**Town of Clayton**

**Monthly Meeting Minutes**

**September 14, 2023**

Chairman Bill Vanda called the posted meeting to order at 7:00 pm. Also present were Supervisor Arling “Ole” Olson, Supervisor Roger Olson, Supervisor Paul Ladwig, Treasurer Debbie Elmer, Clerk Tracy LaBlanc, Roadman Jamie Wood. Supervisor Scott Gilbertson absent. Also Present were 3 town resident.

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 10, 2023, regular meeting minutes as presented. Motion carried.

**Treasurer’s report**- shows a balance of $1910.87 in the checking and $558,137.92 in the Money Market/Savings account for a total of $560,048.79, in a separate account there is the ARPA funds of $102,832.33 bringing all town funds held to $662,881.12. Ole moved with a second Paul to accept the Treasurer’s report as presented. Motion carried.

**Bill Payment** – Ole moved, with a second by Roger, to approve payment of voucher #14976 to #15000, and pay the State & Federal Withholdings & WRS for a total of $15,586.76. Motion carried.

**Business:**

**\*AMEND RESOLUTION 2-2013- ELECTION WORKER WAGE INCREASE-** Clerk Tracy stated the last time election worker wages were increased slightly was in 2019, in looking closer at the wages compared to other surrounding municipalities we are slightly lower that most, and to keep the interest in being an election worker a little pay helps. Tracy is looking to keep the shifts the same (6:30am – 2:00pm and 2:00pm to close of results finalization) but is proposing for a flat rate of $100 per shift for those election workers who are currently chief inspectors and for those who are willing to become chief inspectors, and the pay will be $80 per shift for those inspectors not wanting to become chiefs. Roger moved with a second by Ole to increase the election workers wages as suggested by Clerk Tracy. Motion carried. Paul Ladwig abstained.

**\*85th AVE CULVERT PROTECTION PROJECT- KARSTEN PETERSON (POLK COUNTY LWRD) –** This was tabled for a future meeting.

**\*2024 Budget & Audit Services**- Roger moved with a second by Ole to continue using CliftonLarsonAllen to help prepare the 2024 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 the auditing firm, she will sign it and get the chairman’s signature also. Tracy will also work with CLA to get the budget completed for 2024.

**DEPARTMENT REPORTS**:

**Roadman Report/Summer Road Work updates/FALL ROAD TOUR/LRIP** - Jamie handed out a copy of his monthly report to the board. Jamie stated he put in 5 culverts since last meeting and has a few more to put in yet. Fall mowing has been started. Beavers have been building heavily in the culverts again so Jamie will need to remove the dams. Jamie has a quote for all the equipment blades needed for winter, Ole moved with a second by Paul to purchase the blades as listed. Motion carried. Jamie also had a quote for new tires for the 1- ton truck, Ole moved with a second by Roger to get the tires for the 1-ton. Motion carried. Jamie mentioned he will get the Fecon machine Oct. 9-13 to cut back brush again in ditches. Jamie received another depressing update on the new dump truck, much to our surprise Universal added a 7.46% surcharge increase adding roughly $10,478 to the build of truck equipment and the chassis build will now be in late 4th quarter (December now not October). Jamie asked the board what they wanted to do with 95th as it is getting really bad, discussion was to look at moving that into the LRIP for 2024-25 cycle, they can discuss more after fall road tour. Board decided to do the fall road tour after the October meeting so they can decide which project(s) they want to do next year.

**Clerk’s Report**: Clerk Tracy gave the board copies of the monthly land use permits and went over them briefly. Tracy let the board know she applied for the 2022-23 LRIP reimbursement so we wait now for that which is around $18,013.72. Tracy handed out an informational broadband flyer to all the board and residents present. Tracy gave the board a breakdown of where we are currently sitting with the road budget/projects for this year, indicating we are expended for this year. Clerk Tracy also asked if there was some kind of repair that can be done to the sidewalk out front as it is breaking up pretty bad, some ideas were thrown out but nothing was solved or acted on.

**Chairman’s Report**- Bill gave an update on the fire dept for the last month, stating there were 14 runs total. (3 fire/Medical, 8 medical, 1 Mabas, 2 fire) Paul had a question about other departments on scene at Clayton calls, Bill explained that we have mutual aid with surrounding departments to assist with man power, equipment or other if needed on Clayton scenes. Paul also asked the board how many representatives we’d like to have on the Ambulance board,(we have 3 now) board agreed we need to keep 3 on the board.

**PUBLIC COMMENT- (MAX 3 MIN. PER PERSON)-** Resident Daniel Bittinat had some positive things to say about the ditch mowing and winter plowing. Daniel also mentioned he checked out our website and gave some suggestions on what he’s like to see on it that isn’t on it currently and also made some suggestions in regards to the meetings, although he stated we have some well run meetings.

**Date & Time of Next Meeting:**

October 12, 2023 at 7:00 p.m.- Regular Monthly Board Meeting- with Voucher Approval at 6:45 p.m. Special Ambulance Bd Mtg- September 18, 2023 at 6:30pm.

**Adjournment:**

Ole moved, with a second by Roger to adjourn at 8:00 p.m.

Tracy LaBlanc, Clerk