

VILLAGE OF CLAYTON BOARD MINUTES
MAY 01, 2017

The board was given a tour of the WWTP buildings and construction site beginning at 6:00 PM.

At 7:00 PM, new Village President Joe Berghammer was administered the Oath of Office by the village clerk. Newly elected Trustees Cris Casarez, Travis Krueger, and Shawn Schradle were then administered their oaths of office by the village clerk.

The Village of Clayton Board of Trustees met in regular session on May 01, 2017 at the Village Municipal Building. President Joe Berghammer called the meeting to order at 7:05 PM. Roll call: Scott Donath, Cris Casarez, Jon Bartz, Shawn Schradle, Doug Anderson, and Travis Krueger. A quorum of seven (7) was confirmed. Also present were Public Works Director Sheldon Donath, Police Chief Grant Pickard, Fire Chief Don Kittelson, CPA firm Baker-Tilly partner Kim Shult, Jarrod McCurdy of Cedar Corporation, Alan Gabe, Jr., and Jenny Bergmann. All joined in the Pledge of Allegiance.

Motion by Bartz to approve the agenda (striking item 10), second by Anderson. Voice vote: Ayes-7 Nays-0 Motion carried.

Motion by Schradle to approve the minutes from the April 03, 2017 regular meeting, second by Donath. Voice vote: Ayes-7 Nays-0 Motion carried.

Motion by Schradle to accept the Treasurer's March, 2017 bank reconciliation and the April, 2017 check registers, second by Anderson. Voice vote: Ayes-7 Nays-0 Motion carried.

Public comment: none

Kim Shult, representing the village's auditing firm, Baker Tilly, gave a brief report on the village's financial position, including general fund, housing, TIF, water, and sewer departments. The final draft and the single audit on the WWTP improvement project should be complete by the end of May. She expressed the need for an increase in sewer rates in order to service the debt on the new construction, and answered a few questions.

Motion by Anderson to approve Staab Construction Pay Request #14 in the amount of \$56,525.00, second by Schradle. Voice vote: Ayes-7 Nays-0 Motion carried.

Motion by Schradle to approve A-1 Construction bid of \$23,979.00 to relocate water and sewer mains for the Highway 63 box culvert project (contingent upon bonding and insurance), and to allow Cedar Corporation to proceed with contracts, second by Krueger. Voice vote: Ayes-7 Nays-0 Motion carried.

The project will be completed between July 5th and September 1st. The WI DOT will reimburse the village for 38% of the project costs: \$6,623.02 of the \$17,429.00 sewer portion, and \$2,489.00 of the \$6,550.00 water portion. (\$9,112.02 of \$23,979.00, leaving \$14,866.98)

Motion by Anderson to approve Operator Licenses for 7 Brothers to Tyler Ketz and Krystle Pothen, second by Donath. Voice vote: Ayes-6 Nays-0 Abstentions-1 Motion carried.

Discussion of Clayton Cheese Days and scheduled events. No action taken.

Discussion of Flag Park location on village property and application for Rotary funds. No action taken, but item to be on agenda next month.

Police Chief Grant Pickard took the floor to make a presentation on the merits of the village's potential participation in a municipal court system, and gave a comparison between the court systems at Amery and Turtle Lake.

Motion by Anderson to pursue the village's inclusion in the City of Amery's municipal court system, second by Krueger. Voice vote: Ayes-7 Nays-0 Motion carried.

Motion by Bartz to approve the following committees and services:

- Public Works Committee (Casarez, Krueger, Schradle)
- Police Committee (Anderson, Bartz, Donath)
- FD / First Responders Committee (Anderson, Casarez, Donath)
- Official Newspaper (Amery Free Press)
- Official Depository (Citizens State Bank – Clayton),
second by Schradle. Voice vote: Ayes-7 Nays-0 Motion carried.

Motion by Anderson to approve the village clerk to secure a 6-month short-term loan in the amount of \$100,000.00 at Citizens State Bank for the purpose of operating funds, second by Krueger. Voice vote: Ayes-7 Nays-0 Motion carried.

Department Reports

Administration / Planning Commission:

Clerk – There were 105 voters (including two absentees) at the spring election, voting equipment is at Balsam Lake for scheduled maintenance. Brief updates given on Curtis Ventures and Nordquist litigations. Requested permission to attend 2-1/2 day professional conference in Stevens Point in June. Board approved by affirmation.

Berghammer – Requested a special meeting on May 10 to address village clean-up. Requested that committee meetings be staggered, beginning at 6:00 for the near term.

Public Works & Utilities:

Replacement truck has been ordered. Clean-up Day was very slow, street sweeping is complete and went well. By affirmation, the board approved the leasing of a tractor/mower from Polk Co. Hwy. for up to eight hours. By affirmation, the board approved the Tree City project planting a tree near the athletic field for future community tree-lighting ceremonies. Water mains will be flushed the week of May 01. By affirmation, the board instructed the DPW Director to get a price from Cedar Corp. to update water main mapping.

Motion by Schradle to purchase a new 6" water meter (approx. \$4,900.00) for Foremost Farms service, second by Casarez. Voice vote: Ayes-7 Nays-0 Motion carried.

DPW Director to get additional prices from Cedar Corp. for sewer line mapping and completion of discharge permit application. The board was informed about WWTP change orders:

#13 – drain for air gap pressure relief valve at Filter Building (\$1,031.00)

#14 – drain for sampler pipe at Headworks Building (\$1,891.00)

#15 – 16 ft. gravel access driveway with culvert (\$4,898.00)

Police Department:

The department logged 38 calls for service, made 1 arrest, and issued 7 citations and 9 warnings. Both officers took High Risk Traffic Stops training. There were 15 new cases, 3 assists to other departments, 2 outside assists to the Clayton PD, 0 court hours, 5 animal complaints, and 3 hours of foot patrol. 631 miles were put on the squad car.

Fire Department & First Responders:

There were 4 fire calls and 7 medical calls in April. The Fire Department has been working on changes to their by-laws. The new pumper truck is on hold until new fire protection contracts are negotiated.

Future meetings: Open Book on Wednesday, May 10 from 3 to 5 PM, Board of Review to follow from 5 to 7 PM – a board quorum is required for BOR. Special board meeting with village employees to follow at 7:00 PM. Next regular meeting Monday, June 05 at 7:00 PM.

Motion to adjourn by Krueger at 9:18 PM, second by Casarez. Voice vote: Ayes-7 Nays-0 Motion carried.

David Fall, Village Clerk