

**VILLAGE OF CLAYTON BOARD MINUTES**  
**September 08, 2020**

The Village of Clayton Board of Trustees met in regular session on September 08, 2020 at the Village Municipal Building. President Joe Berghammer called the meeting to order at 7:00 PM. Roll call: Cris Casarez, LuAnn Scharmer, Jenny Bergmann, and Cassie Robinson. A quorum of five (5) was confirmed. Scott Donath arrived at 7:15. Karrie Drinkman was absent. Also present were Public Works Director Sheldon Donath, Police Chief Travis Murphy, and Fire Chief Don Kittelson, along with residents Joan Meyer and Shanna Roe. Also in attendance were Seth Hudson of Cedar Corporation and business owner Leif Ringstad.

All joined in the Pledge of Allegiance.

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

Motion by Scharmer to approve the minutes from the August 03, 2020 regular board meeting along with the Aug. 13 and Aug. 24, 2020 special board meetings, second by Casarez. Voice vote: Ayes-5 Nays-0 Motion carried.

Motion by Bergmann to accept the Treasurer's August, 2020 check registers and financial report, second by Robinson. Voice vote: Ayes-5 Nays-0 Motion carried.

Public comment: NONE

Scharmer reported that Robert Carlson has had a surveyor on site. He is waiting for a certified survey map and final easements. Ski trails are being cut on the property.

Seth Hudson shared a hand-out regarding multiple access from a shared driveway. Cedar will further define the language and bring it to the Plan Commission for review and recommendation.

Motion by Bergmann to shorten the noon fire whistle blast to "three to five" seconds beginning in November, second by Casarez. Voice vote: Ayes-6 Nays-0 Motion carried.

Motion by Scharmer to approve a \$600.00 expenditure to participate in the 2021 Polk County Visitors Guide, second by Donath. Voice vote: Ayes-6 Nays-0 Motion carried.

Motion by Robinson to approve the purchase and placement of limited time parking signs on Prentice St. So. in front of Citizens State Bank, second by Bergmann. Voice vote: Ayes-6 Nays-0 Motion carried.

Motion by Bergmann to approve \$87,725 in financing for the full list of capital projects presented to the board, second by Casarez. Voice vote: Ayes-6 Nays-0 Motion carried.

### Department Reports

#### Administration / Planning Commission:

Berghammer – Spoke to the need for board members to use the village concern form for items needing attention by village employees in order to have documentation.

Clerk – No comments.

#### Public Works & Utilities:

Discussion topics included the 2021 LRIP project, street light conversion to LED (complete), Hwy. 63 & Clayton Ave. W. blacktop repair, the 2020 Hwy. 63 project, Prentice St. signs, street painting, ballfield dirt work patching and lighting (complete), Church St. shoulder work (complete), spray patching contract for \$12,600.00 (approved by previous motion), 2021 micro sealing estimates, and the siren reprogramming (addressed by previous motion).

Water topics included Prentice St. No. water hook-ups and the DNR sanitary survey.

Sewer topics included the WWTP backup generator yearly service contract and the discontinuance of service parts for E-one 200 series grinder pumps.

Motion by Donath to approve a one-yr. service contract for the WWTP backup generator at a cost of \$696.90, second by Scharmer. Voice vote: Ayes-6 Nays-0 Motion carried.

#### Police:

Chief Murphy shared a handout of activities. Activity was limited due to his military duty. There were 21 calls for service with three felony arrests and one citation issued. No issues at Benefit Pull.

#### Fire & First Responders:

There were 11 first responder calls (seven in village, four in T of C) and three fire calls (one in village, two in T of C). Benefit pull went well. Fire hall is in need of some minor repairs.

#### Parks & Rec:

Two benches have been ordered from a supplier in Glenwood City. Mike Roe will paint them. The street dance has been postponed until spring. A raffle is upcoming and playground equipment has been ordered.

Next regular meeting: Monday, Oct. 05

Motion by Scharmer to go into closed session proceedings under WI Statutes 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, second by Casarez. Roll call vote: Donath-Yes Casarez-Yes Scharmer-Yes Berghammer-Yes Bergmann-Yes Robinson-Yes Motion carried. Berghammer requested that DPW Director Donath remain for closed session.

Motion by Robinson to return to open session, second by Scharmer. Roll call vote: Donath-Yes Casarez-Yes Scharmer-Yes Berghammer-Yes Bergmann-Yes Robinson-Yes Motion carried.

Motion to adjourn by Bergmann at 10:00 PM, second by Scharmer. Voice vote: Ayes-6 Nays-0 Motion carried.

David Fall, Village Clerk