**Town of Clayton**

**Monthly Meeting Minutes**

**July 13, 2017**

Chairman Bill Vanda called the posted meeting to order at 7:00 pm. Also present were Supervisor Arling “Ole” Olson, Supervisor Jake Balog, Supervisor Scott Gilbertson, Supervisor Roger Olson, Treasurer Debbie Elmer, Clerk Tracy LaBlanc, Roadman Jamie Wood. Also present were 1 resident and 4 non-residents.

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

**Minutes** – Ole moved, with a second by Jake to approve the June 8th, 2017, regular meeting minutes. Motion carried.

**Treasurer’s report**- shows a balance of $2840.05 in the checking and $258,099.50 in the Money Market account for a total of $260,939.55. Deb explained we have the same 3 outstanding checks did back in April. Ole moved, with a second by Scott to accept the Treasurer’s report as presented. Motion carried.

**Bill Payment** – Roger moved, with a second by Ole, to approve payment of voucher #12817 to #12846, and pay the State & Federal Withholdings & WRS for a total of $41,615.33. Motion carried.

\***PASER REPORT-JEFF DELMORE COMING TO DO REPRESENTATION-** Jeff Delmore from Delmore Consulting was here to do a presentation on the services he provides for roads, culverts and signage. Jeff has over 18 yrs. experience with Asphalt road construction and sales. The services he provides are current road surface conditions relating to asphalt surfaces, shouldering, ditching & drainage. He can provide and submit the Paser rating reporting to the DOT every 2 yrs. as required. He can provide guidance through the bidding process for everything from developing the documents (bidders forms) to comparing the bids to ensuring all contractors are submitting the same info per the specs. He can do inventory and mapping for roads, culverts and signage. He has maintenance plans that can be put together to provide immediate too long range plans for roads, culvert & signage needs. He can also keep a comprehensive portfolio for the town with past, current and future projects, inventory and condition reports for all surfaces, culverts, and signage as well as mapping all assets. He can complete (the big map packet) and submit to WISLR the maps required for yearly transportation aid, all we need to do is sign it and return it he does the rest. Jeff showed the board many maps for the different types of services. Jeff figures it will take about 1 week to put all the town road info together. Jeff later shared with the board the pricing options for his services and will let the board decide what services they want to use and how/if they want to proceed going forward. Jeff is being endorsed by the WTA next week as the official road consultant for the towns and can give any references we need. Jeff will send Tracy a full proposal for services next week.

\***DISCUSS/APPROVE- QUOTES FROM ROAD RATINGS SERVICES-** Bill moved with a second by Ole to stay with Gerald Tarman again this year to complete the road ratings report for 2017. Tracy will contact Gerald about this. Motion carried.

\***CLAYTON FIRE DEPT-FIRE PROTECTION SERVICES-** Donald Kittelson and Sheldon Donath were here to talk about removing the cap on the current fire protection. It was roughly put on 10 yrs. ago and gradually bumped every so often, this hasn’t helped as the fire dept. needs to upgrade several pieces of equipment and don’t have the budget to do it. Bill explained that the mill rate wasn’t used in the past it was capped, and now removing the cap would increase to the ¾ mil again. Question was asked difference between cap and no cap price wise. Bill explained that it would be an increase of $8000+ year going with the ¾ mill rate and no cap. Question was asked if everyone’s else involved would also do the same? Sheldon stated the village is going to the ¾ mill rate now also. If this is changed it will take effect next year. The yearly fire agreement should be renewed each December so it starts in January going forward, otherwise it falls by the wayside. After lengthy discussion on this, the board agreed to table this till next month to give more time to review.

**\*TREE REMOVAL**- There was discussion on some trees next to the beach shelter that might need to come down, and the owner next to it isn’t sure who is responsible for removing them. It was decided to leave this alone for now and see what happens with these trees. At a residence by the beach there are 2 stumps that need to be removed, that were missed back when the power company cleared. Ole moved with a second by Jake to spend up to $300 to have these stumps removed. Motion carried. Scott stated that the person who does the grinding, usually does the locate.

**DEPARTMENT REPORTS:**

**ROADMAN REPORT/SUMMER ROAD WORK UPDATES**- Jamie started/finished 1 pass of mowing ditches. Jamie tried out the county ditch mower for a day and for our ditches that isn’t a mower for us, he has talked to Diamond mower and they will let him demo a new mower prior to purchasing if the board wants to go that route, prior to purchasing. He has also been out with the patching buggy filling potholes and has done more grader patching on all the replaced culvert areas from last year. Dirt roads have been graded again. Jamie worked with the county to install the culvert on 85th. Jamie worked with the county to get the 50/50 Culvert Aid for the culvert on 50th so those are completed. Jamie will be doing some culvert installation also. He has things lined up for getting the gravel put on 15th, 30th, 73rd, he is just waiting to hear back on truck hauling end. Fahrner will be coming in to scrub seal 20th St. from Cty Rd D to 105th Ave. Jamie has sprayed the weeds on 20th prior. Adam Jackson has some concerns about the culvert in his driveway that is failing, years ago during town roadwork by his house it was mentioned that it would be replaced as it does take on a lot of water during storms, and it was never done and now he is wondering if the town can do anything about it now? After lengthy discussion on this the board agreed that the water does flow in the direction of Adam’s driveway culvert, and the culvert isn’t big enough to handle it, it’s a personal driveway and unfortunately he will be responsible for it, as there is no way to go back on what was done or promised with it in the past. Board recommended that Adam could even put a little bigger culvert in to better handle the water that flows through there. Bill will talk to Adam about this. Jamie mentioned there is hail damage on the town hall and maybe even the shop from the past storms, does the board want to do anything about this? Tracy did contact the insurance and there is a $500 deductible, so just let them know if you want to start a claim. Jamie mentioned that there are some noxious weeds called wild parsnips that are bad all over right now and we have some in our township as well, if you happen to touch it, it will cause severe burns/blisters, resulting in medical care, other towns are spraying for these noxious weed to help control the spread of this. Discussion was had on cost of spraying, board suggesting getting some quotes for spraying noxious weeds and find out what weeds the spray kills and go from there. The county will be back in August to do some spray patching, as this week with the storm they couldn’t get in and do it. There is a lot of tree removal from the past storm to get cleaned up around the town, and Jamie and his family would be willing to clean it up and use their own equipment, on their own just for the wood if owners didn’t want it. The board is ok with that as long as Jamie has insurance and they contact the owners and get permission to take it. Jamie will let the board know for sure if they decide to do this. Ole suggested getting the owner to sign something stating Jamie can take the wood, so down the road they don’t claim he stole it from them.

**CLERK’S REPORT**- Tracy asked the board what they wanted to do about LP this year? We still have a remaining credit from last year, she will check what we have remaining. We don’t qualify for a summer fill as we are over 50% in the tank. Tracy will bring exact numbers next month. Tracy explained to the board the county animal control ordinance that was just passed, and she did talk to Darel and got his input about putting together an ordinance like Farmington has to set the fees and such for animal control. We currently have 2 outstanding animal control invoices that residents haven’t paid to the town. Roger suggested checking into a collection agency to recover these costs. Tracy will check into this.

**CHAIRMAN’S REPORT-** Bill mentioned that on 798 Magnor Lake Lane the resident has water backed up in the yard, due to a low spot. Bill talked to Joe Berghammer about this at the village meeting also. Bill stated that at the next planning commission mtg he would like them to address the issue of farmers not using designated driveways to leave roadways, which is creating issues with our ditches/roads. We are still looking for a few more members to join the planning commission, Tracy agreed to be the secretary to take minutes but needs to be approved by the board to do so. Ole moved with a second by Roger to approve Tracy to be the secretary for the planning commission. Motion carried.

**PUBLIC COMMENT- (MAX 3 MIN. COMMENT PER PERSON)-** None

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

August 10, 2017 at 7:00 p.m.- Regular Monthly Meeting- with Voucher Approval at 6:45 p.m.

**ADJOURNMENT:**

Jake moved, with a second by Roger to adjourn at 9:22p.m.

Tracy LaBlanc, Clerk