

**VILLAGE OF CLAYTON BOARD MINUTES**  
**August 03, 2020**

The Village of Clayton Board of Trustees met in regular session on August 03, 2020 at the Village Municipal Building. President Joe Berghammer called the meeting to order at 7:00 PM. Roll call: Cris Casarez, LuAnn Scharmer, Karrie Drinkman, Jenny Bergmann, and Cassie Robinson. A quorum of six (6) was confirmed. Scott Donath was absent. Also present were Public Works Director Sheldon Donath, and Fire Chief Don Kittelson, along with resident Tom Sprester. Police Chief Travis Murphy was unable to attend. Also in attendance were Seth Hudson of Cedar Corporation, Lindsey Dostal, and Tom and Mary Weiss.

All joined in the Pledge of Allegiance.

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

Motion by Scharmer to approve the minutes from the July 15, 2020 regular board meeting and the July 29, 2020 special board meeting, second by Robinson. Voice vote: Ayes-6 Nays-0  
Motion carried.

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

Public comment:

Lindsey Dostal addressed the board with a business proposal for utility trailer sales. She would like to display trailers on village property on US Highway 63 frontage in exchange for some type of lease payment "per sale". The board needs time to look into her request.

Scharmer reported that Robert Carlson is still waiting to finish survey work on his proposed village park site.

Seth at Cedar Corporation will work on a surveyed lot sale/road development policy for Oak Drive when our current TID work is complete.

Tom and Mary Weiss came before the board to ask for relief from an extraordinarily high water and sewer bill for the first quarter (dated 04/15/20 in the amount of \$1,327.04). Discussion regarding cause of high bill, village actions to investigate, and future actions by owner for preventing a repeat problem.

Motion by Bergmann to credit 50% of the bill to the customer, with the village absorbing the other 50% (\$663.52), second by Drinkman. Voice vote: Ayes-6 Nays-0 Motion carried.

Tom Sprester came before the board to inquire about the board's willingness to split one of his property parcels in the village. It would require a variance due to inadequate side setbacks and potentially create other restrictions for a potential new owner. Clerk to contact the Village Zoning Administrator and have him communicate directly with Sprester as to the issues moving forward with a variance request.

Motion by Scharmer to adopt Resolution 2020-02 Amending the Project Plan of Tax Incremental District #2 and Establishing New Boundaries, second by Drinkman. Voice vote: Ayes-6 Nays-0 Motion carried.

Motion by Drinkman to adopt Resolution 2020-03 Adopting Project Plan of Tax Incremental District #3, second by Casarez. Voice vote: Ayes-6 Nays-0 Motion carried.

Motion by Scharmer to adopt Resolution 2020-04 Creating Tax Incremental District #3 and Establishing Boundaries, second by Drinkman. Voice vote: Ayes-6 Nays-0 Motion carried.

Motion by Bergmann to authorize the purchase of a new voting machine for use beginning Jan. 01, 2021 at a price of \$6,600.00 with the cost to be financed by Polk County and equally divided over two budget years – 2021 and 2022, second by Scharmer. Voice vote: Ayes-6 Nays-0 Motion carried.

Motion by Berghammer to approve issuing a temporary "Class B" liquor license and two operator permits to the Clayton First Responders for a fund raiser at the athletic field shelter area on August 22, 2020, second by Robinson. Voice vote: Ayes-6 Nays-0 Motion carried.

A few corrections were made to the 2020-21 village committee list.

### Department Reports

#### Administration / Planning Commission:

Berghammer – Made some additional comments regarding plans to address the request made during the public comment portion of the meeting.

Clerk – Thanked the board for their flexibility, help, patience, and understanding during his difficult personal month of July and noted the upcoming partisan primary election on Aug. 11.

#### Public Works & Utilities:

Discussion topics included the 2021 LRIP project, street light outages, needed blacktop repairs, work to be done prior to 2022 Hwy. 63 project, Prentice St. signs, ballfield work, ballfield lighting, Church St. finishing work, and siren reprogramming.

Water topics included the North Prentice Street water hook-ups and the DNR sanitary survey.

Sewer topics included the DNR response to the 2019 CMAR submission.

Police:

There were 59 calls for service in July: one arrest (domestic), five citations written, and several warnings issued. An activity report was distributed.

Fire & First Responders:

There were thirteen First Responder calls in July (3 village, 6 T of C, 2 T of VC, 1 T of Apple River, 1 T of TL) and eight fire runs (2 village, 3 T of C, 1 T of VC, 1 T of Apple River, 1 T of TL).

Motion by Scharmer to authorize the Fire Dept. to place a temporary water tank near the privacy fence, second by Casarez. Voice vote: Ayes-6 Nays-0 Motion carried.

Parks & Rec:

Parks & Rec. received a \$10,000 donation from Westconsin Credit Union for playground equipment. They are working on a fund raising "thermometer" and an aquatic plant contract for Lake Camelia.

Motion by Drinkman to approve a street dance on October 03, to be co-sponsored by Citizens State Bank and the Parks & Rec. Committee, second by Robinson. Voice vote: Ayes-6 Nays-0 Motion carried.

Future meetings: Special meeting to discuss employee reviews Thursday, Aug. 13 @ 5:30 PM  
Next regular meeting Tuesday, Sept. 08

Motion to adjourn by Bergmann at 9:25 PM, second by Scharmer. Voice vote: Ayes-6 Nays-0 Motion carried.

David Fall, Village Clerk