**Town of Clayton**

**Monthly Meeting Minutes**

**April 13, 2023**

Chairman Bill Vanda called the posted meeting to order at 7:00 pm. Also present were Supervisor Roger Olson, Supervisor Arling “Ole” Olson, Supervisor Scott Gilbertson, Supervisor Paul Ladwig, Treasurer Debbie Elmer, Clerk Tracy LaBlanc, and Roadman Jamie Wood. Also present were 2 town resident and 2 non-residents.

The Clerk presented a signed affidavit as to where and when the meeting was posted.

**Minutes** – Ole moved, with a second by Roger to accept the March 9, 2023 regular meeting minutes as presented. Motion carried.

**Treasurer’s report**- shows a balance of $2408.48 in the checking and $581,206.21 in the Money Market account for a total of $583,614.69, in a separate account is the ARPA funds of $102,806.69 bringing all town funds held to $686,421.38. Ole moved with a second by Scott to accept the treasurer’s report as presented. Motion carried.

**Bill Payment** – Ole moved, with a second by Paul, to approve payment of voucher #14843 to #14874, and pay the State & Federal Withholdings, & WRS for a total of $16,714.01. Motion carried.

**Business:**

**\*MINOR SUBDIVISION/CERTIFIED SURVEY MAP FOR PHILLIP LAMERE PROPERTY- ED FLANUM SURVEYOR-** Ed handed out the survey map to all the board for review and after a few questions about sewer and water for each dwelling, the board signed the needed checklist for Ed. Ole moved with a second by Roger to approve the minor subdivision for Phillip LaMere as presented by Ed. Motion Carried. Ed will email a copy of it to Clerk Tracy for our records.

**\*ADMINISTER OATH OF OFFICES-** Clerk Tracy administered the Oath of Office to the board members elected/re-elected to office at the April 4, 2023 election. Each Board member also received a certificate of election.

**\*REORGANIZATION-CONFIRM BANK, MEETING DATE, NEWSPAPER, OTHER-**

Ole moved with a second by Paul to keep the meeting date to (2nd Thurs/mth), bank (Clayton Bank), newspapers (AFP & yellow advertiser). Motion carried.

**DEPARTMENT REPORTS:**

**ROADMAN REPORT/SUMMER ROAD WORK PLANS FOR 2023-** Jamie gave his monthly report to the board. He has been out plowing snow, patching pot holes when not snowing and now is currently dealing with some flooding issues within the township. Looks like he will be doing an emergency culvert replacement tomorrow due to culvert getting washed out.

Town clean-up day is May 13TH from 7-noon.

**CLERK’S Report**- Clerk Tracy gave the board a copy of the land use permits issued since last meeting. Tracy let the board know that there were 289 voters for the April election. Tracy let the board know that Magnor store will have some new construction going on starting on April 17th,  not sure how long that will be for. Tracy also handed out a WTA mtg notice to all the board and they can decide if they want to attend or not. Tracy let the board know we had the open book on April 11th and we had 1 resident attend. Brock the auditor was here in March to do yearly audit, so that is completed. Clerk Tracy filed and completed online the CAGE code renewal and the ARPA reporting.

**CHAIRMAN’S REPORT**- Bill updated the board on the fire dept runs for the month, stating there were 7 runs (5 medical, 1 fire and 1 car accident) and he updated the board on some training things that took place the last month as well. Bill brought up that there is a Falls V-plow for the grader on an auction site and wanted to know the boards thoughts on possibly bidding on it as it would be handy to have in winters like we had this year. After some discussion on it Ole moved with a second by Roger to approve Bill/Jamie to bid up to $3000 on it. Motion carried.

**PUBLIC COMMENT- (Max 3 min.)** None

**Date & Time of Next Meeting:** Regular Board Meeting & other Meeting Dates-

\*May 11, 2023 at 7:00 p.m.- Regular Monthly Board Meeting- with Voucher Approval at 6:45 p.m.

\*April 25th 2023- BOR- 8:00am -10:00am

\*April 25, 2023- @ 7:00pm – Town’s Annual Meeting

\*May 13, 2023 – 7am-Noon – Town Clean-up day ☺

Ole moved, with a second by Scott to adjourn at 7:35p.m.

Tracy LaBlanc, Clerk