

VILLAGE OF CLAYTON BOARD MINUTES
AUGUST 2, 2022

The Village of Clayton Board of Trustees met in regular session on August 2, 2022 at the Village Hall. President Joe Berghammer called the meeting to order at 6:00 PM. Roll call: Jason Anderson, Charlie Boese, Cris Casarez, Karrie Drinkman, LuAnn Scharmer and Rochele Scribner-Winger. A quorum of seven (7) was confirmed. Also present were Clerk-Treasurer Dawn Nelson and Public Works Director Sheldon Donath. Lynn McIntyre and Seth Hudson from Cedar Corp. Mike Curtis, Lidia Curtis. Residents Gerry Gilbertson and family, Jeremy Adams and Bob Carlson. Ryan Peterson, CWS Security.

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 as amended, second by Scharmer.

Voice vote: Ayes-7 Nays-0 Motion carried.

3. Approval of minutes from July 12, 2022 regular meeting

Motion by Casarez to approve the minutes from the July 12, 2022 Board meeting, second by Scharmer. Voice vote: Ayes-7 Nays-0 Motion carried.

4. Acceptance of July 2022 check register and financial report

Motion by Casarez to accept the Treasurer's July 2022 check registers and financial report, second by Scribner-Winger. Voice vote: Ayes-7 Nays-0 Motion carried.

5. Public comment (3 minutes a person)

Resident Bob Carlson said he lost water pressure June 26th. It was verified that the pipes were not plugged. Someone is coming to his house Monday to directional bore a new 1 inch line service lateral to the house at the customer's expense.

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

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

Department Reports

Administration

Dawn Nelson reminded the Board that the office will be closed at noon August 23rd for the week so the clerk can attend Wisconsin Municipal Clerks Association conference. The League of Wisconsin Municipalities has a training called Local Government 101 that is online September 9th if anyone is interested. Last year the Board agreed that the fire department could widen the Benefit Pull area. The DNR has since given them permission to do so. Jenny Bergman is going to complete a zoning permit application and a drawing of the changes and submit to the Village office.

Public Works & Utilities

Sheldon Donath provided an update on the maintenance department; well 2 motor starter is \$3,204 with a 2-3 week lag.

Motion by Boese to order motor starter second by Scharmer.

Voice vote: Ayes-7 Nays-0 Motion carried.

Motion by Drinkman to renew 3 year contract second by Boese.

Voice vote: Ayes-7 Nays-0 Motion carried.

Motion by Caserez to spend additional \$700.00 second by Scharmer.

Voice vote: Ayes-7 Nays-0 Motion carried.

Police

LuAnn Scharmer reported on behalf of the Police committee: 8 traffic stops with 5 warnings and 2 citations issued. Resident complaints include junk vehicles, identity theft, fireworks and a suspicious person. The police office received a fire suppression kit from the Freemason's.

Fire & First Responders

Sheldon Donath reported that there were 8 medical, and 4 fire calls in July. The smoke house was at the County fair. Events coming up include Fat Larry golf tournament and the Benefit Pull.

Parks & Recreation

LuAnn Scharmer said she had no update on the CAN-DO. The kickball tournament is this Saturday, August 6th.

OLD BUSINESS (#7 through #11)

7. Update regarding Prentice St. N. property owners in non-compliance with water hookup ordinance No discussion occurred

8. Update: water supply filtration system and funding options

Lynn McIntyre provided an update on what Cedar Corp has been contracted to do to date as well as what the next steps will be for the Manganese Pilot Study. The Board agreed to add a reimbursement resolution to the next Agenda.

Motion by Anderson to move forward and allocate payments from the ARPA funds for the Pilot Study with Cedar Corp, second by Drinkman, Voice vote: Ayes-7 Nays-0 Motion carried.

9. Update: Wayside Park restroom

Sheldon Donath reported that the wayside building was demolished and removed last week.

10. Update: Juleff/Carlson fence line issue

No discussion occurred

11. Update: Cell tower lease agreement

No discussion occurred

12. Consider/possible action participate CWS Security

Ryan Petersen discussed the surveillance proposal for Prentice Street. After discussion of cables and network setup it was decided we would postpone installation until there is a discussion with the phone company about their building on Prentice Street.

13. Consider/possible action on proposal by Waterman Sanitation's new contract

Dick Waterman provided a new 5 year contract requesting a \$17.00 per quarter increase. Mr. Waterman said if the landfill or incinerator increases the tipping fees or fuel prices increase, Waterman's will increase the trash removal fees at the same percentage.

Motion by Scharmer to approve Waterman Sanitation's new contract, second by Casarez.

Voice vote: Ayes-6 Nays-1 Motion carried.

14. Discussion/possible action Mobile Home Park License

Board members and the Village Clerk had a walk-through of the trailer court with Mike Curtis prior to the Board meeting. Discussion included general maintenance and yard care. The water meter in the manhole needs to be brought above ground with a cover and back flow preventers; inspected every 3 years at the Mobile Home Park's expense. Mike Curtis agreed.

Motion by Scharmer to approve annual Mobile Home Park License, second by Scribner-Winger.

Voice vote: Ayes-7 Nays-0 Motion carried.

15. Discussion – TID/TIF Land

Discussion occurred. Joe Berghammer explained that the first step is to provide a letter of intent to purchase the land with one third of the fee to get the paper work started. Then an agreement will be provided and the remainder two thirds is due.

16. Consider/possible action agreement with Bruce Klefstad TIF 3 Land

Discussion occurred

Motion by Scribner-Winger to sell Bruce Klefstad lot A or B contingent on Jeremy Adams purchasing lot A, second by Drinkman. Voice vote: Ayes-7 Nays-0 Motion carried.

17. Consider/possible action participate in 2023 Polk County Visitor's Guide.

Dawn Nelson said the Village has paid \$600 the past several years with no increase. The sales department said the fee is usually \$1,145 for a full page but they were willing to give us a full page for \$750.

Motion by Drinkman to approve participating in the 2023 Polk County Visitor's Guide, second by Casarez. Voice vote: Ayes-7 Nays-0 Motion carried.

18. Discussion/possible action Residential Sewer Bill

A resident discovered her yard was flooded in early spring and received a bill for nearly \$5,700. At first she thought it was the snow melting but realized it was a busted underground sewer pipe. She made the village aware right away. She understands that she has to pay the water but asked that the Board forgive some of the sewer if possible. The clerk provided 2 years of usage for comparison to decide what percentage to forgive.

Motion by Drinkman to forgive the sewer bill amount based on the usage from the past 2 years, second by Casarez. Voice vote: Ayes-7 Nays-0 Motion carried.

19. Consideration / approval of Athletic Field Contract with the Clayton School District for the 2022-23 year.

Rochele requested changing tennis court to basketball/pickle court on the contract.

Motion by Anderson to approve Athletic Field Contract with the Clayton School District for the 2022-23 year with correction, second by Scharmer.

Voice vote: Ayes-7 Nays-0 Motion carried.

20. Consider/approve temporary Class B License for Clayton Fire Department Benefit Pull September 3, 2022

Motion by Drinkman to approve temporary Class B License for Clayton Fire Department Benefit Pull September 3, 2022, second by Casarez.

Voice vote: Ayes-7 Nays-0 Motion carried.

21. Consider/approve temporary operator licenses for Jennifer Bergmann/Scott Nordby

Motion by Drinkman to approve temporary operator licenses for Jennifer Bergmann/Scott Nordby, second by Anderson.

Voice vote: Ayes-7 Nays-0 Motion carried.

22. Any other pertinent business that may come before the board

No discussion.

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

Next regular meeting September 6 at 6:00pm

Parks & Rec Committee August 25 at 5:30pm

Public Works Committee August 29 at 5:00pm

Fire Department Committee September 6 at 5:45pm

Police Department Committee September 6 at 5:00pm

24. Adjournment

Motion to adjourn at 9:30PM by Casarez second by Scharmer.

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

Respectfully submitted

Dawn Nelson

Village Clerk/Treasurer