**Town of Clayton**

**Monthly Meeting Minutes**

**April 14, 2016**

Chairman Odell Olson called the posted meeting to order at 7:00 pm. Also present were Supervisor Bill Vanda, Supervisor Rod Mangelsen, Supervisor Tom Nonemacher, Treasurer Jane Leschisin, Clerk Tracy LaBlanc, and Roadman Jamie Wood. Supervisor Roger Olson was absent. Also Present were 4 residents and 1 non-resident.

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

**Minutes** – Rod moved, with a second by Tom to accept the March 10, 2016, regular meeting minutes and the March 16, 2016 Annual Road Tour meeting minutes. Motion carried.

**Treasurer’s Report**- shows a balance of $4408.39 in the checking and $262,606.75 in the Money Market account for a total of $267,015.14. Bill moved with a second by Tom to accept the treasurer’s report as presented. Motion carried.

**Bill Payment** – Rod moved, with a second by Bill to approve payment of voucher #12356 to #12394, and pay the State & Federal Withholdings & WRS for a total of $19,105.32. Motion carried.

**Public Comment** – A resident asked if a permit was issued for the field driveway that was just put in on 25th St. in the past few days on the Flanigan property, the culvert is too small, it doesn’t have end walls and the coverage doesn’t look like it meets standard. Jamie had discussed this with the owners prior to installation, now he will check back in with them about what was installed and give them a copy of the ordinance.

\***APPROVE THE WTA DUES FOR 2016**-

Rod moved with a second by Tom to approve payment of the WTA (Wisconsin Towns Association) dues for 2016. Motion carried.

\***PLANNING COMMISION UPDATE/ZONING HANDBOOKS**- Rod updated the board as to what was discussed at the March 16, 2016 Planning Committee meeting, he explained that Jason & Tim from County Zoning attended the meeting and discussed with the committee members the zoning changes, and how it affects the taxes, and they will be putting together the new map to reflect these new changes. Tracy presented the board with the new map reflecting the current zoning changes. Bill moved, with a second by Tom to approve the new mapping changes as presented. Bill moved with a second by Tom to approve the purchase of the Plan Commission Handbook and the Zoning Board Handbook for use by the planning committee. Motion carried.

\***APPROVE RESOLUTION #1-2016 – APPROVAL OF THE POLK COUNTY ZONING ORDINANCE, A COMPREHENSIVE REVISION-**  After discussion on the newest county zoning, it was agreed that we will remain with county zoning. Bill moved with a second by Rod to approve Resolution #1-2016 concerning approval of Polk County Ordinance, A Comprehensive Revision. Motion carried.

\***REVIEW/ADOPT TOWNS CURRENT SNOW & ICE CONTROL POLICY**- After discussion on the policy changes Roger put together it was decided to rescind the towns current policy and replace it with the new updated policy Roger put together. Bill moved, with a second by Rod to rescind the towns current Snow & Ice Control policy dated December 2, 2003 and replace it with the updated version dated April 14, 2016. Motion carried. Tracy had the board sign a policy change agreement rescinding the towns current policy and replacing it with the newly updated policy. Rod moved with a second by Tom to approve the new Town of Clayton’s Snow & Ice Control Policy effective date April 14, 2016. Motion carried.

\***REVIEW/ADOPT DRIVEWAY ORDINANCE**- Rod and Bill have reviewed another towns policy and it contains a lot of useful information and they feel more time is needed to review it, in order to put a new policy together, Rod suggested having an attorney look over what is put together also, Bill agreed. Rod moved, with a second by Tom to give Bill the authority to research the other towns driveway ordinances and if needed bring it before an attorney for questions/approval and then bring it back to the board at the next meeting for discussion. Motion carried.

\***BOR- BOARD MEMBER TRAINING**- Tracy let the board know that she has completed her needed training for this and now 1-2 board members will also need the training, as it gets recorded with the state also. The training is done by CD again this year. Newly elected Supervisor Jake agreed to do the training.

\***REVIEW ED GULLICKSON’S PROPOSAL**- Bill addressed the co-oping proposal that Ed discussed at the March meeting, saying that other towns as well as Ed aren’t in favor of such an agreement, as that is what your insurance is for and it should cover your roadman/equipment no matter what. We will move on and keep doing what we have in the past. Bill also addressed that the board needs to give Ed an answer on his dump truck proposal, so he knows where we stand on this. The board decided not to purchase the town of Garfield’s dump truck, and if a bigger truck is needed we can rent one or hire the county. Bill will call Ed and let him know the final decision.

**DEPARTMENT REPORTS:**

**ROADMAN’S Report**-Jamie has been going around doing sign inventory, and there are several signs that need to be replaced throughout the town and to get all the signs that are currently needed it will cost $1864. Rod moved with a second by Bill to approve the purchase of the signage that is needed for replacing. Motion carried. Odell mentioned there are a few roads that are missing the stop ahead signs. Tom mentioned that the school asked him who they contact as they are questioning the resident address for one of Nordquist’s rentals. Bill will contact the school/county about this issue. Jamie presented the pricing for the remaining equipment decals from Buzz signs. Rod moved with a second by Tom to approve the purchase of the remaining decals for the movable equipment. Motion carried.

**ROADWORK PLANS FOR 2016-** Jamie talked about 15th St. he went out there and leveled things out again, and noticed there are still 2 spots that are mushy so he is looking at digging those out some and putting rock down farther to help heal those up, then that road will need to be capped with gravel. Rod asked about drainage on that road. Jamie said there will need to be some ditching done to help with drainage. Jamie asked about fiber being put in the ditch road right of ways of the township, Rod explained that there are easements for them to do this. Jamie talked about pulling the weight/road bans off, if a road needs to be reposted again it will be a 2 week wait to repost. Jamie will get the culvert list together for the next meeting. Rod suggested having another road tour with the new officers, the road tour is set for Wed. April 20, at 6pm. Discussion was had about the 105th road work- the board will need to get with Turtle Lake and get the bids and project lined up as this is part of a LRIP/TRIP reimbursement.

**CLERK’S Report**- Tracy asked about proceeding with the remaining ½ of the 1-ton truck loan or paying it off using our budgeted truck money, Bill moved, with a second by Rod to pay off the truck VS financing the remaining ½, due to it coming in way under the budgeted amount. Motion carried. Tracy informed the newly elected board members that there isn’t a new officials training offered this year for them to attend, it is put on in opposite years. Tracy mentioned there were 313 people that came in to vote at the April 5th election, there were several electors that seen the new 1-ton truck and mentioned that the town should be very proud to have what we do and not have any debt. Tracy administered the oaths of office to the newly elected board members.

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

* April 19, 2016 at 7:00 p.m. – Public Hearing with Town’s ANNUAL MEETING to follow
* May 7, 2016- from 7am – 1pm - Town Clean-up day
* May 12, 2016 at 7:00 p.m.- Regular Monthly Board Meeting- with Voucher Approval at 6:45 p.m.

Bill moved, with a second by Tom to adjourn. Meeting adjourned at 8:20pm.

Tracy LaBlanc, Clerk