

TOWN OF CLAYTON  
Town Board of Supervisors

Meeting Minutes

7:20 P.M. on Wednesday, November 2<sup>nd</sup>, 2016

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

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I. Call to Order:

A. Notice Verification, Roll

1. Town Board Chairman Geise called the meeting to order at 7:20 P.M.
2. Pledge of Allegiance recited.
3. Meeting properly posted at three locations in the Town.
4. 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
Treasurer Straw	PRESENT
Deputy Clerk Stevens	PRESENT
Town Engineer – Mary Jo Miller	PRESENT
Town Attorney – Ashley Lehocky	PRESENT

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

III. Approval of Minutes:

- A. Approval of the Minutes of the Regular Town Board Meeting held at 7:00 P.M. on Wednesday, October 19<sup>th</sup>, 2016.

**MOTION:**

Motion made by unanimous consent to approve the Minutes of the Regular Town Board Meeting held at 7:00 P.M. on Wednesday, October 19<sup>th</sup>, 2016.

IV. Open Forum – Town-related Matters not on the Agenda: NONE

V. Correspondence:

- A. Excerpts from the Minutes of the Winnebago County Board Meeting of Tuesday, October 18<sup>th</sup>, 2016.
- B. Fall 2016 Report from the Fox Cities Regional Partnership.
- C. Larsen Drainage District Meeting Information.

- VI. Discussion Items (No action will be taken):
- A. County Supervisor Report
    - 1. No Report
  - B. Winnebago County Sheriff's Department – Public Concerns and Issues
    - 1. No Report
  - C. Clayton-Winchester Fire Department
    - 1. Al Kuenzi reporting
      - 213 calls year to date
      - Antenna for Public Works radio system installed
      - Search and Rescue, Rapid Intervention, and Live Fire training completed
      - Grant Application being written for Air Packs
      - Fall Inspections started
      - Accepting Applications for Clayton Fire Rescue and First Responders
      - Blood Mobile schedule for 12/06/2016
    - 2. Cindy Pfankuch reporting
      - 179 calls January 1 to October 31, 2016 (195 for Clayton, 73 for Winchester)
      - Majority of calls were motor vehicle crashes
      - 33 calls utilizing advanced skills—mostly blood sugar issues
      - Squad completed epinephrine by needle/draw training—submitting to State
      - Graduating class of new First Responders in December
  - D. Larsen-Winchester Sanitary District
    - 1. No Report
  - E. Administration Comments
    - 1. Richard Johnston, Town Administrator reporting
      - Election: Early Voting—850 participants to date
      - Election: Working to minimize lines as much as possible
      - Office is prepping for upcoming tax season
- VII. Operator Licenses Issued by the Town Clerk:
- A. New:
    - i. Bridget Hammett
  - B. Renewal:
    - i. None
- 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. No Referrals.
- IX. Business referred by the Green Space Committee:  
Town Board receipt, review, and consideration of Green Space Committee Referrals (first Town Board meeting of the month):
- A. No Referrals.
- X. Business:
- A. Discussion/Action: Town Board review and consideration of Resolution 2016-010 A Resolution Adopting the CY 2016 Tax Levy payable in CY 2016/17 as set by the Wednesday, November 2<sup>nd</sup>, 2016 Special Meeting of the

Town Electors; and Adopting the Town’s CY 2017 Budget as Presented by the Town Board.

The electors set the Town of Clayton CY 2016 Tax Levy of \$1,345,836.95 at the Special Meeting of the Town Electors held immediately before this meeting.

**MOTION:**

Motion by: Supervisor Schmidt

Second by: Supervisor Lettau

Motion made to approve Resolution 2016-010 A Resolution Adopting the CY 2016 Tax Levy of \$1,345,836.95 payable in CY 2016/17

**ROLL CALL VOTE:**

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

Motion carried with a 5-0 vote

- B. Discussion/Action: Town Board review and consideration of the Town Chair’s recommendation on the possible purchase of property on Clayton Avenue north of USH “10” in the Town of Clayton.

The Chair reviewed the specific properties and the costs associated with the proposed purchases. As with previous property purchases in the area these purchases are intended to thwart the ability of the Village of Fox Crossing to annex property. He also explained the potential value of investing in the utilities development within the USH “10” corridor. Part of this investment would include electrical service which would allow for a substantial commercial development proposal to move forward. The funding for either the property purchase or the utilities development would come from the Town’s General Fund reserve accounts, but the Town has only enough funding to do one or the other investments.

**MOTION:**

Motion by unanimous consent to develop the utilities services

- C. Discussion/Action: Town Board review and consideration of a presentation by Kathy Blumreich, Senior Vice President, Treasury Management from FNB Fox Valley and a request by the Town Treasurer to change the Town’s bank accounts to FNB.

Ms. Blumreich presented the services and details associated with municipal accounts with comparison to the traditional banking services the Town currently is using. The services municipal banking services offered through FNB would result in substantial reduction in fees for the Town.

**MOTION:**

Motion by unanimous consent to change the Town of Clayton accounts to FNB.

- D. Discussion/Action: Town Board review and consideration of a donation from the proceeds of the CY 2016 ClaytonFest revenues by Drifter’s Snowmobile Club and the dedication of those funds to the maintenance of the Friendship Trail facility.

Last year the Town Board accepted the donation from the proceeds of the CY 2015 ClaytonFest revenues by the Drifter’s Snowmobile Club and the dedication of those funds to the maintenance of the Friendship Trail facility. The donation from the Drifter’s Snowmobile Club this year is \$1,828.49. This year both the Administration and the Green Space Committee are recommending that the Board thank the Drifter’s Snowmobile Club for their generous donation and dedicate the funds to the repair and maintenance of the Friendship Trail in the Town of Clayton.

**MOTION:**

Motion by unanimous consent to accept the donation from the Drifter’s Snowmobile Club and to dedicate the funds to the maintenance and repair of the Friendship Trail in the Town of Clayton.

- E. Discussion/Action: Town Board review and consideration of an Amendment to the list created by Resolution 2015-015 A Resolution Creating a Statutorily Required List of Appointed Election Poll Workers for the CY 2016/17 election cycle to add the following to the list of approved poll workers:
- i. Darlene M. Kramer, 878 Mill Pond Lane, Neenah, WI 54956

**MOTION:**

Motion by unanimous consent to amend and add Darlene M. Kramer to Resolution 2015-015 A Resolution Creating a Statutorily Required List of Appointed Election Poll Workers for the CY 2016/17 election cycle.

- XI. Review of Disbursements
- XII. Review of General Fund Budget Update (Second Town Board meeting of the month)
- XIII. Upcoming Meeting Attendance—none
- XIV. Board Member Requests for Future Agenda Items—none
- XV. Adjournment:

**MOTION:**

Motion made by unanimous consent to Adjourn at 8:03 p.m.

Respectfully submitted,

Holly Stevens, Deputy Clerk