

## VILLAGE OF CLAYTON BOARD MINUTES

April 01, 2019

The Village of Clayton Board of Trustees met in regular session on April 01, 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 Chief Don Kittelson, along with resident Joan Meyer and Bill Vanda.

All joined in the Pledge of Allegiance.

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

Motion by Scharmer to approve the minutes from the March 07, 2019 regular board meeting and the March 19, 2019 special meeting, second by Krueger. Voice vote: Ayes-7 Nays-0  
Motion carried.

Motion by Schradle to accept the Treasurer's February, 2019 bank reconciliation and the March, 2019 check register, second by Casarez. Voice vote: Ayes-7 Nays-0 Motion carried.

Public comment: NONE

Action postponed on agenda items 6, 7, 8, and 9.

Motion by Krueger to approve securing a short-term line-of-credit in the amount of \$125,000 from Citizens State Bank, second by Scharmer. Voice vote: Ayes-7 Nays-0 Motion carried.

By affirmation the board approved having a village spring clean-up day on May 10 from 3:00 PM to 7:00 PM and on Saturday, May 11 from 8:00 AM to noon. **(NOTE: This was rescheduled to May 03 & 04 on April 02 because of a scheduling conflict at Waterman Sanitation)**

Clerk to put up a sign at the election and put the notice on the village website.

The board set the village annual spring drive-around for Monday, April 22<sup>nd</sup> at 5:00 PM / meet at the village hall. **(NOTE: This was rescheduled to April 24<sup>th</sup> at 5:00 PM)**

Motion by Schradle to approve a grant application by the Parks & Rec. Committee to Polk County Land & Water for a two-yr. study of Lake Camelia, second by Casarez. Voice vote: Ayes-7 Nays-0 Motion carried.

Motion by Bartz to house the police squad car in the main shop during summer hours with the truck and plows to be housed in the steel shed, second by Krueger. Voice vote: Ayes-7 Nays-0 motion carried.

Motion by Scharmer to draft a letter to the property owner of 301 Clayton Ave. W. to address ongoing safety issues and complaints from neighbors, second by Casarez. Voice vote: Ayes-7 Nays-0 Motion carried.

### Department Reports

#### Administration / Planning Commission:

Clerk – Election tomorrow (April 02), Open Book and Board of Review dates have been set.  
Berghammer – Would like financial report to include fund balances.

#### Public Works & Utilities

Discussion topics included ballfield lighting, the meeting room replacement windows, street light on North Prentice, 15<sup>th</sup> Street gravel, mowing vs. burning grass options, line painting, and street sweeping.

Water topics included North Prentice St. hookups and an inoperable curb stop on South Prentice St.

Sewer topics included service at 145 Caudy Dr., lining of sewer line behind the school, the sewer system at 797 Cty. Rd. D, and an upcoming NWWOA meeting in Rice Lake.

By affirmation, the board gave its approval for both DPW employees to attend the NWWOA training meeting in Rice Lake on April 12<sup>th</sup>.

#### Police Department:

Chief Parr shared a handout of his hours and activities along with his tentative April schedule.

Clerk to look into obtaining one or more village employee credit cards.

#### Fire Department & First Responders:

Chief Kittelson shared a handout with call information from March. Will be conducting spring grass burning as conditions allow.

By affirmation, the board approved allowing some of its members to volunteer helping with the controlled burns. They will be treated as Explorers in terms of authority and work performed.

Parks & Rec.:

Report was given during previous discussion of grant application.

Future meetings: Next regular meeting Monday, May 06 at 7:00 PM

Board of Review Thursday, May 16 (5:00 PM to 7:00 PM)

Motion to adjourn by Krueger at 8:30 PM, second by Schradle. Voice vote: Ayes-7 Nays-0

Motion carried.

David Fall, Village Clerk