**Town of Clayton**

**Monthly Meeting Minutes**

**October 14, 2021**

Supervisor Arling “Ole” Olson called the posted meeting to order at 7:00 pm. Also present were Supervisor Roger Olson, Supervisor Scott Gilbertson, Treasurer Debbie Elmer, Clerk Tracy LaBlanc, Roadman Jamie Wood. Chairman Bill Vanda and 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** – Scott moved with a second by Roger to approve the minutes from the September 9, 2021, regular meeting minutes and the September 14, 2021 Special Meeting Minutes (Fall Road Tour) Motion carried.

**Treasurer’s report**- shows a balance of $1337.97 in the checking and $464,176.64 in the Money Market account for a total of $465,514.61, in a separate account there is the ARPA funds of $51,351.75 bringing all town funds held to $516,866.36. Ole moved with a second by Roger to accept the Treasurer’s report as presented. Motion carried.

**Bill Payment** – Roger moved, with a second by Scott to approve payment of voucher #14323 to #14354, and pay the State & Federal Withholdings & WRS for a total of $139,694.53. Motion carried.

**BUSINESS:**

**\*REVIEW/DISCUSS/AMEND – ORDINANCE 2004-3 REVISED UNIFORM DWELLING CODE (WITH BUILDING INSPECTOR BEN CAMPBELL) -** Table to next month

\***PASER REPORT UPDATE-** Roger is done with streets and is working on avenues and should have everything completed for next meeting.

**\*APPROVE MAILCOM FOR TAXES**- Scott moved with a second by Roger to approve Mailcom for taxes. Motion carried.

**DEPARTMENT REPORTS:**

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

Jamie gave a copy of his report to the board letting them know what he has been out doing for the past month. Roadwork for the 2021 is complete. Jamie will continue to cut ditches back as long as weather allows. He will start getting equipment ready for winter. Jamie asked the board if he could get a few more blocks to widen the salt bunker as some are deteriorating and more space would be nice, board approved of the additional blocks needed for the bunker. Jamie mentioned that he is still going to do spray patching but has been waiting for county to get oil and to schedule him in to get it done. Jamie has been helping collect information for the 2022-23 LRIP project for the clerk to submit. Grader patches on 105th Ave & 25th St are completed along with culvert patches on 40th St & 5th St.

**Clerk’s Report**-

Clerk Tracy is busy getting the budget together, Brock from CliftonLarsonAllen will be here tomorrow to finalize the budget. Clerk is also working on completing the big state map for the yearly completed roadwork projects for Transportation Aid. Clerk is working on getting the final paperwork completed for the 2022-23 LRIP-TRI project so we get our portion of the reimbursement back. Clerk just submitted the ward map online in the Wise-LR system, this is the 2nd step for the redistricting process. County has also completed the Supervisors Districts map and county board approved a resolution to confirming Option A District map. The Clerk showed the board the final resolution and map approved by County Board. Clerk also discussed with the board a potential liability for damages claim that was brought about on September 27th 2021 against the town. Clerk went over claim information and insurance information and how the insurance told us to proceed and after discussion, the board agreed unanimously to send the Notice of Disallowance letter to claimant per the direction of the town insurance carrier. Motion carried.

Clerk talked with the insurance company about having a review of the town insurance policy as it has been a few years, so clerk asked the board if there were any changes that they wanted to make with the insurance policy or if they wanted to have the insurance carrier come and go over it in person.

**Chairman’s Report-** Ole & Clerk Tracy attended the Lake Magnor/Barbo Board meeting and Ole updated the board on that meeting. Ole also attended the Clear Lake Ambulance meeting as updated the board on that meeting as well.

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

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

November 11, 2021 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.

**ADJOURNMENT**: Scott moved with a second by Roger to adjourn at 7:20 p.m.

Tracy LaBlanc, Clerk