**Town of Clayton**

**Monthly Meeting Minutes**

**November 10, 2016 with**

**Public Budget hearing & Special Town Meeting to Follow**

Chairman Bill Vanda called the posted meeting to order at 7:00 pm. Also present Supervisor Roger Olson, Supervisor Jake Balog, Supervisor Scott Gilbertson, Treasurer Jane Leschisin, Clerk Tracy LaBlanc, Roadman Jamie Wood. Also Present were 2 town residents and 1 non-town resident.

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

**Minutes** –Scott moved, with a second by Jake to approve the October 13, regular meeting minutes and the October 29 minutes from the Board Road Tour Meeting. Motion carried.

**Treasurer’s report**- shows a balance of $790.84 in the checking and $151,600.84 in the Money Market account for a total of $152,391.68. Jake moved, with a second by Roger to approve the Treasurer’s report as presented. Motion carried.

**Bill Payment** – Jake moved with a second by Scott to approve payment voucher #12553 to #12591 and pay the State & Federal Withholdings & WRS for a total of $16,469.83. Motion carried.

**BUSINESS:**

\***APPROVAL FOR 1 LOT CERTIFIED SURVEY MAP/CARL KNUTSON-ED FLANUM-**  Ed Flanum was here to request a sub-division for the Carl Knutson property located at 705 40th St. Jake moved with a second by Roger to approve the 1 lot sub-division for Carl Knutson. Motion carried. Bill signed the necessary checklist for Ed. Ed will also send copies to Clerk once finalized.

\***AMEND UDC ORDINANCE #2011-1/ADOPT ARTICLE 2-**  the board has a few questions they would like answered prior to adoption, with that being said, Scott moved with a second by Jake to table till next meeting to get more info. Motion carried.

\***DISCUSS/ADOPT EMPLOYEE POLICIES & PROCEDURES**- The board was given copies and had briefly discussed the employee policies & procedures at last meeting, they tabled it to look over for this meeting and make any changes as needed. Jake moved, with a second by Roger to adopt the Employee Policies & Procedures. Motion carried.

\***NOMINATE/APPOINT TOWN SUPERVISOR- FOR VACANT BOARD SEAT-**  Method of appointment was going back to April election and appointing a Supervisor from that ballot that was on but got beat out. Bill moved with a second by Roger to appoint Tom Nonemacher to the vacant board seat for the remainder of the term. Motion carried. Welcome aboard Tom!

\***2017 BUDGET/ADOPT- DAN THOLE/PRESENT BUDGET**- Auditor Dan presented the 2017 budget to the board and residents present. He also explained to the board that any of the line items in the budget can be changed this evening if the board chooses to do so. Dan asked if anyonehadany questions regarding the budget. Having no questions or changes Tom moved, with a second by Roger to adopt the 2017 budget as presented by Dan Thole. Motion carried.

**DEPARTMENT REPORTS: ROADMAN REPORT-** Jamie has been out mowing ditches, the new culverts are seeded down & hay has been put on top for erosion control per the DNR. The plows/wings are on equipment and ready for winter. The beaver culverts have been cleaned out, just might need to be cleaned 1 more time once they start to freeze over. The leftover salt/sand from last year is back in the bunker, we will get more from the county when needed. There has been an offer made by Lincoln to store the dozer indoors at their shop for the winter VS a tarp over it outside, if the board agrees to do so. Roger moved with a second by Jake to store the dozer at Lincoln if our insurance covers it to be stored there. Motion carried. Jamie mentioned some inquiries have come in for some driveway permits since last road tour.

**Clerk’s Report**- Tracy mentioned there was a good turnout for the November 8th General Election, there were 491 total voters and 40 of which were absentee voters. She will be starting to put taxes together, completing the roadwork project breakdowns and big state roadwork map. The LRIP (TRI) reimbursement for 80th & 105th has been submitted to the county and they have sent it to the state now for reimbursement, so now we just wait. Scott asked to add Craig Moriak to next months agenda to come in and talk about the upcoming plans for Cty. Rd D.

**Chairman’s Report**- Bill asked for Chairman’s report to be added to the agenda. Bill attended the WTA meeting at the county and explained what was talked about at that meeting. If anyone is looking for the county to do any project work for us next year, they need to get on the list now so they can do their planning. He also learned that as of January 1st 2017 the prevailing wage law is being repealed. They talked about work zone safety issues regarding signage & clothing. They talked about the discretionary funds and how it will increase from 50-50 to 60-40 in reimbursement on the LRIP programs for those that qualify for the 50-50 reimbursement. There was also more discussion about the Implements of Animal Husbandry in that going forward they are looking to increase the weight limits for farm machinery, still not sure how that will affect us but they will keep us informed. They are looking to create an Animal Control Officer for the County now, so not sure where that will leave everyone who had signed with Darel, this will be addressed at the next WTA meeting.

**RECESS**: Scott moved, with a second by Roger to Recess from the regular board meeting and go into the Public Budget Hearing-Special Town Meeting. Motion carried. While waiting for Dan everyone present looked over the budget.

 \*\* **PUBLIC BUDGET HEARING - SPECIAL TOWN MEETING MINUTES** \*\*

Public comment during Public Hearing- All those present had a copy of the proposed 2017 budget and had a chance to review it. There was no public comment.

Scott moved with a second by Tom to adjourn from Public Hearing and go into the Special Town Meeting.

Jake moved with a second by Tom to adopt the 2017 Town Tax Levy of $276,776 to be paid in 2018 pursuant to Sec. 60.10 (1) (a) of the Wis. Statutes. Motion carried.

Scott moved, with a second by Tom to adjourn from the Special Town Meeting and reconvene back to the regular board meeting.

**APPROVE/ADOPT THE 2017 BUDGET**- Tom moved, with a second by Roger to approve the 2017 Budget as presented by Dan Thole with the Town Taxes of $ 276,776.00. Motion carried.

**PUBLIC COMMENT-(MAX 3 MIN)-** None

**\*CLOSED SESSION- per Wis. Statute 19.85 (1)(c)personnel issues-**  Scott moved with a second by Jake to adjourn from regular meeting and go into closed session at 8:45pm. Motion carried. Roll call going into closed session was Bill-Yes, Roger-Yes, Jake-Yes, Scott-Yes, Tom-Yes. After closed session discussion, Roger moved with a second by Tom to reconvene into open session and accept closed session discussion. Roll call coming out was Bill-Yes, Roger-Yes, Jake-Yes, Scott-Yes, Tom-Yes. Clerk Tracy administered the oaths of office to Bill & Tom at this time. No other action was taken at this time.

**ADJOURNMENT**: Jake moved, with a second by Roger to adjourn at 9:45pm. Motion carried.

**Date & Time of Next Meeting:**

December 8, 2016 at 7:00 p.m.- Regular Monthly Board Meeting- with Voucher Approval at 6:45 p.m.

November 16, 2016 at 7:00 p.m. – Planning Committee Meeting

Tracy LaBlanc, Clerk