

TOWN OF CLAYTON
Board of Supervisors
Meeting Agenda
7:00 P.M. on Wednesday, December 18th, 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, December 4th, 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 Notice of a Public Hearing being held by the Town of Greenville on a proposed Amendment to the Town’s Comprehensive Plan.
 - B. Distribution of an excerpt of the Tuesday, November 19th, 2019, County Board Meeting relating to County approval of zoning changes in the Town of Clayton.

- 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. Lissa Renee Moore

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 Re-zoning application submitted by Tim Wrase, 411 Kittiver Ct, Neenah, for property located the Highland Wood Subdivision at the northeast corner of Shady Lane and Center Road and specifically described as all of Tax ID# 006-0535-06-04, and part of Tax ID# 006-1337-02, Tax ID# 006-1337-03, Tax ID# 006-1340-01, Tax ID# 006-1340-02, Tax ID# 006-1340-03, Tax ID# 006-1343, Tax ID# 006-1344, Tax ID# 006-1345, Tax ID# 006-1346-01, Tax ID# 006-1346-02, Tax ID# 006-1346-03, Tax ID# 006-1346-04; all being a part Section 3, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin. The application is to re-zone the properties from A-2 (General Agricultural District) to R-2 (Suburban Residential District).
- B. Plan Commission recommendation to the Town Board on direction to staff on preparing the documentation for the moratorium approved by the Town Board on 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.
- C. Plan Commission recommendation to the Town Board on direction to staff relative to a concept plan for the Plat of Royer Cemetery specifically identified as Tax ID # 006-0482, being part of the Northwest 1/4 of the Northwest 1/4 of Section 18, Town 20, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.

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 continued review and report to the Board on the following park improvement programs:
 1. Review of material relating to the cost of replacing the picnic tables at Clayton Park and Trail Head Park.
 2. Update to the Committee on the playground areas in Clayton Park
 3. Planning for the park on the former Noffke property on CTR “JJ” in the Town of Clayton.
 4. Report regarding the surveillance equipment in Trailhead Park and Clayton Park.
- B. Green Space Committee recommendation to the Town Board to adopt a resolution to transfer the CY 2019 budget monies from the Friendship Trail Maintenance line item to

the Clayton Park Maintenance line item to be used to replace the picnic tables at Clayton and Trail Head Parks.

- C. Green Space Committee discussion and recommendation to Town Board to approve the Larsen – Winchester Lions Club Legacy Project in Trailhead Park.

X. Business:

- A. Discussion/Action: Town Board review and consideration of Resolution 2019-015 A Resolution Allocating Funds from the Town’s General Fund Un-Assigned Reserve Account to the Town’s CY 2019 General Fund Expense Budget.
- B. Discussion/Action: Town Board review and consideration of a Maintenance Agreement with Bassett Mechanical for the Town Municipal Building Environmental Systems.
- C. Discussion/Action: Town Board review and consideration of an Intergovernmental Agreement for Building Inspection Services between the Town of Clayton and the Town of Winchester.
- D. Discussion/Action: Town Board review and consideration of an Intergovernmental Agreement for Building Inspection Services between the Town of Clayton and the Town of Dale.
- E. Discussion/Action: Town Board review and consideration of an Intermunicipal Agreement for winter plowing with the Town of Neenah and the Town of Vinland.
- F. Discussion/Action: Town Board second reading, review, and consideration of Ordinance 2019-017 an Ordinance amending the Town of Clayton Dwelling Code Ordinance originally adopted March 2002. The amended ordinance is proposed to create Chapter 7 of the Town Code of Ordinances.
- G. Discussion/Action: Town Board review and consideration of Ordinance 2019-018 an Ordinance acting on a Re-zoning application submitted by Tim Wrase, 411 Kittiver Ct, Neenah, for property located in the Highland Wood Subdivision at the northeast corner of Shady Lane and Center Road and specifically described as all of Tax ID# 006-0535-06-04, and part of Tax ID# 006-1337-02, Tax ID# 006-1337-03, Tax ID# 006-1340-01, Tax ID# 006-1340-02, Tax ID# 006-1340-03, Tax ID# 006-1343, Tax ID# 006-1344, Tax ID# 006-1345, Tax ID# 006-1346-01, Tax ID# 006-1346-02, Tax ID# 006-1346-03, Tax ID# 006-1346-04; all being a part Section 3, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin. The application is to re-zone the properties from A-2 (General Agricultural District) to R-2 (Suburban Residential District).
- H. Discussion/Action: Town Board review and consideration of a Town of Clayton, New Housing Fee Report, 2018 and the New Housing Affordability Report,

2018 prepared for the Town by the East Central Wisconsin Regional Planning Commission.

- I. Discussion/Action: Town Board review and consideration of Benefit Advantage, Cafeteria Plan Premium Only Benefit Plan.

- J. Discussion/Action: Town Board review and consideration of approving the following CY 2020 farm leases for the Town owned properties:
 - a. Leslie Ory:
 - i. Tax ID # 006-0391-05 7.11 acres
 - Total Acres: 7.11 acres

 - b. Seelow Farms LLC (Daniel P. Seelow):
 - i. Tax ID # 121-0210-07 44.59 acres **Partial**
 - ii. Tax ID # 006-0328 40.00 acres
 - iii. Tax ID # 006-0329 17.55 acres
 - Total Acres: 102.14 acres

 - c. Mall View Farms LLC (Paul Schroth)
 - i. Tax ID # 006-0339-06 2.45 acres
 - ii. Tax ID # 006-0345 8.53 acres
 - iii. Tax ID # 006-0344 8.58 acres
 - Total Acres: 19.56 acres

- K. Discussion/Action: Town Board review and consideration of a Town Administrator Employment Agreement for CY 2020.

- L. Discussion/Action: Town Board review and consideration of the Administration's Annual Staff Performance Evaluations as listed below and the associated recommended cost of living wage increases.
 - i. Town Assistant Administrator
 - ii. Town Clerk
 - iii. Town Treasurer
 - iv. Town Building Inspector
 - v. Town Public Safety Director
 - vi. Town Police Officer
 - vii. Town Public Works Department Foreman (Union negotiated CY 2020 cost of living pay increase).

- M. Discussion/Action: Town Board review and consideration of an offer to purchase Town owned property located at 8879 Clayton Avenue.

- 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

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	January 2020	February 2020	March 2020
Town Board Meeting	The January 1 st meeting has been cancelled, and 15 th	5 th , and 19 th	4 th , and 18 th
Plan Commission	8 th	12 th	11 th
Green Space Committee	8 th	12 th	11 th