

**TOWN OF CLAYTON**  
**Board of Supervisors**  
**Meeting Agenda**  
**7:00 P.M. on Wednesday, November 20<sup>th</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, November 6<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. Distribution of the Minutes of the September 26<sup>th</sup>, 2019 Oshkosh Public Library Board Meeting.
  - B. Distribution of correspondence from CHS Larsen Cooperative.
  - C. Winnebago County October 2019 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 (First Meeting of the Month)
    - a. Clayton Fire Rescue Department
    - b. Clayton Fire Rescue EMR
  - D. Clayton Police Department (First Meeting of the Month)
  - E. Larsen/Winchester Sanitary District
  - F. Administration Comments
  
- VII. Operator Licenses Issued by the Town Clerk:
  - A. New:

- i. Katelyn J. Streeter
- ii. Tammy M Winton

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. Plan Commission recommendation to the Town Board on a CSM Application submitted by Roydon and Frances Hart, 3006 Oakridge Road, Neenah, WI 54956, for properties located at 3006 Oakridge Road Neenah, WI 54956, specifically identified as Tax ID# 006-0677, Part of Lot 1 of Certified Survey Map No. 4259 filed in Volume 1 of Certified Survey Maps on Page 4259 as Document No. 1060146, located in and being part of the Southwest ¼ of the Southeast ¼ of Section 26, 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 Re-zoning Application from A-2 (general Agricultural District) to R-1 (Rural Residential District) submitted by Roydon and Frances Hart, 3006 Oakridge Road, Neenah, WI 54956, for properties located at 3006 Oakridge Road Neenah, WI 54956, specifically identified as Tax ID# 006-0677, Part of Lot 1 of Certified Survey Map No. 4259 filed in Volume 1 of Certified Survey Maps on Page 4259 as Document No. 1060146, located in and being part of the Southwest ¼ of the Southeast ¼ of Section 26, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.
- C. Plan Commission review and direction to staff on preparing the documentation for imposing a moratorium on the construction of any new self-storage facilities as defined in Chapter 9 – Town of Clayton Zoning Code of Ordinances, Article 3 – Definitions, Section 14.0 GENERAL STORAGE, 14.02 Personal Storage Facilities in the Town of Clayton Code of Ordinances.
- D. Plan Commission recommendation to the Town Board on a 1-year extension to an approved Conditional Use submitted by WEC Energy Group for a Temporary Construction Site for property owned by Bucklin’s Bus Barn, LLC located at 8616 State Road 76, Neenah, WI 54956; specifically described as Tax ID# 006-0359, being located in Section 13, Town 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 an administrative re-zoning from A-2 (General Agricultural District) to R-2 (Suburban Residential District) for Phase-2 of the Plat of Highland Wood.
- F. Plan Commission report to the Town Board on direction to staff on a request for consideration of a Comprehensive Plan Amendment (removal of a future planned road) made by Timothy Wrase of Wrase Realty for property located on the east side of Center Road north of Shady Lane.

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. The Green Space Committee was cancelled due to a lack of a quorum.

X. Business:

- A. Discussion/Action: Town Board review and consideration of the Town Chair's recommended appointment of Kelly Wisnefske to the Town Board to complete the unexpired term of Town Board Supervisor, Ann Schmidt.
- B. Discussion/Action: Town Board review and consideration of the Town Chair's recommended appointment of Brian White to the Plan Commission to complete the unexpired term of Plan Commission Member, Kelly Wisnefske.
- C. Discussion/Action: Town Board review and consideration of Ordinance 2019-016 an Ordinance acting on a Re-zoning Application from A-2 (general Agricultural District) to R-1 (Rural Residential District) submitted by Roydon and Frances Hart, 3006 Oakridge Road, Neenah, WI 54956, for properties located at 3006 Oakridge Road Neenah, WI 54956, specifically identified as Tax ID# 006-0677, Part of Lot 1 of Certified Survey Map No. 4259 filed in Volume 1 of Certified Survey Maps on Page 4259 as Document No. 1060146, located in and being part of the Southwest ¼ of the Southeast ¼ of Section 26, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.
- D. Discussion/Action: Town Board second reading, and consideration of Town of Clayton, Ordinance 2019-015 An Ordinance Creating Section 3.60 of the Town of Clayton Code of Ordinances Establishing Winter Parking Restriction.
- E. Discussion/Action: Town Board review and consideration of an Amended Agreement for Fire Department, Automatic Assistance, between the Town of Clayton and the Village of Fox Crossing
- F. Discussion/Action: Town Board review, consideration, and direction to staff on proposed changes to the Town's Uniform Dwelling Code Ordinance.
- G. Discussion/Action: Town Board review and consideration of the Administrator's Annual Performance Evaluation and compensation.
- H. Discussion/Action: Town Board review and consideration of the Administration's Annual Staff Performance Evaluations as listed below, the associated recommended cost of living wage increases, as well as the transition of the Town Treasurer from probationary employee to regular employee.
  - i. Town Assistant Administrator

- ii. Town Clerk
- iii. Town Treasurer
- iv. Town Building Inspector
- v. Town Public Safety Director
- vi. Town Public Works Department Foreman (Union negotiated CY 2020 cost of living pay increase).

- I. Discussion/Action: Town Board review and consideration of approving a Larsen – Winchester Lions Club Legacy Project in Trailhead Park.
- J. Discussion/Action: Town Board review and consideration of Resolution 2019-013 A Resolution to Enact a Temporary Moratorium on Storage Facilities
- K. Discussion/Action: Town Board review, consideration, and direction to staff relative to preparing an Interjurisdictional Multimodal Local Supplement (MLS) Program Grant Application through WDOT for CY 2020.
- L. Discussion/Action: Town Board review, consideration, and direction to staff relative to the use of the Town’s 2020 Industrial Development Board, Per Capita Funding.
- M. Discussion/Action: Town Board review and consideration of approving the Public Safety Director’s request to purchase new safety helmets for EMR use.

XI. Review of Disbursements:

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

XIII. Upcoming Meeting Attendance: Special Town Board Meeting and Public Hearing

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.townofclayton.net](http://www.townofclayton.net)

**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>	December 2019	January 2020	February 2020
Town Board Meeting	4 <sup>th</sup> and 18 <sup>th</sup>	1 <sup>st</sup> and 15 <sup>th</sup>	5 <sup>th</sup> , and 19 <sup>th</sup>
Plan Commission	11 <sup>th</sup>	8 <sup>th</sup>	12 <sup>th</sup>
Green Space Committee	11 <sup>th</sup>	8 <sup>th</sup>	12 <sup>th</sup>