

TOWN OF CLAYTON

Special Town Board of Supervisors Meeting

First CY 2020 Budget Review Workshop

Meeting Minutes

Noon – 2:00 P.M. on Tuesday, September 17th, 2019

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

I. Call to Order

- Pledge of Allegiance
- Verification of Notice
- Meeting Roll

Board of Supervisors

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

Staff

Administrator Johnston	PRESENT
Assist. Admin. Straw	PRESENT
Clerk Stevens	PRESENT
Treasurer Schiessl	PRESENT
Public Works Foreman Pfankuch	PRESENT

II. Business:

A. Town Board review of the following Draft CY 2020 Budget Items:

- a. Draft CY 2020 General Fund Revenue Budget
 - Assistant Administrator Straw reviewed the General Fund Revenue Budget with the Board
- a. Draft CY 2020 Storm Water Management Utility Revenue Budget
- b. Draft CY 2020 Storm Water Management Utility Expense Budget
- c. Draft CY 2020 Storm Water Management Utility Capital Budget
 - Assistant Administrator Straw reviewed the Storm Water Management Utility Budgets with the Board
 - Administrator Johnston asked if the Board had an interest in exploring the possibility of contracting the Town’s larger Storm Water Management Projects and refocusing the Public Works Department Crew back to the more traditional public works functions such as road maintenance, shouldering, building and grounds maintenance, etc.

- Foreman Pfankuch explained that the department struggles to complete Storm Water Management projects quickly because they are regularly called away to deal with other public works matters and are unable to consistently stay on a project.
 - Administrator Johnston also noted that contracting the Storm Water work to an outside contractor will likely reduce the “level of service” slightly because the contractor will follow the engineered plans and most likely will not have a vested interest in the project other than its completion. He advised the Board that Staff will have to make a direct effort to monitor active Storm Water projects in order to maintain the level of service and product which has historically resulted from our own Public Works crew completing the work.
 - The Board directed Staff to modify the affected budgets to reflect the suggested changes for their review at the next Budget Workshop.
- a. Draft CY 2020 Solid Waste and Recycling Special Revenue Fund, Revenue Budget
 - b. Draft CY 2020 Solid Waste and Recycling Special Revenue Fund, Expense Budget
 - c. Draft CY 2020 Solid Waste and Recycling Special Revenue Fund, Capital Budget
 - Assistant Administrator Straw reviewed the Solid Waste and Recycling Special Revenue Fund Budgets with the Board
 - It was noted that the fund has a shortfall of approximately \$8,000 due to increased costs without the associated increase in fees for service.
 - The Board indicated the fee charged for services should be discussed at an upcoming meeting with consideration being given to an increase in order to cover the expenses.

III. Adjournment

MOTION:

Motion to Adjourn by unanimous consent at 1:17 p.m.

Respectfully submitted,
Holly Stevens, Clerk