

**TOWN OF CLAYTON**

**Board of Supervisors**

**Meeting Agenda**

**Wednesday, October 17<sup>th</sup>, 2018**

**7:00 P.M. or Immediately following the Public Hearing and the Special Electors Meeting to approve the CY 2018 General Fund Tax Levy payable in CY 2018/19.  
Town 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 Information Meetings.
  
- III. Approval of Minutes:
  - A. Approval of the Minutes of the Tuesday, October 2<sup>nd</sup>, 2018 Town Board Budget Workshop.
  - B. Approval of the Minutes of the Wednesday, October 3<sup>rd</sup>, 2018 Town Board Meeting.
  - C. Approval of the Minutes of the Tuesday, October 10<sup>th</sup>, 2018 Town Board Budget Workshop.
  
- 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. Winnebago County CY 2018 Recycling Tonnage 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 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. Alyssa M. Muchowski

B. Renewal:

- i. Janet G. Cavanaugh

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 Certified Survey Map (CSM) Application submitted by Chris Lichtenberg, 3461 DeKalb Lane, Neenah, WI 54956 for property located on East Shady Lane (west of the Town Line), and specifically identified as Tax ID # 006-0331-04 and Tax ID# 006-0331-06 and described as All of Lot 2 of Certified Survey Map 475 and all of Lot 2 of CSM 5918, located in the northeast ¼ of the northwest ¼ of Section 12, Town 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.
- B. Plan Commission recommendation to the Town Board on a Re-zoning application submitted by Chris Lichtenberg, 3461 Dekalb Lane, Neenah for property located on East Shady Lane, and specifically described as Tax ID# 006-0331-04, being a part Section 12, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin. The application is to re-zone the property from R-1 (Rural Residential) to A-2 (General Agricultural District).
- C. Plan Commission recommendation to the Town Board on a Re-zoning application submitted By Craig Locy, CRL Surveying LLC, N1674 Medina Drive, Greenville, WI 54942 for property located at the northern termini of Black Top Way, Neenah and specifically described as Tax ID# 006-0895-06, being a part Section 36, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin. The application is to re-zone the property from A-2 (General Agricultural District) to I-1 (Light Industrial District).
- D. Plan Commission recommendation to the Town Board on a Site Plan Approval Application submitted By Craig Locy, CRL Surveying LLC, N1674 Medina Drive, Greenville for property located at the northern termini of Black Top Way, Neenah and specifically described as Tax ID# 006-0895-06, being a part Section 36, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.
- E. Plan Commission recommendation to the Town Board on a Conditional Use Application submitted by Jeff and Dana Burkhart to raise Backyard Chickens. The property is located at 8331 State Road 76, Neenah, WI 54956; specifically described as Tax ID #006-0598-10, being located in Section 23, Town 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.

- F. Plan Commission recommendation to the Town Board on minor changes to the Town's Zoning Code of Ordinances, Chapter 9 – Town of Clayton Zoning Ordinances, Article 7 – Specific Review Procedures, Division 4 – Conditional Use to bring the Code's Conditional Use function of the Zoning Code into compliance with 2017 Wisconsin Act 67.

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. Update from the Green Space Committee on work to be done in the Town's parks and trails in CY 2019.
- B. Update from the Green Space Committee on placing woodchips in the playground area of Clayton Park.
- C. Update from the Green Space Committee on scheduling the November of CY 18, December of CY 18 and January of CY 19 Committee Meetings.

X. Business:

- A. Discussion/Action: Town Board review and consideration of Resolution 2018-007 A Resolution Adopting the CY 2018 Tax Levy payable in CY 2018/19 as set by the Wednesday, October 17<sup>th</sup>, 2018 Special Meeting of the Town Electors; and Adopting the following Town CY 2019 Budgets as presented:
  - i. CY 2019 General Fund Revenue Budget
  - ii. CY 1029 General Fund Expense Budget
  - iii. CY 2019 General Fund Capital Expense Budget
  - iv. CY 2019 Solid Waste and Recycling Special Revenue, Revenue Budget.
  - v. CY 2019 Solid Waste and Recycling Special Revenue Expense Budget.
  - vi. CY 2019 Solid Waste and Recycling Special Revenue Capital Budget.
  - vii. CY 2019 Storm Water Management Utility Revenue Budget.
  - viii. CY 2019 Storm Water Management Utility Expense Budget.
  - ix. CY 2019 Storm Water Management Utility Capital Budget.
- B. Discussion/Action: Town Board review and consideration of Ordinance 2018-004 approving a Re-zoning application submitted by Chris Lichtenberg, 3461 Dekalb Lane, Neenah for property located on East Shady Lane, and specifically described as Tax ID# 006-0331-04, being a part Section 12, Township 20 North, Range 16 East, Town of

Clayton, County of Winnebago, State of Wisconsin. The application is to re-zone the property from R-1 (Rural Residential) to A-2 (General Agricultural District).

- C. Discussion/Action: Town Board review and consideration of Ordinance 2018-005 approving a Re-zoning application submitted By Craig Locy, CRL Surveying LLC, N1674 Medina Drive, Greenville, WI 54942 for property located at the northern termini of Black Top Way, Neenah and specifically described as Tax ID# 006-0895-06, being a part Section 36, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin. The application is to re-zone the property from A-2 (General Agricultural District) to I-1 (Light Industrial District).
- D. Discussion/Action: Town Board review and consideration of Ordinance 2018-006 approving minor changes to the Town's Zoning Code of Ordinances, Chapter 9 – Town of Clayton Zoning Ordinances, Article 7 – Specific Review Procedures, Division 4 – Conditional Use to bring the Code's Conditional Use function of the Zoning Code into compliance with 2017 Wisconsin Act 67.
- E. Discussion/Action: Town Board review and consideration of direction to staff relative to enforcing the Town's drainage easement rights in the Plat of Windfield Place.
- F. Discussion/Action: Town Board review and consideration of a proposal for Professional Services from GWB Professional Services (Gary W. Becker, CEcD) for the drafting of the documents needed and the process required to create Tax Increment Finance District (TIF) #1 in the Town of Clayton.
- G. Discussion/Action: Town Board review and consideration of authorizing the Town Chair to negotiate the purchase of property adjacent to the Town Hall specifically identified as Tax ID# 006-0535-06-04 in the Town of Clayton.

- 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>November</b>	<b>December</b>	<b>January</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>