

November 2, 2015

**VILLAGE OF CLAYTON
MINUTES AND BOARD PROCEEDINGS OF THE REGULAR BOARD TRUSTEE MEETING
NOVEMBER 2, 2015, 7:00 P.M.
VILLAGE MUNICIPAL BUILDING, 133 CLAYTON AVENUE EAST**

1. CALL TO ORDER

Village President Jenny Bergmann called a regular meeting of the Village of Clayton Board of Trustees to order at 7:04 p.m. Roll call: Jenny Bergmann, Scott Donath, Shawn Schradle, Dennis Heiken, Doug Anderson, Jon Bartz and Travis Krueger. Also present were Public Works Director Sheldon Donath, Police Chief Grant Pickard, and Clerk/Treasurer Bob Kazmierski. All joined to salute the flag.

2. APPROVAL OF AGENDA

Jon Bartz moved to approve the agenda, second by Doug Anderson, voice vote:

Ayes-7 Nays-0 motion passed.

3. APPROVAL OF MINUTES

Dennis Heiken moved to approve the minutes from the October 5, 2015 Board Meeting, second by Scott Donath, voice vote:

Ayes-7 Nays-0 motion passed.

4. PUBLIC COMMENTS

No Public Participation

5. APPROVAL OF TREASURER'S REPORT AND CHECK REGISTER TO DATE

Clerk/Treasurer Bob Kazmierski presented October (2015) Check Register and Bank Reconciliation dated from June 01, 2015 to September 30, 2015. Anderson moved to approve Treasurer's Report and Check Register, second by Travis Krueger, voice vote:

Ayes-7 Nays-0 motion passed.

6. DISCUSSION OF FOTH INFRASTRUCTURE, LLC CONTRACT AND SERVICES TO DATE

Village Board reviewed budget within professional services contract as well as expenditures to date submitted by Foth, LLC.

7. APPROVAL OF WASTE WATER TREATMENT PLANT (WWTP) INVOICES

WWTP had one claim. \$13,529.85 to Foth, LLC for final design services and sub-contractor (Cedar Corp) fees. Shawn Schradle moved to approve claims, second by Krueger, roll call vote:

Bartz-yes, Heiken-yes, Schradle-yes, Anderson-yes, Donath-yes, Krueger-yes, and Bergmann-yes; Motion passed

8. SCHEDULE SPECIAL MEETING TO CONSIDER BIDS FOR WWTP

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Official opening of construction bids will take place at Village Hall on November 19, 2015 at 1:30 P.M. Village Board will authorize a contract for WWTP construction at Village Hall during the December 7, 2015 Regular Board meeting.

9. CONSIDERATION OF AUTHORIZING LEGAL SERVICES

Existing professional legal service contract and other proposals were examined. Motion by Schradle, second by Anderson to authorize contract with Bakke-Norman Law firm to serve as corporation counsel for the Village of Clayton, voice vote:

Ayes-7 Nays-0 motion passed.

10. APPROVAL OF SEWER LOAN #92-03 AND WATER LOAN #91-01 PAYOFF

Clerk/Treasurer Kazmierski provided rate and term information on two past USDA-Rural Development Loans. The debt service and higher interest rates on these 40 year loans can be eliminated. USDA-Rural Development is encouraging the Village to payoff these older loans prior to WWTP project. Total payoff is \$59,429.81. Motion by Anderson, second by Hieken to payoff Sewer Loan #92-03 and Water Loan #91-01, voice vote (roll call):

Ayes-7 Nays-0 motion passed.

11. BUDGET REVIEW

Preliminary 2016 Budget presented for Village Board Review. The first budget workshop will be held at Village Office on November 11, 2015 at 6:30 pm

12. DEPARTMENTAL REPORTS

- i) Administration/Plan Commission/Zoning:
Village President Bergmann reported the results of Board of Appeals Variance Hearing and no Plan Commission meeting was held in October. Clerk/Treasurer Kazmierski provided information on Focus on Energy, Village three 6-month CD investments, and WI Department of Revenue is mandating Revaluation of Village in 2016.
- ii) Public Works & Utilities:
80th Ave Driveway discussed. No work has been done to date. Contract for service work on Ball Field lights has been signed. LRIP Grant application has been submitted. Road signage and crosswalk signage have been purchased and will be in place within next few weeks. 2016 contract for yearly inspection of water tower is due. Motion by Anderson, second by Schradle, to approve Cathodic Protection Corrosion Control System contract, voice vote:
Ayes-7 Nays-0 motion passed.
Service lateral at 107 Woodland Trails Road has been repaired.
- iii) Police Department:
Reported in September there were 725 miles put on the squad. In October, 0 arrests, 5 citations, 8 warnings, 0 training hours, 12 new cases investigated, 6 assists to outside agencies, 6 assists received from outside agencies, 3 court hours of court related matters, 2 animal complaints, and 4 hours of foot patrol. The PD part-time interviews have completed.
- iv) Fire & First Responders:

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Reported in October there were 2 fires, 3 medical calls, and 0 car accidents. Upcoming Hazmat training November 30th.

v) Ambulance:

Paramedic services plan is developed with full-time paramedic services being implemented within next two years. Costs may be the same due to higher billable hours.

First Responders rifle raffle tickets are available. Raffle held in November and is one of two fundraising efforts.

13. CONFIRMATION TO HIRE PART-TIME POLICE OFFICER

Bartz moved to approve the Police Commission's recommendation to hire Elizabeth Knutson as part-time police officer, second by Kruger, voice vote:

Ayes-7 Nays-0 motion passed.

14. FUTURE AGENDA ITEMS

CAN-DO Economic Development organization requests presentation at December Regular Board meeting.

15. ADJOURNMENT

Krueger moved to adjourn at 9:01 PM, second by Schradle, voice vote:

Ayes-7 Nays-0 Motion passed