

**VILLAGE OF CLAYTON BOARD MINUTES**  
**February 04, 2019**

The Village of Clayton Board of Trustees met in regular session on February 04, 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, Cassie Robinson, and Shawn Schradle. A quorum of seven (7) was confirmed. Also present were Public Works Director Sheldon Donath, Police Chief Ray Parr, and Fire Dept. Secretary/Treasurer Jenny Bergmann, along with residents Bob Carlson, Joan Meyer, and Bill Vanda. Also in attendance was Polk County Sherriff Brent Waak.

All joined in the Pledge of Allegiance.

Motion by Bartz to approve the agenda, second by Casarez. Voice vote: Ayes-7 Nays-0  
Motion carried.

Motion by Scharmer to approve the minutes from the January 07, 2019 caucus and regular board meeting, second by Schradle. Voice vote: Ayes-7 Nays-0 Motion carried.

Motion by Schradle to accept the Treasurer's December, 2018 bank reconciliation and the January, 2019 check register, second by Krueger. Voice vote: Ayes-7 Nays-0 Motion carried.

Public comment: None

Sherriff Waak introduced himself to the board and gave a brief summary of his personal and professional history and shared some of his goals and priorities for the Polk County Sheriff's Department.

Motion by Krueger to proceed with legal advice and cost estimates for the establishment of Bob & Joyce Carlson Park, second by Schradle. Voice vote: Ayes-7 Nays-0 Motion carried.

Motion by Schradle to approve the Jeff Young bid of \$575.00 to complete meeting room furnace upgrade, second by Casarez. Voice vote: Ayes-7 Nays-0 Motion carried.

Motion by Schradle to purchase an overhead door for the fire hall from Advanced Door Systems in the amount of \$2,985.00, second by Scharmer. Voice vote: Ayes-7 Nays-0 Motion carried.

Motion by Krueger to approve the reelection of Don Kittelson as Fire Chief, second by Casarez. Voice vote: Ayes-7 Nays-0 Motion carried.

Motion by Bartz to allow the Fire Department, at their expense, to procure and place permanent concrete barriers inside the guard rail at the pulling track as an added safety measure, second by Scharmer. Voice vote: Ayes-7 Nays-0 Motion carried.

### Department Reports

#### Administration / Planning Commission:

Clerk – All caucus nominees returned paper work, so the spring election will have a full slate of candidates. Auditors completed their field work from Jan. 14 to the 17<sup>th</sup>. There will be a rezoning hearing for 112 Clayton Ave. East on February 19<sup>th</sup>.

Berghammer – Would like to see a decision for a water rate case study in 2019.

By affirmation, the board approved \$800.00 for the mailing of senior and self-help housing needs surveys (981 addresses).

#### Public Works & Utilities

Discussion included the suspended ballfield lighting repairs, meeting room windows, replacement street light on North Prentice St., 15<sup>th</sup> street gravel, and performance issues with the 1-Ton truck.

The only water topic was the North Prentice St. water hookups.

Sewer topics included a questionable installation at 145 Caudy Drive, cleaning of sewer lines behind the school, the need to replace our 1993 gas monitor, sanitary sewer at 797 Co. Rd. D, and problems with frozen grinder pumps.

Motion by Krueger to approve the purchase of a new 4-gas monitor at a cost of \$2,398.00, second by Scharmer. Voice vote: Ayes-7 Nays-0 Motion carried.

#### Police Department:

Chief Parr shared a handout of his hours and activities and reminded the board that he had not been given a performance review.

#### Fire Department & First Responders:

There were five calls for service in January. The new pumper truck delivery has been delayed until June. Awards banquet was held on February 2<sup>nd</sup>.

#### Parks & Rec.:

684 fund raiser brochures were mailed. The spaghetti supper fund raiser resulted in about a \$4,000.00 profit.

Future meetings: Special meeting Wednesday, Feb. 13<sup>th</sup> for employee reviews. (Daniels/5:30, Parr/6:00, Donath/6:30, Fall/7:00 – in closed session)  
Plan Commission Hearing on Tuesday, Feb. 19th at 6:00 PM.  
Next regular meeting Tuesday, Mar. 12 at 7:00 PM

Motion by Bartz 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 Scharmer. Police Chief Parr was asked to stay for part of the closed session. 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 by Schradle to return to open session, second by Bartz. Roll call vote: Bartz-Yes Casarez-Yes Scharmer-Yes Krueger-Yes Schradle-Yes Berghammer-Yes (Robinson left during closed session). Motion carried.

Motion to adjourn by Krueger at 9:45 PM, second by Casarez. Voice vote: Ayes-6 Nays-0 Motion carried.

David Fall, Village Clerk