

**VILLAGE OF CLAYTON BOARD MINUTES  
DECEMBER 05, 2016**

The Village of Clayton Board of Trustees met in regular session on December 05, 2016 at the Village Municipal Building. President Jennifer Bergmann called the meeting to order at 7:02 PM. Roll call: Scott Donath, Dennis Heiken, Jon Bartz, Shawn Schradle, and Doug Anderson. Travis Krueger was late (arrived at 7:25). A quorum of six (6) was confirmed. Also present were Public Works Director Sheldon Donath, Police Chief Grant Pickard, Don Kittelson, Bill Vanda, and resident Carrie Magnuson. All joined in the Pledge of Allegiance.

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

Motion by Anderson to open the Public Hearing for Resolution 2016-04 regarding village street and alley vacation, second by Schradle. Voice vote: Ayes-6 Nays-0 Motion carried.

There was no public comment pertaining to the street vacation resolution.

Motion by Schradle to adopt Resolution 2016-04 approving the vacation of street and alley in Block 1 of the original plat of the Village of Clayton, second by Donath. Voice vote: Ayes-6 Nays-0 Motion carried.

Motion by Anderson to close the Public Hearing portion of the meeting, second by Schradle. Voice vote: Ayes-6 Nays-0 Motion carried.

Motion by Heiken to approve the minutes from the November 07, 2016 regular board meeting, as well as four budget workshop meetings in November, second by Bartz. Voice vote: Ayes-6 Nays-0 Motion carried.

Motion by Heiken to accept the Treasurer's October, 2016 bank reconciliation and the November, 2016 check registers, second by Anderson. Voice vote: Ayes-6 Nays-0 Motion carried.

Public comment: none.

Motion by Schradle to approve **Staab Construction Pay Request #8** in the amount of \$140,635.15, second by Bartz. Voice vote: Ayes-6 Nays-0 Motion carried.

Motion by Anderson to approve the purchase of a 2" water meter and radio control for the WWTP at a cost of \$800.00 (to be split 50/50 between water and sewer departments), second by Schradle. Voice vote: Ayes-6 Nays-0 Motion carried.

Motion by Heiken to approve the signing of an updated Mutual Aid Fire Agreement with other Polk County Fire Departments, second by Krueger. Voice vote: Ayes-7 Nays-0 Motion carried.

Motion by Anderson to adopt Resolution 2016-06 in support of the Village of Clayton Electors Referendum Vote Supporting a Constitutional Amendment, second by Schradle. Voice vote: Ayes-7 Nays-0 Motion carried.

Motion by Anderson to approve four \$100 and one \$50 Christmas bonus to full and part-time employees respectively (three and one half to be paid as one employee inadvertently received such bonus previously in 2016), second by Krueger. Voice vote: Ayes-7 Nays-0 Motion carried.

### Department Reports

#### Administration / Planning Commission:

Clerk – Election went well / 196 voters. Referendum passed by wide margin. WWTP bond closing went smoothly. Courtesy calls to collect unpaid utilities before tax-rolling. Tax bills will be mailed by outside service for \$0.64 ea. (including postage).

Bergmann – Gave brief updates in regards to Curtis Ventures and Nordquist ongoing cases.

#### Public Works & Utilities:

LRIP paperwork for Woodland Trails will be submitted this week for reimbursement. Truck replacement for 1978 GMC will need to be financed in 2017. Street sweeper has been picked up, will be paid for in Jan., 2017. Waiting for paperwork from Ringstad to proceed with building inspections. Water tower inspection is complete - tower will need some major work in the next few years. Water tower cathodic protection system inspection complete – waiting for results. Water main flushing is in progress. Contract with Cedar Corp. for completion of Final Compliance Alternatives Plan has been signed.

#### Police Department:

The department logged 32 calls for service, made 1 arrest, and issued 6 citations and 9 warnings. There were 13 new cases, 3 assists to other departments, 2 outside assists to the Clayton PD, 3 court hours, 1 animal complaint, and 2 hours of foot patrol. 993 miles were put on the squad car.

#### Fire Department:

There was 1 fire call and 5 medical calls in November. Extrication training was conducted.

By affirmation, the Board approved a community holiday tree and use of village electrical service near the athletic field scoreboard.

By affirmation, the Board approved the placement of bluebird houses by 4-H club members at Centennial Park.

Motion to adjourn by Krueger at 8:30 PM, second by Anderson. Voice vote: Ayes-7 Nays-0  
Motion carried.

David Fall, Village Clerk