

**TOWN OF CLAYTON**  
**Board of Supervisors**  
**Meeting Agenda**  
**7:00 P.M. on Wednesday, April 3<sup>rd</sup>, 2019**  
**Town Hall 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 Informational Meetings are scheduled.
  
- III. Approval of Minutes:
  - A. Approval of the Minutes of the Wednesday, March 20<sup>th</sup>, 2019 Town Board Meeting.
  
- 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 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. CY 2018 Town of Clayton Annual Building Inspection Report.
  - B. March CY 2019 Building Inspection Report.
  - C. Update to the Board on Intermunicipal Agreement for Municipal Court Services with the Village Winneconne.
  - D. Update on the purchase of replacement chairs for the Town Board Room.
  
- VI. Discussion Items (No action will be taken):
  - A. County Supervisor Report
  - B. Winnebago County Sheriff’s Department: – Public Concerns and Issues
  - C. Clayton Combined Protective Services Department (First Meeting of the Month)
    - a. Clayton Fire Rescue Department
    - b. Clayton Fire Rescue EMR
    - c. Clayton Enforcement Officer
  - D. Larsen/Winchester Sanitary District
  - E. Administration Comments

VII. Operator Licenses Issued by the Town Clerk:

A. New:

- i. Andrew Stanczak—Type A Operator (C-Store Only)
- ii. Taegen A. Baird
- iii. Pamela A. Gibbons

B. Renewal:

- i. No Renewal Licenses Issued

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 a request by Steven and Susan Schmidt to allow a tree to remain in the Clayton Cemetery in violation of the Town Ordinance #4.9 Town of Clayton Cemetery and Burial Site Ordinance.
- B. Discussion/Action: Town Board review and consideration of the Draft CY 2018 Town Audit presented by Mike Konecny, (CPA Managing Member of MWK, LLC) as prepared by CLA (CliftonLarsonAllen LLP) under the supervision of Virginia Hinz, CPA Manager, Government and Not-For-Profit Group.
- C. Discussion/Action: Town Board review and consideration of Resolution 2019-004, A Resolution Allocating the Proceeds from the Sale of Town Owned Land on the South Frontage of USH “10” between STH “76” and Clayton Avenue to Re-Capitalize the Town’s General Fund, Reserve Funds, Utility Funds, and Special Revenue Funds.
- D. Discussion/Action: Town Board review and consideration of Resolution 2019-005, A Resolution Authorizing the Early Repayment of a \$1,500,000.00 Loan from the Wisconsin Board of Commissioners of Public Lands.

- E. Discussion/Action: Town Board review and consideration of the following Standard Operating Guidelines and Standard Operating Policies for the Town's Combined Protective Services Department:
- i. Patrol Officer Duties
  - ii. Rules of Conduct
  - iii. Chapter 1 Discipline Policy
  - iv. Chapter 2 Departmental Duty Uniforms Policy
  - v. Chapter 3 Identification of Officer Policy
  - vi. Chapter 4 Off-Duty Officer Responsibility Policy
  - vii. Chapter 5 Political Activities Policy
  - viii. Chapter 6 Lateral Transfer Policy
  - ix. Chapter 7 Arrest Without Warrant Policy
  - x. Chapter 8 Stop and Frisk Policy
  - xi. Chapter 9 Law Enforcement Services for Private Employers Policy
- F. Discussion/Action: Town Board review and consideration of Intermunicipal Agreements between the Town of Clayton and the following Towns:
- i. the Town of Neenah
  - ii. the Town of Vinland
  - iii. the Town of Winneconne
- G. Discussion/Action: Town Board review and consideration of hiring summer staff for the Storm Water Management Utility and the Solid Waste and Recycling Special Revenue Fund.
- H. Discussion/Action: Town Board review and consideration of the Town's participation in the CY 2019/2020 Wisconsin Department of Transportation Salt Contract and Salt Shed Inspection.
- I. Discussion/Action: Town Board review and consideration of approving an easement for stormwater conveyance in the Plat of Sunburst, specifically, on property located at 7436 Sunwood Drive and identified as Tax ID # 006-1297.
- J. Discussion/Action: Town Board review and consideration of any agenda items the Board may wish to place on the agenda for the 169<sup>th</sup> Annual Meeting of the Town Electors
- 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 p.m. 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>April</b>	<b>May</b>	<b>June</b>
Town Board Meeting	17 <sup>th</sup>	1 <sup>st</sup> and 15 <sup>th</sup>	5 <sup>th</sup> and 19 <sup>th</sup>
Plan Commission	10 <sup>th</sup>	8 <sup>th</sup>	12 <sup>th</sup>
Green Space Committee	10 <sup>th</sup>	8 <sup>th</sup>	12 <sup>th</sup>