**Town of Clayton**

**Monthly Meeting Minutes**

**March 9, 2017**

Supervisor Roger Olson Chaired the meeting. Roger called the posted meeting to order at 7pm. Also present were Supervisor Jake Balog, Supervisor Tom Nonemacher, Supervisor Scott Gilbertson, Treasurer Jane Leschisin, Clerk Tracy LaBlanc, and Roadman Jamie Wood. Chairman Bill Vanda was absent. Also Present were 8 Town Residents and 3 Non-Town Residents.

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

**Minutes** – Scott moved, with a second by Tom to accept the February 9, 2017, regular meeting minutes, and the February 15 & February 22 Special meeting Minutes. Motion carried.

**Treasurer’s report**- shows a balance of $19,925.05 in the checking and $137,234.31in the Money Market account for a total of $207,159.36. Jane asked Tom if he could get his outstanding checks cashed by next month to get the books balanced.

**Bill Payment** – Jake moved, with a second by Scott, to approve the Treasurer’s report and pay the payments of voucher #12693 to #12722, and pay the State & Federal Withholdings & WRS for a total of $10,619.63. Motion carried.

**BUSINESS**:

\***10th St-ANGIE GEHRMAN & NOEL SEVERSON**- Roger asked Angie & Noel to give the board an overview of their plans for their project on 10th St. Angie stated that they purchased 40 acres that is NW of the town road and their intent is to build a home there this spring as soon as possible, they have contractors lined up to do their work but just need the towns road issue resolved so they can build their driveway. Roger stated the County Surveyor has been out and located the properties at the 40 mark, and he has also obtained a copy of the land contract that shows an existing easement of 66’x66’in the NW corner of the land, however the existing road is to the west of that, so that would be an access problem once we get that straightened up. Roger stated Jamie contacted the DNR. Jamie mentioned the DNR come out and there is only one water spot at the top right now that they are concerned about, otherwise it is just filling out the permit for the wetland fill and he has that ready to send back to her now and the water spot at the top the DNR will need to come in and do soil probing in that area and that will be several weeks out before that can be done. The biggest hold up now is there needs to be a storm water permit filled out because more than 1 acre of soil/land is being disturbed along the road, Jamie did get that permit today and if he can get it back to them fairly quick, they could get it back within a few weeks. Roger asked Jamie if there were any surprises with the utility locate that was done. Jamie stated that the power goes kiddy corner across the field and the phone line comes up the middle/edge of the road, and that might affect the equalizer tube but shouldn’t affect anything else. Roger asked Angie/Noel about their plans for utilities. Angie stated they contacted Barron Electric last fall and their plan was to run a line North on the left side of the existing road and put a box at the corner of their property by the field/gate entrance, this is as far as they have gone with that to this point. Roger stated that the concerns now are to get the stretch of road up to standard and to the distance it needs to be so they can get their construction underway as soon as possible, and Jamie has put a plan together for the entire road project, but as a board we aren’t sure if that will be this year or next for completion. Roger asked Lee Erickson if he had any concerns, questions or objections about this project. Lee stated no he don’t. Roger asked Scott about his conversation with Tom Hochstetler by phone, and Scott stated that Tom would like the wood that is cut down, other than that he has no issues with this project. Angie stated that if they know what needs to be cut, they could also help cut the trees if needed. Roger stated for now we will leave the specs up to Jamie but get a motion to approve that stretch from Lee’s driveway North to the survey marker at the 4 corners and get that out for bids as soon as possible, so we can get contractors going on removing trees in right of way and upgrading that road to our standards in Lee’s corner, so when we get DNR approval we are ready to go. Scott stated that Kenny mentioned that we could get by now with 3-4 loads of gravel in that area to make it passable till the bidding process is complete and then they can do their construction and then later we could complete ours. Tom asked if county would be looking at it also. Roger stated that it would be put out for bids. Scott asked Tracy what the $ threshold was for bidding projects. Angie stated that they still need to apply for their driveway permit and then Kenny would be doing their driveway. Angie also stated that they haven’t listed their current home on the market yet. Jamie mentioned all DNR permits need to be done prior to anything starting. Tom stated that the county could do those and get them done quick as they do them all the time, then they could get in and get to work. Tracy looked up the $ threshold for bidding projects and let Scott know during the meeting. Each landowner wants their trees and they are willing to help cut/clear them also. Scott asked if we should straighten that road as long as we are there. The board agreed to take care of that. A turnaround at the end of that road was discussed for plowing purposes, which would be best located in the 66’ easement area allowing room to turn around and head back out, all landowners are fine with the new turnaround spot. Scott moved with a second by Jake to call the county for an estimate on this project and see what their availability is, prior to putting an ad in the paper. Motion carried.

\***OPEN BOOK/BOR DATE SET- (MAY 16, 2017 FROM 11AM-3PM)** Board approved this date.

**\*BOR- BOARD MEMBER TRAINING-** Tracy explained that another board member should be trained for this. Scott agreed to take the training for this.

\***CEMETERY/HALL MOWING-OPEN SEALED BIDS-** There were 4 sealed bids that came in for the mowing job from Becker Lawn & Snow, Dan Matson, Autumn Creek, Scott/Robert Gilbertson. The board opened the sealed bids during the meeting. Board looked over all the bids and Tom moved with a second by Jake to accept the lowest bid for $100/time from Gilbertson Construction. Scott abstained. Motion carried.

**DEPARTMENT REPORTS:**

**ROADMAN Report**- Jamie has been cutting trees/brush. He has one DNR permit completed for 10th and just needs to complete the storm water permit once he gets it. Jamie explained his discussion with the DNR to the board. Some board discussion was had on the 10th St. project. Jamie mentioned he will be going to a digger’s hotline meeting in April. Jamie gave the board price sheets for the Kramer/McNamara pit and then informed the board that Comstock will be crushing also and will have gravel sometime in June. Tom asked when the new mower was coming. Jamie stated it should be here Friday or Monday. Tom asked the board what the plan was for Jamie for the month. The board agreed he will keep cutting/brushing trees.

**CLERK’S Report**- Tracy has nothing to report at this time.

**CHAIRMAN’S Report**- Nothing at this time.

**PUBLIC COMMENT (MAX 3 min per person)-** None

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

April 13, 2017 at 7:00 p.m.- with Voucher approval at 6:45 p.m.

March 22, 2017at 7 pm – Planning Committee meeting

April 4, 2017- Spring Election

**Adjournment**: Scott moved, with a second by Jake to adjourn. Meeting adjourned at 7:48pm.

Tracy LaBlanc, Clerk