

TOWN OF CLAYTON

Board of Supervisors

Meeting Minutes

7:00 p.m. on Wednesday, August 21st, 2019

Town Meeting Room, 8348 County Road T, Larsen, WI 54947

I. Call to Order: Town Board Chairman Geise called the meeting to order.

- A. Pledge of Allegiance
- B. Verification of Notice
- C. Meeting Roll

a. Board of Supervisors

Chair Geise	PRESENT
Supervisor Lettau	PRESENT
Supervisor Grundman	PRESENT
Supervisor Schmidt	PRESENT
Supervisor Reif	PRESENT

b. Staff

Administrator Johnston	PRESENT
Asst Admin Straw	PRESENT
Clerk Stevens	PRESENT
Treasurer Schiessl	
Town Engineer – Mary Jo Miller	PRESENT
Town Attorney – Steven Sorenson	PRESENT

II. Public Hearing(s) and/or Public Information Meeting(s): NONE

III. Approval of Minutes:

A. Approval of the Minutes of the Tuesday, May 21st, 2019 Board of Review Meeting.

MOTION:

Motion by unanimous consent to approve the minutes from the Tuesday May 21st, 2019 Board of Review Meeting.

B. Approval of the Minutes of the Wednesday, August 7th, 2019 Town Board Meeting.

- Chair Geise noted a correction under Section VI. E. Administrative Comments— Neenah Joint School District purchased ~225 acres along Clayton Avenue rather than the ~105 acres noted in the draft of the minutes.

MOTION:

Motion by unanimous consent to approve the minutes from the Wednesday, August 7th, 2019 Town Board Meeting with the correction as noted.

IV. Open Forum: No Requests

V. Correspondence:

- A. Winnebago County Solid Waste Management Board July, 2019 Recycling Tonnage Report.

VI. Discussion Items (No Action will be taken):

- A. County Supervisor Report—No Report
- B. Winnebago County Sheriff's Department – Public Concerns and Issues—No Report
- C. Clayton Combined Protective Services Department (First Meeting of the Month)
 - a. Clayton Fire Rescue Department
 - NO REPORT
 - b. Clayton Fire Rescue First Responder
 - NO REPORT
 - c. Clayton Police Officer
 - Squad camera installed
 - Body camera delivered
 - Touch-a-Truck Event scheduled for Saturday, September 14 at Clayton Park to benefit the Muscular Dystrophy Association
- D. Larsen-Winchester Sanitary District
 - NO REPORT
- E. Administrative Comments
 - Engineer Miller
 - All items on the business agenda later in the meeting
 - Administrator Johnston
 - Working on 2020 Budget Documents
 - Continuing to work on the submission documents for the Incorporation
 - Chairman Geise
 - Continuing negotiations with neighboring municipalities
 - Still moving forward with the agreement with Appleton as there are no guarantees regarding the negotiations with Fox Crossing
 - Met with Town of Winchester Chair and Roads Committee Reps regarding snow plowing and the possibility of an intermunicipal agreement for services

VII. Operator Licenses Issued by the Town Clerk:

A. New:

- i. Olivia L. Duffy
- ii. Alexandra E. Reissmann

B. Renewal:

- i. Ron W. Cosgrove

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 Application submitted by Jack Borchert, 6965 Thornberry Trail, Oshkosh, WI 54904, for property located at 3128 Fairview Road and specifically described as Tax ID# 006-0317 and Tax ID# 006-0318-02, being a part Section 11, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.

- Plan Commission Chair Knapinski reported that the Commission is recommending to the Town Board approval of the Certified Survey Map submitted by Jack Borchert, 6965 Thornberry Trail, Oshkosh, WI 54904, for property located at 3128 Fairview Road and specifically described as Tax ID# 006-0317 and Tax ID# 006-0318-02 contingent upon the required rezoning of the properties and with staff recommendations as follows:
 1. Conditioned on the re-zoning of Lot-2 of the proposed CSM in order to eliminate the mixed zoning created by the division of the properties.
 2. Documentation of the approval of the proposed CSM by any overlying unit of government having jurisdiction.
 3. The Applicant provide a copy of the recorded document to the Town.

MOTION:

Motion by unanimous consent to approve the Certified Survey Map submitted by Jack Borchert, 6965 Thornberry Trail, Oshkosh, WI 54904, for property located at 3128 Fairview Road and specifically described as Tax ID# 006-0317 and Tax ID# 006-0318-02 contingent upon the required rezoning of the properties and with staff recommendations as follows:

1. Conditioned on the re-zoning of Lot-2 of the proposed CSM in order to eliminate the mixed zoning created by the division of the properties.
2. Documentation of the approval of the proposed CSM by any overlying unit of government having jurisdiction.
3. The Applicant provide a copy of the recorded document to the Town.

B. Plan Commission recommendation to the Town Board on a Re-zoning Application submitted by Jack Borchert, 6965 Thornberry Trail, Oshkosh, WI 54904, for property located at 3128 Fairview Road and specifically described as Tax ID# 006-0317 and Tax ID# 006-0318-02, being a part Section 11, 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-2 (Suburban Residential District) and I-2 (Heavy Industrial District) to A-2 (General Agricultural District).

- Chair Knapinski reported that the Plan Commission postponed this business to its September 11, 2019 meeting due to some issues with the rezoning application as submitted which are being corrected

NO ACTION TAKEN

- C. Plan Commission recommendation to the Tow Board on a Certified Survey Map Application submitted by Kevin and Nancy Hoppe, 7674 Center Road, Neenah, WI 54956 for property located at 7674 Center Road and specifically described as Tax ID# 006-0849-01, being a part Section 34, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.
- Chair Knapinski reported that the Commission is recommending to the Town Board approval of the Certified Survey Map Application submitted by Kevin and Nancy Hoppe, 7674 Center Road, Neenah, WI 54956 for property located at 7674 Center Road and specifically described as Tax ID# 006-0849-01 with a condition allowing a 5-year limit for construction of a primary residential structure on Lot 1 to bring it into code compliance. The condition allows the landowner to come before the Plan Commission for further consideration of the non-conformity if the requirement is not met within the timeline; and with Staff recommendations as follows:
 1. Commission and Town Board acceptance of the non-compliant (grandfathered) existing outbuilding until the proposed new home is constructed
 2. Approval of the re-zoning from A-2 (General Agriculture District) to R-1 (Rural Residential Zoning District).
 3. Documentation of the approval of the proposed CSM by any overlying unit of government having jurisdiction.
 4. The Applicant provide a copy of the recorded document to the Town.

MOTION:

Motion by unanimous consent to approve the Certified Survey Map Application submitted by Kevin and Nancy Hoppe, 7674 Center Road, Neenah, WI 54956 for property located at 7674 Center Road and specifically described as Tax ID# 006-0849-01 with a condition allowing a 5-year limit for construction of a primary residential structure on Lot 1 to bring it into code compliance. The condition allows the landowner to come before the Plan Commission for further consideration of the non-conformity if the requirement is not met within the timeline; and with Staff recommendations as follows:

1. Commission and Town Board acceptance of the non-compliant (grandfathered) existing outbuilding until the proposed new home is constructed
 2. Approval of the re-zoning from A-2 (General Agriculture District) to R-1 (Rural Residential Zoning District).
 3. Documentation of the approval of the proposed CSM by any overlying unit of government having jurisdiction.
 4. The Applicant provide a copy of the recorded document to the Town.
- D. Plan Commission recommendation to the Town Board on a Re-zoning Application submitted by Kevin and Nancy Hoppe, 7674 Center Road, Neenah, WI 54956 for property located at 7674 Center Road and specifically described as Tax ID# 006-0849-01, being a part Section 34, 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 R-2 (Suburban Residential District).

- Chair Knapinski noted that the Commission is recommending to the Town Board the approval of the rezoning submitted by Kevin and Nancy Hoppe, 7674 Center Road, Neenah, WI 54956 for property located at 7674 Center Road and specifically described as Tax ID# 006-0849-01 from A-2 (General Agriculture District) to R-1 (Rural Residential Zoning District) based on the recommendation of Administrator Johnston for the Plan Commission to make the de minimis change from R-2 to R-1 and with Staff recommendations as follows:
 1. Plan Commission and Town Board acceptance of the unique conditions that apply to both the Hoppe CSM and Re-zoning Application.
 2. Documentation of the approval of the proposed Re-zoning by any overlying unit of government having jurisdiction.

ITEM ADDRESSED LATER ON THE AGENDA

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:

1. Larsen-Winchester Lions Club Legacy Project Update—Trail Head Park Basketball Court
 - Larsen-Winchester Lions Club is ready to move forward with the project. The Town will prepare the base of the basketball court this fall as time allows and then the Lions Club will pave in the spring.
2. Planning for the park on the former Noffke property on CTR “JJ” in the Town of Clayton.
 - Town received notice from the WI DNR allowing the Town to fill certain wetland areas of the proposed park which will create more usable area.
 - Staff will begin mowing the open areas
 - Pond design is ready
 - Staff will be applying for Grants in the upcoming months with application due in spring 2020. Award of grant funding usually occurs in the fall.
 - Barring any unforeseen issues, construction would begin in spring 2021.
3. Clayton Park maintenance report
 - Additional drainage issues will be addressed by staff—some drainage issues have been identified throughout the season
4. Report regarding the surveillance equipment in Trailhead Park and Clayton Park.

- Officer Zeinert has reported that loitering and vandalism occurrences have decreased greatly at both parks since the cameras have been installed
5. Update to the Committee on the playground areas in Clayton Park and Trail Head Park
- Staff has completed excavation of the Trail Head playground area, installed new weed barrier, and filled with new playground certified wood chips
 - Staff is in the process of doing the same at Clayton Park
 - The Clayton Park Sandbox has been cleaned out but there is an issue with ants.
 - The Sandbox also has a damaged support frame which staff will either replace or repair depending on the cost associated with each option
 - Estimated costs for playground maintenance for this year is about \$15,000.00
 - It was recommended by the Administrator for the Green Space Committee to advocate for the parks during the budgetary process, suggesting each park should have an annual maintenance allowance of \$10,000.00
 - Trail Head Park will need the parking lot repaved soon. Cost will likely be upwards of \$100,000.00
 - Staff is working with the Drifters Snowmobile Club regarding their request to get water and sewer service to their building
 - Committee Member Geise also noted that Clayton Cemetery has been looking very nice and well maintained
 - Staff reported they have received very positive comments regarding the new maintenance process on Friendship Trail
 - Committee Member Kraft inquired about the portable “video park” which was briefly discussed at a previous meeting. Administrator Johnston explained that the project would likely require some corporate sponsorships to make it feasible. The Committee directed Staff to research the viability of the project.

X. Business:

- A. Discussion/Action: Town Board review and consideration of Ordinance 2019-011 An Ordinance Approving the Re-zoning Application submitted by Kevin and Nancy Hoppe, 7674 Center Road, Neenah, WI 54956 for property located at 7674 Center Road and specifically described as Tax ID# 006-0849-01, being a part Section 34, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.

The Board reviewed a copy of Ordinance 2019-011 An Ordinance Approving the Re-zoning Application from A-2 (General Agricultural District) to R-1 (Rural Residential District) submitted by Kevin and Nancy Hoppe, 7674 Center Road, Neenah, WI 54956 for property located at 7674 Center Road and specifically described as Tax ID# 006-0849-01, being a part Section 34, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin.

MOTION:

Motion by Supervisor Schmidt

Second by Supervisor Lettau

Motion to approve the rezoning submitted by Kevin and Nancy Hoppe, 7674 Center Road, Neenah, WI 54956 for property located at 7674 Center Road and specifically described as Tax ID# 006-0849-01 from A-2 (General Agriculture District) to R-1 (Rural Residential Zoning District) based on the recommendation of Administrator Johnston for the Plan Commission to make the de minimis change from R-2 to R-1 and with Staff recommendations as follows and direct staff to submit the documentation to the County.

1. Plan Commission and Town Board acceptance of the unique conditions that apply to both the Hoppe CSM and Re-zoning Application.
2. Documentation of the approval of the proposed Re-zoning by any overlying unit of government having jurisdiction.

ROLL CALL VOTE:

Chair Geise	Aye
Supervisor Schmidt	Aye
Supervisor Lettau	Aye
Supervisor Reif	Aye
Supervisor Grundman	Aye

Motion carries with a 5-0 vote

- B. Discussion/Action: Town Board review and consider Resolution 2019-011 A Resolution of the Town Board’s Intent to Discontinue and Vacating a portion of Medina Junction Road which shall initiate the statutory process for the discontinuation and vacation of public rights of way.

The Board reviewed a copy of Resolution 2019-011, a copy of a Legal Memorandum from the Town’s Attorney relative to the process of vacating a Public Right-Of-Way, and a copy of a map showing the area of the properties that would receive a noticed based on the Town Attorney’s Legal Opinion. The Memorandum covered the legal requirements for vacating a public right-of-way by the governing body. Specifically, State Statutes sets a specific process for vacating a public right-of-way. The Town’s Attorney will guide the Board and staff through the process. The Resolution is the first step in this process. The area that would receive a notice of the Board’s action was developed by staff to satisfy the requirements of the State Statutes.

- Chair Geise explained that the approval of the Resolution triggers a series of noticing requirements and for a public hearing to be held within a specific timeframe relating to the date of passage of the Resolution
- Chair Geise noted the cost of \$75,000.00 to temporarily patch the road; and a cost of \$900,000.00 to properly fix the road for long term use.
- Supervisor Lettau requested clarification of which part of the road is being considered for abandonment.
- Administrator Johnston explained the decision is up to the Board, but they have two options—first to abandon from the west side of the railroad tracks to the intersection with North Loop Road; or second from Pioneer Road to the intersection with North

Loop Road. He noted that the section between Pioneer Road and the trail could be repurposed as parking for the Wiowash Trail access.

- Scott Olson, 9089 Medina Junction Road, stated he does not think the full 3,000-foot section needs rebuilding. He noted that there is only a short section the distance between two power poles, which has failed.
- Mr. Olson suggested the Board repair the road only as much as needed to make it passable. He noted the condition of North Loop Road which, in his opinion is no better or worse than Medina Junction Road.
- Les Ory, 9517 Pioneer Road, provided some recent photos he had taken of the road to the Board for review
- Mr. Ory noted that he uses Medina Junction to avoid traveling on Highway 96.
- Mr. Ory said Medina Junction has dried up, noting the blockades have preserved much of the road and only about 100 feet of the roadway needs to be rebuilt.
- Administrator Johnston noted that only 4 years ago, the Town spent over \$75,000.00 pulverizing and double chip sealing the same section of road. He also noted that immediately after completing that work, it was reported to the Town that someone traveling it had hit a hole and was injured. He said the road bed has failed and the surface cannot be sustained. He also noted that a portion of Shady Lane was repaired in the same way and it too is already failing.
- Mr. Ory noted that all of the roads in the area are like that because the muck is 18 feet deep and it is nearly impossible to build a solid base
- Mr. Ory also noted that there has not been a flooding event like there was this past spring for more than 42 years. He said this year is recorded as an all-time record event.
- Mr. Ory noted that a lot of people use the road and do not know that the Board is considering abandoning it.
- Mr. Ory asked that the Board reassess the road and reconsider abandoning it
- Chair Geise explained that he has looked at the road and the Town cannot afford to keep repairing it over and over. He noted the repairs continually fail because it is built on swamp land. He explained that the Town has 75 miles of roads which must be maintained and Medina Junction does not get the traffic loads that many of the other roads throughout the Town have to support.
- Mitch Beatty, 9495 Pioneer Road, stated he uses the road a lot and does not want to see it abandoned. He noted that he remembers when the pulverizing and double chip sealing was done, and he recalls that additional gravel was requested for the base of the 100-foot section which has now failed, but that the Town denied the request.
- Administrator Johnston explained that was in fact, incorrect, and that the Town had authorized the additional gravel and the section still failed.
- Mr. Beatty noted that double chip sealing that road is much like putting two coats of paint on a rotten board. He asked what the Town has done to protect the road. He explained that prior to the road being blocked off, he would watch the semis from Roehl Trucking and Ashley Furniture use Medina Junction as a main thoroughfare.
- Administrator Johnston explained that the Board had considered creating truck routes in the Town but had decided against it.
- Mr. Beatty then asked if the Town had requested any federal aids because of the flooding.

- Administrator Johnston explained the Town had documented the damage throughout the Town, but that Winnebago County did not qualify for State or Federal aid and therefore, the Town could not get any emergency funding
- Mr. Beatty noted that closing that section of road has cut-off that area of Town from quick and easy access to major business areas.
- Supervisor Lettau noted that she lives near the end of Center Road which was cut-off when STH 10 was constructed and she fully understands the inconvenience created by closing a road.
- Supervisor Reif said he understands the inconvenience, but he is unsure where the funding is to come from to repair the road.
- It was noted that the Board did not hesitate to spend \$4,000 on Board Room chairs
- Supervisor Grundman noted that this action by the Board is only the beginning of the consideration process which will include a public hearing

MOTION:

Motion by Supervisor Grundman

Second by Supervisor Schmidt

Motion to approve Resolution 2019-011 A Resolution of the Town Board’s intent to discontinue and vacating a portion of Medina Junction Road which shall initiate the statutory process of the discontinuation and vacation of public rights of way.

ROLL CALL VOTE:

Supervisor Grundman	Aye
Supervisor Reif	Aye
Chair Geise	Aye
Supervisor Lettau	Nay
Supervisor Schmidt	Aye

Motion carried by a vote of 4-1

- Supervisor Lettau asked if the road could be reassessed during this process.
- Administrator Johnston indicated staff would do whatever the Board directs them to do, however, he noted that fixing only a portion of the damaged section will result in continued failure of the adjacent sections. He said the entire length should be reconstructed in order to stabilize it as much as possible.
- Supervisor Lettau asked if the Town can reach out to the WI DNR regarding the situation and for assistance.
- Administrator Johnston explained that the WI DNR has created the backwater effect for the Rat River Preserve which has resulted in an increase of the marshy area. He also noted when the section broke and flooded Mr. Ory’s property, the DNR would not provide any assistance. They were of the opinion that nature was “doing its part” to preserve the habitat.
- Attorney Sorenson explained that as the statutes are written, a road which is built in a floodway is provided no assurances relating to damages caused by flooding and the “owner” assumes the responsibility for what the floodway does to the road.

- C. Discussion/Action: Town Board review and consideration of an Agreement Between the Winnebago County Highway Department and The Town of Clayton for Design Engineering, Right of Way Acquisition, and Construction of Pioneer Road from its intersection with CTR “T” and CTR “II”.

The Board reviewed a copy of an Agreement Between the Winnebago County Highway Department and the Town of Clayton for Design Engineering, Right of Way Acquisition, and Construction of County Road “T” from its intersection with Pioneer Road to its intersection with County Road “II”, and construction of Pioneer Road from its intersection with CTR “T” and CTR “II” (Agreement). The previous Town Board and the previous Town Administrator started the process of the jurisdictional transfer of Pioneer Road from its intersection with CTR “T” to its intersection with CTR “II”. As a result of the proposed jurisdictional transfer, CTR “T” from its intersection with Pioneer Road to its intersection with CTR “II” would become a Town Road. The proposed jurisdictional transfer reflects the traffic patterns in place today, specifically, the bulk of the heavy traffic travelling both north and south between CTR “T” to CTR “II” uses Pioneer Road as the connecting corridor. The Agreement requires the Town to pay a 50% cost share for pulverizing and re-paving of CTR “T” from Pioneer Road to CTR “II”, with the estimated cost of the project to the Town would be \$175,000.00. Should the Board agree to the jurisdictional transfer the portion of CTR “T” belonging to the Town would become Hickory Avenue and Grandview Road. The intersection of Grandview Road and CTR “T” would become a traffic-controlled T intersection.

- Supervisor Lettau expressed concern regarding the costs which may be incurred by the Town beyond the \$175,000.00. She noted the sidewalks and the storm sewer work which has been discussed in the past.
- Administrator Johnston explained that any costs incurred relating to that work would be the Town’s responsibility.
- Chair Geise noted that the transfer makes sense for the Town. He referenced the current situation with plowing and the fact that our drivers cannot drop a plow until they are on a Town road. He said if the County has not plowed CTR “T”, we have to drive through the snow to get to a Town road before doing any work. The jurisdictional transfer would allow Public Works to start immediately providing better service.
- Supervisor Reif expressed concern about the fact that the County has done very little if any work to the section of road in Larsen and he feels they are trying to take the cheapest way out.
- Administrator Johnston explained the plan is to pulverize and pave the road, which is a very good deal for the Town. He also noted the County is providing a guarantee for the bridge east of Larsen and the large cross culvert north of Larsen.
- Chair Geise noted that if the transfer is not completed, the Town will be saddled with the reconstruction of Pioneer Road which will cost upwards of \$1,000,000.00.
- Supervisor Reif asked what will be done with the sidewalks in Larsen. Administrator Johnston noted it would be wise to remove the sidewalks if the roadway is not urbanized with curb and storm sewer.

MOTION:

Motion by unanimous consent to approve the Agreement between the Winnebago County Highway Department and the Town of Clayton for Design Engineering, Right of Way

Acquisition, and Construction as presented and to direct staff to place the funding for the project in the Town's CY 2020 Capital Budget.

- D. Discussion/Action: Town Board review and consideration of setting the wages for the Plan Commission Chair and the Green Space Committee Chair.

With the Board's recent approval of Ordinance 2019-009 An Ordinance Creating § Chapter 1, Section 1.7 of the Town of Clayton Code of Ordinances Establishing Wages for Town Officers. The Board now has the option of setting the wages for Committee and Commission members and Chairs. It was the Administration's understanding that the Board would like to establish a higher wage for the Chair of the Plan Commission and the Chair Green Space Committee due to the additional commitment and responsibilities inherent to the Chairperson positions. Both Plan Commission and Green Space Committee Members are paid \$50.00 per meeting or \$600.00 per year. The Administration asked the Board to set the new wages. Additionally, the Administration would use the new wage rates when developing the Town's CY 2020 General Fund Budget.

- Chair Geise noted that he would like to see the Plan Commission Chair receive \$100.00 per meeting because the position requires not only the preparation for the Plan Commission Meeting, but the Chair often attends the Board's Meeting to provide information regarding Plan Commission business. He noted that the Chair is not paid for his attendance at the Town Board Meetings.
- Chair Geise noted that the Green Space Committee Chair also has added responsibilities and therefore he would like to see that position paid \$75.00 per meeting.

MOTION:

Motion by unanimous consent to set the Plan Commission Chairperson's wage at \$100.00 per meeting and the Green Space Committee Chairperson's wage at \$75.00 per meeting beginning with the 2019 third quarter pay cycle.

- E. Discussion/Action: Town Board review, consideration, and direction to staff on a proposal to re-surface the counter top in the Town Board Meeting Room.

The Board noted that the counter top on the Board's table has delaminated several times over the past year. This was likely caused due to the heavy use, especially during elections when the units are moved. The Administration has solicited proposals from Tuttle Lake Woodworking to resolve the issue. The Board reviewed copies of the two proposals submitted by Tuttle Lake. The first option at a cost of \$2,950.00 is a laminated surface that would require that the underside of the counter top be sealed. The second option at a cost of \$5,900.00 is a solid surface, man-made material that cannot delaminate. The second option is a heavier solid material that is uniform throughout and can be buffed should it get scratched or scuffed. Specifically, the material is similar to a "Corian" surface. The Administration is looking for direction from the Board so that it can fund the project in the Town's CY 2020 General Fund Budget.

- Administrator Johnston explained the difference between the two materials. He noted that the solid surface option is the longer-term solution, but as such, is more costly.

MOTION:

Motion by Supervisor Grundman

Motion to replace the existing Board surface with a new laminated top for a cost of \$2,950.00

The motion died for lack of a second.

MOTION:

Motion by Supervisor Reif to utilize the existing surface and to review the condition of the top next year.

Second by Supervisor Grundman

Motion carried by unanimous voice vote

- F. Discussion/Action: Town Board review and consideration of awarding a Contract to Radke Contractors, Inc., 6408 Cross Road, Winneconne, WI 54986 for the Developer funded construction of a Cul-De-Sac at the east terminus of Westfield Ridge in the Town of Clayton.

The Board reviewed the Bid tabulation for the project to develop a cul-de-sac at the east terminus of Westfield Ridge. The Town’s Engineer (Martenson & Eisele, Inc) and staff received the bids for the project with the low bidder for the project being Radtke Contractors, Inc. of Winneconne, Wisconsin 54986, at a cost of \$61,598.05. Staff advised the Board that this is a Developer funded project with the Developer paying for the full burden cost of construction of the project. The Administration recommended that the Board award the contract to Radtke Contractors, Inc. of Winneconne at a cost of \$61,598.05 with the funding to come from a Developer.

MOTION:

Motion by unanimous consent to award the contract to Radtke Contractors, Inc. of Winneconne, Wisconsin at a not-to-exceed amount of \$61,598.05 subject to receiving a Developer’s Agreement outlining the funding option for the project that is to be signed by the Town Chair.

XI. Review of Disbursements

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

XIII. Upcoming Meeting Attendance:

- Chair Geise noted he is unable to attend the Board’s September 4, 2019 Meeting.

a. Town Board action to schedule the CY 2020 Budget Meetings.

The Board scheduled the following budget workshops:

- Tuesday, September 17, 2019 from Noon to 2:00 p.m.
- Tuesday, September 24, 2019 from Noon to 2:00 p.m.
- Tuesday, October 1, 2019 from Noon to 2:00 p.m.

- Tuesday, October 8, 2019 from Noon to 2:00 p.m.

Additional Date if needed:

- Tuesday, October 15, 2019 from Noon to 2:00 p.m.

XIV. Board Member Requests for Future Agenda Items: None

XV. Adjournment

MOTION:

Motion made by unanimous consent to adjourn at 8:04 p.m.

Respectfully submitted,
Holly Stevens, Clerk