

TOWN OF CLAYTON
Town Board of Supervisors
Meeting Agenda

7:00 P.M. on Wednesday, May 1st, 2013

Town Office Board Room, 8348 County Road T, Larsen, WI 54947

- I. Call to Order:
 - A. Pledge of Allegiance
 - B. Verification of Notice
 - C. Meeting Roll

- II. Public Hearings and/or Informational Meetings:
 - A. No Public Hearings and/or Informational Meetings.

- III. Approval of Minutes:
 - A. Approval of the Minutes of the Regular Town Board Meeting of Wednesday, April 17th, 2013.

- IV. Open Forum – Town-related Matters not on the Agenda:

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. Winnebago County Plan Commissioners Network Meeting Notice.
 - B. 2012 Winnebago County Land and Water Conservation Department Annual Report.

- VI. 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

- VII. Operator Licenses Issued by the Town Clerk:
 - A. New:
 - i. No New Licenses Issued
 - B. Renewal:
 - i. No Renewed Licenses Issued

- VIII. Business referred by the Planning and Zoning Commission:

Town Board receipt, review, and consideration of Plan Commission Referrals:

- A. No Referrals.

IX. Business referred by the Green Space Committee:

Town Board receipt, review, and consideration of Green Space Committee Referrals:

- A. Green Space Committee and ClaytonFest Committee discussion on the planning for the CY 2013 ClaytonFest Event and support activities.

X. Business:

- A. Discussion/Action: Town Board review and acceptance of the Town's CY 2012 Audit and Management Letter.
- B. Discussion/Action: Town Board review and consideration of scheduling a time and date for holding the Town's CY 2013 Open Book and Board of Review.
- C. Discussion/Action: Town Board review and consideration of a proposal for the purchase of and training on Sanitary District Utility meter reading software.
- D. Discussion/Action: Town Board review and consideration of the schedule for mowing the Town's roadside ditches.
- E. Discussion/Action: Town Board review and consideration of a proposal for the purchase of an Electronic Document Management software program and the associated dedicated scanner.
- F. Discussion/Action: Town Board review and consideration of Engineering Services proposals for the following projects:
 - a. Staking and construction supervision for the Town's CY 2013 Capital Reconstruction Projects (Phase-1 of the Ridgeway Drive Subdivision).
 - b. Construction Materials Testing Services provided by River Valley Testing Corp. for the Town's CY 2013 Capital Reconstruction Projects (Phase-1 of the Ridgeway Drive Subdivision).
 - c. Design and staking for the Storm Water Management Utility Improvement project on Woodcrest Drive in the Plat of Oakcrest Manor.
 - d. Design and staking services to correct the drainage issue on Lot 43 of the Plat of High Point Estates (3505 Dekalb Lane) in the Town of Clayton,
- G. Discussion/Action: Town Board review and consideration of a proposal for an exchange of land between the Town of Clayton and Chris Clauson, 8338 CTR "T", Larsen WI 54947.
- H. Discussion/Recommendation: Town Board review and direction to staff relative to the issues discussed at the pre-construction meeting and the project schedule for the CY 2013 Capital Reconstruction Project ((Phase-1 of the Ridgeway Drive Subdivision).

- I. Discussion/Recommendation: Town Board review and direction to staff relative to a CY 2014 Storm Water Management Utility project to drain Phase-2 of the Ridgeway Drive Subdivision through the Ridgeway Country Club, Inc. properties.

- XI. Upcoming Meeting Attendance
- XII. Board Member Requests for Future Agenda Items
- XIII. Review of Disbursements
- XIV. Adjournment

Respectfully submitted,
 Mark E. Luebke, Town Chair

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):

www.townofclayton.net	May	June	July
Town Board	1 st , and 15 th	5 th , and 19 th ,	3 rd , and 17 th ,
Plan Commission	8 th	12 th ,	10 th ,
Green Space Committee	16 th	20 th ,	18 th ,