

**VILLAGE OF CLAYTON BOARD MINUTES**  
**December 07, 2020**

The Village of Clayton Board of Trustees met in regular session on December 07, 2020 at the Village Municipal Building. President Joe Berghammer called the meeting to order at 7:15 PM. Roll call: Scott Donath, Cris Casarez, LuAnn Scharmer, Karrie Drinkman, Jenny Bergmann, and Cassie Robinson. A quorum of seven (7) was confirmed. Also present were Public Works Director Sheldon Donath and Police Chief Travis Murphy, along with residents Bob Carlson and Joan Meyer. Also in attendance were Seth Hudson of Cedar Corporation, Guy Stewart of REAAD, and Bill Vanda.

All joined in the Pledge of Allegiance.

Motion by Casarez to approve the agenda, second by Scharmer. Voice vote: Ayes-7 Nays-0 Motion carried.

Motion by Scharmer to approve the minutes from the Nov. 18, 2020 virtual board meeting, second by Casarez. Voice vote: Ayes-7 Nays-0 Motion carried.

Motion by Robinson to accept the Treasurer's November, 2020 check registers and financial report, second by Donath. Voice vote: Ayes-7 Nays-0 Motion carried.

Public comment: NONE

Bob Carlson presented three copies of a certified survey map to be signed by the Village President and Clerk.

Motion by Scharmer to accept ownership of Carlson's certified parcel for the purposes of a village park, second by Robinson. Voice vote: Ayes-7 Nays-0 Motion carried.

Motion by Casarez to adopt Ordinance 2020-02 to amend Chapter 230 – Driveways (of the Clayton Municipal Code) as approved by the Plan Commission, second by Scharmer. Voice vote: Ayes-7 Nays-0 Motion carried.

Motion by Scharmer to approve an operator's permit on behalf of 7 Brothers, contingent upon a background check, second by Casarez. Voice vote: Ayes-7 Nays-0 Motion carried.

Guy Stewart of REAAD presented a proposal for a cell phone tower in the village and answered questions on behalf of Verizon.

Motion by Drinkman to approve \$100.00 Christmas bonuses for the four full-time village employees, second by Scharmer. Voice vote: Ayes-7 Nays-0 Motion carried.

By affirmation, January 04, 2021 was set as the date for the village caucus (7:00 PM) and the regular board meeting (7:15 PM).

### Department Reports

Administration / Planning Commission:

Berghammer – Discussed the need to regularly adjust water and sewer rates to keep up with increasing costs, the mobile home court, and the small parcel of land on US Hwy 63 which is not recorded properly.

Clerk – Reported that the Routes to Recovery grant application has been approved. He has been busy getting property tax billings ready, and preparing for WWTP and regular audits coming up.

Public Works & Utilities:

Discussion topics included Prentice St. street signs, siren reprogramming, and a proposed cell phone tower site (previous agenda item).

Water topics included North Prentice St. water hookups, the DNR sanitary survey, the Cathodic Protection System service contract, and radio read water meters. **Notice was received late today that one of the village wells has an unacceptable level of manganese, which will require an immediate notice be sent to all water consumers.**

Sewer topics included the WWTP backup generator yearly service contract, a filter building valve pit flood, and sludge building up in Pond #1.

Police:

Chief Murphy shared a handout with monthly activities. There were 31 calls for service resulting in two arrests, one being a felony. Two traffic citations were issued.

Motion by Scharmer to approve the purchase of a new computer for the Police Dept., budgeted for in 2021 at a cost of \$2,649.00, second by Robinson. Voice vote: Ayes-7 Nays-0 Motion carried.

Fire & First Responders:

Chief Kittelson continues his struggle with complications from COVID-19. Discussion topics included three fire protection agreements ready for signatures, F.D payroll and elections, the decision to not conduct a CBGD income survey, and the upcoming drive-through Santa Days. There has been a total of 131 calls YTD.

Parks & Rec:

Discussion topics included a Polk County Land & Water grant application meeting, an upcoming DNR meeting on Dec. 16 at 2:30 PM, and a cash prize raffle. There will be no participation in the community tree lighting this year because of COVID-19.

Next regular meeting: Monday, Jan. 04 – Caucus at 7:00 PM followed by regular meeting at 7:15 PM (per previous agenda item).

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 Drinkman-Yes Bergmann-Yes Robinson-Yes Motion carried.

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

Motion to adjourn by Robinson at 9:40 PM, second by Casarez. Voice vote: Ayes-7 Nays-0 Motion carried.

David Fall, Village Clerk