

VILLAGE OF CLAYTON BOARD MINUTES

May 04, 2020

The Village of Clayton Board of Trustees met in regular session on May 04, 2020 at the Village Municipal Building. President Joe Berghammer called the meeting to order at 7:00 PM. Roll call: Scott Donath, Cris Casarez, LuAnn Scharmer, Karrie Drinkman, Jenny Bergmann, and Cassie Robinson. A quorum of seven (7) was confirmed. Also present were Public Works Director Sheldon Donath, Police Chief Travis Murphy, and Fire Chief Don Kittelson, along with residents Dean & Mary Findley and Joan Meyer. Also in attendance were Seth Hudson of Cedar Corporation and village property owner Leif Ringstad (7:20 arrival).

All joined in the Pledge of Allegiance.

The Village Clerk administered the Oath of Office to newly elected Trustees Bergmann, Donath, Robinson, and Scharmer.

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

Motion by Scharmer to approve the minutes from the March 11, 2020 regular board meeting, second by Casarez. Voice vote: Ayes-7 Nays-0 Motion carried.

Motion by Robinson to accept the Treasurer's March and April, 2020 check registers and financial report, second by Casarez. Voice vote: Ayes-7 Nays-0 Motion carried.

Public comment:

Dean Findley addressed the board with his concerns regarding his recently sold property at 107 Oak Dr. and other adjacent surveyed lots. There is confusion regarding ownership and maintenance of the surveyed road serving this property, as well as rights-of-way and easements for roads and utilities. The board will have its village planning firm research and recommend action to eliminate any confusion.

Scharmer reported that Robert Carlson is ready to move forward with his property transfer to the village without an easement to access the property from the west.

Athletic field dugouts are progressing well. Casarez reported that one more work day should complete the block work.

Soil test samples at the Heintz property were recently taken by Cedar Corporation with the assistance of the Public Works Department. The purchase is on hold pending test results.

Seth Hudson of Cedar Corporation gave a presentation on the property boundaries for the newly proposed TID #3. It will require splitting two parcels in order to meet TIF contiguous property rules; one to be paid for by the village and one by property owner Joe Berghammer.

Motion by Drinkman to accept a proposal from Cedar Corporation to prepare a two-lot certified survey map near the southern intersection of US Hwy 63 and West Clayton Ave. at a cost not to exceed \$3,000.00, second by Donath. Voice vote: Ayes-7 Nays-0 Motion carried.

By affirmation, the board approved a proposal from Cedar Corporation to develop a new Recreational Zoning District in the Village of Clayton, and it will be forwarded to the Plan Commission for consideration.

Motion by Bergmann to adopt Ordinance #2020-01 – RESTRICTED ZONES, ACTIVITIES, AND RESIDENCE RESTRICTIONS FOR SEX OFFENDERS, second by Casarez. Roll call vote: Robinson-Yes Bergmann-Yes Drinkman-Yes Donath-Yes Casarez-Yes Scharmer-Yes Berghammer-Yes Motion carried.

Parks & Rec. has about \$7,300 of the \$17,000 needed to order the first phase of playground equipment. They recently submitted a grant proposal for equipment funding.

Since the village has no readily accessible, but secure location for it, Chief Murphy will offer the prescription drug drop box back to the Polk County Health Department.

Motion by Scharmer to approve The Amery Free Press as the official village newspaper and Citizens State Bank as the official village depository, second by Casarez. Voice vote: Ayes-7 Nays-0 Motion carried.

Karrie Drinkman was appointed to the Board of Review. Clerk will be responsible to get her trained and state certified.

A brief discussion of the annual drive-around was held. Clerk is to research the age restriction for mobile homes to be allowed into the village mobile home park.

Discussion on the proposed water and sewer department budgets presented by the clerk. Clerk is to get input from Ehlers Company as to the structure of the water department budget before the board entertains passage.

Department Reports

Administration / Planning Commission:

Clerk – FEMA storm relief application has been sent to Wisconsin Emergency Management for payment processing. April 7th election had 14 absentee and 72 in-person voters. Federal 7th

Congressional seat election coming up on May 12th. Zoning Administration services from Cedar Corporation have been prompt and thorough.

Berghammer – Made the following committee assignments:

Public Works (Donath-Chair, Drinkman, Scharmer)

Police (Berghammer, Bergmann, Casarez, Robinson)

Fire Department & First Responders (Casarez, Donath, Robinson)

Plan Commission (two former board members on committee need to be contacted)

Board of Appeals (Clerk to contact potential candidate for alternate position)

Housing, RLF, Façade (need candidate to replace vacant chairmanship)

Amery Ambulance Board (Bergmann)

Public Works & Utilities

Discussion topics included the 15th Street LRIP project status, street light outages, Lake Camelia sampling – no stocking this year, a possible rescheduling for Clean-up Days, a portable toilet at North Park, needed blacktop repair at Clayton Ave. West and Hwy 63, and needed street signs for Prentice St.

DPW Director to get a bid for blacktop repair on Roosevelt Avenue to be done at the same time.

By affirmation, the board approved Clean-up Days on May 15 & 16.

Police ---There were 46 calls for service last month with no arrests and two citations issued. Chief has spent a considerable amount of time at the mobile home park. The squad build project should be complete tomorrow.

Fire & First Responders ---In March and April there were no fires, but one power line call and two gas leak calls in the Township of Clayton. There were two grass fires along with one mutual aid response to a grass fire in the Township of Turtle Lake. First Responders had eight calls in the Village, five in the Town of Clayton, and one in the Town of Vance Creek.

Motion by Casarez to authorize the Fire Department to send their updated by-laws to the village attorney for review, second by Donath. Voice vote: Ayes-7 Nays-0 Motion carried.

Chief Kittelson will be meeting with the Town of Clayton to discuss a second fire station in the township.

Parks & Rec ---No fund raisers planned because of the Safer-at-Home order in effect. There is some community interest in more benches and price comparisons are on-going.

Future meetings: Next regular meeting June 01 at 7:00 PM

Motion to adjourn by Casarez at 9:55 PM, second by Scharmer. Voice vote: Ayes-7 Nays-0 Motion carried.

David Fall, Village Clerk