed during the CY 2010 planting season.
- The petitioner agrees to pay all municipal fees related to the project.
- The petitioner has all the County permits in place prior to the start of construction.

CARRIED by voice vote.

- C. **Discussion / Recommendation** Recommendation to the Town Board of Supervisors – Revisions to the Town’s Outdoor Burning Ordinance and Outdoor Wood-Fired Furnace Ordinance

MOTION: (Geise, Kiesow) Proceed with the Town’s Outdoor Burning Ordinance and Outdoor Wood-Fired Furnace Ordinance, moving ahead with a Public Hearing, to review the ordinance.

CARRIED by voice vote.

- D. **Discussion / Recommendation** – Staff request for authorization to purchase a snow blower for use in the Town’s Cemeteries by the Town’s Public Works Department

- Rent: \$33 for the time to clean area
- Purchase: Without electric start approximately \$700.00-\$800.00; with electric start around approximately \$1,000.00
- Town Board has no interest in purchasing snow blower

- E. **Discussion / Recommendation** – Outagamie County Airport Ad-Hoc Committee Meeting/Town of Clayton Representation

- Outagamie County can unilaterally impose/enforce the overlay onto Winnebago County by virtue of passing the ordinance.
- Town Board directed the Town Administrator to attend the Outagamie County Airport Ad-Hoc Committee meetings regarding the overlay throughout the process.

- F. **Discussion / Recommendation** – Review Town of Clayton Engineering Request for Qualifications

MOTION: (Lettau, Geise) Proceed with Town of Clayton Engineering Request for Qualifications and place it on the 1st February Town Board meeting.

CARRIED by voice vote.

- G. **Discussion / Recommendation** – Distribution of Larsen Road reconstruction plans and scheduling of a public forum with adjoining property owners

MOTION: (Geise, Kiesow) Direct staff to schedule a public forum for the Larsen Road reconstruction plans with the adjoining property owners, sometime in early February.

CARRIED by voice vote.

- H. **Discussion / Action** – Resolution 2010-003 A Resolution Authorizing the Town Clerk to Issue 60-Day Provisional Licenses (Alcohol; Operator)

MOTION: (Kiesow, Geise) Adopt Resolution 2010-003 A Resolution Authorizing the Town Clerk to Issue 60-Day Provisional Licenses for Alcohol and Operators.

CARRIED by voice vote.

- I. **Discussion / Action** – Resolution 2010-002 A Resolution Recommending Zoning Code Language Amendments as Requested by Winnebago County

MOTION: (Lettau, Kiesow) Approve Resolution 2010-002 A Resolution Recommending Zoning Code Language Amendments as Requested by Winnebago County.

CARRIED by voice vote.

- J. **Discussion / Action** – Request by Best Friends of Neenah-Menasha to reduce the rental fee of the organization's annual event to \$60.00
- The \$80.00 park rental fee for the Best Friends of Neenah-Menasha annual event was covered by an anonymous donation.

VII. Upcoming Meeting Attendance

- Fire Department Annual Banquet – January 23, 2010
- Winnebago County Highway Committee Meeting regarding County Road T / Pioneer Road – February 1, 2010
- Census Training – February 1, 2010

VIII. Board Member Requests for Future Agenda Items – none

IX. Approval of Disbursements

MOTION: (Lettau, Kiesow) Approve bills to be paid as of January 15, 2010.
CARRIED by voice vote.

MOTION: (Lettau, Geise) Approve payment of the refunds for overpayment of CY 2009 Taxes Payable in 2010 from December 24, 2009, through January 1, 2010.
CARRIED by voice vote.

X. Adjournment – 8:56p

MOTION: (Unanimous consent) Adjourn.
CARRIED.

Respectfully Submitted, Susan Nester-Huebner, *Clerk*