**Town of Clayton**

**Monthly Meeting Minutes**

**October 11, 2018**

Chairman Bill Vanda called the posted meeting to order at 7:00 pm. Also present were Supervisor Arling “Ole” Olson, Supervisor Roger Olson, Supervisor Scott Gilbertson, Treasurer Debbie Elmer, Clerk Tracy LaBlanc, Roadman Jamie Wood. Supervisor Jake Balog was absent. Also Present were 2 town residents.

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

**Minutes** – Ole moved with a second by Roger to approve the minutes from the September 13, 2018, regular meeting minutes. Motion carried.

**Treasurer’s report**- shows a balance of $17,183.75 in the checking and $366,979.57 in the Money Market account for a total of $384,163.32. Ole moved with a second by Scott to accept the Treasurer’s report as presented. Motion carried.

**Bill Payment** – Ole moved, with a second by Scott, to approve payment of voucher #13278 to #13303, and pay the State & Federal Withholdings & WRS for a total of $21,233.76. Motion carried.

**BUSINESS:**

**\*APPROVE MAILCOM FOR TAXES**- Scott moved, with a second by Ole to approve Mailcom to send out real estate tax statements. Motion carried.

**\*2019 BUDGET AND AUDIT SERVICES**- Roger moved, with a second by Scott to continue using CliftonLarsonAllen to help prepare the 2019 budget and do an end of year audit for the Town as they have in the past. Motion carried. When Tracy gets the agreement from CliftonLarsonAllen she will sign it and get it to the Chairman for his signature. Tracy Mentioned that Dan Thole with be here to work on budget next week. The board asked about a few adjustments in regards to the equipment fund that they would like changed for 2018 & 2019. Tracy will talk to Dan about said changes.

**DEPARTMENT REPORTS:**

**Roadman Report/Roadwork update/Road Tour**-

Jamie gave a report to the board letting them know he has been out grading roads, patching potholes, ditch mowing, & has done some shouldering. The board will do their fall road tour on Oct. 20th at 8a.m. to prep for next years roadwork plans. Jamie is soon looking to get equipment ready for winter. Jamie mentioned that the 1-ton has 2 recalls and he will be taking that in next week to be checked out, and the dump truck is in need of some brake work so he will get that done also. Some discussion was had on plow blades. Scott moved with a second by Ole to order the needed cutting blades for the equipment. Motion carried. Fahrner will be coming in and doing the roadwork next week.

**Clerk’s Report**-

Clerk Tracy has been working on putting together the roadwork breakdowns for the year, putting the budget together, and is working on completing the big state map for yearly completed roadwork projects for Transportation Aid, and is working on Nov. election stuff. Tracy asked the board about an insurance policy review, they didn’t think it was needed. Tracy informed the board of some things coming up on the county end in regards to Arnell Humane Society and some zoning changes. Tracy also looked into the insurance for the Magnor Lake District officers and the town board asked that this be passed on to the lake district to shop around or look over and fill out. We had another animal control issue and a building permit come through this past month.

**Chairman’s Report-** Bill mentioned that there is a seminar for roads coming up if anyone would like to attend, Bill and Jamie will be attending this in late Oct.

**PUBLIC COMMENT-(MAX-3 min.)-** None

**Date & Time of Next Meeting:** **Regular Board & Special Town Meetings**

November 8, 2018 at 7:00 p.m.- Regular Monthly Board Meeting with Public Budget Hearing and Special Town meeting to follow- with Voucher Approval at 6:45 p.m.

November 6, 2018- Fall General Election

**ADJOURNMENT** Roger moved with a second by Scott to adjourn at 7:45p.m.

Tracy LaBlanc, Clerk