**Town of Clayton**

**Monthly Meeting Minutes**

**June 8, 2023**

Chairman Bill Vanda called the posted meeting to order at 7:00 pm. Also present were Supervisor Arling “Ole” Olson, Supervisor Scott Gilbertson, Supervisor Roger Olson, Supervisor Paul Ladwig, Treasurer Debbie Elmer, Clerk Tracy LaBlanc, and Roadman Jamie Wood. Also Present were 3 Town Residents.

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

**Minutes** – Ole moved, with a second by Scott to approve the May 11, 2023, regular meeting minutes as presented. Motion carried.

**Treasurer’s report**- shows a balance of $10,680.48 in the checking and $574,677.62 in the Money Market account for a total of $585,358.10 in a separate account is the ARPA funds of $102,806.69 bringing all town funds held to $688,164.79. Ole moved, with a second by Paul to approve the Treasurer’s report as presented. Motion carried.

**Bill Payment** – Scott moved, with a second by Ole, to approve payment of voucher #14907 to #14928, and pay the State & Federal Withholdings & WRS for a total of $10,493.84 Motion carried.

**BUSINESS:**

**85th AVE CULVERT PROTECTION PROJECT- KARSTEN PETERSON (POLK COUNTY LWRD)-** This is tabled till July

**DISCUSSION FROM MAGNOR/BARBO LAKE DISTRICT- MATT NELSON-** Matt couldn’t make it so Brent Norberg was here to talk to the board about some issues/concerns that came up at the annual lake Magnor/Barbo district meeting in May. Brent stated a few things came up from that meeting and one of the things is a project on 85th regarding a gully/culvert drain on property the town owns and the lake district would be interested in helping with cost through a grant to detour the water from the field from eroding the gully and getting into the lake. Bill let Brent know that a couple of us have met with Karsten from Polk County Land & Water and approved the project we are just waiting on his quote with the scope of work he is looking at doing and that will come to us at the July board meeting now. Another topic Brent brought up was the culverts by his house it was mentioned the town might be replacing them this year? If so, has there been a stream bed evaluation survey done to check the water flow? The board indicated that these big culverts on 85th (by Brent’s house) are replaced by the county (not sure when this year ) through a culvert aid project and they follow and work with the DNR on what can/can’t be done with them, as whatever you do to one culvert reflects the others and the water flow in other areas. Brent also stated there were concerns with the culvert on Barbo as well, asking if the town would be replacing that anytime soon, to help with water flow. The board indicated that the culvert on Barbo is in good condition currently so nothing is planned for replacing that at this time. Brent indicated the lake district would be willing to help with anything they can in regards to these projects, as they have grants and can apply for grants if needed as they are trying to make the lake better.

**DISCUSS/ACTION ON 806 MAGNOR LAKE LANE (KNOPS) PROPERTY-** This is tabled till July

**OPEN SEALED BIDS FOR 2022-23 LRIP PROJECT: COUNTY LINE RD FROM 60TH AVE TERMINI TO 65TH AVE-**  Bill opened the one sealed bid for County Line Rd from 60th Ave Termini to 65th Ave (LRIP project) (Note: sealed bid was dropped off at Town Clerk’s office by Monarch and stamped rec’d on 6/5/23) After board discussion on the 1 sealed bid proposal Scott moved with a second by Ole to award the bid to Monarch Paving for $65,678.00 for the County Line Rd from 60th Ave Termini to 65th Ave (LRIP project). Motion carried. No other bids were received. Bill signed the bid proposal and gave to the clerk for Monarch to pick up.

There was also a separate bid for this project (to be paid separately by town, not included in LRIP cost) for an apron/intersection at end of 65th Ave to be done at same time when doing the LRIP project. The board discussed this and Ole moved with a second by Scott to spend the additional $2204.00 to put on this intersection for this project. Motion carried. Bill signed the bid proposal and gave it to the clerk for Monarch to pick up.

**APPROVE LIQUOR LICENSE FOR LAKE MAGNOR INC, CKIK LULU/LAKE MAGNOR RESTAURANT & RICHARDSON SPORTSMAN CLUB**- Ole moved, with a second by Roger to approve the liquor licenses for Lake Magnor Inc, CHIK LULU/Lake Magnor Restaurant & Richardson Sportsman Club. Motion carried.

**APPROVE OPERATORS LICENSES FOR LAKE MAGNOR INC, CHIK LULU/LAKE MAGNOR RESTAURANT, RICHARDSON’S SPORTSMAN CLUB -** Clerk Tracy read the lists for each licensing entity to the board for approval. Ole moved with a second by Scott to approve the operator’s license list as presented to the board for Lake Magnor Inc, CHIK LULU/Lake Magnor Restaurant and Richardson Sportsman Club. Motion carried.

**APPROVE CIGARETTE LICENSE FOR LAKE MAGNOR INC**- Ole moved, with a second by Paul to approve the cigarette license for Lake Magnor Inc. Motion carried.

**DEPARTMENT REPORTS**:

**ROADMAN’S REPORT/SUMMER ROAD WORK UPDATE/NEXT LRIP PROJECT**- Jamie gave his written report to the board. Jamie has been out grading gravel roads. Jamie replaced a failing culvert on Magnor Lake Lane. Jamie did 1 load of spray patching on various roads. Jamie has the mower ready to start mowing the first pass on ditches. Next month he will start replacing the various culverts within the town that are needed. Jamie will be on vacation next week for a week.

**Next LRIP project:** Bill indicated a few potential roadsfor the next LRIP project, Prentice St, 90th Ave, 30th St, 73rd Ave, 15th St, 95th Ave. After discussion on the various roads Ole moved with a second by Scott to complete the last stretch of 90th Ave (towards 40th) motion carried. Jamie will put an assessment together of that road and bring to the July board meeting, then the LRIP can be applied for by end of July into August.

**CLERK’S Report**- Clerk Tracy gave the board a copy of the Land Use permits issued this last month. Tracy let the board know she reached out to Ben Campbell the building inspector after last meeting to get an update on the building permits issued and finalized since he started with us in Jan 2021, Tracy provided the list to the board that Ben’s secretary sent to her. After some discussion on this and trying to determine what’s going on with different things, it was suggested that Bill/Tracy meet with Ben and see if he can explain how he does things with the permit process so we are all on the same page.

**CHAIRMAN’S REPORT/SUPERVISORS REPORT-** Bill went over fire/EMS runs for the past month, stating there were 10 runs total (2 fire, 3 car accident, 5 medical) .

Bill asked for board permission to use the town grader for Cheese days if needed. Ole moved with a second by Paul to approve the use of the town grader if needed. Motion carried. Bill abstained.

**PUBLIC COMMENT- (Max-3 Min )** None

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

\*July 13, 2023 at 7:00 p.m.- Regular Monthly Board Meeting- with Voucher Approval at 6:45 p.m.

**ADJOURNMENT**:

Ole moved, with a second by Scott to adjourn the meeting at 8:12p.m.

Tracy LaBlanc, Clerk