

# VILLAGE OF CLAYTON BOARD MINUTES

April 12, 2022

The Village of Clayton Board of Trustees met in regular session on April 12, 2022 at the Village Municipal Building. President Joe Berghammer called the meeting to order at 5:30 PM. Roll call: Scott Donath, Cris Casarez, LuAnn Scharmer, Karrie Drinkman and Jason Anderson. A quorum of six (6) was confirmed. Also present were Clerk-Treasurer Dawn Nelson, Public Works Director Sheldon Donath and Fire Chief Bill Vanda. Residents Joan Meyer, Rochele Scribner-Winger, Dennis Heiken and Jeremy McAdams. Clayton School Superintendent Ed Cerney. Village Attorney Paul Mahler.

## 1. Call to order

- a. Roll call
- b. Salute to the flag

All joined in the Pledge of Allegiance.

## 2. Approval of agenda

Motion by Casarez to approve the agenda, second by Anderson.

Voice vote: Ayes-6 Nays-0 Motion carried.

## 3. Paul Mahler from Bakke Norman Law Office

Mr. Mahler explained that the Parks & Rec committee is a subcommittee to the Board but is an entity in itself. The Cando organization is set to do charitable events. The Cando members must come together to revive the organization and reappoint new members and officers; then the Board of Directors may make decisions such as filing documents to change the name. Mr. Mahler noted that the Board of Directors must follow the By-Laws which LuAnn Scharmer agreed to look for.

**4. Approval of minutes from March 7<sup>th</sup>, 2022 regular meeting; March 23<sup>rd</sup> special meeting.** Motion by Drinkman to approve the minutes from the March 7<sup>th</sup> and March 23<sup>rd</sup> board meeting, second by Casarez.

Voice vote: Ayes-6 Nays-0 Motion carried.

## 5. Acceptance of March 2022 check register and financial report

Motion by Scharmer to accept the Treasurer's March 2022 check registers and financial report, second by Anderson. Voice vote: Ayes-6 Nays-0 Motion carried.

## 6. Public comment

Resident Dennis Heiken presented the Board with a wall decoration that was made from the pine from the Clayton train depot that was demoed in 1964 that was salvaged by Abe Gilbertson.

Resident Jeremy McAdams moved into his home 6 years ago by Lake Magnor and began a mushroom farm. He wants to build a new building to double his production indoors for all year round farming. He said he sells to mostly to grocery co-ops in the cities. Mr. McAdams requested extending the water and sewer to the new building. Sheldon Donath noted that he already has the grinder pump. Joe Berghammer told Mr. McAdams to meet with his plumber and Sheldon to come up with a plan and bring it to the Board.

Clayton School Superintendent Ed Cerney was present to provide an update on Clayton Cheese Days in June. The Lions Club will only be doing the radio advertising this year. Mr. Cerney said he received a call from Tri State Amusement Carnival who said they had a cancellation and would like to set up their event at Cheese days at no cost to the Village. The Board agreed the Carnival reps should come to the Village to do some research as to where they would set up and what the weekend would entail for them and bring it back to the Board for further discussion.

**7. Consideration / possible actions resulting from updates: water supply filtration system and funding options / pending cell tower lease agreement.**

Discussion occurred and it was decided Jarrod McCurdy from Cedar Corp would attend a special meeting next week to further discuss options.

**8. Reports of Officers, Boards, Departments and Standing Committees:**

- a. Administration / Planning Commission
- b. Police
- c. Public Works & Utilities
- d. Fire & First Responders
- e. Parks & Recreation

Department Reports

Administration / Planning Commission:

Joe Berghammer said he and Paul drove around the Village and the trailer park and made some observations. Joe said he wants a reminder sent out to all Village residents reminding them that ordinances will be reinforced going forward. Residents need to clean up after themselves and if they don't fines will be implemented. Joe wants to have the mobile home owners to attend a Board meeting to discuss the mobile home ordinance before renewing their trailer park license. Joe is going to have the Townships accounting firm attend a Board meeting to discuss their services. Joe is also going to reach out to the Village attorney to discuss the road to the new cell tower.

### **Police:**

Joe Berghammer reported he had a conversation with Paul Houx to provide part time police services to the Village until the Board is able to find a Police Chief replacement. Joe provided the Board with a draft schedule for the few months for their review.

Motion by Scharmer to hire Paul Houx as a part time police officer for the Village, second by Donath.

Voice vote: Ayes-6 Nays-0 Motion carried.

### **Public Works & Utilities:**

Sheldon Donath distributed the maintenance department report for review. Sheldon confirmed that the Board wants to get porta potty's at North Park and Wayside again this year. And noted it would be the same style and same price as last year. Clean up days is schedule for Friday April 29<sup>th</sup>, 3:00 pm to 7:00pm; and Saturday April 30<sup>th</sup>, 8:00am to noon. Sheldon and Corey will be attending a conference in Turtle Lake on the 29<sup>th</sup> but will be back in time for the Clean up.

### **Fire & First Responders:**

Fire Chief Bill Vanda reported that there were 4 medical calls in March. The grass fire trucks are back in service now that winter is over. The fire department will be making changes to the rescue truck so they can add more rescue equipment. The department will be hosting a MAVIS meeting on April 21<sup>st</sup> at the Village hall. On March 15<sup>th</sup> 2022, Polk County allocated \$10,000 to each fire department in the county.

### **Parks & Rec:**

LuAnn Scharmer said Parks & Rec will do the walk run again at Cheese Days and will have their own posters for registration. They are waiting on the ground to dry so the playground equipment can be installed and wood chips laid out. The kickball tournament is schooled for August 6<sup>th</sup> and the next committee meeting is May 4<sup>th</sup> at 5:30.

### **9. Consideration / possible action regarding Village Clean Up Days.**

Sheldon Donath reported Village clean up days are scheduled for Friday April 29<sup>th</sup> from 3:00pm to 7:00pm and Saturday April 30<sup>th</sup> from 8:00am to noon. Sheldon provided a flyer that will be posted at the designated locations for the residents.

**10. Consideration / possible action regarding signs on Hwy 63/Cando Club**

Joe Berghammer distributed sample signs and a map proposing locations for signs on Highway 63. The signs will welcome people driving through and pointing out locations to Village businesses. The funds will come out of the Cando account and will not cost the Village anything.

Motion by Scharmer to have signs designed and placed on highway 63, second by Drinkman.

Voice vote: Ayes-6 Nays-0 Motion carried.

**11. Discussion – BakerTilly recommendation letter for 2021 financial statements.**

The Board reviewed the recommendation letter provided by BakerTilly.

**12. Any other pertinent business that may come before the board**

No Discussion

**13. Future meeting dates/agenda items: next regular meeting**

Special board meeting April 21<sup>st</sup> @ 5:30 at the Village Office

Next regular meeting May 2<sup>nd</sup> @ 5:30

Parks & Rec Committee May 4<sup>th</sup> @ 5:30

Public Works Committee

Fire Department Committee May 2<sup>nd</sup> @ 5:15

Police Department Committee

**14. Adjournment**

Motion to adjourn at 8:00 PM by Scharmer, second by Casarez.

Voice vote: Ayes-6 Nays-0 Motion carried.

Respectfully submitted,

Dawn Nelson,

Village Clerk/Treasurer