REGULAR MEETING OF THE VILLAGE BOARD  
VILLAGE OF CLAYTON

Meeting minutes from Village of Clayton Board, regular

session on Monday, December 4, 2023, at 6:00 PM, at the Village Municipal

Building located at 133 Clayton Ave. East.

1. Call to order

Roll call: Lillianna Wilson, Rochele Scribner-Winger, Joseph Berghammer, LuAnn Scharmer, Charlie Boese, Cris Casarez. Absent Bob Gilbertson

Pledge of Allegiance

2. Approval of agenda

Motion by Cris Casarez. Second by LuAnn Scharmer Ayes - 6 Nays- 0

3. Approval of minutes from November 1st, 2023 Special Meeting, November 9th, 2023, Special Meeting, November 9th, 2023 Regular Meeting & November 27th, 2023 Special Meeting.

Motion by Charlie Boese. Second by Lillianna Wilson Ayes - 6 Nays- 0

4. Acceptance of November 2023 check register

Motion by Charlie Boese. Second by Lillianna Wilson. Ayes - 6 Nays- 0

5. Public comment (3 minutes a person) - no public participation

6. Reports of Officers, Boards, Departments and Standing Committees:

a. Administration/Planning Commission – Foremost Farms agreement is being completed.

b. Police - 17 hours worked for past month. All hours worked by Officer Houx.

7 traffic stops that resulted in:

7 citations

4 warnings

1 civil issue

1 trespass

Still looking for a Part time Officer.

c. Public Works & Utilities

Ballfield Lighting –Public Works Donath to obtain an estimate to be obtained and set up a meeting with the board and the Clayton School Administration. Donation to Tech School (Instructor Lineman School )   
Maintenance Meeting Bill Example will be prepared.   
Motion to approve contract for Cathotic Protections by Charlie Boese. Second by Cris Casarez

Ayes – 6 Nays- 0

d. Fire & First Responders –

e. Parks & Recreation

Tree was decorated today, December 4th.

Tree Lighting ceremony on December 7th – Joe B to MC program.  
Sheldon will bring firepit and wood the day of the tree lighting.

7. Update regarding Prentice St. N. property owners in non-compliance with

water hookup ordinance. (2 properties not hooked up) – hoping for resolution soon

8. Update on water supply filtration system and funding options: Lynn McEntire is working on this…

Pending cell tower lease – good income that provides towards the budget

9. Condition of Lake Camelia – tabled

10. Discussion on Fire Protection for all lots - tabled

11. Motion to approve Village Handbook

Motion by Charlie Boese. Second by Lillianna Wilson. Ayes - 6 Nays- 0

Motion to approve Life & Dis. Thru Lincoln Financial by Lillianna Wilson; second by Charlies

Boese Ayes - 6 Nays - 0

12. Update on Gitzen Scout project – Sheldon has purchased some material for this. Will meet w/John to discuss further.

*NEW BUSINESS (#13- #22)*

13. Motion to approve donation to Clayton 1st Responders by Charlie Boese; second by Lillianna Wilson

Ayes - 6 Nays - 0

14. Discussion and possible action on election workers pay – tabled for further research

15. Motion to approve $125.00 Christmas bonus to Village employees by Charlie Boese; second by LuAnn Scharmer Ayes – 6 Nays - 0

16. Motion to approve exemption of Treasurers Bond by Charlie Boese; second by Cris Casarez

Ayes – 6 Nays - 0

17. Discussion and possible action on scheduling date for Caucus – tables

18. Motion to approve Fran Duncanson as an election inspector by LuAnn Scharmer; second by Charlie Boese Ayes – 6 Nays - 0

Motion to approve Fran Duncanson on training new clerk by Charlie Boese; second by LuAnn Scharmer Ayes - 6 Nays - 0

19. Discussion and possible action on refund of utility bill - no action; will get more information on this.

20. Discussion and possible action on quotes for computers, tablets – no action; will follow up w/Connecting Point

21. Future meeting dates / agenda items: Next regular meeting:

Fire Department – Dec 11th 2023 7:00 PM

Parks & Recreation – Jan 10th, 2024 at 5:30 PM

Police – TBD

Public Works – December 20th, 2023 at 5:30 PM

Regular Board Meeting –January 3rd, 2024 at 6 PM

22. Motion by Charlie Boese and second by Cris Casarez to adjourn. Ayes - 7 Nays- 0

Prepared by Lisa Lien, Village Clerk | Treasurer

The meeting room is disabled and handicapped accessible. Persons needing additional accessibility accommodations to participate in this meeting or hearing should contact the Village of Clayton Clerk’s Office at 715-948-2460 with as much advanced notice as possible.