**Town of Clayton**

**Monthly Meeting Minutes**

**October 12, 2017**

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

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

**Minutes** – Roger moved with a second by Ole to approve the minutes from the September 14, 2017, regular meeting minutes. Motion carried.

**Treasurer’s report**- shows a balance of $3209.21 in the checking and $208,498.02 in the Money Market account for a total of $211,707.23. Debbie stated there is $5138.66 in outstanding checks. Jake moved with a second by Ole to accept the Treasurer’s report as presented. Motion carried.

**Bill Payment** – Ole moved, with a second by Jake, to approve payment of voucher #12913 to #12936, and pay the State & Federal Withholdings & WRS for a total of $24,838.76. Motion carried.

**BUSINESS:**

**\*SPEED LIMIT SIGN/AIR BRAKE SIGN UPDATES-**  Bill talked to the DOT on this and the DOT pays the costs of the signage and will put the signs up upon approval of said ordinance and after some board discussion on this. Ole moved with a second by Jake to go ahead with the noise ordinance and put on November agenda to proceed with publication for the engine brake signage. Motion carried. The board discussed the speed limit issue and will do more checking on this. The board will incorporate these both into their road tour and bring back for discussion next month.

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

**\*2017 BUDGET AND AUDIT SERVICES**- Roger moved, with a second by Ole to continue using CliftonLarsonAllen to help prepare the 2018 budget and do an end of year audit for the Town as they have in the past. When Tracy gets the agreement from CliftonLarsonAllen she will sign it and get it to the Chairman for his signature. Motion carried.

**DEPARTMENT REPORTS:**

**Roadman Report**-

Jamie has been out grading roads, putting in culverts, patching potholes, ditch mowing. Jamie has some rough estimates for pulverizing and paving for the board for next year. The board will do another road tour on Oct. 14th at 8a.m. to prep for next years roadwork plans. He is soon looking to get equipment ready for winter. Jamie asked the board what direction they wanted to take concerning Odell’s culvert he installed without a permit/board authorization and the damage done to the road in front of it since last meeting. After some discussion on this Roger moved with a second by Ole to enforce the ordinance against Odell for this violation. Motion carried. Jamie is using a demo mower to see how well it cuts and if it saves any on cutting time so far it cuts awesome and takes 2 passes off mowing, but has a few design flaws. Jamie let the board know about a planned upcoming vacation he has scheduled in Nov.

**Clerk’s Report**-

Tracy stated we need to get the LRIP application done. 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, plus has attended classes for WRS, elections, and the reporting of roads. Tracy let the board know that this year if not next, clerks will need to enter in all their town’s DOT info into the system directly vs mail it in to the DOT to record, same said for the Paser & LRIP reporting. Tracy informed the board that the transportation aid did increase this year finally. Lastly Jamie has been with the town for 3 years now, glad he has stuck it out. Scott asked Tracy to check with county on how address signs are issued, now they are issued with a sanitary permit not the land use and it should be the other way around, so contractors can find the residents with materials and such, Tracy will check into this.

**Chairman’s Report-**

Bill will attend the ambulance meeting on Oct. 16th. Bill was approached with a possible gravel source and is still working on all the details.

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

**Closed Session per Wis Statute 19.85(1)(c) personnel issues**- Ole moved with a second by Roger to adjourn from regular meeting and go into closed session at 8:00 pm. Motion carried. Roll call going into closed session was Bill-yes, Ole-yes, Roger-yes, Jake-yes, Scott-yes.

After closed session discussion, Ole moved with a second by Scott to reconvene into open session and Bill with a second by Ole to accept the closed session discussion. Roll call coming out was Bill-Yes, Ole-Yes, Roger-Yes, Jake-Yes, Scott-Yes.

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

October 14, 2017 at 8:00 a.m.- Special Board Meeting- Board’s Fall Road Tour

November 9, 2017 at 7:00 p.m.- Regular Monthly Board Meeting- with Voucher Approval at 6:45 p.m.

November 15, 2017 at 7:00 p.m.- Town Planning Committee Meeting

**ADJOURNMENT** Ole moved with a second by Roger to adjourn at 8:40 p.m.

Tracy LaBlanc, Clerk