

TOWN OF CLAYTON

Annual Town Meeting

Minutes

April 17th, 2018

7:00 p.m.

8348 County Road T Larsen, WI 54947

1) Call to Order

Called to order at 7:00 p.m. by Chairperson Geise.

- a) Pledge of Allegiance
- b) Notice Verification
- c) Meeting Roll

Roll: Town Board Members Present at the Electors Meeting
 Chairperson Russ Geise PRESENT

Roll: Town Staff Present at the Electors Meeting

Administrator/Clerk Richard Johnston	PRESENT
Treasurer/Assistant Administrator Tori Straw	PRESENT
Deputy Clerk Holly Stevens	PRESENT
Building Inspector, Tom Spierowski	ABSENT
Public Works Foreman Mike Pfankuch	PRESENT
Yard Waste Site Operator, Mark Johnson	PRESENT
Animal Control Officer Dave Huebner	ABSENT

Roll: Other Town Officials Present at the Electors Meeting

Plan Commission Chair, Dick Knapinski	ABSENT
Green Space Committee Chair, Lana Prusik	PRESENT
Assessor, Luke Mack (Associated Appraisal, Inc.)	ABSENT
Auditor, Mike Konecny	PRESENT
Fire Chief, Scott Rieckmann	PRESENT
First Responder Cindy Pfankuch	ABSENT
Town Engineer, Mary Jo Miller (Martenson & Eisele)	PRESENT
Town Attorney, Ashley Lehocky	PRESENT
Emergency Government Coordinator, Bob Breaker	ABSENT

Roll: Electors Present

- Bob Herrmann, 7835 Center Rd, Larsen
- Harriet Herrmann, 7835 Center Rd, Larsen
- Janice Drews, 3113 County Rd II, Neenah
- Burt Drews, 3113 County Rd II, Neenah
- Becky Haskell, 9080 N Oakwood Ave, Neenah
- Jim Cox, 8713 Umland Road, Larsen
- Linda Grundman, 7490 Center Rd, Neenah
- Nancy Seelow, 3476 Shady Lane, Neenah
- Kay Lettau, 3795 County Rd II, Larsen
- Scott Rieckmann, 8484 Pioneer Road, Larsen
- Ann Schmidt, 8155 County Rd T, Larsen
- Marvin Grunske, 8461 Pioneer Rd, Larsen
- Kevin Hillegas, 3602 Jade Tree Terrace, Neenah

Gloria Foat, 2750 Fairview Rd, Neenah
Michael Prince, 8089 Galaxy Dr, Neenah
Russ Geise, 8014 County Rd T, Larsen
Scott Reif, 4496 Grandview Rd, Larsen
Lana Prusik, 2551 CTR JJ, Neenah
Richard Fischer, 8685 Oakwood Ave, Neenah
Patricia Fischer, 8685 Oakwood Ave, Neenah
Mike Pfankuch, 4556 Grandview Rd, Larsen
Russ Geise, 8014 CTR T, Larsen

2) Town Elector Approval of the Minutes of the CY 2017 Annual Meeting of the Town Electors

MOTION:

Motion by: Mike Pfankuch, 4556 Grandview Rd, Larsen
Seconded by: Lana Prusik, 2551 CTR JJ, Neenah
Motion to approve the Annual Meeting Minutes for CY 2017.
Motion carried by unanimous voice vote.

3) Introduction of Elected and Appointed Town Officials by the Town Chair.

- a) Reports by Appointed Town Commission and Committee Chairs:
- i) Town of Clayton Sanitary District #1 Commission Chair, Russell D. Geise
 - No Activity. WI DNR Lawsuit in process
 - ii) Storm Water Management (SWM) Utility Chair, Russell D. Geise
 - Grant Reimbursement in process to recoup funds spent to develop the MS4 SWM Utility
 - iii) Plan Commission Representative, Becky Haskell
 - Reviewed Numerous Rezoning and Certified Survey Map applications, ensuring these work within our town comprehensive plan;
 - Reviewing business site plans to ensure compliance with the town comp plan and provide orderly growth and additional tax base;
 - Considering applications from town residents who want to operate small business ventures from their homes, to ensure that their ideas fit with the local ordinances and with the surrounding neighbors;
 - Updating our plans and ordinances to keep them up-to-date with changes in state law;
 - And with our "Touch of Country" motto, considering land use for everything from dogs to horses to backyard chickens.
 - iv) Green Space Committee Chair, Lana Prusik
 - Royer Cemetery
 - Storm Damage (June, 2017) Trees removed—Completed last summer and fall—Significant Damage due to straight-line winds, almost all trees were downed and uprooted
 - Storm Damage (June, 2017) Headstone Restoration—in process—Working with Twin City Monument, Gyles Stark, to document and replace damaged and worn headstones as part of perpetual maintenance
 - Platting of the newer section—in process—Martensen & Eisele is platting the newer section to facilitate the sale of plots. Completion expected in 2018

- Aerial Photography completed as a Community Service Project by a Winneconne High School Student
- Headstone Photography planned as a Community Service Project by a Winneconne High School Student
- Clayton Cemetery
 - Corner Marking of active sections to make site location more accurate and efficient—Completed Fall, 2017
 - Recommendation to Town Board to allocate funding to replace at least 2 damaged and/or worn headstones each calendar year as part of perpetual maintenance
 - Aerial Photography completed as a Community Service Project by a Winneconne High School Student
 - Headstone Photography planned as a Community Service Project by a Winneconne High School Student
- Clayton Park
 - Replaced Range, May 2017
 - Surveillance Camera installation—requesting bids and developing a recommendation for the Town Board subject to Town Board approval
- Trailhead Park
 - Surveillance Camera installation—requesting bids and developing a recommendation for the Town Board subject to Town Board approval
 - Gravel Parking Loop—recommendation to the Town Board to utilize remnant materials from Yard Waste Site and have the Public Works Department rebuild the loop and the drainage course—anticipated completion by Fall, 2018
 - Parking Lot Lighting—recommendation to the Town Board to allocate funding to install new lighting for safety and better visibility. The proposed lighting would also be compliant with Town Ordinance requirements.

4) Recognition of Town Officials and Employees by Town Chair, Russell D. Geise:

- a) Attorney, Ashley Lehocky
- b) Engineer, Mary Jo Miller
- c) Treasurer/Assistant Administrator, Tori Straw
- d) Deputy Clerk, Holly Stevens
- e) Clayton Fire Rescue Department, Fire Chief Scott Rieckmann and Department Volunteers
- f) Clayton Fire Rescue Department, Division Chief of EMS Cindy Pfankuch and Department Volunteers
- g) Emergency Government Coordinator, Bob Breaker
- h) Building Inspector, Tom Spierowski
- i) Public Works Foreman, Mike Pfankuch
- j) Public Works Employee, David Borchert
- k) Public Works Employee, Brian Suprise
- l) Public Works Employee, Matthew Bluhm
- m) Animal Control Officer, David Huebner
- n) Town Assessor, Luke Mack of Associated Appraisal Consultants, Inc.
- o) Town Administrator, Richard Johnston

5) Presentation of the Town's CY 2017 audit by the Town Financial Consultant, Mike Konecny, CPA Managing Member of MWK, LLC

6) Review of the Town’s CY 2017 activities by the Town Chair

- Maintaining 75 Miles of road—more than the City of Neenah and without their tax base or crews
- Purchased Rescue 43—Quick response vehicle for Clayton Fire Rescue
- Purchased F550 Dump/Plow Truck for the Public Works Department
- Continued Strategic Land purchases to protect and maintain the Town’s borders
- Engaged with the Village of Fox Crossing to develop a border agreement
- Approximately 72 acres annexed by the Village—currently being contested in court
- Lawsuit against the WI DNR regarding Sanitary Sewer is ongoing
- Strategically selling land with non-annexation agreements

7) Review of the impact of the successful Incorporation of the Village of Fox Crossing on the Town of Clayton.

- Discussed with item #6

8) Town Board request for Town Elector approval of an additional 3-year grant of authority to the Town Board to buy and sell land on the Clayton Avenue corridor, north of CTR “II” in the Town of Clayton.

- Chair Geise explained the request is to continue the efforts being made to protect and maintain the borders of the Town of Clayton

MOTION:

Motion by: Mike Pfankuch, 4556 Grandview Rd, Larsen

Second by: Ann Schmidt, 8879 Clayton Ave, Neenah

Motion to give an additional 3-year grant of authority to the Town Board to buy and sell land on the Clayton Avenue corridor, north of CTR “II” in the Town of Clayton.

Motion carried unanimously by voice vote.

10) Town Elector approval of the Town Board wages.

a. Town Chair:

- i. Wage per Year: \$8,700.00
- ii. Full day meeting Per Diem: \$ 75.00 (based on County Board Rates)
- iii. Half day meeting Per Diem: \$ 50.00 (based on County Board Rates)

MOTION:

Motion by: Linda Grundman, 7490 S Center Road, Neenah

Second by: Kevin Hillegas, 3602 Jade Tree Terrace, Neenah

Motion to approve the wage and per diem rates (based on County Board rates) for the Town Chair

Motion carried by unanimous voice vote.

b. Town Supervisors:

- i. Wage per year: \$5,500.00
- ii. Full day meeting Per Diem: \$ 75.00 (based on County Board Rates)
- iii. Half day meeting Per Diem: \$ 50.00 (based on County Board Rates)

MOTION:

Motion by: Mike Pfankuch, 4556 Grandview Rd, Larsen

Second by: Scott Rieckmann, 8484 Pioneer Rd, Larsen

Motion to approve the wage and per diem rates (based on County Board rates) for the Town Supervisors, Plan Commissioners, and the Green Space Committee Members.

Motion carried by unanimous voice vote.

- 11) Setting the meeting date for the Town’s CY 2017 Annual Meeting of the Town Electors for the 3rd Tuesday in April of CY 2018 or within ten (10) days following that date.**

MOTION:

Motion by: Mike Pfankuch, 4556 Grandview Rd, Larsen

Second by: Kevin Hillegas, 3602 Jade Tree Terrace, Neenah

Motion to set the CY 2018 Annual Meeting for the 3rd Tuesday in April, 2018 (April 16, 2019)

Motion carried by unanimous voice vote.

- 12) Town Elector Proposed Agenda Items.**

- Rich Fischer, 8685 Oakwood Ave, Neenah, requested information regarding forthcoming infrastructure projects planned for 2018
- Administrator Johnston explained 2018 has slated smaller pulverizing and paving projects planned. The Larsen Road rebuild from STH “76” to the intersection of Oakwood Ave, and the pulverizing and paving of the remaining two miles of Larsen Rd to CTR “T” are scheduled for CY 2019.
- Gloria Foat, 2750 Fairview Rd, asked who the Town is selling property to—residential use, or commercial use.
- Chair Geise explained the recent sales were residential, but there is expressed interest in the area for commercial development, much of which depends on the ability to provide water and sewer service. He noted that 3-phase power has been installed along the STH “10” corridor to attract commercial business because the area is geared for commercial business.
- Gloria Foat asked how the installation of water and sewer would impact residents
- Administrator Johnston stated that is an unknown at this point. Once the DNR lawsuit is settled and the Town has a clear understanding of what can and cannot be done, the Board will likely call a special Town meeting to inform those interested.

- 13) Adjourn Sine Die – 7:57 p.m.**

MOTION:

Motion By: Ann Schmidt, 8879 Clayton Avenue

Seconded By: Rich Fischer, 8685 Oakwood Ave, Neenah

Motion to Adjourn Sine Die

Motion carried by unanimous voice vote

Respectfully Submitted
Holly Stevens, Deputy Clerk