

VILLAGE OF CLAYTON BOARD MINUTES
January 07, 2019

The Village of Clayton Board of Trustees met in regular session on January 07, 2019 at the Village Municipal Building. President Joe Berghammer called the meeting to order at 7:00 PM. Roll call: Jon Bartz, Cris Casarez, LuAnn Scharmer, Travis Krueger, and Shawn Schradle. A quorum of six (6) was confirmed. Also present were Public Works Director Sheldon Donath, Police Chief Ray Parr, and Fire Chief Don Kittelson, along with residents Ivanna Bergmann, Jenny Bergmann, Joan Meyer, and Casandra Robinson. All joined in the Pledge of Allegiance.

Motion by Bartz to approve the agenda, second by Casarez. Voice vote: Ayes-6 Nays-0
Motion carried.

Motion by Scharmer to approve the minutes from the December 03, 2018 Public Budget Hearing and regular board meeting, second by Krueger. Voice vote: Ayes-6 Nays-0
Motion carried.

Motion by Schradle to accept the Treasurer's November, 2018 bank reconciliation and the December, 2018 check register, second by Scharmer. Voice vote: Ayes-6 Nays-0 Motion carried.

Public comment: None

Casandra Robinson came before the board to express interest in the vacant trustee position. She made some brief comments and was asked a few questions by the board.

Motion by Scharmer to appoint Robinson to fill the Board of Trustees vacancy (term ending April, 2020), second by Casarez. Voice vote: Ayes-6 Nays-0 Motion carried.

Clerk administered the Oath of Office to Robinson and she was seated on the board.

Discussion on quotes to make meeting room furnace modifications. Action postponed for clarification of scope of services due to large difference in quoted amounts.

Discussion regarding Bob Carlson property acquisition by the village. Board to meet at 9:00 AM on Saturday (12th) to view the property and meet with Bob.

Motion by Bartz to revise the Police Department paper service fee as follows:

\$60.00 for up to three attempts

\$10.00 for each subsequent attempt

\$15.00 for each additional person at the same address,

second by Schradle. Voice vote: Ayes-7 Nays-0 Motion carried.

Discussion regarding quote and financial responsibility for new fire hall door to accommodate new truck. One quote in hand is for \$2,900.00 for the door, opener, and installation. The opening would have to be modified by Public Works or Fire Department personnel. Action postponed for the board to get door specifications and possibly a second quote.

Clerk presented first drafts of 2019 Water & Sewer Dept. budgets. Action postponed until a future meeting and/or work night.

Department Reports

Administration / Planning Commission:

Clerk – Letters have been mailed to No. Prentice St. home owners with private wells regarding hook-up to village water supply, have been busy collecting taxes and preparing for auditors, no state-wide primary scheduled in February.

Berghammer – New Polk County Sheriff Waak will be at the February board meeting, would like to have Zoning Adm. & Building Insp. Ben Campbell attend the next Plan Comm. Meeting (Jan. 15) as well as the Feb. board meeting, would like to add “Old Business” to the agendas so postponed items get dealt with. Discussion regarding new meeting room furniture.

Motion by Schradle to purchase tables and chairs for \$1,525.00 per quote reviewed, second by Scharmer. Voice vote: Ayes-7 Nays-0 Motion carried.

Public Works & Utilities

Discussion topics included ballfield lighting repairs, meeting room replacement windows, replacement street light on Prentice St. No., 15th St. gravel, and the ballfield ice rink. Also discussed the “no parking” policy on Prentice St. So. across from the school.

Water topics included Prentice St. No. water hookups.

Sewer topics included the WWTP filter building window, new water and sewer service at 145 Caudy Dr., and the purchase of radio read meters. Also discussed a recent sewer backup on Prentice St. So.

Police Department:

Chief Parr shared a printed handout with the board. Clerk to ask auditors for their recommendations on village department credit cards.

Fire Department & First Responders:

2018 summary: Department responded to seven structure fires, two CO alarms, four car accidents, two weather related issues, two car fires, and two lift assists. Department received

mutual aid six times and provided mutual aid twice. There were 102 First Responder runs. There was one fire run in December and four First Responder runs. There will be an EMS conference in Rice Lake in March. On Jan. 17 at 7:15 PM at the fire hall, WI Safety and Public Services will be here to Explain SPS 330. Fire Committee members and the Village President were asked to attend. Elections were held in December – one tie to be broken at next meeting.

Parks & Rec.:

Discussion included potential work with the DNR on a Lake Camelia management plan, brochures which have been ordered, and a spaghetti supper fund raiser to be held at 7 Brothers on Feb. 02 beginning at 4:30 PM.

Future meetings: Plan Commission on Tuesday, Jan. 15 at 6:30 PM.

Next regular meeting Monday, Feb. 04 at 7:00 PM

Motion by Schradle to move into closed session proceedings under WI Statutes 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercised responsibility and to consider issues related to employee insurance benefits and staffing levels, second by Krueger. Roll call vote: Bartz-Yes Casarez-Yes Scharmer-Yes Krueger-Yes Robinson-Yes Schradle-Yes Berghammer-Yes Motion carried.

Motion by Schradle to return to open session, second by Bartz. Roll call vote: Bartz-Yes Casarez-Yes Scharmer-Yes Krueger-Yes Robinson-Yes Schradle-Yes Berghammer-Yes Motion carried.

Motion to adjourn by Krueger at 9:15 PM, second by Scharmer. Voice vote: Ayes-7 Nays-0 Motion carried.

David Fall, Village Clerk