**Town of Clayton**

**Monthly Meeting Minutes**

**September 10, 2020**

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 absent. Also Present were 3 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 August 13, 2020, regular meeting minutes and the August 27, 2020 Special Meeting minutes as presented. Motion carried.

**Treasurer’s report**- shows a balance of $36,964.78 in the checking and $439,995.72 in the Money Market/Savings account for a total of $476,960.50. Scott moved with a second Ole to accept the Treasurer’s report as presented. Motion carried.

**Bill Payment** – Ole moved, with a second by Roger, to approve payment of voucher #13962 to #13984, and pay the State & Federal Withholdings & WRS for a total of $166,588.88. Motion carried.

**Business:**

**\*2021 Budget & Audit Services-**  Roger moved with a second by Scott to continue using CliftonLarsonAllen to help prepare the 2021 budget and do and end of year audit for the Town as they have in the past. Motion carried. When Tracy gets the agreement from the auditing firm she will sign it and get the chairman’s signature also. Tracy mentioned Brock Geyen will be here mid-October to work on the budget.

**DEPARTMENT REPORTS**:

**Roadman Report/Summer Road Work updates/FALL ROAD TOUR**- Jamie handed out a copy of his monthly report to the board. Jamie stated there is a failing culvert on 5th St. that he will get replaced yet this year. 90th Ave is blacktopped now and just waiting for shouldering. Jamie will continue to get ditches mowed back. Clerk Tracy let the board know that there is still a little money remaining in the road work budget if the board wishes to allocate a few smaller projects. After some discussion on different options, Ole moved with a second by Roger to buy $10,000 worth of gravel to add to a few gravel roads. Motion carried. Scott moved with a second by Ole to approve $3000 worth of spray patching or grader patching if possible. Motion carried. Board agreed to do the fall road tour after October board meeting.

**Clerk’s Report**: Clerk Tracy gave the board copies of the monthly land use permits. Tracy explained to the board that there was a change with the Administrative cost piece of the 2019 FEMA disaster aid $, and that she will need to complete the Cat Z form for reimbursement after all. Tracy also briefly updated the board on what the Routes to Recovery Grant that she applied for will cover and what it won’t in regards to elections, on the plus side it sounds like it will even cover the purchase of the new election machines.

**Chairman’s Report**- Bill received a call about the mower cutting off a couple small trees while cutting ditches, owner wants trees replaced, Roger suggested having the owner send us a letter telling us what type of trees they were, what size, how many trees and what value and then we can replace with in kind. Bill will contact Scott & Nicki Gehrman about the trees. Bill looked into and updated the board on a possible land division on 85th that was in question and that the board wasn’t aware of and all is good with that. Bill mentioned he was approached by Clayton PD about joining the municipal court of Amery, and after some board discussion on this issue, it was decided this wasn’t something the board was currently interested in pursuing.

**PUBLIC COMMENT- (MAX 3 MIN. PER PERSON)-** Lee Elmer had a funny story to share. ☺

**Date & Time of Next Meeting:**

October 8, 2020 at 7:00 p.m.- Regular Monthly Board Meeting- with Voucher Approval at 6:45 p.m.

**Adjournment:**

Ole moved, with a second by Scott to adjourn at 7:40 p.m.

Tracy LaBlanc, Clerk