

VILLAGE OF CLAYTON BOARD MINUTES

August 06, 2018

The Village of Clayton Board of Trustees met in regular session on August 06, 2018 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, and Alan Gabe. A quorum of five (5) was confirmed. Travis Krueger and Shawn Schradle were absent. Also present were Public Works Director Sheldon Donath, Fire Chief Don Kittelson and Police Chief Ray Parr, along with residents Joan Meyer, Al Briese, and Christopher Fultz. All joined in the Pledge of Allegiance.

Motion by Bartz to approve the agenda, second by Casarez. Voice vote: Ayes-5 Nays-0 Motion carried.

Motion by Bartz to approve the minutes from the July 10, 2018 regular board meeting, second by Gabe. Voice vote: Ayes-5 Nays-0 Motion carried.

Motion by Gabe to accept the Treasurer's June, 2018 bank reconciliation and the July, 2018 check register, second by Casarez. Voice vote: Ayes-5 Nays-0 Motion carried.

Public comment:

Al Briese came before the board requesting a refund for his zoning variance application since the Zoning Board of Appeals ruled that a residence may have a garage (either attached or detached) and one other building, which made his variance request unnecessary. Clerk to put this request on the September agenda.

Motion by Bartz to approve a temporary picnic beer license and two temporary operator permits for the Clayton Fire Department Annual Benefit Pull on the Saturday before Labor Day, second by Scharmer. Voice vote: Ayes-4 Nays-0 Abstention-1 Motion carried.

Discussion on the cost estimates to renovate the cold storage shed to accommodate the Police squad car. Decision postponed to a future meeting due to the high cost estimates.

Motion by Scharmer to have DPW put up a 72-hr. parking limit sign in the village parking lot, referencing the Village Ordinance number and noting that violators will be towed, second by Casarez. Voice vote: Ayes-5 Nays-0 Motion carried.

By affirmation, the board instructed Police Chief Parr to send a letter to the owner of the self-storage units at 149 Frontage Rd. S. to request that a "No Trough Traffic" sign be put up on the Clayton Ave. W. side of the buildings.

Vince Netherland of the Polk County Economic Development Corporation made a presentation regarding a multi-community effort to conduct a future housing needs study. The cost estimate is \$3 – 4,000 and would be an item for the 2019 budget. More information will be made available at a future meeting.

Discussion regarding a new computer at the Clerk's office. Current hard drive has a bad spot and will only get worse. Action postponed to next month when a quote can be obtained, but by affirmation the board granted permission to replace the computer in case of a total failure.

Discussion concerning athletic field lighting repairs. DPW has an estimate to replace approximately 25 missing bulbs at a cost of \$4,658. After discussion to put this item in the 2019 budget, Public Works Director was asked to get a per bulb price and to break out the lift portion of the estimate. There may be a man lift in the village for another project later this fall.

Motion by Bartz to approve a capital expenditure to blacktop the cross walk from the school to the athletic field, second by Casarez. Voice vote: Ayes-5 Nays-0 Motion carried.

Discussion regarding the village's use of the school's new electronic sign and a possible financial contribution. A decision was postponed and it was decided to have a special meeting on Thursday, August 23 to review the village capital needs list, prioritize those needs, and make a decision on the school sign at that meeting.

Decision on capital outlays for the municipal building was also postponed to the August 23rd special meeting.

Department Reports

Administration / Planning Commission:

Clerk – The \$140,000 capital improvement loan has been approved at Citizens State Bank, considerably more negative feedback on new sewer rates this quarter than last, fall primary election will take place on August 14th, Dorothy Sonka wishes to step down as Election Chief Inspector and will be replaced by Margaret Grant.

Berghammer – Requested that the Lions Club demo pit be placed on the agenda next month, discussed the rental property inspection effort, and shared a list of village properties without house numbers on the buildings. President would like to see a breakdown of Public Works hours by category.

Public Works & Utilities

Paving is complete on the Polk Ave. LRIP project with shouldering needed to be done. Other topics included leveling the culvert on 10th St. at Polk Ave., brooms for the street sweeper, and the ballfield sand pit.

Water topics included water hookups on North Prentice St. and hydrant repair at Prentice & Eisenhower.

Sewer topics included The WPDES permit reissuance hearing on August 22nd in Spooner and needed repairs (screen shock relay, headworks exhaust fan, and filter building window).

Police Department:

Chief Parr shared a handout of activities and citations issued during the month of July.

Fire Department & First Responders:

There was one fire run in July and one assist to the First Responders and twelve first responder runs. The new truck chassis should be built by mid-October. By affirmation, the board approved the use of village equipment for the Sept. 01 Benefit Pull.

Parks & Rec.:

The newly formed committee held their first meeting on July 30th. The members are enthusiastic and shared lots of needs, goals, and fund raising ideas. Patrick Beilfuss of Cedar Corporation attended and addressed the upcoming Nov. 01 grant application deadline.

Motion by Bartz to open a Park Fund Account at Citizens State Bank, second by Casarez. Voice vote: Ayes-5 Nays-0 Motion carried.

Future meetings: Thursday, August 23 at 6:00 PM

Tuesday, Sept. 04 at 7:00 PM.

Motion to adjourn by Gabe at 9:30 PM, second by Scharmer. Voice vote: Ayes-5 Nays-0
Motion carried.

David Fall, Village Clerk