



# CLAYTON SANITARY DISTRICT #1 MEETING

Wednesday, July 02, 2025 at 6:15 PM

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**Town Hall Meeting Room, 8348 Hickory Ave, Larsen, WI 54947**

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## AGENDA

### CALL TO ORDER

- A. Pledge of Allegiance
- B. Verification of Notice
- C. Meeting Roll

### APPROVAL OF MINUTES

- A. Approval of the Minutes of the Wednesday, October 16, 2024, Clayton Sanitary District #1 Meeting.

### BUSINESS

- A. Discussion/Action: Sanitary District Commission review & consideration of a request to the Town of Clayton Board of Supervisors to modify the boundaries of Clayton Sanitary District #1.

### ADJOURNMENT

Respectfully submitted,

Russell D. Geise  
Commission Chair

*Pursuant to Wisconsin Statute 19.84 (2) and (3) notice is hereby given to the public and the media that two or more members of any or all Boards, Commissions, and Committees of the Town of Clayton, may attend the meeting of the Town Board in order to gather information. For purposes of the Open Meetings Law only; attendance at a meeting by a quorum of members of the Town Boards, Commissions, and Committees constitutes a meeting of the Board, Commission, or Committee, pursuant to Badke Vs. Village Board of Village of Greendale, 173 Wis2d 553, 494 NW2d 408 (1993), and must be noticed as such, although it is not contemplated that any formal action by those bodies will be taken. The only business to be conducted is for Town Board action.*

*Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, please call the Town Office at 920.836.2007.*

**This agenda has been posted at the following locations in the Town of Clayton:**

- 1. The Town Hall Posting Board – 8348 Hickory Ave, Larsen, WI 54947
- 2. The Town’s Web Page: --



# CLAYTON SANITARY DISTRICT #1 COMMISSION MEETING

Wednesday, October 16, 2024 at 6:00 PM

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**Town Hall Meeting Room, 8348 Hickory Ave, Larsen, WI 54947**

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## MINUTES

**CALL TO ORDER** – Chair Geise called the meeting to order at 6:00 pm

- A. Pledge of Allegiance
- B. Verification of Notice
- C. Meeting Roll

**PRESENT**

Commission Chair Geise  
 Commissioner Lettau  
 Commissioner Grundman  
 Commissioner Christianson  
 Commissioner Reif

**STAFF**

Administrator Wisnefske  
 Clerk Faust-Kubale  
 Treasurer Fietzer

**PUBLIC HEARING(S) AND/OR PUBLIC INFORMATION MEETINGS**

- A. Sanitary District Commission Public Hearing on the CY 2025 Budget and Tax Levy on all taxable property in the District for the required annual payment to Fox West Regional Facility for operation & maintenance, and for the lease payments for the installation of the sewer infrastructure.

**PUBLIC HEARING CLOSED AT 6:01 PM**

**APPROVAL OF MINUTES**

- A. Approval of the Minutes of the Wednesday, November 15, 2023 Clayton Sanitary District #1 Meeting

**MOTION**

**Motion made** by unanimous consent to approve the Minutes of the Wednesday, November 15, 2023 Clayton Sanitary District #1 Meeting.

**Motion carried by unanimous voice vote.**

**BUSINESS**

- A. Discussion/Action: Sanitary District Commission review & consideration of Resolution 2024-001 Adopting a Schedule of Sewerage Service Charges for Sanitary Sewer Service for the Town of Clayton Sanitary District #1.

**MOTION**

**Motion made** by Supervisor Christianson, **Seconded** by Supervisor Lettau to approve Resolution 2024-001 and direct Staff to publish and post accordingly.

**Voting Yea:** Chair Geise, Commissioner Lettau, Commissioner Grundman, Commissioner Christianson, Commissioner Reif

**Motion carried 5-0.**

- B. Discussion/Action: Sanitary District Commission review & consideration of the CY 2025 Budget and Tax Levy on all taxable property in the District for the required annual payment to Fox West Regional Facility for operation & maintenance, and for the lease payments for the installation of the sewer infrastructure.

**MOTION**

**Motion made** by unanimous consent to approve the Budget and Tax Levy on all taxable property in Clayton Sanitary District #1 for the required annual payment to Fox West Facility for operation & maintenance, and for the lease payments for the installation of the sewer infrastructure.

**Motion carried by unanimous voice vote.**

**ADJOURNMENT**

**MOTION**

**Motion made** by unanimous consent to adjourn at 6:06 pm.

**Motion carried by unanimous voice vote.**

Respectfully submitted,

Kelsey Faust-Kubale  
Town Clerk

## MEMORANDUM

**Business Item A**

From: Administrator/Staff

To: Clayton Sanitary District #1 Commissioners

Re: Sanitary District Commission review & consideration of a request to the Town of Clayton Board of Supervisors to modify the boundaries of Clayton Sanitary District #1.

Included is the request to the Town Board of Supervisors to modify the boundaries of the sanitary district. The property owner has requested this modification to allow for the future phases of the subdivision's development to be included in the district's utilities.

Administrator Wisnefske will be available for questions.

**SUGGESTED MOTION(S):**

*Motion and **ROLL CALL** to approve the request to modify the boundaries of Clayton Sanitary District #1 by the addition of Tax ID #006-0632.*

If you have any questions about this information, please call or e-mail me.

Respectfully Submitted  
Kelsey

**TOWN OF CLAYTON SANITARY DISTRICT #1  
BOARD OF COMMISSIONERS**

**A REQUEST TO MODIFY THE BOUNDARIES OF SANITARY DISTRICT #1**

**WHEREAS**, the Town of Clayton Sanitary District #1 Board of Commissioners (the “**Commission**”) desires the Town of Clayton modify the boundaries of Town of Clayton Sanitary District #1 by the addition of Tax Parcel 0060632 (the “**Property**”), pursuant to Wis Stat. 60.785(1)(b) and 60.71; and

**WHEREAS**, the Commission believes that such a modification is necessary to allow planned and orderly development within the Town of Clayton; and

**WHEREAS**, the Commission believes that public health, safety, convenience, and welfare will be promoted by the modification of the district; and

**WHEREAS**, the Commission believes that the Property will be benefited by the boundary modification; and

**NOW, THEREFORE**, the Commission hereby requests the Town of Clayton modify the boundaries of Town of Clayton Sanitary District #1 to include the Property.

The decision to submit this request was made by the Commission on \_\_\_\_\_ day of \_\_\_\_\_, 2025.

TOWN OF CLAYTON SANITARY DISTRICT #1, BOARD OF COMMISSIONERS  
TOWN OF CLAYTON, WISCONSIN

By: \_\_\_\_\_  
Russell D. Geise,  
Commission Chair

ATTEST: \_\_\_\_\_  
Kelsey Faust-Kubale, Clerk