



BOARD OF SUPERVISORS MEETING AMENDED

Wednesday, June 18, 2025 at 6:30 PM

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

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, June 4, 2025 Town Board Meeting

OPEN FORUM – TOWN RELATED MATTERS NOT ON THE AGENDA

Individuals properly signed in may speak directly to the Town Board on non-repetitive Town Matters whether on or not on the agenda. Commentators must wait to be called, must speak from the podium, directing their comments to the Board. Comments must be orderly, and will be limited to a maximum of **2 minutes** per person. ***Public comment is not permitted outside of this public comment period.*** **Note:** The Board's ability to act on or respond to the public comments is limited by Chapter 19, Wis. Stats. Please complete the "Request to Speak at Meeting" form located on the agenda/sign-in table and submit the form to the Town Clerk for in-person attendance.

CORRESPONDENCE

- A. Distribution of the May 2025 Winnebago County Tonnage Report

DISCUSSION ITEMS (NO ACTION WILL BE TAKEN)

- A. Winnebago County Sheriff's Department – Public Concerns and Issues
- B. Larsen/Winchester Sanitary District Report
- C. Administrator's Report
- D. Chair & Supervisor Reports

NEW HIRES

- A. Tim Gordon Jr., Public Works Laborer - June 12, 2025

OPERATOR LICENSES ISSUED BY THE TOWN CLERK

- A. Renewal - Avery Portier, The ReMixx
- B. New - Binod Lamichhane, Kitchen Comfort

BUSINESS REFERRED BY THE PLAN COMMISSION

- A. Plan Commission Discussion: Town Board review & discussion on proposed changes to Division 3 (Allowable Land Uses) of Article 8 of the Town of Clayton Zoning Code of Ordinances.

BUSINESS

- A. Discussion/Action: Town Board review & consideration of the following Alcohol License Applications:

The following party has submitted a renewal application for a "Class "B" license to sell intoxicating liquors on file in the Town of Clayton Clerk's Office for the licensing period of July 1, 2025 through June 30, 2026, the granting of which is now pending and subject to compliance with State Statutes and Municipal Ordinances:

a. Dale Mart LLC, (DBA Kitchen Comfort), 8510 State Road 76 Unit 2, Neenah, WI 54956; Agent: Dinesh Tiwari

- B. Discussion/Action: Town Board review & consideration of Ordinance 2025-003 Repealing & Replacing Ordinance 2019-015 Establishing Parking Restrictions.
- C. Discussion/Action: Town Board review & consideration of Ordinance 2025-004 regarding Direct Sellers and Solicitors.
- D. Discussion/Action: Town Board review & consideration of shifting one of the Administrative Assistant positions from part-time employment to full-time employment for utility administrative duties.
- E. Discussion/Action: Town Board review & consideration of the purchase of two flow meters for the interceptor points of Winchester Rd (County Rd II) and Shady Ln at a total cost of \$38,000.00.

UPCOMING MEETING ATTENDANCE

- A. Town Board (6:30 pm start unless otherwise noted) - July 2 & 16; Aug 6 & 20; Sept 3 & 17
- B. Plan Commission (6:30 pm start unless otherwise noted) - July 9; Aug 13; Sept 10
- C. Joint TID #1 Review Board Annual Meeting - June 19 starting at 10 am

BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS

ADJOURNMENT

Respectfully submitted,

Russell D. Geise
Town Chairperson

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: --



BOARD OF SUPERVISORS MEETING

Wednesday, June 04, 2025 at 6:30 PM

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

MINUTES

CALL TO ORDER – Chair Geise called the meeting to order at 6:30 pm

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

PRESENT

Town Chair Geise
 Supervisor Lettau
 Supervisor Grundman
 Supervisor Christianson
 Supervisor Reif

STAFF

Administrator Wisnefske
 Clerk Faust-Kubale
 Treasurer Fietzer
 Attorney LaFrombois - arrived 6:34 pm

APPROVAL OF MINUTES

- A. Approval of the Minutes of the Wednesday, May 21, 2025 Town Board Meeting

MOTION

Motion made by unanimous consent to approve the Minutes of the Wednesday, May 21, 2025, Town Board Meeting as presented.

Motion carried by unanimous voice vote.

OPEN FORUM – TOWN RELATED MATTERS NOT ON THE AGENDA – NONE

CORRESPONDENCE

- A. Distribution of the May 2025 Building Inspection Report

DISCUSSION ITEMS (NO ACTION WILL BE TAKEN)

- A. County Board Supervisor Report
- B. Winnebago County Sheriff's Department – Public Concerns and Issues
- C. Department of Public Safety Report
- D. Larsen/Winchester Sanitary District Report
- E. Administrator's Report
- F. Chair & Supervisor Reports

NEW HIRES

- A. Chris Fischer, Firefighter / Utility Worker - May 23, 2025

OPERATOR LICENSES ISSUED BY THE TOWN CLERK

- A. Renewal - Grace Witt, Willie Beamons
- B. Renewal - Dannielle Meyer, Willie Beamons
- C. New - Tyler Conner, The ReMixx
- D. New - Raeleigh Schoultz, Winnagamie Golf Course
- E. New - Cassandra Piccione, Larsen Tavern
- F. New - Makenna Bartel, Larsen Tavern

BUSINESS

- A. Discussion/Action: Town Board review & consideration of the following Alcohol License Applications:

The following parties have submitted renewal applications for a Class "B" license to sell fermented malt beverages, and a "Class B" license to sell intoxicating liquors on file in the Town of Clayton Clerk's Office for the licensing period of July 1, 2025 through June 30, 2026, the granting of which is now pending and subject to compliance with State Statutes and Municipal Ordinances:

- a. EJ Phoenix Enterprises LLC (DBA Century Elm Supper Club), 8300 Hickory Ave, Larsen, WI 54947; Agent: Elizabeth Jackson
- b. Ridgeway Country Club Inc., 2913 County Road II, Neenah, WI 54956; Agent: Scott A. Lemire
- c. Micki D's, LLC (DBA The ReMixx), 8386 State Road 76 Suite B, Neenah, WI 54956; Agent: Michelle A. Baumann
- d. KBN LLC (DBA Willie Beamons), 2590 County Road II, Neenah, WI 54956; Agent: Nicholas Blythe
- e. Winagamie, Inc. (DBA Winagamie Golf Course), 3501 Winnegamie Drive, Neenah, WI 54956; Agent: Matthew Burry
- f. The Woodshed Inc., (DBA The Woodshed Bar and Grill), 2895 County Road II, Neenah, WI 54956; Agent: Dino O. Valeri

MOTION

Motion made by unanimous consent to approve the renewal applications submitted for Class "B" licenses to sell fermented malt beverages, and "Class B" licenses to sell intoxicating liquors for the licensing period July 1, 2025, through June 30, 2026, subject to compliance with State Statutes and Municipal Ordinances.

Motion carried by unanimous voice vote.

- B. Discussion/Action: Town Board review & consideration of the following Alcohol License Applications:

The following party has submitted applications for a Class "B" license to sell fermented malt beverages, and a "Class B" license to sell intoxicating liquors on file in the Town of Clayton Clerk's Office for the licensing period of July 1, 2025

through June 30, 2026, the granting of which is now pending and subject to compliance with State Statutes and Municipal Ordinances:

a. The Larsen Tavern, LLC (DBA The Larsen Tavern), 8338 Hickory Ave, Larsen, WI 54947; Agent: Stephanie J. Sweere

MOTION

Motion made by unanimous consent to approve the applications submitted by The Larsen Tavern, LLC for a Class "B" license to sell fermented malt beverages, and "Class B" license to sell intoxicating liquors for the licensing period July 1, 2025, through June 30, 2026, subject to compliance with State Statutes and Municipal Ordinances.

Motion carried by unanimous voice vote.

- C. Discussion/Action: Town Board review & consideration of the following Alcohol License Application:

The following party has submitted a renewal application for a Reserve Class "B" license to sell fermented malt beverages, and a Reserve "Class B" license to sell intoxicating liquors on file in the Town of Clayton Clerk's Office for the licensing period of July 1, 2025 through June 30, 2026, the granting of which is now pending and subject to compliance with State Statutes and Municipal Ordinances:

a. Leisure Golf #1, LLC, (DBA Westridge Golf Course), 8130 Golf Course Drive, Neenah, WI 54956; Agent: Rory Burton

MOTION

Motion made by unanimous consent to approve the applications submitted by Leisure Golf #1, LLC for a Reserve Class "B" license to sell fermented malt beverages, and "Class B" license to sell intoxicating liquors for the licensing period July 1, 2025, through June 30, 2026, subject to compliance with State Statutes and Municipal Ordinances.

Motion carried by unanimous voice vote.

- D. Discussion/Action: Town Board review & consideration of the following Alcohol License Applications:

The following parties have submitted a renewal application for a Class "B" license to sell fermented malt beverages on file in the Town of Clayton Clerk's Office for the licensing period of July 1, 2025 through June 30, 2026, the granting of which is now pending and subject to compliance with State Statutes and Municipal Ordinances:

a. Dale Mart LLC, (DBA Kitchen Comfort), 8510 State Road 76 Unit 2, Neenah, WI 54956; Agent: Dinesh Tiwari

MOTION

Motion made by unanimous consent to approve the application submitted by Dale Mart LLC for a Class "B" license to sell fermented malt beverages for the licensing

period July 1, 2025, through June 30, 2026, subject to compliance with State Statutes and Municipal Ordinances with the following condition:

Evidence of control of premises must be provided no later than 12 pm (noon) on June 27, 2025.

Motion carried by unanimous voice vote.

- E. Discussion/Action: Town Board review & consideration of the following Alcohol License Application:

The following party has an application for a "Class A" license to sell intoxicating liquors, and a Class "A" license to sell fermented malt beverages on file in the Town of Clayton Clerk's Office for the licensing period of July 1, 2025 through June 30, 2026, the granting of which is now pending and subject to compliance with State Statutes and Municipal Ordinances:

a. Hollandtown Minimart, LLC, (DBA Ridgeway BP), 8510 State Road 76 Unit 1, Neenah, WI 54956; Agent: Durga Tiwari

MOTION

Motion made by unanimous consent to approve the applications submitted by Hollandtown Minimart, LLC for a Class "A" license to sell fermented malt beverages, and "Class A" license to sell intoxicating liquors for the licensing period July 1, 2025, through June 30, 2026, subject to compliance with State Statutes and Municipal Ordinances.

Motion carried by unanimous voice vote.

- F. Discussion/Action: Town Board review & consideration of the following Cigarette License Applications:

The following parties have applied for a Cigarette and Tobacco Products License in and for the Town of Clayton, for the period of July 1, 2025 to June 30, 2026, subject to compliance with State Statutes and Municipal Ordinances:

a. Ridgeway Country Club, Inc, 2913 County Road II, Neenah, WI 54956; Agent: Scott A. Lemire

b. Hollandtown Minimart, LLC, (DBA Ridgeway BP), 8510 State Road 76, Neenah, WI 54956; Agent: Durga Tiwari

MOTION

Motion made by unanimous consent to approve the applications submitted for a Cigarette and Tobacco Products License for the licensing period July 1, 2025, through June 30, 2026, subject to compliance with State Statutes and Municipal Ordinances.

Motion carried by unanimous voice vote.

- G. Discussion/Action: Town Board review & consideration of the insurance quote for renewal of the Town's insurance provided by The Horton Group, Inc. in the amount of \$44,355.00.

MOTION

Motion made by unanimous consent to approve the insurance quote for renewal of the Town's insurance provided by The Horton Group, Inc. in the amount of \$44,355.00.

Motion carried by unanimous voice vote.

REVIEW OF DISBURSEMENTS

- A. Check Summary Register

UPCOMING MEETING ATTENDANCE

- A. Town Board (6:30 pm start unless otherwise noted) - June 18; July 2 & 16; Aug 6 & 20
- B. Plan Commission (6:30 pm start unless otherwise noted) - June 11; July 9; Aug 13
- C. Joint TID #1 Review Board Annual Meeting - June 19 starting at 10 am

BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS

ADJOURNMENT

MOTION

Motion made by unanimous consent to adjourn at 6:47 pm.

Motion carried by unanimous voice vote.

Respectfully submitted,

Kelsey Faust-Kubale
Town Clerk

**WINNEBAGO COUNTY SOLID WASTE MANAGEMENT BOARD
2025 RECYCLING TONNAGE REPORT**

	January	February	March	April	May	June	July	August	September	October	November	December	YTD	
	SS Tons	SS Tons	SS Tons	SS Tons	SS Tons	SS Tons	SS Tons	SS Tons	SS Tons	SS Tons	SS Tons	SS Tons	SS Tons	
001	T. Algoma	64.10	34.34	39.99	41.09	45.98							225.50	T. Algoma
002	T. Black Wolf	21.21	17.29	16.94	18.97	26.25							100.66	T. Black Wolf
003	T. Clayton	32.22	29.62	33.53	36.01	36.70							168.08	T. Clayton
004	V. Fox Crossing	119.59	82.63	99.67	113.34	114.59							529.82	V. Fox Crossing
005	T. Neenah	29.20	30.96	36.68	25.81	33.18							155.83	T. Neenah
006	T. Nekimi	10.28	8.29	8.90	10.71	9.53							47.71	T. Nekimi
008	T. Omro	9.81	8.11	10.97	7.02	12.09							48.00	T. Omro
013	T. Vinland	11.96	9.62	13.12	18.47	11.11							64.28	T. Vinland
014	T. Winchester	16.40	11.56	12.21	11.97	14.52							66.66	T. Winchester
015	T. Winneconne	26.60	18.26	18.39	21.98	34.03							119.26	T. Winneconne
016	T. Wolf River	9.51	4.80	6.47	6.11	7.36							34.25	T. Wolf River
017	V. Winneconne	18.98	15.42	14.80	13.92	18.32							81.44	V. Winneconne
018	C. Menasha	131.18	77.49	117.63	120.69	100.23							547.22	C. Menasha
019	C. Neenah	169.09	131.53	149.20	171.61	180.26							801.69	C. Neenah
020	C. Omro	29.79	16.95	18.62	19.11	20.19							104.66	C. Omro
021	C. Oshkosh	315.79	254.82	291.80	333.34	384.65							1580.40	C. Oshkosh
	Other SS	278.51	173.11	265.54	244.17	282.55							1243.88	Other SS
	TOTAL TONS	1294.22	924.80	1154.46	1214.32	1331.54							5919.34	TOTAL TONS

	Population	SS lbs./person		Population	SS lbs./person		Population	SS lbs./person
T. Algoma	6,867	65.68	T. Omro	2,413	39.78	C. Menasha	18,662	58.65
T. Black Wolf	2,429	82.88	T. Vinland	1,754	73.30	C. Neenah	27,611	58.07
T. Clayton	4,525	74.29	T. Winchester	1,783	74.77	C. Omro	3,624	57.76
V. Fox Crossing	19,285	54.95	T. Winneconne	2,647	90.11	C. Oshkosh	67,245	47.00
T. Neenah	3,664	85.06	T. Wolf River	1,214	56.43			
T. Nekimi	1,324	72.07	V. Winneconne	2,514	64.79	Total	167,561	55.81

*Population updated on 1/31/24 from Dept. of Admin. "January 1, 2024 Final Population Estimates"

https://doa.wi.gov/DIR/Final_Ests_Muni_2024.pdf

https://doa.wi.gov/Pages/LocalGovtsGrants/Population_Estimates.aspx

** Other SS - in 2017 include all direct haul to OC (City Disposal, etc.)

Item A.

MEMORANDUM

Business Referred by Plan Commission

From: Administrator/Staff

To: Town Board

Re: Town Board review & discussion on proposed changes to Division 3 (Allowable Land Uses) of Article 8 of the Town of Clayton Zoning Code of Ordinances.

The Plan Commission began discussing updates to the land use matrix, focusing on whether the current permitted, conditional, and non-permitted uses are still applicable. Also examined was the requirement of a site plan in conjunction with conditional use permit applications. Further discussions will be had, with the goal of bringing revisions for adoption by the end of 2025.

DISCUSSION ITEM ONLY – NO ACTION TO BE TAKEN

Respectfully Submitted

Kelsey



PLAN COMMISSION

Wednesday, June 11, 2025 – 6:30 PM

Item A.

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

MINUTES

CALL TO ORDER – Chair Knapinski called the meeting to order at 6:30 pm

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

PRESENT

Chair Knapinski
Commissioner Haskell
Commissioner Nemecek
Commissioner Haase
Commissioner Ketter
Commissioner Hopkins

EXCUSED

Town Board Rep. Christianson

STAFF

Administrator Wisnefske
Clerk Faust-Kubale
Planner Jaworski
Code Administrator Kamke

APPROVAL OF MINUTES

- A. Approval of the Minutes of the Wednesday, May 14, 2025 Plan Commission Meeting

MOTION

Motion made by Commissioner Nemecek, **Seconded** by Commissioner Haskell to approve the Minutes of the Wednesday, May 14, 2025, Plan Commission Meeting as presented

Voting Yea: Chair Knapinski, Commissioner Haskell, Commissioner Nemecek, Commissioner Haase, Commissioner Hopkins

Abstaining: Commissioner Ketter

Motion carried 5-0.

OPEN FORUM – Public comments addressed to the Plan Commission – NONE

CORRESPONDENCE

- A. Distribution of the May 2025 Building Inspection Report

DISCUSSION ITEMS (NO ACTION WILL BE TAKEN)

- A. Administrator's Report

BUSINESS

- A. Review/Discussion: Plan Commission review & discussion on proposed changes to Division 3 (Allowable Land Uses) of Article 8 of the Town of Clayton Zoning Code of Ordinances.

DISCUSSION ITEM ONLY - NO ACTION TAKEN

UPCOMING MEETING ATTENDANCE

- A. Plan Commission (6:30 pm start unless otherwise noted) - July 9; Aug 13; Sept 10
- B. Town Board (6:30 pm start unless otherwise noted) - June 18; July 2 & 16; Aug 6 & 20
- C. Joint TID #1 Review Board Annual Meeting - June 19 starting at 10 am

ADJOURNMENT

MOTION

Motion made by Commissioner Haskell, **Seconded** by Commissioner Nemecek to adjourn at 7:39 pm.

Voting Yea: Chair Knapinski, Commissioner Haskell, Commissioner Nemecek, Commissioner Haase, Commissioner Ketter, Commissioner Hopkins

Motion carried 6-0.

Respectfully submitted,

Kelsey Faust-Kubale
Town Clerk

MEMORANDUM

Business Item A

From: Administrator/Staff
To: Town Board
Re: 2025-2026 Liquor License Application for Dale Mart LLC, (DBA Kitchen Comfort)

The following party has submitted an application for "Class B" license to sell intoxicating liquors on file in the Town of Clayton Clerk's Office for the licensing period of July 1, 2025, through June 30, 2026, the granting of which is now pending and subject to compliance with State Statutes and Municipal Ordinances:

Dale Mart LLC, (DBA Kitchen Comfort), 8510 State Road 76 Unit 2, Neenah, WI 54956; Agent: Dinesh Tiwari

Staff has received and reviewed the application. This is a change from their previous applications. In 2023 & 2024 this premises applied for and was granted only a Class "B" (beer) license.

This agenda item resolves the omission of "Class B" from the application addressed at the June 4, 2025, meeting.

Suggested Motion:

Motion to approve the application submitted by Dale Mart LLC for a "Class B" license to sell intoxicating liquors for the licensing period July 1, 2025, through June 30, 2026 subject to compliance with State Statutes and Municipal Ordinances.

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

Respectfully Submitted,
Kelsey

MEMORANDUM

Business Item B

From: Administrator/Staff

To: Town Board

Re: Town Board review & consideration of Ordinance 2025-003 Repealing & Replacing Ordinance 2019-015 Establishing Parking Restrictions.

Included in the packet is a copy of Ordinance 2025-003. There have been more incidents of overnight parking on Town roads throughout the year blocking construction routes and impeding road maintenance. Historically, most incidents occurred in winter and restrictions were only in effect from November through April. This revision, if approved, would be extend parking restrictions through the whole year.

SUGGESTED MOTION(S):

*Motion **AND ROLL CALL** to approve Ordinance 2025-003 and direct Staff to post and publish as required.*

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

Respectfully Submitted
Kelsey

STATE OF WISCONSIN

COUNTY OF WINNEBAGO

TOWN OF CLAYTON

ORDINANCE NO. 2025-003

AN ORDINANCE REPEALING AND REPLACING ORDINANCE NO. 2019-015 AN ORDINANCE CREATING CHAPTER 3.60 OF THE TOWN OF CLAYTON CODE OF ORDINANCES ESTABLISHING PARKING RESTRICTIONS

THE TOWN BOARD OF THE TOWN OF CLAYTON ORDAINS AS FOLLOWS:

SECTION 1: § 3.60 of the Town of Clayton Ordinances is hereby created to read as follows

- A. All Night Parking Prohibited. When signs have been erected at or reasonably near the corporate limits of the Town as provided in Wis. Stat. § 349.13, no person, except while on an emergency call, shall park or permit any vehicle to remain parked on any street, road, highway, or Town right-of-way, in the Town of Clayton between the hours of 10:00 p.m. and 5:00 a.m.
- B. Towing. Any law enforcement officer or other designated Town of Clayton official may cause any vehicle parked in violation of this section to be towed to a parking lot or garage designated by the Town of Clayton for the storage of towed vehicles. The cost of towing and storage shall be paid by the owner of such vehicle, and the Town of Clayton shall authorize the hold of such vehicle until all costs associated with the towing and storing of the vehicle have been paid.

SECTION 2: If any section, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of such ordinance.

SECTION 3: This ordinance shall take effect and be in full force from and after its passage and publication by posting.

Passed and approved this ____ day of _____, 20____.

TOWN OF CLAYTON

ATTEST:

By: _____
Russell D. Geise, Town Chairman

Kelsey Faust-Kubale, Clerk

MEMORANDUM

Business Item C

From: Administrator/Staff

To: Town Board

Re: Town Board review & consideration of Ordinance 2025-004 regarding Direct Sellers and Solicitors.

Included in the packet is a copy of Ordinance 2025-004. Each year the office receives inquiries if we have any ordinances or regulations regarding direct sales, traveling merchants, and other solicitations. After reviewing the Town's existing ordinances this appears to be one that was never enacted or record of adoption has been lost.

SUGGESTED MOTION(S):

*Motion **AND ROLL CALL** to approve Ordinance 2025-004 and direct Staff to post and publish as required.*

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

Respectfully Submitted
Kelsey

**TOWN OF CLAYTON, WINNEBAGO COUNTY, WI
ORDINANCE 2025-004 REGARDING DIRECT SELLERS AND SOLICITORS**

SECTION 1: INTENT OF REGULATIONS

The intent of these regulations is to protect the safety and peaceful enjoyment of the residents of Town of Clayton in their residence and throughout the community and to protect residents from commercial fraud whenever possible. The Town Board of Supervisors recognizes that constitutional limitations restrict extensive and broad prohibitions against direct sales and solicitations, but it believes that reasonable regulations are essential to promote privacy among town residents given that door-to-door type activities as contemplated herein are not traditional public forums.

SECTION 2: DEFINITIONS

When used in this Article, the following terms shall have the following meanings:

- (A) "Direct Solicitor" or "Direct Solicitation" means any individual who, for him/herself, or for a partnership, association or corporation, who without invitation goes to private homes or businesses for the purpose of selling goods or services; taking orders for the later delivery of goods or services, requesting contributions of time, money, or support for any cause, issue or person; purchasing or collecting scrap metal, furniture, household goods or other scrap materials or goods, and shall include, but not be limited to peddlers, solicitors, transient merchants, charitable contributions, junk collectors, proselytizing, and solicitations for political candidates.

SECTION 3: REGULATIONS

- (A) No Direct Solicitor shall engage in the following practices:
- (1) Calling at any dwelling or other place between the hours of 9:00 p.m. and 9:00 a.m. except by appointment;
 - (2) Calling at any dwelling or other place where a sign is displayed bearing the words "No Peddlers" or "No Solicitors" or words of similar meaning;
 - (3) Calling at the rear door of any dwelling place unless previously arranged;
 - (4) Remaining on any premises after being asked to leave by the owner, occupant or other person having authority over such premises;
 - (5) Misrepresenting or making false, deceptive or misleading statements concerning the quality, quantity or character of any goods or services offered for sale, the purpose of the visit, the identity of the caller or the identity of the organization represented;
 - a) When asked, a direct seller for a charitable organization shall specifically disclose what portion of the sale price of goods or services offered will actually be used for the charitable purpose for which the organization is seeking assistance.
 - (6) Failing to display when requested a document identifying the direct seller or solicitor as representing an individual, a partnership, an association or a corporation, failing to display, when requested to do so by any law enforcement officer, such identification or document.
 - (7) Impeding the free use of sidewalks, streets and other rights of way by pedestrians and vehicle;
 - a) Where sales or solicitations are made by vehicles, all traffic and parking regulations

shall be observed.

- (8) Making any loud noises or using any sound amplifying devices to attract customers if the noise produced is capable of being plainly heard outside a one-hundred (100) foot radius of the source.
- (9) Littering or allowing rubbish or litter to accumulate in or around the area where he/she is conducting activities.
- (10) Violating any applicable state law, including but not limited to Wis. Stat. Ch. 423 and ATCP 127.

Direct Solicitors who engage in the business of lending money on the deposit of any article or jewelry or purchasing any article or jewelry with an expressed or implied agreement or understanding to sell it back at a stipulated price or who engages in the business of purchasing or selling secondhand articles as regulated by Section 134.71 of the Wisconsin Statutes governing pawnbrokers, secondhand article and secondhand jewelry dealers must comply with the provisions of Section 134.71 of the Wisconsin Statutes.

SECTION 4: SEVERANCE CLAUSE

The provisions of this Article are declared to be severable, and if any section, sentence, clause or phrase of this Article shall for any reason be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses or phrases of this Article, but they shall remain in effect, it being the legislative intent that this Article shall stand notwithstanding the invalidity of any part.

SECTION 5: PENALTIES.

Any person who shall violate any of the provisions of this Chapter or of any Section thereof, shall upon conviction thereof, be punished by a forfeiture of not less than \$75.00 nor more than \$500.00, together with the costs of prosecution, and in default of payment thereof, by imprisonment in the County Jail for a period not to exceed sixty (60) days. Each day of violation shall constitute a separate offense.

Passed and approved this _____ day of _____, 20_____.

TOWN OF CLAYTON

Russell D. Geise, Town Chair

Attest: Kelsey Faust-Kubale, Clerk

MEMORANDUM

Business Item D

From: Administrator/Staff

To: Town Board

Re: Town Board review & consideration of shifting one of the Administrative Assistant positions from part-time employment to full-time employment for utility administrative duties.

As the utility and amount of utility customers have grown, the duties taken on by the Administrative Assistant have greatly expanded, beyond the scope of what a part-time position will allow. Administrator Wisnefske is requesting this change to best serve the utility as it continues to expand, and its customers. She will be available at the meeting to answer any questions.

SUGGESTED MOTION(S):

Motion to approve the shift of one part-time Administrative Assistant position to full-time employment.

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

Respectfully Submitted
Kelsey

MEMORANDUM

Business Item E

From: Administrator/Staff

To: Town Board

Re: Town Board review & consideration of the purchase of two flow meters for the interceptor points of Winchester Rd (County Rd II) and Shady Ln at a total cost of \$38,000.00.

Please see the below comments from the Village of Fox Crossing Director of Public Works:

“Pursuant to the Town/Village wastewater intermunicipal agreement, the Village has been researching flow meters to be able to monitor Town of Clayton wastewater flows that come into our system. After some research and discussions, we have narrowed it down to 2 – the Badger Meter Raven Eye and the Teledyne Laserflow. The Raven Eye quote came in around \$19,000/meter while the Laserflow was closer to \$22,000/meter. The two quotes are attached. We would like to proceed with purchasing 2 of the Raven Eye, which would be placed at the Winchester Road and Shady Lane interceptor points. There would be annual costs after the initial purchase as well for software and batteries, which should be around \$500-\$600. As noted in the intermunicipal agreement, the Village would own the equipment, but the costs would be paid by the Town.

I'd like to note that the Fox West Regional Wastewater Plant is also looking at purchasing a flow meter for the plant. They researched the same two flow meters and ultimately decided to move forward with the Raven Eye. I point this out because should we agree to move forward with purchasing the Raven Eye, we can schedule these to be installed and set up at the same time as Fox West (tentatively around July or August), which would be more efficient for everyone.”

SUGGESTED MOTION(S):

Motion to approve the purchase of the flow meters at a cost not to exceed \$38,000.00.

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

Respectfully Submitted
Kelsey