

TOWN OF CLAYTON

Board of Supervisors

Meeting Agenda—**Amended**

7:00 P.M. on Wednesday, May 15th, 2019

Town Hall Meeting 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 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, May 1st, 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. Distribution of a copy of a letter from the State Department of Natural Resources, Authorizing Coverage under the Wisconsin Pollutant Elimination System (WPDES) Municipal Separate Storm Sewer System (MS4) General Permit.
 - B. Photographic evidence of vandalism on Medina Junction at its intersection with the WIOWASH Trail.
 - C. Distribution of a copy of correspondence to the Honorable Teresa S. Basiliere, Circuit Court Judge, Branch 1.
 - D. Distribution of a copy of a Notice of Award for the DNR CY 2019 Recycling Grant to Responsible Units.
 - E. Pictures of damage to headstones in the Town of Clayton, Clayton Cemetery.

- 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. Monika E. Brown
 - ii. Justin L. Gavinski
- B. Renewal:
 - i. Jeremy J. Jesse

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. Plan Commission recommendation to the Town Board on a Re-zoning Application from R-1 (Rural Residential District) to R-2 (Suburban Residential District) submitted by the Town of Clayton, 8348 CTR "T", Larsen, WI 54947 for property located at 8879 Clayton Avenue, Neenah, WI 54956 and specifically described as Tax ID # 006-0348-01 located in Section 13, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.
- B. Plan Commission recommendation to the Town Board on a Certified Survey Map (CSM) Application submitted by the Town of Clayton, 8348 CTR "T", Larsen, WI 54947 for property located at 8879 Clayton Avenue, Neenah, WI 54956 and specifically described as Tax ID # 006-0348-01 located in Section 13, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.
- C. Plan Commission recommendation to the Town Board on a Re-zoning Application from A-2 (General Agricultural District) and B-3 (General Business District) to R-2 (Suburban Residential District), B-3 (General Business District), and M-1 (Mixed Use District) submitted by Rick Christianson, PO Box 56, Larsen, WI 54947 for property located on the southwest corner of the intersection of County Road II and Pioneer Road and specifically described as Tax ID# 006-0527 and 006-0528 being a part Section 20, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.
- D. Plan Commission recommendation to the Town Board on a Certified Survey Map (CSM) Application submitted by Rick Christianson, PO Box 56, Larsen, WI 54947 for property located on the southwest corner of the intersection of County Road II and Pioneer Road and specifically described as Tax ID# 006-0527 and 006-0528 being a part Section 20, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.

- E. Plan Commission report to the Town Board on direction to staff relative to the creation of the project plan for Tax Incremental District #1 in the Town of Clayton.

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. Green Space Committee report to the Board on the following park improvement programs started by staff in CY 2018 with the intent of finishing them in CY 2019:

1. Completing the drainage improvements in Trailhead Park.
2. Completing the drainage improvements on the WIOWASH Trail south of the Trailhead Park Access Point.
3. Completing the pavilion improvement in Clayton Park.
4. Completing the reconstruction of the dugout benches in the east ball diamond of Clayton Park.
5. Planning for replacing the playground surface in both Clayton Park and Trailhead Park.
6. Starting the planning for the park on the former Noffke property on CTR "JJ" in the Town of Clayton.
7. Completing the installation of the surveillance equipment in Trailhead Park and Clayton Park.

X. Business:

- A. Discussion/Action: Town Board review and direction to staff relative to stormwater drainage issues on property located on Cassy Lane and specifically identified as Tax ID # 006-1505.
- B. Discussion/Action: Town Board second reading, review, and consideration of Ordinance 2019-003 An Ordinance Amending the Town of Clayton Zoning Code of Ordinances relating to Signs.
- C. Discussion/Action: Town Board second reading, review and consideration of Ordinance 2019-004 An Ordinance Amending the Town of Clayton Zoning Code of Ordinances relating to Short-Term Lodging Rentals.
- D. Discussion/Action: Town Board review and consideration of Ordinance 2019-007 An Ordinance Approving the Re-zoning Application from R-1 (Rural Residential District) to R-2 (Suburban Residential District) submitted by the Town of Clayton, 8348 CTR "T", Larsen, WI 54947 for property located at 8879 Clayton Avenue, Neenah, WI 54956 and specifically described as Tax ID # 006-0348-01 located in Section 13, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.
- E. Discussion/Action: Town Board review and consideration of Ordinance 2019-006 A Ordinance Approving the Re-zoning Application from A-2 (General

Agricultural District) and B-3 (General Business District) to R-2 (Suburban Residential District), B-3 (General Business District), and M-1 (Mixed Use District) submitted by Rick Christianson, PO Box 56, Larsen, WI 54947 for property located on the southwest corner of the intersection of County Road II and Pioneer Road and specifically described as Tax ID# 006-0527 and Tax ID# 006-0528 being a part Section 20, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.

- F. Discussion/Action: Town Board review and consideration of a Conditional Use Application, submitted by Shawn Fliehn for short-term lodging rental. The property is located at 2545 Wrenwood Lane, Neenah, WI 54956; specifically described as Tax ID #006-0004-03, being located in Section 1, Town 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.
- G. Discussion/Action: Town Board review and consideration of Addendum #9 to the Town's Contract with Cedar Corporation for design and construction of a waste water collection system to serve and within the Town of Clayton Sanitary District #1.
- H. Discussion/Action: Town Board review and consideration of a Draft Agreement between the Winnebago County Highway Department and the Town of Clayton for the interjurisdictional transfer of a portion of Pioneer Road from the Town of Clayton (Pioneer Road from CTR "T" to CTR "II") and a portion of CTR "T" from Winnebago County (Pioneer Road to CTR "II").
- I. Discussion/Action: Town Board review and consideration of an Agreement for Professional Services submitted by the Town's Engineer for planning and design of a regional Stormwater Management Pond on the Town owned land located on CTH "JJ" in the Town of Clayton.
- J. Discussion/Action: Town Board review and consideration of a Contract with Cedar Corporation for planning services and Plan Commission support services.
- K. Discussion/Action: Town Board review and consideration of the following retail fireworks permit application(s):
 - a. Application submitted by Charles Krause for Fireworks Mart, 8386 STH "76", Neenah, WI 54956.
 - b. Application submitted by Charles Krause for Fireworks Mart, 2896 Breezewood Lane, Neenah, WI 54956.
- L. Discussion/Action: Town Board review and consideration of Resolution 2019-006 A Resolution Authorizing Town Staff to Make Certain Grant Applications to the Following Organizations:
 - a. Firehouse Subs Grant Program for a new UTV.

- b. WPS Grant Program for new firehose.
- c. WDNR Grant Program for a wildland pump and hose reel.
- d. Fox Cities Convention and Visitors Bureau, Tourism Development Grant Program.

- XI. Review of Disbursements:
- XII. Review of General Fund Budget Update (Second Town Board meeting of the month):
- XIII. Upcoming Meeting Attendance: Town of Clayton, Board of Review Meeting, 10:00 A. M. to 12:00 Noon on Tuesday, May 21st, 2019.
- 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

UPCOMING MEETINGS (all begin at 7:00 p.m. unless specified)
(Green Space Committee Meetings are scheduled to start at 5:30 p.m.)

| www.townofclayton.net | June | July | August |
|--|--------------------------------------|--|--|
| Town Board Meeting | 5 th and 19 th | 3 rd , and 17 th | 7 th , and 21 st |
| Plan Commission | 12 th | 10 th | 14 th |
| Green Space Committee | 12 th | 10 th | 14 th |