

**TOWN OF CLAYTON  
Board of Supervisors  
Meeting Agenda**

**Immediately Following the 7:00 P.M. Special Town Electors Meeting on  
Wednesday, September 7<sup>th</sup>, 2016  
Town Meeting Room, 8348 County Road T, Larsen, WI 54947**

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- I. Call to Order:
  - A. Pledge of Allegiance
  - B. Verification of Notice
  - C. Meeting Roll
  
- 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 Town Board meeting of Wednesday, August 17<sup>th</sup>, 2016.
  
- IV. Open Forum – Town-related Matters not on the Agenda:
  - A. Please complete the “Request to Speak at Meeting” form located on the agenda/sign-in table and submit to the form to the Town Clerk. Pursuant to Wisconsin Statutes 19.32(2) and 19.84(2), Town related matters not on the Agenda may be presented; however, only limited discussion may occur and no action may be taken until specific notice of the subject matter of the proposed action can be given.
  
- V. Correspondence:
  - A. August Building Permit Report.
  - B. Winnebago County Zoning Department notice of Dismissal of Citation No: Z01, 204.
  - C. Notice to the Commissioners of the Larsen Winchester Sanitary District of Betty Nelson’s retirement from the position of Commission Secretary.
  - D. Copy of the August Settlement of the CY 2015 Taxes Payable in CY 2015/16.
  - E. Sample of industrial recruitment opportunities available to the Town of Clayton on sites with municipal sanitary sewer and water utilities.
  - F. Copy of correspondence from Eric Fowle, Executive Direct of the East Central Wisconsin Regional Planning Commission, to the Town Chair.
  
- VI. Discussion Items (No action will be taken):
  - A. County Supervisor Report
  - B. Winnebago County Sheriff’s Department: – Public Concerns and Issues
  - C. Clayton Fire Rescue Department (First Meeting of the Month)
    - a. Clayton Fire Rescue First Responder (First Meeting of the Month)
  - D. Larsen-Winchester Sanitary District
  - E. Administration Comments
  
- VII. Operator Licenses Issued by the Town Clerk:
  - A. New:
    - i. Paula Rasmussen

- B. Renewal:
  - i. No Renewals

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. No Referrals.

IX. Business referred by the Green Space Committee:

Town Board receipt, review and consideration of Green Space Committee Referrals (second Town Board meeting of the month):

- A. No Referrals.

X. Business:

- A. Discussion/Action: Town Board review and consideration of the purchase of land as may be authorized by the Town Board pursuant to Wisconsin Statutes 60.12(1)(c) for authorization from the Town Electors to purchase land pursuant to Wisconsin Statutes 60.10(2)(e) and 60.12(6) that is located on the south frontage of USH "10" between Clayton Avenue and STH "76" in the Town of Clayton and specifically identified as Tax ID # 006-0338-05, 006-0339, 006-0339-01, 006-0345, and 006-0344 all in Section 12, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.
- B. Discussion/Action: Town Board review and consideration of Resolution 2016-006 A Resolution Providing for the Sale of Not to Exceed \$3,500,000.00 Taxable Note Anticipation Notes.
- C. Discussion/Action: Town Board review and consideration of Resolution 2016-007 A Resolution Authorizing the Borrowing of Not to Exceed \$3,500,000.00 from the State of Wisconsin Board of Commissioners of Public Lands, State Trust Fund Loan Program.
- D. Discussion/Action: Town Board review and consideration of an Engagement of Legal Service with the law firm of Boardman & Clark LLP as special counsel to the Town Board and the Commission of the Town of Clayton Sanitary District #1 on issues relating to the provision of municipal sanitary sewer and municipal water services in the Town of Clayton Sanitary District #1.
- E. Discussion/Action: Town Board review and consideration of a request by Town staff to enable the following functions in the Town's Fund Accounting Program:
  - a. Fixed Assets Module
  - b. Fixed Assets Annual Support
  - c. Open Payables Module
  - d. Open Receivables Module

- F. Discussion/Action: Town Board review and consideration of Pay Request No. 4 from R and R Wash Materials, Inc, 1110 Dartford Road, Ripon, WI 54971 for the Whispering Meadows Capital Construction Project.
- G. Discussion/Action: Town Board review and consideration of Pay Request No. 1 from Northeast Asphalt, Inc., P.O. Box 1667, Appleton, WI 54912-1667 for the Hickory Avenue Improvement Project.
- H. Discussion/Action: Town Board review and consideration of approving a Capital Asset Policy recommended by Schenck SC, the Town’s auditing firm.
- I. Discussion/Action: Town Board review and consideration of authorizing the Administration to use the staffing firm of CADRE to hire the replacement for the Town’s Deputy Clerk.

XI. Review of Disbursements:

XII. Review of General Fund Budget Update (Second Town Board meeting of the month):

XIII. Upcoming Meeting Attendance:

XIV. Board Member Requests for Future Agenda Items:

XV. Adjournment:

Respectfully submitted,  
 Russell D. Geise, 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. The Town Hall Posting Board – 8348 CTR “T” Larsen WI 54947
2. The Town’s Web Page – [www.claytonwi.govoffice3.com](http://www.claytonwi.govoffice3.com)

**UPCOMING MEETINGS (all begin at 7:00 PM unless specified)**  
**(Green Space Committee Meetings are scheduled to start at 5:30 P.M.)**

<a href="http://www.townofclayton.net">www.townofclayton.net</a>	<b>September</b>	<b>October</b>	<b>November</b>
Town Board Meeting	7 <sup>th</sup> and 21 <sup>st</sup>	5 <sup>th</sup> and 19 <sup>th</sup>	2 <sup>nd</sup> and 16 <sup>th</sup>
Plan Commission	14 <sup>th</sup>	12 <sup>th</sup>	9 <sup>th</sup>
Green Space Committee	14 <sup>th</sup>	12 <sup>th</sup>	9 <sup>th</sup>