**REGULAR MEETING OF THE VILLAGE BOARD**

**VILLAGE OF CLAYTON**

**MINUTES**

Notice is hereby given that the Village of Clayton Board will meet for regular session on **Monday, February 5th, 2024, at** **6:00 PM,** at the Village Municipal Building located at 133 Clayton Ave. East. The Board will discuss and/or take action on the following items:

**1. Call to order –** Meeting called to order by Berghammer at 6:00 pm.

a. Roll call – Joe Berghammer, Lillianna Wilson, Rochele Scribner-Winger, Bob Gilbertson, LuAnn Scharmer, Cris Casarez, Charlie Boese;

Others present: Ed Cerney-Lions Club, Ryan Schradle-Clayton School, Jeff Holfius-Village resident, Joan Meyers-Village resident, Lisa Lien-Clerk|Treasurer, Sheldon Donath-Public Works Director, Bill Vanda-Fire Chief, Paul Houx-Police Dept.

b. Pledge of allegiance was observed

**2. Approval of agenda-**

Motion made by Cris Casarez, 2nd by Charlie Boese to approve the agenda

**3. Approval of minutes from** January 3rd, 2024 Regular Meeting; January 3rd, 2024 caucus meeting, January 31st, 2024 PC meeting minutes

Motion made by Cris Casarez, 2nd by LuAnn Scharmer to approve all minutes from January meetings. Ayes- 7 Nays- 0

**4. Acceptance of January 2024 check register –**

Motion made by Cris Casarez, 2nd by LuAnn Scharmer to approve Jan. check register. Ayes- 7 Nays- 0

**5. Approval of bills for payment –**

Motion made by Charlie Boese, 2nd by Cris Casarez to approve payments

Ayes- 7 Nays- 0

**6. Public comment** (3 minutes a person) – no public participation

*New Business (meeting item #7 through #17)*

**7. Consider and possible action on Insurance broker – Presentation by Jackie Marlett –** Presentation by Jacki to move Village insurance to Noah Ins.

**8. Update on properties from Kristina Kuzma (Cedarcorp)-**

Kristina updated on property zoning proposal by John Gitzen; went thru the proposal from the Village Planning Commission

**9. Discussion and possible action on request for CSM request to split parcels by John Gitzen –** Motion to approve the request to split parcels with the following conditions by Rochele Scribner-Winger; 2nd by LuAnn Scharmer

1. The existing horse shelter is taken down

2. Required setbacks/building lines are added to the CSM

3. The property’s present zoning is added to the CSM

4. A ROW dedication is added to the CSM, along with the appropriate

Dedication certificate

Ayes- 7 Nays- 0

**10. Clayton Lions Club – presentation by Ed Cerney on plastic bag recycling.**

- Plastic recycling will be collected at the fire hall the 2nd Saturday of each month; will be earning benches from NexTrex

**11. Discussion and possible action on purchasing the DO & pH replacement meter** – PW Director presented 2 companies that quoted purchase of equipment; move to approve purchase by Charlie Boese; 2nd by Lilly Wilson –

Ayes- 7 Nays- 0

**12. Discussion and possible action on ballfield lighting repairs** – PW Director updated on move to work with school on repairs – actions below

**13. Discussion and possible action on purchasing replacement bulbs for Athletic Field Towers –** Ryan Schradle from Clayton school updated on renting life, working with Tech school; Village donation to match the school districts at a maximum of $1,000.00. Motion by Rochele Scribner-Winger, 2nd by Cris Casarez to approve work and donation match. Ayes- 7 Nays- 0 **14. Discussion and possible action on amending 2023 unexpended budget for Election staff to 2024 budget amount of $1,000.00 –** Motion to approve moving $1,000.00 from 2023 budget to 2024 budget amount by Rochele Scribner-Winger; 2nd by Cris Casarez Ayes- 7 Nays- 0

**15. Discussion and possible action on adding Clerk | Treasurer to bank accounts-** Motion to approve adding Clerk|Treasurer to all bank accounts; ordering credit card by LuAnn Scharmer, 2nd by Lilly Wilson Ayes- 7 Nays- 0

**16. Discussion and possible action on LRIP loan –** Village needs to start loan application again; will begin getting new bids to start the process

**17. Discussion and possible action on RDA water grant –** Clerk updated progress on water grant application; pieces all submitted waiting for approval to submit

**18. Closed session proceedings under WI §19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercised responsibility and to consider issues related to employee insurance benefits and staffing levels – 2024 wage increase for employees, Clerk|Treasurer probationary period ending, police chief position**

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

a. Clerk – indoor garage sale fundraiser; update on insurance all up to date; All year end forms complete; lottery credit maint. going well; election emergency plan started; water/sewer bills out 2nd week of Jan., no complaints yet;

b. Police – notes attached

c. Public Works & Utilities - notes attached

d. Fire & First Responders - notes attached

e. Parks & Recreation

*OLD BUSINESS (# through #)*

**20. Discussion and possible action on purchase of tablets, laptops, computer screens –** all purchase options shown, move to approve purchase 7 tablets, 2 computer screens by Rochele Scribner-Winger; 2nd by Lilly Wilson

Ayes- 7 Nays- 0

**21. Discussion and possible action on updates to handbook-** Update by Clerk – no action taken

**22. Consider/possible actions resulting from updates**:

Lake Camelia – Looking at grant programs- no action taken

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

**24. Future meeting dates / agenda items: Next regular meeting**:

Fire Department – 3/4/24 at 5:30pm

Parks & Recreation – 3/5/24 at 5:30pm

Police – 2/20/24 at 5:30pm

Public Works – 3/21/24 at 5:30pm

Regular Board Meeting – 3/4/24

**25. Adjournment**

Prepared by Lisa Lien, Clerk | Treasurer Posted 2/19/2024 12:00 pm

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.