

**TOWN OF CLAYTON**

Annual Town Meeting  
Meeting Minutes

April 21, 2015  
7:00 p.m. – 8:15 p.m.

8348 County Road T Larsen, WI 54947

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**1) Call to Order**

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

Roll: Town Board Members Present at the Electors Meeting  
Chairperson Luebke PRESENT

Roll: Town Staff Present at the Electors Meeting  
Administrator Johnston PRESENT  
Treasurer Bowen PRESENT  
Administrative Assistant Goffard PRESENT  
Public Works Foreman Pamenter PRESENT  
Animal Control Officer Huebner PRESENT

Roll: Others Town Officials Present at the Electors Meeting  
Plan Commission Chair, Dick Knapinski PRESENT  
Green Space Committee Chair, Cathy Clark ABSENT  
Building Inspector, Tom Spierowski ABSENT  
Assessor, Luke Mack (Associated Appraisal Consultants, Inc.) ABSENT  
Auditor, Jeri Ohman (Schenck SC) PRESENT  
Fire Chief, Scott Rieckmann ABSENT  
First Responder Cindy Pfankuch PRESENT  
Town Engineer, Mary Jo Miller (Martenson & Eisele) PRESENT  
Town Attorney, Rose Simon PRESENT  
Emergency Government Coordinator, Bob Breaker ABSENT

Roll: Electors Present  
Burt Drews, 3113 Cty Rd II, Neenah  
Janice Drews, 3113 Cty Rd II, Neenah  
Rich Fischer, 8685 N. Oakwood Ave, Neenah  
Laura Luebke, 3929 County Rd II, Larsen  
Arden Eckstein, 3960 W. Larsen Rd, Larsen  
Dorothy Eckstein, 3960 W. Larsen Rd, Larsen  
Harriet Herrmann, 7835 Center Rd, Larsen  
Bob Herrmann, 7835 Center Rd, Larsen  
Cindy Pfankuch, 4556 Grandview Rd, Larsen  
Dennis Brucks, 8255 Quail Point Rd, Neenah  
Sandra Brucks, 8255 Quail Point Rd, Neenah  
Becky Haskell, 9080 N. Oakwood Rd, Neenah  
Pat Thompson, 3410 Fairview Rd, Neenah  
Marvin Grunske, 8461 Pioneer Rd, Larsen  
Linda Grundman, 7490 Center Rd, Neenah

Russ Geise, 8014 County Rd T, Larsen  
Dick Knapinski, 8605 Clayton Ave, Neenah  
Lana Prusik, 2551 County Rd JJ, Neenah  
Ann Schmidt, 8155 County Rd T, Larsen  
Marie Luebke, 9547 Center Rd, Neenah  
Scott Reif, 4496 Grandview Rd, Larsen  
Mike Pfankuch, 4556 Grandview Rd, Larsen  
Shirley Olson, 8129 State Rd 76, Neenah  
Kay Lettau, 3795 County Rd II, Larsen  
Pastor Paul Meier, 8886 Center Rd, Neenah  
Carol Ihde, 7834 State Rd 76, Neenah  
Amos Ihde, 7834 State Rd 76, Neenah

- a) Pledge of Allegiance recited.
- b) Meeting properly posted.

**2) Town Elector Approval of the Minutes of the CY 2014 Annual Meeting of the Town Electors**

**MOTION:**

Motion by: Dennis Brucks (8255 Quail Point Rd, Neenah)

Seconded by: Becky Haskell (9080 N. Oakwood Ave, Neenah)

Motion to approve the Annual Meeting Minutes for CY 2014 as presented

Motion carried unanimously.

**3) Introduction of Elected and Appointed Town Officials in attendance by the Town Chair:**

a) Plan Commission

1) Chair Dick Knapinski

- New homes being built in the Town of Clayton.
- Town of Clayton zoning code. Growth and farmland preservation issues. Construction at Highways 10 and 76.
- Renewal of the comprehensive land plan for land use

c) Green Space Committee

1) Chair Cathy Clark (ABSENT)

- Chair Luebke discussed the updates being done at Clayton Park.

d) First Responders

- Cindy Pfankuch reported that so far calls to date in 2015 have been 52. 29 in Clayton, 21 in Winchester and the other 2 for surrounding communities. Average response time if 6 minutes, 32 minutes at the scene and average of 2.3 responders per scene. The First Responders now have a Glucometer for diabetics. At this time there are 19 volunteers.

e) Fire Department

- Al Kuenzi reported on retiring one of the fire trucks and replacing it.
- The marsh fire on April 15<sup>th</sup>, 2015 was the largest marsh fire (800 acres) on record in the State of Wisconsin.
- 31 calls so far in 2015. Many of the firefighters have been taking additional training and advancing from Firefighter 1 and Firefighter 2 to train new firefighters.

## f) Chair Luebke discussion

- Discussed the possibility of the Town of Menasha annexation. Sewer pipe has been placed that the pipes are quite a bit larger since they have planning on this over the years. Home on Clayton Avenue was purchased to create a town island to slow down annexation.
- Administrator Johnston discussed a town is a function of the state. Villages and cities are incorporated into municipalities as the home rule. The owner of the property would have to petition the city or village for annexation. It can be accepted or denied by that area. A referendum can be created from the person annexing. The only electors that can vote are the people who reside in those units including renters.

## g) Larsen-Winchester Sanitary District

- Michael Pfankuch reported that in 2014 14 million gallons of treated water was discharged. Badger Labs does their water testing. In May the spring draw down will begin.
- The 2014 curtain wall project to slow water and break down solids.
- Solar aerators oxygenate the water.
- Rags are still an issue but not showing up in the ponds as much.
- Ditch cleaning project for the navigable waterway.
- New home to be built on Grandview to have a new hook-up to water in many years. Hoping to eventually extend the pipes further.

**4) Presentation of the Town's CY 2014 audit by Town Auditor Jeri Ohman of Schenck SC.:**

- Ms. Ohman presented an overview of the Town's financial report through December 31, 2014. Auditors agree with what the Town of Clayton has presented for finances. The audit is free from misstatement.
- Review of funds being listed separately. There is an increase in all of the fund balances and means we are not spending as much money as is being collected.
- Proprietary fund is the storm water utility. Operating income increased from the prior funds to \$28,000. The Town of Clayton could easily borrow another \$19 million dollars.
- Chair Luebke mentioned the possibility of TIF districts going away. It's an incentive to have people build homes in your town.

**5) Introduction of Town Employees by Town Chair, Mark E. Luebke:**

## Staff and Support Staff:

- Attorney, Rose Simon, Sifton Seifert & Carlson SC (ABSENT)
  - No Report
- Treasurer, Tori Straw
  - Audit is complete
- Deputy Clerk, Laurie Goffard
  - No Report
- Public Works Foreman, Scott Pamenter
  - No Report
- Public Works Employee, David Borchert (ABSENT)
  - No Report
- Public Works employee, Dylan Meyer (ABSENT)
  - No Report

- g) Animal Control Officer David Huebner (ABSENT)
  - No report.
- h) Building Inspector, Tom Spierowski (ABSENT)
  - No Report
- i) Town Assessor, Luke Mack, Associated Appraisal Consultants, Inc. (ABSENT)
  - No Report
- j) Emergency Government Coordinator, Bob Breaker (ABSENT)
  - No Report
- k) Town Administrator, Richard Johnston
  - Discussion regarding the Town of Menasha annexation.

**6) Town Electors approval of the Town Board wages:**

a. Town Chair:

- i) Wage per Year: \$8,300.00
- ii) Wage per Month: \$ 691.67
- iii) Full day meeting Per Diem: \$ 66.00 (based on County Board Per Diem payments)
- iv) Half day meeting Per Diem: \$ 44.00 (based on County Board Per Diem payments)

**MOTION:**

Motion by: Mike Pfankuch (3416 W. Larsen Rd, Larsen)

Seconded by: Rich Fischer (8685 N. Oakwood Ave, Neenah)

Motion to keep the wages for the Town Board Chair the same.

Motion carried by unanimously.

b. Town Supervisors:

- i) Wage per year: \$5,100.00
- ii) Full day meeting Per Diem: \$ 66.00 (based on County Board Per Diem payments)
- iii) Half day meeting Per Diem: \$ 44.00 (based on County Board Per Diem payments)

**MOTION:**

Motion by: Mike Pfankuch (3416 W. Larsen Rd, Larsen)

Seconded by: None.

Motion to increase the pay for a Supervisor to \$6,000 per year. Chair Luebke questioned this three times for a second to the motion and none received.

Motion fails.

**MOTION:**

Motion by: Rich Fischer (8685 N. Oakwood Ave, Neenah)

Seconded by: Mike Pfankuch (3416 W. Larsen Rd, Larsen)

Motion to increase the pay for a Supervisors 3 and 4 to \$5,500 per year for CY 2016.

Motion passes with a show of hands for with 22 for Yes and 6 for No.

**7) Setting the meeting date for the Town’s CY 2016 Annual Meeting of the Town Electors for the 3<sup>rd</sup> Tuesday in April of CY 2016 or within 10-days following that date (Per Wisconsin Statutes Act 115):**

- Town Chair Luebke recommended the 3<sup>rd</sup> Tuesday in April which is April 18, 2016.

**MOTION:**

Motion by: Mike Pfankuch (3416 W. Larsen Rd, Larsen)

Seconded by: Rich Fischer (8685 N. Oakwood Ave, Neenah)

Motion to set the meeting date for the Town's CY 2016 Annual Meeting of the Town Electors for Tuesday April 18, 2015.

Motion carried unanimously.

8) Town Elector Proposed Agenda Items:

- Rich Fischer (8685 N. Oakwood Ave.). Commented on road repairs in the Town of Clayton as well as looking at the Friendship Trail near Center Road. In need of some maintenance.
- Mike Pfankuch (3416 W. Larsen Rd, Larsen). Replace culverts 800 feet east and west of Larsen Road in front of the Eckstein farm. Richard and Scott have looked at fixing the area where the dip is on Larsen Road. Would require cutting 2' of asphalt out to fix but problem could still return. Differential heaving of the road.
- Arden Eckestein (3960 W. Larsen Rd, Larsen). Asking for improvements on the Larsen Road shoulders. At this time the next mile of Larsen Road will be rebuilt from Hwy 76 to Oakwood in 2017. Roadway is breaking up. Winnebago County replaced the wrong culvert on Larsen Road.
- Chair Luebke thanked everyone for their help during his 8 year tenure.

9) **Adjourn Sine Die – 8:15 p.m.**

Motion By: Becky Haskell (9080 N. Oakwood Rd, Neenah)

Seconded By: Dennis Brucks (8266 Quail Point Rd, Neenah)

Motion to Adjourn Sine Die

Vote: Motion carried by unanimous consent.

Respectfully Submitted

Laurie Goffard, Deputy Clerk