

TOWN OF CLAYTON

Town Board of Supervisors

Meeting Agenda

7:00 P.M. on Wednesday, March 7<sup>th</sup>, 2012

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

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- I. Call to Order:
  - A. Pledge of Allegiance, Notice Verification, Roll
  
- II. Public Hearing:
  - A. Public Hearing before the Town Board on Resolution 2012-004: A Resolution extending by Ordinance the Terms of Office for Elected Town Officials in order to comply with pending State Legislative activities.
  
- III. Approval of Minutes:
  
- IV. Regular Town Board Meeting – Wednesday, February 15<sup>th</sup>, 2012
  
- V. Open Forum – Town-related Matters not on the Board’s Agenda:

Please complete the “Request to Speak at Meeting” form located on the agenda/sign-in table and submit to the Town Clerk. Town-Related Matters not on the Board’s Agenda: Pursuant to Wis. Stats. 19.32(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.
  
- VI. Correspondence:
  - A. Winnebago County Planning and Zoning Department – Farmland Preservation Plan Steering Committee Meeting
  - B. Winnebago County Zoning Department – No items for Town of Clayton to review in March.
  
- VII. Discussion Items (No action will be taken.):
  - A. County Supervisor Report
  - B. Winnebago County Sheriff’s Department – Public Concerns and Issues
  - C. Clayton-Winchester Fire Department
  - D. Larsen-Winchester Sanitary District
  - E. Administration Comments
  
- VIII. Licenses and Permits
  - A. Discussion/Action: Consideration and approval of Change of Agent for Boe, LLC. (d.b.a. The Spot Sports Bar & Night Club) from Jeffrey A. Boe, to Russell C. Marx.
  
- IX. Zoning – Town Board receipt, review, and consideration of Plan Commission Referrals:
  - A. No Referrals.

- X. Green Space – Town Board receipt, review, and consideration of Green Space Committee Referrals:
- A. Committee recommendation to the Board relative to spraying the Town’s Parks and Cemeteries for weeds.
  - B. Committee recommendation to the Board relative to having staff mow the grass in the Town’s Parks and the Town’s Cemeteries.
  - C. Committee recommendation to the Board on projects that could be undertaken by the Fox Cities Morning Rotary Club.
  - D. Committee/ClaytonFest Committee discussion on CY 2012 ClaytonFest activities.
- XI. Business:
- A. Discussion/Action: First reading of Resolution 2012-004, A Resolution extending by Ordinance the Terms of Office for Elected Town Officials in order to comply with pending State Legislative activities.
  - B. Discussion/Action: Town Board review and consideration of Resolution 2012-005 A Resolution Disallowing the Capital Credit Union Claim for Special Fees levied by the Town for CY 2012 paving of the roads in the Plat of Strawberry Estates.
  - C. Discussion/Action: Town Board review and consideration of the Administration’s performance evaluations of the following Town Employees:
    - a. The Town Clerk
    - b. The Town Treasurer
    - c. The Town Public Works Foreman
  - D. Discussion/Action: Town Board review and consideration of an amendment to the Town’s Purchasing Procedures Policy to include a Policy Statement on the use of the Town’s Petty Cash Fund.
  - E. Discussion/Action: Town Board review and consideration of a legal opinion rendered by the Town’s Attorney relative to the legality of the Outagamie County Airport Overlay Zoning Ordinance extending into the Town of Clayton in Winnebago County.
  - F. Discussion/Action: Town Board review and consideration of financing alternatives to fund the costs of implementing the reconstruction projects outlined in the Town’s 5-Year Capital Plan.
  - G. Discussion/Action: Town Board review and consideration of a Financial Advisory Agreement with of Lantern Associates, LLC represented by Michael S. Hallmann to provide the Board direction relative to possible long term debt financing to be issued by the Town of Clayton.

- H. Discussion/Action: Town Board review and direction to staff relative to an update on the proposed meeting between the property owners on Lehrer Lane and the Town.
  - I. Discussion/Action: Town Board review, and consideration of the process, and approval of a Layoff Notice to one of the Town’s Teamsters Union Represented Public Works Department Employees.
  - J. Discussion/Action: Town Board review and consideration of a Public Works Department proposal to clean the fill material at the Town’s Yard Waste site with a rented screen so that it can be used as fill for the Department’s CY 2012 projects.
  - K. Discussion/Action: Town Board review and approval of a refund to the following property owners for Solid Waste and Recycling Fees (\$187.59) collected in error on the Town’s CY 2012 Tax Bills:
    - a. Walter Farms Inc – Tax ID 006-0742
    - b. Lois and Donald Shaw – Tax ID # 006-0031
  - L. Discussion/Action: Town Board review and consideration of the exchange purchase of a two cycle gas powered post pounder to replace the natural gas fired post pounder purchased as a part of the equipment needed to complete the 4-year project of replacing the Town’s new traffic control signs.
  - M. Discussion/Action: Town Board review and consideration of a Contract with the Town’s Engineer to complete the Drainage Plan for the Plat of Oak Openings.
  - N. Discussion/Action: Town Board consideration and approval of a Contract with the Town’s Engineer to complete a Stormwater Utility Study for the Town of Clayton.
  - O. Discussion/Action: Town Board review and consideration of the Community Foundation Statement of Funds held by the Foundation for the Town of Clayton.
  - P. Discussion/Recommendation: Town Board review and direction to staff relative to the potential issues with the Town’s CY 2013 Capital Reconstruction Projects.
  - Q. Discussion/Recommendation: Town Board review and direction to staff relative to hours of operation and staffing levels at the Town’s Yard Waste Site.
- XII. Upcoming Meeting Attendance
- XIII. Board Member Requests for Future Agenda Items

XIV. Review of Disbursements

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

UPCOMING MEETINGS (all begin at 7:00 PM unless specified):

<a href="http://www.townofclayton.net">www.townofclayton.net</a>	March	April	May
Town Board	21	4, 18	2, 16
Plan Commission	14	11	9
Green Space Committee	15 (7:00PM)	19 (7:00PM)	17 (7:00PM)
Town Electors'		10 (Annual Meeting)	
Town Board Reorganization		18 (9:00AM)	