

# VILLAGE OF CLAYTON BOARD MINUTES

July 15, 2020

The Village of Clayton Board of Trustees met in regular session on July 15, 2020 at the Village Municipal Building. President Joe Berghammer called the meeting to order at 7:06 PM. Roll call: Scott Donath, LuAnn Scharmer, Karrie Drinkman, Jenny Bergmann,, Cassie Robinson. Absent: Chris Casarez. A quorum of six (6) was confirmed. Also present were Public Works Director Sheldon Donath, Fire Chief Don Kittleson, Police Chief Travis Murphy was late to the meeting due to police business.

All joined in the Pledge of Allegiance.

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

Motion by Robinson to approve the minutes from the June 1, 2020 regular board meeting, second by Drinkman. Voice vote: Ayes - 6 Nays - 0. Motion carried.

Motion by Robinson to accept the Treasurer's June, 2020 check registers and financial report, second by Drinkman. Voice Vote: Ayes - 6 Nays - 0. Motion carried.

## Public Comment:

Jenny Bergmann spoke on behalf of the Fire Department asking to get a Picnic License and two temporary operator licenses for Don Kittleson and Mike Olson, for September 5-6, 2020 for the 16th Annual Benefit tractor-truck pull.

Motion by Drinkman to approve a Class B beer license for the Benefit tractor-truck pull on September 5-6, 2020, second by Donath. Voice vote: Ayes - 6 Nays - 0. Motion carried.

Motion by Drinkman to approve temporary operator licenses to Don Kittleson and Mike Olson contingent on background checks, second by Scharmer. Ayes - 6 Nays - 0. Motion carried.

Robert Carlson land - LuAnn talked to Bob last week and he is still waiting for the surveyor to get the paperwork drawn up. He was going to check with the surveyor again. Bob asks that we get volunteers to clear out the tree line on the east side of the property.

Update on dugout roofs - Update from Scott Donath - The roofs are on. They have some caulking to do and need to match the colors yet. The school is taking care of the

benches for the dugouts. Joe would like to have a thank you sent to County Concrete Foundation for their donation for the dugouts.

Update on TIF #3 - Things are moving along as planned. The next meeting on this is August 3, 2020.

Motion made by Drinkman to approve payment of \$13,901 for the resurfacing of Church St. from Polk Ave. east to the school, second by Bergmann. Voice vote - Ayes - 6 Nays - 0. Motion carried

Dean and Mary Findley on Oak Dr. - surveyed lot sale policy with regard to public road development requirement vs. current private road status. We had no information on this so it was TABLED until our next meeting. Joe will look into this for more information.

(Discussion on liability insurance renewal with Community Insurance Corporation. Insurance expired. The agent called Sheldon about it because the premium hadn't been paid. Agent said he would renew it so we were covered, and if we chose to go with another company it would not be a problem. We cannot let insurance lapse. Also Don Kittleson asked if we could make sure the new fire truck was included in the insurance.)

Motion made by Bergmann to renew insurance with Community Insurance Corporation with contingency that rates are comparable to other rates, second by Robinson. Voice vote - Ayes - 6 Nays - 0. Motion carried.

Motion by Bergmann to renew property and vehicle insurance and worker's compensation insurance with EMC Insurance contingency that rates are comparable to other rates, second by Drinkman. Voice vote - Ayes 6 Nays - 0. Motion carried.

Motion made by Robinson to renew Police Services Contract with the Clayton School District 2020-21 school year, second by Bergmann. Voice vote - Ayes 6 Nays - 0. Motion carried.

Motion made by Bergmann to approve the bid from Becks Sports Turf for the repair of the baseball diamond, second by Robinson. Voice vote - Ayes - 6 Nays 0. Motion carried. (Discussion on this included Sheldon's figures on the village cost for lime, supplying black dirt, village labor for this project at a cost of \$2200 less mobilization was questioned. If we work with the school on this, \$714 mobilization costs should be deducted from our price. Total price is about \$7887.20 minus \$714 mobilization.)

Discussion of revised option to patch blacktop on Roosevelt Ave. only as Clayton Ave. will be repaired when US Hwy 63 is resurfaced in 2022.

Motion made by Drinkman to approve non-budgeted expense authorizations and assuming corresponding debt obligations, second by Donath. Voice vote - Ayes - 6 Nays - 0. Motion carried.

## **Department reports:**

### **Administration -**

Joe would like to do personnel evaluations and discussion of job duties. July 29, 2020 we will meet with Don Kittleson at 5:30pm, Sheldon at 6:00pm, Cory at 6:30pm, Travis at 7:00pm, Dave at 7:30pm.

Faith and Moe churches would like to have Sunday church services at the Village Ball Park. All agreed that would be fine.

Pastor Margaret will not be available to be at the elections on August 11th. Who is approved to work? Do we need to get someone approved before the 11th?

Are we going to be looking at the Employee Benefit Surveys that Karrie put together? Could this be put on the agenda again?

### **Public works & Utilities**

There has been no word on the LRIP grant. Sheldon will check into this.

Street light outages - Sheldon spoke with Curt about the installation of the new LED's.

Blacktop repair at W Clayton Ave/Hwy 63/Roosevelt Ave will be put on hold. Hwy 63 will be blacktopped in 2022.

2022 Hwy 63 project. Replacement of culverts at Polk Ave/Hwy 63 at a cost of \$11,500. This needs to be included in the budget. Replacement of about 25' of curb and gutter at W Clayton Ave/ Hwy 63 needs to be replaced. This needs to go into the 2021 budget.

New street signs for Prentice Ave will be ordered.

Motion made by Berghammer to approve the purchase of marking paint for lines on Prentice and W Clayton Ave., second by Scharmer. Voice vote - Ayes - 6 Nays - 0. Motion carried.

Motion made by Robinson to approve ballfield lighting at a total cost of \$5519.28, second by Bergmann. Voice vote - Ayes - 6 Nays - 0. Motion carried.

Church St project - Once contractor is done paving there will be 2' of gravel shoulders put on the east side of the pavement and the finish grading around the culverts will be done as well.

Siren Reprogramming - Sheldon will take it out in the Fall (due to tornado/storm season now) and ship it to the factory for reprogramming. Cost of \$100 plus freight both ways.

Village obligation to assure if someone digs on the Foremost Farms contamination site that samples need to be taken and sent in. The information packet will be kept at the Village office with instructions.

## **Water**

DNR Sanitary survey - Still waiting on a reply from the DNR on our deficiencies. Sheldon contacted her again.

Discussion on how we do water/sewer line locates. It was decided to go by the state code that states only go to the curb stop. This information should be sent out in the water/sewer bills.

Wastewater pumps have all been repaired/inspected. They started discharging at the WWTP July 1, 2020.

We also discussed the demo derby site and the weed issue. We need to renew the agreement with the Lion's Club for the care of the demo pit.

## **Police Report**

Travis has his Annual Training for guards August 1 -16. One half of the training is in person and the other half is virtual. He is not sure how this will be set , so he may miss the next board meeting. In June there were 49 calls for service, one felony arrest, 7

citations were written, these were from speeding to operating after revocation or suspension. Several warnings were given out.

We also discussed the place on East Clayton Ave that hasn't had the lawn mowed in about 6 weeks. The neighbors on both sides of the place have complained. Did Dave send a letter out to her concerning this? If so the ten day rule must be expired and Sheldon says there is an ordinance in place that we can hire a lawn service to mow and put the charges on her tax bill. This is an ongoing problem that needs to be taken care of.

### **Fire and First Responders**

They will be having a potential fund raiser to purchase grain bin rescue equipment. There will be state certified pumper training next weekend. Don would like a water storage vessel (tank) to be placed north of the power pole by the pulling track for summer usage only. This could be moved if necessary. They would store the tank in the winter. It would be secure for safety. This would help the department so it would take only two people to get water.

Don talked about bills for the department not getting paid. Most bills are a 2nd notice. He has paid bills out of his own pocket. Can we get bills paid on time?

Jenny B. gave an explanation on the ambulance situation in the area. Most things are up in the air. She will keep us informed.

### **Park & Recs**

Update on Grace and MJ memorial - the online donation site is set up. If people want to pay by check Stacey has them send checks made out to Clayton Park & Recs, and people are to write Grace and MJ memorial in the memo. I am not comfortable with this. I believe they should be handling the donations that go to the memorial, and we should take care of the donations the Park & Rec get. Rochelle and LuAnn are going to be working with them to get this fixed.

We sent out letters to local businesses asking for donations. Trisha included the Grace & MJ memorial park in the letter and so far the donations we have gotten have been for that. We have filled out applications for grants. The Park & Recs will be getting a \$10,000 donation from Westconsin Credit Union in Barron (Tammy Jackson) very soon. We will be ordering swings hopefully next week to be placed at the ballfield.

Some of the Village board members and Park & Recs members met with two reps from Land & Water in Balsam Lake. They explained what can be done to improve Lake Camelia. There is a recreational grant program that will fund improvements at the boat landing related to access and usability including boardwalks, fishing piers, herbicide treatment, and dredging. We can pay \$3000 for the creation of an Aquatic Plant Management plan.

Motion made by Drinkman to approve up to \$3000 for APM plan with the Polk County Land and Water Resources Department, second by Bergmann. Voice vote Ayes -6 Nays0. Motion carried.

We have two families that would like memorial benches placed in town. Discussion on placing one at North Park. LuAnn will contact the families.

Park & Recs committee is wondering when we do the budget this year if some money can be put into an account for Park & Recs.

Next meeting for Park & Recs is August 19 @ 6pm.

The next regular meeting is Monday August 3 at 7:00pm.

Motion to adjourn by Bergmann at 9:15pm, second by Drinkman. Voice vote: Ayes - 6 Nays - 0. Motion carried.

LuAnn Scharmer, Village board Trustee