**Town of Clayton**

**Monthly Meeting Minutes**

**February 8, 2024**

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

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

**Minutes** – Scott moved, with a second by Roger to approve the January 11, 2024, regular meeting/Caucus meeting minutes. Motion carried.

**Treasurer’s report-** shows a balance of $64,216.82 in the checking and $516,795.00 in the Money Market account for a total of $581,011.82 in a separate account there is the ARPA funds of $102,884.18 bringing all the town funds held to $683,896.00. Roger moved with a second by Scott to accept the treasurer’s report as presented. Motion carried.

**Bill Payment** – Roger moved, with a second by Scott to approve payment of voucher #15122 to #15154, and pay the State & Federal Withholdings & WRS for a total of $794,421.18 Motion carried.

**BUSINESS:**

**REDUCED ROAD SETBACK FOR 824 MAGNOR LAKE LN- CRAIG & CHRIS BRODEN-** Supervisor Scott Gilbertson handed out copies of the reduced road setback form with the setback information and lot layout map, along with the existing setbacks map for reference. The Broden’s were here to explain their project and their need for the reduced road setback to the board, after discussion on this the board would like to see a driveway added to this property as there currently isn’t one. Roger moved with a second by Bill to approve the reduced road setback with the addition of adding a driveway to the property. Motion carried.

**DISCUSS TOWN CLEAN-UP DAY PLANS-** Discussion was had on looking at the 1st or 2nd weekend in May for this again, Jamie will look into dumpster options and pricing and bring the information back to the meeting next month.

**CEMETERY/HALL MOWING-** As in the past we have always offered it the party who had done it the prior year first to see if they are interested in continuing and go from there. Scott stated Robert Gilbertson is still interested in the mowing and will mow for the same price as last year. Roger moved with a second by Scott to use the same vendor at the same price as last year. ($170/per time for all mowing at the beach=$50, hall=$60 & cemetery=$60) Motion Carried.

**\*BOR- BOARD MEMBER TRAINING NEEDED-** Clerk Tracy explained that this year we every 2 yrs. Training materials won’t be available until late February or early March. Bill & Tracy are both up to renew their training this year again so they will take the course and if time allows other board members can also take it. We need to have 2 board members trained for BOR again as it is every year training now instead of every two years.

**\*DISCUSS/RENEW TOWN EMERGENCY OPERATIONS PLAN-** Clerk Tracy went over the 2016 EOP that the town had in place and made the necessary updates to it. Tracy explained the updates to the board and now the board just needs to sign it and we should be good to go. The Board unanimously moved to approve the Town Emergency Operations Plan as presented by the clerk. Motion carried. All the board signed the updated plan after the meeting.

**DEPARTMENT REPORTS:**

**ROADMAN REPORT/UPDATE ON NEW DUMP TRUCK-** Jamie provided a copy of his monthly report to the board. With the exceptional winter were having and no snow to plow (yet) Jamie/Rick have been out cutting brush/trees and burning piles on 105th. The new dump truck chassis has arrived in Eau Claire now and has been put on the waiting list at Universal, but bad news it won’t go there till August/September to get the equipment put on. Jamie has gotten a rough quote for 95th Ave (from 40th St – 50th St) and it’s roughly going to be $244,828.68. the intent of quote is to decide if this is the project for this year so we can start putting the bids out, nothing was decided at this meeting. The JD tractor repair is completed and is $3787.78 and Jamie will go pick it up tomorrow. Jamie will be attending a couple required classes (MSHA, Digger’s hotline) coming up in the next few weeks.

**CLERK’S Report-** Clerk Tracy stated there was 1 land use permits since last meeting. Tracy updated the board on a couple dog calls this past month, letter have been sent to dog owners.

Tracy has been putting the paperwork together so we can start the culvert inventory process required by WisDOT that is due by December 31, 2024. Tracy had Bill sign the Inventory Collection Indication form that is required to be turned in by April 15th for culvert inventory process chosen. Tracy stated that the reimbursements forms for the bridge aid projects from 2023 (25th & 85th) are now ready to be completed and turned into county for reimbursement.

**CHAIRMAN’S REPORT**- Bill went over the fire runs for last month stating there were 14 runs total (3 fire/medical, 10 medical, 1vehicle fire and 0 Mabas). Bill also attended the WTA (Wi Towns Assn) mtg end of last month and he shared topics of discussion with the board from that meeting. Bill mentioned that after last meeting, he & Jamie started looking into some options for different pieces of equipment to get an idea of what is out there and also see what some of ours is worth on trade, but haven’t heard anything back yet.

**PUBLIC COMMENT**- Lee Elmer stated he’d be better prepared next month for comment. 😊

**Date & Time of Next Meeting:** Regular Board Meeting & other meeting dates

March 14, 2024 at 7:00 p.m. -Voucher Approval at 6:45 p.m.

April 2, 2024- Spring Election

Roger moved, with a second by Scott to Adjourn. Meeting adjourned at 7:38pm.

Tracy LaBlanc, Clerk