



BOARD OF SUPERVISORS MEETING - AMENDED

Wednesday, August 02, 2023 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, July 19, 2023 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.

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

BUSINESS

- A. Discussion/Action: Town Board review & recommendation to the Winnebago County Board of Adjustment on Application #2023-VA-6440 (2689 County Rd II), requesting a variance for a sub-standard shore yard setback requirement per Section 6.1, Winnebago County Shoreland Zoning Code.
- B. Discussion/Action: Town Board review & consideration of a revised Developer Agreement submitted by G&L Properties for a proposed machining & repair services development on Tax ID #006-0340-02-01.
- C. Discussion/Action: Town Board review & consideration of a Developer Agreement submitted by PRE/3, LLC for a proposed multi-family residential development on Tax ID #006-0328-01.

- D. **Discussion/Action:** Town Board review & consideration of the Tax Increment Financing (TIF) Application submitted by PRE/3, LLC for a proposed multi-family residential development on Tax ID #006-0328-01.
- E. **Review/Discussion:** Town Board review & discussion on identifying projects that would qualify for use of the Winnebago County Spirit Fund Local Government Allocation funds.
- F. **Discussion/Action:** Town Board review & consideration of quotes received from Fox Valley Tree Service & Asplundh Tree Expert LLC for trimming overgrowth of trees on selected Town Roads.

REVIEW OF DISBURSEMENTS

- A. Check Summary Register

UPCOMING MEETING ATTENDANCE

- A. Board of Review - August 8, 2023 10 am
- B. Town Board (6:30 pm start unless otherwise noted) - August 16; Sept 6 & 20; Oct 4 & 18
- C. Plan Commission (6:30 pm start unless otherwise noted) - August 9 & 23; Sept 13; Oct 11

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, July 19, 2023 at 6:30 PM

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

MINUTES

CALL TO ORDER

- 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 Zolp
 Attorney LaFrombois
 Engineer Stephan

APPROVAL OF MINUTES

- A. Approval of the Minutes of the Wednesday, July 5, 2023, Town Board Meeting

MOTION

Motion made by unanimous consent to approve the Wednesday, July 5, 2023, Town Board Meeting Minutes.

Motion carried by unanimous voice vote.

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

CORRESPONDENCE

- A. Distribution of the June 2023 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

OPERATOR LICENSES ISSUED BY THE TOWN CLERK

- A. Renewal - Melissa Larsen

BUSINESS REFERRED BY THE PLAN COMMISSION

- A. Plan Commission Recommendation: Motion to approve/deny a Final Plat Review Application submitted by McMahon Associates on behalf of Clayton Development Group, LLC, for approval of the Scholar Ridge Final Plat, dividing Tax ID #006-0617 (2689 County Rd II) & Tax ID #006-0618 into 49 lots and 2 outlots intended for a combination of commercial/business, multi-family residential, two-family residential, & single-family residential uses.

MOTION

Motion made by unanimous consent to approve the Final Plat submitted by McMahon Associates on behalf of Clayton Development Group, LLC, with all Staff & Plan Commission recommendations & conditions as follows:

1. A second emergency access from CTH II to Princeton Dr/St Norbert Dr shall be provided as approved by Clayton Protective Services Department.
2. Approve Princeton Dr. & St Norbert Dr. street names, as proposed, with appropriate street signage designating each.
3. All roads shall meet the Town's Minimum Road Design Standards Policy for road construction materials for all platted roads within the final plat, and all other minimum road design standards described in the Town's Minimum Road Design Standards Policy shall be enforced.
4. As part of the Public Improvement Agreement subdivider shall provide the Town an irrevocable financial surety to cover costs of road failure if road failure were to occur within 30 years after construction.
5. Revised Utility & Road Construction Plans addressing comments from the Town Engineer & Village of Fox Crossing Utilities shall be submitted to and approved by the Town Engineer, Town of Clayton Sanitary District #1, and Village of Fox Crossing Utilities prior to commencing construction.
6. Town shall accept ownership of Outlots 1 and 2, as well as the maintenance responsibilities for the stormwater facilities of those Outlots.
7. Town Board deems pedestrian facilities consisting of an 8-foot wide asphalt trail along the east side of Marlo Ave, as shown on the Utility & Road Construction Plans adequate for the subdivision.
8. Town Board accepts fee in lieu of land dedication pursuant to Section 7.10.08 (4)(b) of the Town Subdivision Ordinance.
9. Approve temporary turnarounds/culs-de-sac, as proposed.
10. Subdivider shall finalize USPS service plan and, if using Cluster Mailbox Units (CBUs), CBU locations shall be identified on the final plat and a note shall be added to the final plat indicating:

- a. That the Subdivider is responsible for initial installation/construction; and
- b. Responsible parties for all CBU structure/foundation maintenance & replacement costs

11. State Certification of Final Plat shall be provided to the Town.

12. All permits & approvals required by the Wisconsin Department of Natural Resources (DNR) & Winnebago County for stormwater management and erosion control shall be obtained prior to commencing construction.

13. The DNR jurisdictional determination/wetland exemption or Individual Permit for wetland disturbance shall be obtained prior to any filling/disturbance of wetlands.

14. All permits and approvals required by the DNR, Town of Clayton, Village of Fox Crossing, and Town of Clayton Sanitary District #1 for sanitary sewer, water main, and street construction are obtained prior to commencing construction of such public facilities.

15. Subdivider shall execute a Public Improvement Agreement with the Town and provide requisite financial security for all public improvements pursuant to Section 7.10.06 prior to Town approval and as a condition of Town approval of the Final Plat.

Motion carried by unanimous voice vote.

- B. Plan Commission Recommendation: Motion to approve a Conditional Use Application submitted by McMahan Associates on behalf of Clayton Development Group, LLC for a proposed multi-family housing development consisting of fifteen (15) 12-unit multi-family buildings located on approximately 19.6 acres of Tax ID #006-0617 addressed 2689 County Rd II, Neenah, WI.

MOTION

Motion made by unanimous consent to approve the Conditional Use Application for Clayton Development Group, LLC with all Staff & Plan Commission recommendations and conditions as follows:

1. The project shall comply with all applicable local, state, & federal codes/ordinances.
2. Stormwater management & grading/erosion control plans shall be approved by the Town, Winnebago County, & Wisconsin Department of Natural Resources (DNR) prior to commencing construction. Winnebago County & DNR permits/approvals for stormwater management & erosion control shall be obtained prior to commencing construction.
3. Future accessory buildings shall maintain the same theme & material selections as the principal buildings.

4. A revised Landscape Plan shall be submitted to the Town for review & approval by the Plan Commission & Town Board. The revised Landscape Plan shall be approved & all landscaping shall be installed prior to issuance of any occupancy permit(s)/approval(s) by the Town.
5. No obstructions, such as structures, parking or vegetation, greater than 3 feet in height above the centerline of intersecting street or driveway grades, whichever grade is lower, shall be permitted in a vision clearance triangle.
6. Any proposed signage shall comply with the applicable requirements of Article 12 and Attachment E of the Town Zoning Code.
7. Any substantial changes and/or additions to the site plan and/or building plans shall be reviewed & approved by the Plan Commission & Town Board in accordance with the Town of Clayton Zoning Ordinance. Determination of whether a change or addition is substantial shall be at the discretion of the Town Administrator.

Motion carried by unanimous voice vote.

- C. Plan Commission Recommendation: Motion to approve a Site Plan Review Application submitted by McMahon Associates on behalf of Clayton Development Group, LLC for a proposed multi-family housing development consisting of fifteen (15) 12-unit multi-family buildings located on approximately 19.6 acres of Tax ID #006-0617 addressed 2689 County Rd II, Neenah, WI.

MOTION

Motion made by unanimous consent to approve the Site Plan Review Application for Clayton Development Group, LLC with all Staff & Plan Commission recommendations and conditions as follows:

1. The project shall comply with all applicable local, state, & federal codes/ordinances.
2. Stormwater management & grading/erosion control plans shall be approved by the Town, Winnebago County, & Wisconsin Department of Natural Resources (DNR) prior to commencing construction. Winnebago County & DNR permits/approvals for stormwater management & erosion control shall be obtained prior to commencing construction.
3. Future accessory buildings shall maintain the same theme & material selections as the principal buildings.
4. A revised Landscape Plan shall be submitted to the Town for review & approval by the Plan Commission & Town Board. The revised Landscape Plan shall be approved & all landscaping shall be installed prior to issuance of any occupancy permit(s)/approval(s) by the Town.

5. No obstructions, such as structures, parking or vegetation, greater than 3 feet in height above the centerline of intersecting street or driveway grades, whichever grade is lower, shall be permitted in a vision clearance triangle.

6. Any proposed signage shall comply with the applicable requirements of Article 12 and Attachment E of the Town Zoning Code.

7. Any substantial changes and/or additions to the site plan and/or building plans shall be reviewed & approved by the Plan Commission & Town Board in accordance with the Town of Clayton Zoning Ordinance. Determination of whether a change or addition is substantial shall be at the discretion of the Town Administrator.

Motion carried by unanimous voice vote.

- D. Plan Commission Recommendation: Motion to approve a Certified Survey Map (CSM) submitted by Davel Engineering & Environmental Inc., on behalf of Donald & Tara Hennessey for approval of a CSM dividing Tax ID #006-0114-03 (9365 Center Rd) into two (2) lots.

MOTION

Motion made by unanimous consent to approve the CSM for Donald & Tara Hennessey dividing Tax ID #006-0114-03 into two lots with all Staff & Plan Commission recommendations and conditions as follows:

1. The "Undelineated Wetland<2Ac." on Lot 1, per the Winnebago County Hydrologic Viewer, shall be shown on the face of the CSM.

Motion carried by unanimous voice vote.

- E. Plan Commission Discussion: Plan Commission Resolution 2023-005 Recommending Adoption of the Town of Clayton Comprehensive Plan 2040.

DISCUSSION ITEM ONLY - NO ACTION TAKEN

BUSINESS

- A. Discussion/Action: Town Board review & consideration of the Certificate of Payment #1 for Eagle Heights Dr & Wing Ln. Sanitary Sewer, Street & Stormwater Pond Construction submitted by MCC, Inc. in the amount of \$251,880.62.

MOTION

Motion made by unanimous consent to approve the Certificate for Payment #1 for Eagle Heights Dr & Wing Ln. Sanitary Sewer, Street & Stormwater Pond Construction submitted by MCC, Inc. in the amount of \$251,880.62.

Motion carried by unanimous voice vote.

- B. Discussion/Action: Town Board review & consideration of a revised Developer Agreement submitted by G&L Properties for a proposed machining & repair services development on Tax ID #006-0340-02-01.

ITEM TABLED UNTIL THE AUGUST 2, 2023 MEETING

- C. Discussion/Action: Town Board review & consideration of a Developer Agreement submitted by PRE/3, LLC for a proposed multi-family residential development on Tax ID #006-0328-01.

ITEM TABLED UNTIL THE AUGUST 2, 2023 MEETING

- D. Discussion/Action: Town Board review & consideration of the Tax Increment Financing (TIF) Application submitted by PRE/3, LLC for a proposed multi-family residential development on Tax ID #006-0328-01.

ITEM TABLED UNTIL THE AUGUST 2, 2023 MEETING

REVIEW OF DISBURSEMENTS

- A. Check Summary Register

REVIEW OF GENERAL FUND BUDGET UPDATES

UPCOMING MEETING ATTENDANCE

- A. Town Board (6:30 pm start unless otherwise noted) - August 2 & 16; Sept 6 & 20; Oct 4 & 18
- B. Plan Commission (6:30 pm start unless otherwise noted) - August 9 & 23; Sept 13; Oct 11

BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS

ADJOURNMENT

MOTION

Motion made by unanimous consent to adjourn at 7:17 pm.

Motion carried by unanimous voice vote.

Respectfully submitted,
Kelsey Faust-Kubale
Town Clerk

From: Youngquist, Rachel <Rachel.Youngquist@winnebagoountywi.gov>
Sent: Wednesday, July 19, 2023 5:40 AM
To: Kelly Wisnefske, Town Administrator, Town of Clayton
<townadministrator@townofclayton.net>
Subject: winnebago County Meeting notes

Good Morning!

We had a County Board Meeting last night. Here are the bullet points.

All of the voting options of the meeting were voted on without any discussion. They all passed with only one or two nays in a couple votes.

Most of the discussion happened in the first hour before the voting portion began. For about 45 minutes for the County Executive's Report there were many board members asking the Executive about the money that was voted on to give to the municipalities. There were many unhappy Supervisors as well as many questions about the confusing communication that has come out of the Executive's office. A few accusations that he is not following the rules that were passed.

I am more confused than I was before the meeting. Executive Doemel did say that each Clerk did receive an email with clear instructions. I hope you did receive that sometime in the past 3 months. To me there was no clear understanding on how each municipal can receive their promised money. Jon Doemel did say to reach out to him directly.

Please let me know if you have any specific questions that I can answer. I would appreciate knowing if you received the email that the County Executive said went out

Thank you
Rachel Youngquist

Hi Clerks

The county board authorized the purchase of the Silvercrest Group Home. The facility has been operated for a number of years by the county, but up to this point the county has been renting the space.

The Winnebago County Fair is August 2-6. This is a great event for youth in our community to showcase their livestock, crafts, and skills.

I plan to attend the following town board meetings in August Clayton - August 2
Winchester - August 7 Wolf River - August 28

Howie

Howard Miller
(920) 427-6423
Winnebago County Supervisor 36

Department of Public Safety

July 26th. 2023

DPS Report to Town Board

As of July 26th. 2023 the Dept. has been paged-out for 128 calls. Sixty-four were EMR calls and fifty were fire calls, and fourteen that were both. This compares to 144 to date in 2022.

Several members of CFR attended a three-hour training/tour with Fox Crossing and Town of Neenah at the new Neenah High School.

As part of my research on mass causality incident equipment and training, I will be observing a half day Rescue Task Force (RTF) training at the City of Neenah the week of August 7th.

CFR will be attending a training session on August 8th at the Appleton Airport. Then on August 16th several members will be taking part in the tri-annual airport exercise. I have been asked to serve as the time keeper releasing units into the exercise as they are paged.

Six members of CFR and I responded as part of the Winnebago County MABAS grass rig strike team to Coloma to help fight the recent wild fire.

This week I responded to my first call as ordinance enforcement officer to a dog at large complaint

We are looking for rescue heroes to join our department. Your help in spreading the word is appreciated.

Please consider donating blood. The need is great and donors are in short supply.

Please contact me with questions or concerns,

Director Rieckmann

MEMORANDUM

Business Item A

From: Administrator/Staff

To: Town Board

Re: Town Board review & recommendation to the Winnebago County Board of Adjustment on Application #2023-VA-6440 (2689 County Rd II), requesting a variance for a sub-standard shore yard setback requirement per Section 6.1, Winnebago County Shoreland Zoning Code.

Please find in your packet copies of the materials from Winnebago County regarding this application. The County is looking for a recommendation from the Board on whether they would recommend approval, denial, approval with conditions, or approval not as requested.

Staff have reviewed these materials and would recommend approval as the Board has already approved the plat.

Suggested Motion:

Motion to recommend approval of the variance to the Winnebago County Board of Adjustment on Application #2023-VA-6440 and direct Staff to submit the Town Action for Variance form to the County.

Should you have any questions relative to this information, please feel free to call or e-mail me.

Respectfully Submitted
Kelsey

Winnebago County Planning and Zoning Department

NOTICE OF PUBLIC HEARING BOARD OF ADJUSTMENT August 29, 2023

TO WHOM IT MAY CONCERN:

The applicant(s) listed below has requested a variance which is regulated by one or more of the following ordinances: Chapter 23, the Town/County Zoning Code, Chapter 26, the Floodplain Zoning Code, and Chapter 27, the Shoreland Zoning Code. You are receiving this notice because this application or petition for action: 1. affects area in the immediate vicinity of property which you own; 2. requires your agency to be notified; 3. requires your Town to be notified; or 4. requires you, as the applicant, to be notified.

The Winnebago County Board of Adjustment will be holding a public hearing on August 29, 2023 at 5:30 PM in Conference Room 120 of the County Administration Building located at 112 Otter Ave, Oshkosh, WI.

All interested persons wishing to be heard at the public hearing may appear in person or via Zoom using the meeting information below. [A direct link to the Zoom Meeting is available on the Winnebago County Meetings and Agenda calendar on the above indicated date.](#)

ZOOM MEETING INFORMATION LINK: <https://www.co.winnebago.wi.us/planning-and-zoning/boa-meeting-links>

Additional Instructions can be found at: <https://www.co.winnebago.wi.us/planning-and-zoning>.

For further detailed information concerning this notice, contact the Town Clerk or the Winnebago County Zoning office where the application is available for viewing.

INFORMATION ON VARIANCE REQUEST

Application No.: 2023-VA-6440

Applicant: LIEBHAUSER, DEREK

Agent: WOELZ, DOUG MCMAHON GROUP

Location of Premises: 2689 COUNTY RD II

Tax Parcel No.: 006-0617, 006-0618, 006-0632

Legal Description: Being all of the NW 1/4 of the NE 1/4, all of the SW 1/4 of the NE 1/4, and part of the NW 1/4 of the SE 1/4 all in Section 24, Township 20 North, Range 16 East, Town of Clayton, Winnebago County, Wisconsin.

Explanation: Applicant is requesting a variance for a sub-standard shore yard setback requirement.

DESCRIPTION:	CODE REFERENCE:	REQUIRED:	PROPOSED:
The shore yard setback from the nearest point of any structure shall be at least 75 ft from the OHWM unless exempt under section 6.1(1) or reduced under section 6.2.	27-6.1	Shore Yard: 75ft	Shore Yard: 0ft

INITIAL STAFF REPORT

Sanitation: Required; ; Municipal

Overlays: Shoreland, wetlands

Current Zoning: A-2 General Agriculture

Surrounding Zoning: North: I-1; South: No County Zoning; East: A-2; West: No County Zoning;

Code Reference: 27-6.1

Description of Proposed Use: Applicant is requesting a variance for a sub-standard shore yard setback requirement.

THE FOLLOWING INFORMATION HAS BEEN PROVIDED BY THE OWNER/APPLICANT

Describe your project, include the proposed dimensions and setbacks: See Attached.

Describe how compliance with the requirement in question unreasonably prevents or restricts development of a permitted use on the property: See Attached.

Describe the unique physical characteristics or limitations that prevent the property from being developed in compliance with the requirement in question: See Attached.

Describe how the granting of the requested variance will not harm the public interest or have adverse effects on surrounding properties: See Attached.

SECTION REFERENCE AND BASIS OF DECISION

Basis of Decision: Town/County Zoning Code: 23.7-234

When making its decision, the Board of Adjustment shall consider each of the following standards:

- (1) The requirement in question would unreasonably prevent the property owner from using the property for a permitted purpose or would render conformity with such requirement unnecessarily burdensome and such circumstances were not self-created.
- (2) The subject property has unique physical characteristics or limitations that prevent the property from being developed in compliance with the requirement in question.
- (3) The granting of the variance will not be contrary to or harm the public interest given the general purposes of the zoning regulations and the specific purposes of the requirement in question.

The board shall grant a variance only if the board can make an affirmative finding for all of the criteria listed in this section.

Shoreland Zoning Code

27.14.8 Variances

(a) **Generally.** The Board of Adjustment may, upon appeal, grant a variance from the standards of this chapter if an applicant convincingly demonstrates that (1) literal enforcement of this chapter will cause unnecessary hardship; (2) the hardship is due to unique property conditions, not common to adjacent lots or premises; (3) the variance is not contrary to the public interest; and (4) the variance is consistent with the purpose of this chapter.

VARIANCE APPLICATION

Responses may be typed on a separate sheet and attached to this form.

Applicant, please fill out all of the questions in your own words.

C-1 Describe your project, include the dimensions and proposed setbacks:

The project includes the construction of a 156 lot subdivision (Scholar Ridge Estates), generally located on the south side of County Road II between N Clayton Ave and Winncrest Rd, in the Town of Clayton, Winnebago County, Wisconsin (NW ¼ of NE ¼, Section 24, T20N, R16E and SW ¼ of NE ¼, Section 24, T20N, R16E). Scholar Ridge Estates is a new construction development which will include medium density residential as well as multi-family residential which will assist in fostering economic development in the area. The proposed subdivision includes two navigable waterway crossings which are necessary to access the Southern half of the plat. Dimensions and proposed setbacks can be found on the preliminary plat and plans.

C-2 Describe how compliance with the requirement in question unreasonably prevents or restricts development of a permitted use on the property:

The proposed subdivision includes two navigable waterway crossings which are required to access the Southern half of the subdivision. Two crossings are required to allow for fire protection and looping of the water main within the development.

C-3 Describe the unique physical characteristics or limitations that prevent the property from being developed in compliance with the requirement in question:

The subject property contains a waterway that was determined to be navigable by the Wisconsin DNR. Because the navigable waterway extends the entire width of the property, development to the South of the stream would not be possible without crossing the waterway.

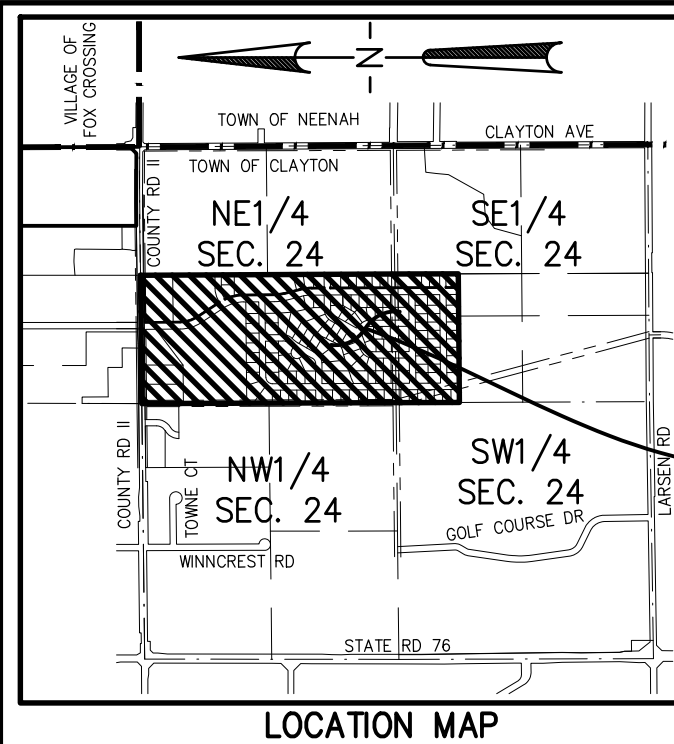
C-4 Describe how the granting of the requested variance will not harm public interest or have adverse affects on surrounding properties. :

Both culvert crossings shall be professionally engineered and permitted as to not adversely affect surrounding properties.

The proposed development follows the Town of Clayton's Comprehensive and Future Land Use Plan.

PRELIMINARY PLAT SCHOLAR RIDGE ESTATES

ALL OF THE NORTHWEST 1/4 AND THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 AND THE NORTH 1/2 OF THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 24, TOWNSHIP 20 NORTH, RANGE 16 EAST, TOWN OF CLAYTON, WINNEBAGO COUNTY, WISCONSIN



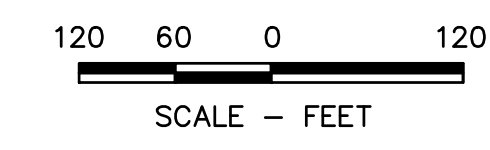
PROJECT LOCATION

- LEGEND**
- 3/4" IRON REBAR FOUND
 - RECORDED BEARING AND/OR DISTANCE
 - S.F.
 - CERTIFIED LAND CORNER WINNEBAGO COUNTY
 - EXISTING STORM ENDWALL
 - EXISTING UTILITY VAULT
 - EXISTING MAILBOX
 - EXISTING POST
 - EXISTING SIGN
 - UTILITY POLE
 - UTILITY POLE W/GUY WIRE
 - TELEPHONE OR TELEVISION PEDESTAL
 - EXISTING BUILDING
 - EXISTING CONTOURS
 - EXISTING CULVERT WITH END SECTIONS
 - TREE OR BRUSH LINE
 - SOIL BORING LOCATION
 - TV CABLE TELEVISION - BURIED
 - GAS MAIN
 - ELECTRIC CABLE - BURIED
 - FIBER OPTIC CABLE - BURIED
 - EXISTING FENCE
 - DITCH LINE
 - PROPERTY LINE
 - RIGHT-OF-WAY LINE
 - SECTION LINE
 - EXISTING ASPHALT PAVEMENT
 - EXISTING GRAVEL
 - EXISTING CONCRETE PAVEMENT
 - WETLANDS AS DELINEATED BY DAVEL ENGINEERING & ENVIRONMENTAL, INC. TRAVIS STUCK DATED OCT. 25, 2022

OWNER/SUBDIVIDER
CLAYTON DEVELOPMENT GROUP, LLC
ATTN. DEREK LIEBHAUSER
2065 AMERICAN DRIVE, SUITE A
NEENAH, WI 54956
(920) 428-9451

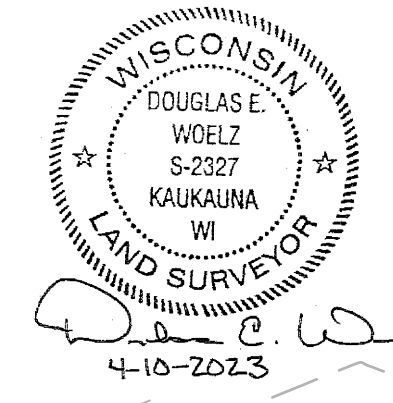
SURVEYOR
DOUGLAS E. WOELZ
1445 MCMAHON DRIVE
NEENAH, WI 54956
(920) 751-4200

BEARINGS ARE REFERENCED TO THE NORTH LINE OF THE NORTHEAST 1/4 OF SECTION 24, TOWNSHIP 20 NORTH, RANGE 16 EAST, WHICH BEARS N89°22'51"E PER THE WISCONSIN COUNTY COORDINATE SYSTEM AS PUBLISHED FOR WINNEBAGO COUNTY



OBJECTING AUTHORITIES:
- DEPARTMENT OF ADMINISTRATION

APPROVING AUTHORITIES:
- TOWN OF CLAYTON
- VILLAGE OF FOX CROSSING
- WINNEBAGO COUNTY PLANNING & ZONING



EXIST SANITARY SEWER LOCATED 2600 FEET TO THE EAST. MCMAHON IS CURRENTLY IN DESIGN TO EXTEND TO THIS SITE.



McMAHON ENGINEERS ARCHITECTS
McMAHON ASSOCIATES, INC.
1445 MCMAHON DRIVE NEENAH, WI 54956
Mailing: P.O. BOX 1025 NEENAH, WI 54957-1025
PH 920.751.4200 FX 920.751.4284 MCMGRP.COM

McMahon Associates, Inc. provides professional engineering services of form, fit and function of all construction projects. All rights reserved. The information contained herein is the property of McMahon Associates, Inc. and is not to be used, copied, or disseminated in any form or by any means without the prior written consent of McMahon Associates, Inc.

NO.	DATE	REVISION

PRELIMINARY PLAT - SCHOLAR RIDGE ESTATES
PART OF THE NORTHEAST 1/4 AND THE SOUTHWEST 1/4 OF SECTION 24, T20N, R16E,
TOWN OF CLAYTON, WINNEBAGO COUNTY, WISCONSIN

SURVEYED	DRAWN
DEW	MJA
PROJECT NO. C1069 09-23-00271	
DATE APRIL, 2023	
SHEET NO. 1 OF 2	

mcbn, WI \PROJECTS\C1069_09-23-00271\CADD\Civil3D\Survey Documents\Subdivision Plats\Scholar Ridge Estates Preliminary Plat.dwg, sheet 1, Plot Date: 4/10/2023 5:04 PM, xrefs:###

PRELIMINARY PLAT SCHOLAR RIDGE ESTATES

ALL OF THE NORTHWEST 1/4 AND THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 AND THE NORTH 1/2 OF THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 24, TOWNSHIP 20 NORTH, RANGE 16 EAST, TOWN OF CLAYTON, WINNEBAGO COUNTY, WISCONSIN

NOTES

- THE SUBJECT PROPERTY IS CURRENTLY ZONED: A-2 GENERAL AGRICULTURAL
- PROPOSED ZONING FOR THIS DEVELOPMENT:
 - (3 LOTS & 1 OUTLOT) LOTS 1 THRU 3 & OUTLOT 1 - LOCAL SERVICE BUSINESS (B-1) DISTRICT OR COMMUNITY BUSINESS (B-2) DISTRICT
 - (2 LOTS) LOTS 4 & 5 - MULTIFAMILY RESIDENTIAL (R-4) DISTRICT
 - (19 LOTS & 1 OUTLOT) LOTS 6 THRU 17, LOTS 27 THRU 30, LOTS 35 THRU 37 AND OUTLOT 2 - TWO-FAMILY RESIDENTIAL (R-3) DISTRICT
 - (134 LOTS & 2 OUTLOTS) LOTS 18 THRU 26, LOTS 31 THRU 34, LOTS 38 THRU 158 AND OUTLOTS 3 & 4 - SUBURBAN RESIDENTIAL (R-2) DISTRICT
- TOTAL DEVELOPMENT = 158 LOTS & 4 OUTLOTS
- FRONTYARD BUILDING SETBACKS TO BE 30 FEET FOR SUBURBAN & TWO-FAMILY RESIDENTIAL LOTS AND 40 FEET FOR MULTIFAMILY RESIDENTIAL LOTS
- THE TOTAL AREA OF THIS DEVELOPMENT = 101.661 ACRES
- NET SUBDIVIDED AREA = 81.485 ACRES
- DEDICATED STREET AREA = 20.176 ACRES
- LINEAL FEET OF STREETS = 14,197 LIN. FEET.
- MINIMUM LOT REQUIREMENTS PER ZONING ORDINANCES (SEWERED LOTS):
 - (B-1) BUSINESS DISTRICT/(B-2) COMMUNITY BUSINESS DISTRICT
MINIMUM LOT SIZE = 15,000 S.F.
MINIMUM LOT WIDTH = 85 FEET
MINIMUM ROAD FRONTAGE = 75 FEET
 - (R-4) MULTIFAMILY RESIDENTIAL DISTRICT
MINIMUM LOT SIZE = 15,000 S.F.
MINIMUM LOT WIDTH = 120 FEET
MINIMUM ROAD FRONTAGE = 33 FEET
 - (R-3) TWO-FAMILY RESIDENTIAL DISTRICT
MINIMUM LOT SIZE (TWO FAMILY UNITS) = 10,000 S.F.
MINIMUM LOT WIDTH = 85 FEET
MINIMUM ROAD FRONTAGE = 33 FEET
 - (R-2) SUBURBAN RESIDENTIAL DISTRICT
MINIMUM LOT SIZE = 9,000 S.F.
MINIMUM LOT WIDTH = 65 FEET
MINIMUM ROAD FRONTAGE = 33 FEET
- MINIMUM LOT SIZE WITHIN DEVELOPMENT = 10,537 S.F. (LOT 124)
- MINIMUM LOT WIDTH WITHIN DEVELOPMENT = 80 FEET
- MINIMUM ROAD FRONTAGE WITHIN DEVELOPMENT = 55.27 FEET (LOTS 32 & 33)
- AVERAGE LOT SIZE (R-2) SUBURBAN RESIDENTIAL DISTRICT = 13,769 S.F.
- AVERAGE LOT SIZE (R-3) TWO-FAMILY RESIDENTIAL DISTRICT = 16,473 S.F.
- ALL EASEMENTS TO BE SHOWN ON THE FINAL PLAT.
- SEE UTILITY PLANS FOR EXISTING AND PROPOSED UTILITIES.
- ALL LOTS TO BE SERVICED BY PUBLIC SEWER AND WATER.
- OUTLOTS TO BE OWNED AND MAINTAINED BY THE TOWN OF CLAYTON OR BY A HOME OWNERS ASSOCIATION.
- PRIVATE RESTRICTIONS/COVENANTS TO BE FILED WITH THE FINAL PLAT.
- A JURISDICTIONAL DETERMINATION/ARTIFICIAL WETLAND EXEMPTION REQUEST IS TO BE FILED WITH THE WISCONSIN DNR'S OFFICE TO ALLOW THE FILLING OF WETLAND AREAS SHOWN ON LOTS 45, 46 & 47 (WETLAND AREA IS LESS THAN 10,000 S.F.)
- ANY AGRICULTURAL DRAIN TILE WHICH IS DISTURBED, CUT OR BROKEN AS PART OF THE DEVELOPMENT OF THE PLAT OR EXCAVATION FOR HOME CONSTRUCTION MUST BE REPAIRED AND/ OR RELOCATED TO ALLOW FOR THE DRAIN TILE TO CONTINUE DRAINING AS ORIGINALLY DESIGNED. THE COST OF THE REPAIR OR RELOCATION MUST BE BORNE BY THE PARTY OR HIS AGENT DAMAGING THE DRAIN."
- THE LOCATION OF THE APPROXIMATE ORDINARY HIGH WATER MARK SHALL BE THE POINT ON THE BANK OF THE NAVIGABLE STREAM UP TO WHICH THE PRESENCE AND ACTION OF SURFACE WATER IS SO CONTINUOUS AS TO LEAVE A DISTINCTIVE MARK BY EROSION, DESTRUCTION OF TERRESTRIAL VEGETATION, OR OTHER RECOGNIZED CHARACTERISTICS.
- ANY LAND BELOW THE ORDINARY HIGH WATER MARK OF A LAKE OR A NAVIGABLE STREAM IS SUBJECT TO THE PUBLIC TRUST IN NAVIGABLE WATERS THAT IS ESTABLISHED UNDER ARTICLE IX, SECTION 1, OF THE STATE CONSTITUTION.
- RIGHT TO FARM COVENANT:
THE LOTS CREATED ON THIS MAP IS ADJACENT TO PROPERTIES THAT, AS OF THE DATE OF THIS DOCUMENT, ARE BEING USED FOR AGRICULTURAL PURPOSES. SOME INDIVIDUALS BELIEVE THAT THE ACTIVITIES ASSOCIATED WITH AGRICULTURAL USE CONSTITUTE A NUISANCE OR CONFLICT WITH THE QUIET ENJOYMENT OF THEIR PROPERTY. THIS STATEMENT IS INTENDED TO PROVIDE THIRD PARTIES WITH NOTICE THAT AGRICULTURAL ACTIVITIES MAY EXIST ON THE ADJACENT PROPERTIES.

DRAINAGE EASEMENT RESTRICTIONS:

THE FOLLOWING USES AND STRUCTURES ARE PROHIBITED WITHIN ALL DRAINAGE EASEMENTS: FILLING, GRADING AND EXCAVATING EXCEPT FOR CONSTRUCTION OF DRAINAGE WAYS AND DRAINAGE FACILITIES; THE CULTIVATION OF CROPS, FRUITS OR VEGETABLES; THE DUMPING OR DEPOSITING OF ASHES, WASTE, COMPOST OR MATERIALS OF ANY KIND; THE STORAGE OF VEHICLES, EQUIPMENT, MATERIALS OR PERSONAL PROPERTY OF ANY KIND; AND CONSTRUCTING, ERECTING OR MOVING ANY BUILDING OR STRUCTURE, INCLUDING FENCES, WITHIN THE DRAINAGE CASEMENT.

MAINTENANCE OF DRAINAGE IMPROVEMENTS:

MAINTENANCE OF DRAINAGE WAYS AND ASSOCIATED DRAINAGE IMPROVEMENTS SHALL BE THE RESPONSIBILITY OF THE PROPERTY OWNERS. WINNEBAGO COUNTY AND THE TOWN RETAIN THE RIGHT TO PERFORM MAINTENANCE OR REPAIRS. THE COST OF THE MAINTENANCE AND REPAIRS SHALL BE EQUALLY ASSESSED AMONG THE PROPERTY OWNERS. THE PURCHASE OF ANY LOT CONSTITUTES A WAIVER OF OBJECTION AND AGREEMENT TO PAY ANY SUCH ASSESSMENT WHICH SHALL BE PLACED ON THE TAX BILL AS A SPECIAL ASSESSMENT.

DRAINAGE MAINTENANCE EASEMENT:

WINNEBAGO COUNTY AND THE TOWN SHALL HAVE AN UNQUALIFIED RIGHT TO ENTER UPON ANY DRAINAGE EASEMENT OR OUTLOT FOR INSPECTION AND, IF NECESSARY, MAINTENANCE AND REPAIR OF THE DRAINAGE WAYS AND ASSOCIATED DRAINAGE IMPROVEMENTS.

"ANY AGRICULTURAL DRAIN TILE WHICH IS DISTURBED, CUT OR BROKEN AS PART OF THE DEVELOPMENT OF THE PLAT OR EXCAVATION FOR HOME CONSTRUCTION MUST BE REPAIRED AND/ OR RELOCATED TO ALLOW FOR THE DRAIN TILE TO CONTINUE DRAINING AS ORIGINALLY DESIGNED. THE COST OF THE REPAIR OR RELOCATION MUST BE BORNE BY THE PARTY OR HIS AGENT DAMAGING THE DRAIN."

PROPERTY DESCRIPTION: All of the Northwest 1/4 and the Southwest 1/4 of the Northeast 1/4 and the North 1/2 of the Northwest 1/4 of the Southeast 1/4 of Section 24, Township 20 North, Range 16 East, Town of Clayton, Winnebago County, Wisconsin containing 4,428,349 square feet (101.661 acres) of land more or less and described as follows:

Beginning at the North 1/4 corner of said Section 24; Thence N89°22'51"E, 1336.79 feet along the North line of the Northwest 1/4 of said Section 24 to the East line of the West 1/2 of said Northeast 1/4; Thence S00°15'17"E, 2648.34 feet along said East line to the Southeast corner thereof; Thence S00°12'30"E, 661.38 feet along the East line of the North 1/2 of the Northwest 1/4 of the Southeast 1/4 to the Southeast corner thereof; Thence S89°27'07"W, 1339.26 feet along the South line of the North 1/2 of the Northwest 1/4 of the Southeast 1/4 to the Southwest corner thereof; Thence N00°13'16"W, 660.00 feet along the West line of said Southeast 1/4 to the Center of said Section 24; Thence N00°11'52"W, 2648.07 feet along the West line of said Northeast 1/4 to the Point of Beginning.

NOTES:

LAND DEDICATION REQUIREMENTS: (PARK, PLAYGROUND & RECREATION OPEN SPACE)

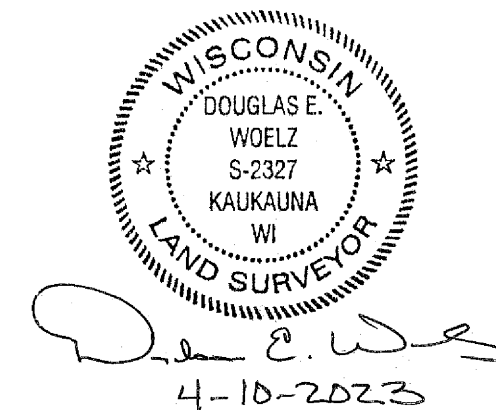
SINGLE FAMILY ZONING - 6% LAND DEDICATION REQUIREMENT
TOTAL SINGLE FAMILY LOT AREA = 2,533,380 S.F. (58.158 ACRES)
LAND DEDICATION REQUIREMENT = 2,533,380 X .06 = 152,002.8 S.F. (3.49 ACRES)

TWO FAMILY ZONING - 8% LAND DEDICATION REQUIREMENT
TOTAL TWO FAMILY LOT AREA = 505,765 S.F. (11.61 ACRES)
LAND DEDICATION REQUIREMENT = 505,765 X .08 = 40,461.2 S.F. (0.93 ACRES)

MULTIPLE FAMILY ZONING - 12% LAND DEDICATION REQUIREMENT
TOTAL MULTIPLE FAMILY LOT AREA = 925,049 S.F. (21.24 ACRES)
LAND DEDICATION REQUIREMENT = 925,049 X .12 = 111,005.88 (2.55 ACRES)

TOTAL LAND DEDICATION REQUIREMENT = 303,469.88 (6.97 ACRES)
LAND DEDICATION PROVIDED = 325,989 S.F. (7.48 ACRES)

- TRAIL = 26,674 S.F. (0.61 ACRES)
- OUTLOT 1 = 138,401 S.F. (3.17 ACRES)
- OUTLOT 2 = 71,941 S.F. (1.65 ACRES)
- OUTLOT 3 = 52,581 S.F. (1.21 ACRES)
- OUTLOT 4 = 36,392 S.F. (0.84 ACRES)



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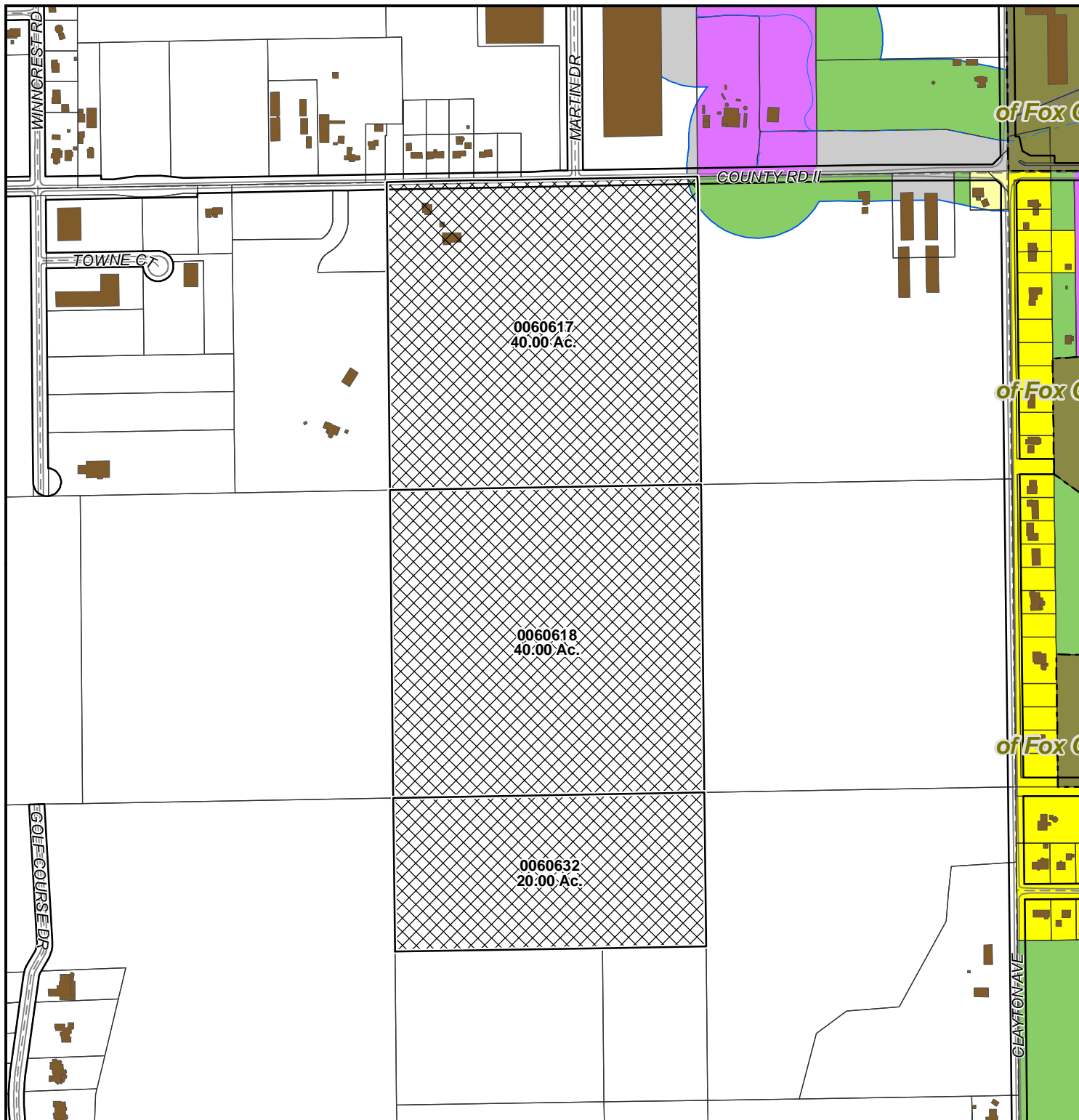
NO.	DATE	REVISION

PRELIMINARY PLAT - SCHOLAR RIDGE ESTATES
PART OF THE NORTHEAST 1/4 AND THE SOUTHEAST 1/4 OF SECTION 24, T20N, R16E,
TOWN OF CLAYTON, WINNEBAGO COUNTY, WISCONSIN

SURVEYED DEW	DRAWN MJA
PROJECT NO. C1069 09-23-00271	
DATE APRIL, 2023	
SHEET NO.	

2 OF 2

m:\p\PROJECTS\C1069\092300271\CADD\Civil3D\Survey Documents\SUBDIVISION PLATS\Scholar Ridge Estates Preliminary Plat.dwg, sheet 2, Plot Date: 4/10/2023 5:04 PM, xrefs:###

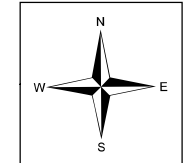


Application #23-VA-6 Item A.

Date of Hearing:
August 29, 2023

Owner(s):
CLAYTON DEVELOPMENT GROUP LLC

Subject Parcel(s):
0060617 / 0060618 / 0060632



Winnebago County
WINGS Project

Scale
1 inch : 600 feet

County Zoning Districts

R-1	PDD	B-1
R-2	A-1	B-2
R-3	A-2	B-3
R-4	I-1	M-1
R-8	I-2	Town Zoning

City of Oshkosh Extraterritorial Zoning Jurisdiction

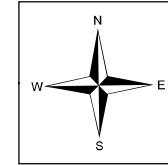
Incorporated Area

Application #23-VA-6440

Date of Hearing:
August 29, 2023

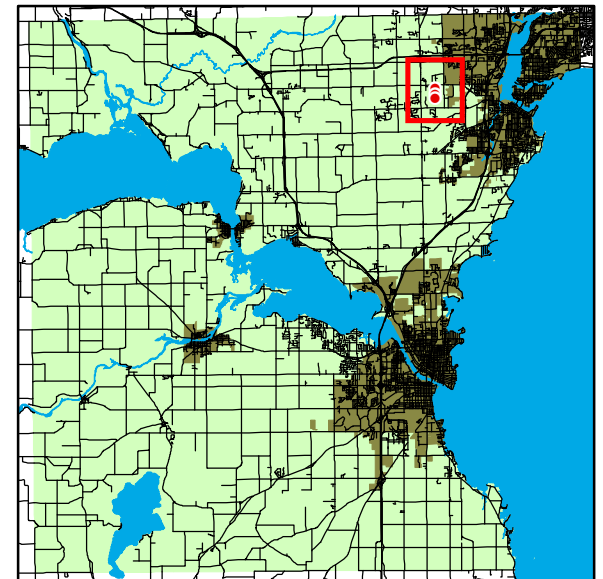
Owner(s):
CLAYTON DEVELOPMENT GROUP LLC

Subject Parcel(s):
0060617 / 0060618 / 0060632



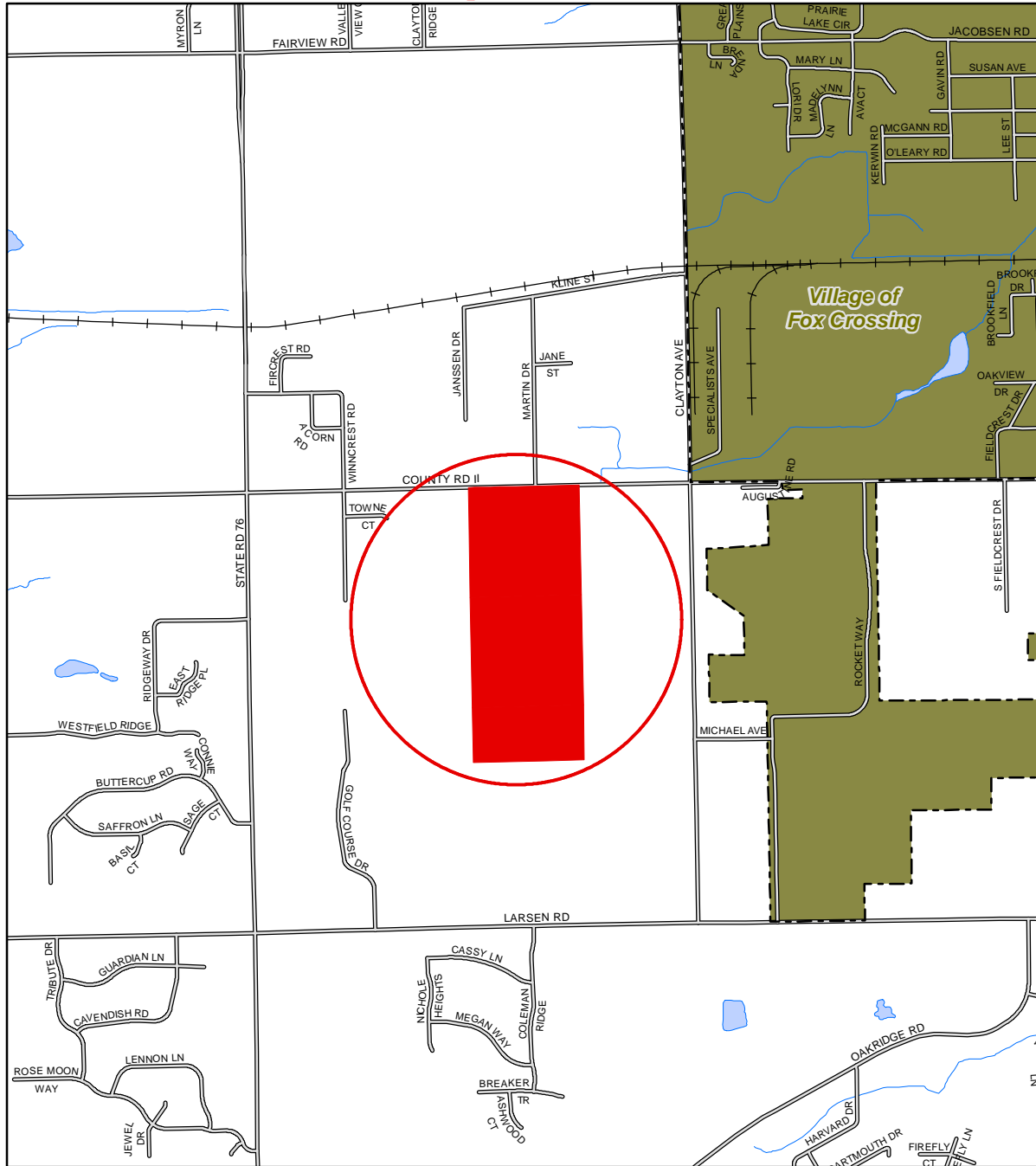
*Winnebago County
WINGS Project*

● = SITE



WINNEBAGO COUNTY

○ = SITE



1 inch : 2,000 feet

FOR TOWN USE ONLY

TOWN ACTION FOR VARIANCE
TOWN OF CLAYTON
WINNEBAGO COUNTY, WISCONSIN

Owner(s): LIEBHAUSER, DEREK

Agent: WOELZ, DOUG MCMAHON GROUP

Parcel No.: 006-0617, 006-0618, 006-0632

Location of Premises Affected: 2689 COUNTY RD II

Legal Description: Being all of the NW 1/4 of the NE 1/4, all of the SW 1/4 of the NE 1/4, and part of the NW 1/4 of the SE 1/4 all in Section 24, Township 20 North, Range 16 East, Town of Clayton, Winnebago County, Wisconsin.

Current Zoning: A-2 General Agriculture

Description of proposed use: Applicant is requesting a variance for a sub-standard shore yard setback requirement.

DESCRIPTION:	CODE REFERENCE:	REQUIRED:	PROPOSED:
The shore yard setback from the nearest point of any structure shall be at least 75 ft from the OHWM unless exempt under section 6.1(1) or reduced under section 6.2.	27-6.1	Shore Yard: 75ft	Shore Yard: 0ft

The town may recommend approval, denial, approval with conditions, or approval not as requested. Please indicate the Town's recommendation for each request.

TOWN FINDINGS:

TOWN CONDITIONS:

DATED THIS _____ DAY OF _____, 20__

SIGNED: _____

MEMORANDUM

Business Item B

From: Administrator/Staff

To: Town Board

Re: Town Board review & consideration of a revised Developer Agreement submitted by G&L Properties for a proposed machining & repair services development on Tax ID #006-0340-02-01.

At the July 19, 2023 meeting the Board voted to table this item until the August 2, 2023 meeting. Administrator Wisnefske has not received back the Developer Agreement.

At this time, Staff is recommending postponing this item indefinitely (Robert's Rules V.12). Staff will bring this Developer Agreement back to the Board once completed.

Suggested Motion:

Motion to postpone indefinitely action on the revised Developer Agreement submitted by G&L Properties.

Should you have any questions relative to this information, please feel free to call or e-mail me.

Respectfully Submitted
Kelsey

MEMORANDUM

Business Item C

From: Administrator/Staff

To: Town Board

Re: Town Board review & consideration of a Developer Agreement submitted by PRE/3, LLC for a proposed multi-family residential development on Tax ID #006-0328-01.

At the July 19, 2023 meeting the Board voted to table this item until the August 2, 2023 meeting. Administrator Wisnefske has not received back the Developer Agreement.

At this time, Staff is recommending postponing this item indefinitely (Robert's Rules V.12). Staff will bring this Developer Agreement back to the Board once completed.

Suggested Motion:

Motion to postpone indefinitely action on the Developer Agreement submitted by PRE/3, LLC.

Should you have any questions relative to this information, please feel free to call or e-mail me.

Respectfully Submitted
Kelsey

MEMORANDUM

Business Item D

From: Administrator/Staff

To: Town Board

Re: Town Board review & consideration of the Tax Increment Financing (TIF) Application submitted by PRE/3, LLC for a proposed multi-family residential development on Tax ID #006-0328-01.

At the July 19, 2023 meeting the Board voted to table this item until the August 2, 2023 meeting. Administrator Wisnefske has not received back the TIF Agreement.

At this time, Staff is recommending postponing this item indefinitely (Robert's Rules V.12). Staff will bring this TIF Agreement back to the Board once completed.

Suggested Motion:

Motion to postpone indefinitely action on the TIF Application submitted by PRE/3, LLC.

Should you have any questions relative to this information, please feel free to call or e-mail me.

Respectfully Submitted
Kelsey

MEMORANDUM

Business Item E

From: Administrator/Staff

To: Town Board

Re: Town Board review & discussion on identifying projects that would qualify for use of the Winnebago County Spirit Fund Local Government Allocation funds.

Please find in your packet copies of the Framework of Spirit Fund Spending & the Local Government Spirit Fund Instructions provided by Winnebago County. Based on the criteria outlined in these documents, Staff have been working to identify possible projects in the Town these funds could be used on.

Please note, per the Instructions attachment, these projects should **NOT** have been budgeted for in 2023. There is no clarification provided if these projects should or should not be budgeted for in 2024, since the funds are able to be spent on “projects or items incurred between April 1, 2023, to December 31, 2024”.

Administrator Wisnefske will have a list of possible projects available.

At a future meeting, the Board will need to pass a Resolution outlining the specific projects the Town would like to apply for funding for. At this point, Staff are looking for more direction from the Board on which projects could be pursued, so Staff are able to do further analysis.

DISCUSSION ITEM ONLY

Should you have any questions relative to this information, please feel free to call or e-mail me.

Respectfully Submitted

Kelsey



Framework of the Spirit Fund Spending

Prepared by the ARPA Strategy and Outcomes Commission

Reviewed at the March 9, 2023, meeting

Approved unanimously at the April 14, 2023, meeting

Overarching Requirements

Legacy: *projects are to be ones which can be looked at as multi-generational or used to improve the quality of life within our county for years to come*

One-time-funds: *projects which require on-going or future costs should be mitigated as much as possible. To achieve this requirement, projects should generally be capital in nature, revolving funds, or endowments.*

Geographic Assortment of Funds: *projects should be spread out as much as possible to impact different geographic areas of the county*

Enhancing Funding Opportunities: *Frequently, other funding opportunities require matching funds. Using Spirit Fund dollars as local match should be encouraged to allow the dollars to go further.*

Project Types to Base Decisions

Debt Avoidance: *When a local government issues debt, typically, it is done so under the debt levy; therefore, debt raises property taxes. As much as possible, projects should avoid Winnebago County's issuance of debt to avoid future tax increases.*

Sustainability Planning: *As these are one-time funds, planning for the future and preparing for potential fiscal cliffs is essential. Projects of this type should look to efficiency, consolidation, and reform.*

Emergency Response: *The original ARPA legislation called for improving resiliency in response to emergencies. Improvements to our emergency response system are essential to this goal.*

Water Quality & Sustainability: *Winnebago County is covered by 25% water and has about 10% of the state's inland surface water.*

Quality of Life: *Parallel with water, Winnebago County's people are an important resource. Projects which improve our quality of life including enhancements to tourism, health, and human services are appropriate. The wellbeing of our citizens ensures we can recruit and maintain our workforce. Projects should especially consider that basic needs are met.*

Categories to Divide the Funds

Percentages could be changed by the commission as projects and priorities are more clearly defined.

County Government Projects (~50% of funds)

These projects are proposed by the County Executive and his department head team. The projects are also led and complete by the county. Projects should be balanced between already planned and projects which would not otherwise be completed without the infusion of investment.

Government Identified Community Projects (~50% of funds)

These are projects which are identified by the commission and are intended to be a collaboration between county departments and community. Projects are administered by county departments and could be granted to sub-recipients or county projects.

Changes to this document may be made from time-to-time by a majority vote of the ARPA Strategy and Outcomes Commission.

Winnebago County Spirit Fund Local Government Allocation

- 1) **Background:** In March of 2023, the Winnebago County Board applied surplus dollars to a special revenue fund titled the "Spirit Fund" to invest in legacy projects for the county government and certain identified community projects. The fund totals just over \$33 million and is split roughly in half for county government projects and identified community projects. Spending proposals are sent to the county board after deliberation of the ARPA Strategy and Outcomes Commission.

The county board allocated \$145,000 for municipal governments located primarily in Winnebago County to fund one-time capital needs projects which increase the resiliency of the community, quality of life for residents, or other needs. This program amounts to \$3,045,000 county wide.

- 2) **Spirit Funds:** All funds must be referred to as Spirit Funds. All projects are funded from county general fund balances.
- 3) **Standard Agreement:** This document, when signed and returned by the chief official of the local government, serves as the standard agreement required under the resolution.
- 4) **Eligibility Period:** Funds allocated to each municipality can be spent on projects or items incurred between April 1, 2023, to December 31, 2024.
- 5) **Eligible Projects:** All projects funded under these allocations must have a government purpose and further comply with the Framework of Spirit Fund Spending approved by the ARPA Strategy and Outcomes Commission. Projects might be ones that would not have been funded without the Spirit Fund allocation or ones which reduce the debt levy. Projects should not have been budgeted for in the 2023 budget. Eligibility questions should be referred to spirit@winnebagocountywi.gov.
- 6) **Selecting Projects:** All projects must be identified by a governing body vote. Municipalities should submit either a signed resolution or meeting minutes indicating the vote and the project. Projects do not require county board approval. If utilizing funds for multiple projects, a single resolution could be passed by the governing body of the local government.
- 7) **Geographic restriction:** All projects must occur within the boundaries of Winnebago County.
- 8) **Project Narrative:** All projects shall have a narrative on how the project complies with the Framework of Spirit Fund Spending. Narratives should be succinct, yet provide enough information for the public to understand the project and its impact for years to come.
- 9) **Project Submittal:** Project documents shall be submitted to spirit@winnebagocountywi.gov. Governments should refer questions to that address as well.
- 10) **Reimbursement:** All funds will be reimbursements to the local government. Invoices shall be compiled and submitted on or before the 15th of each month beginning in September of 2023. Payment shall be made by the county by the 15th of the subsequent month. Reimbursements will not be sent if all items on the attached check list are not completed.

- 11) **Competitive Bidding:** The local government agrees to submit the competitive bidding procedure and documents as requested by the county. If a local government believes a project is exempt from state and federal bidding requirements, the government shall seek the county's written consent.

- 12) **Transferring Funds:** All funds must be used on general government services for governmental purposes. No funds may be sub-granted to an entity not part of the government structure. Funds may be expended for fire department and government owned utilities projects. Municipalities can also transfer the allocation to another municipality with governing body approval.

- 13) **Matching Funds:** Use of the allocation does not require local matching funds. Additionally, the funds may be used for local match requirements for state and federal awards.

- 14) **Signage:** The county reserves the right to post signage at the project identifying the funding source. Signs may be temporary or permanent and shall comply with all local sign ordinances and local government requests.

- 15) **Progress Updates:** The local government shall provide the county regular progress updates to include on a Spirit Fund spending dashboard and local government allocation. The local government shall supply before, during, and after pictures to the county for use on the dashboard. The county may request other information for inclusion on the dashboard that the local government shall provide.

- 16) **Events and Press:** The county shall be included in date selection and invited to all groundbreaking, ribbon cutting, dedication or other such events should events occur. The county shall be provided all press or public statements regarding the project prior to release.

- 17) **Additional Spirit Funds:** It is unlikely additional Spirit Funds will be available for local government projects. Local governments looking to submit additional project ideas or requests should email spirit@winnebagocountywi.gov for more information.

Received and accepted by:

Signature: _____

Name: _____

Title: _____

Date: _____

Project Checklist for Local Government Spirit Fund Allocation

- Proof of Governing Body Approval for Each Project (resolution or minutes)
- Narrative on How the Project Complies with the Framework of Spirit Fund Spending
- Before Pictures (during and after pictures due later)
- Address or Location of Project (GIS information or Google Map showing address if applicable)
- Invoices for Items Paid Toward the Project
- Provide documentation procurement procedures were followed or exempt certificate from county
- Sign standard agreement (above)

MEMORANDUM

Business Item F

From: Administrator/Staff

To: Town Board

Re: Town Board review & consideration of quotes received from Fox Valley Tree Service & Asplundh Tree Expert LLC for trimming overgrowth of trees on selected Town Roads.

Please find in your packet copies of the quotes received from both Fox Valley Tree Service and Asplundh Tree Expert LLC.

As shown on the documents provided by Fox Valley Tree Service, they are estimating the trimming to take about 179 hours at a variable cost. The minimum they are quoting is \$50,120.00 and a maximum cost of \$75,180.00.

As shown in the documents provided by Asplundh Tree Expert LLC, they are estimating a total of 30 hours to complete the work at a cost not to exceed \$6,100.00.

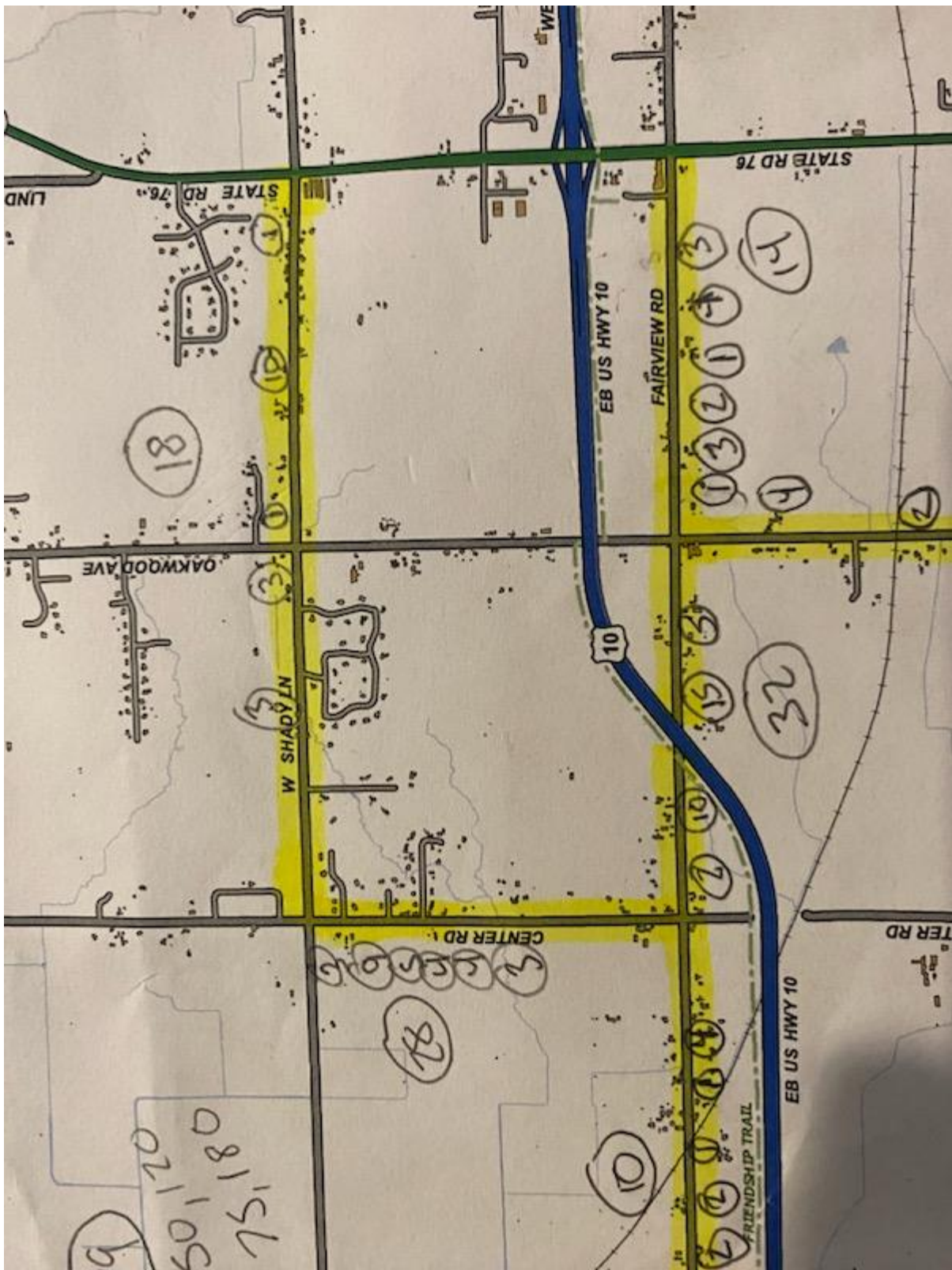
Both Administrator Wisnefske and Public Works Supervisor Christianson have reviewed the quotes, and are recommending the Board approve the quote provided Asplundh Tree Expert LLC. The work would be completed at their discretion. These identified roads need immediate attention, as they are impassible by trucks, including those from Clayton Fire Rescue.

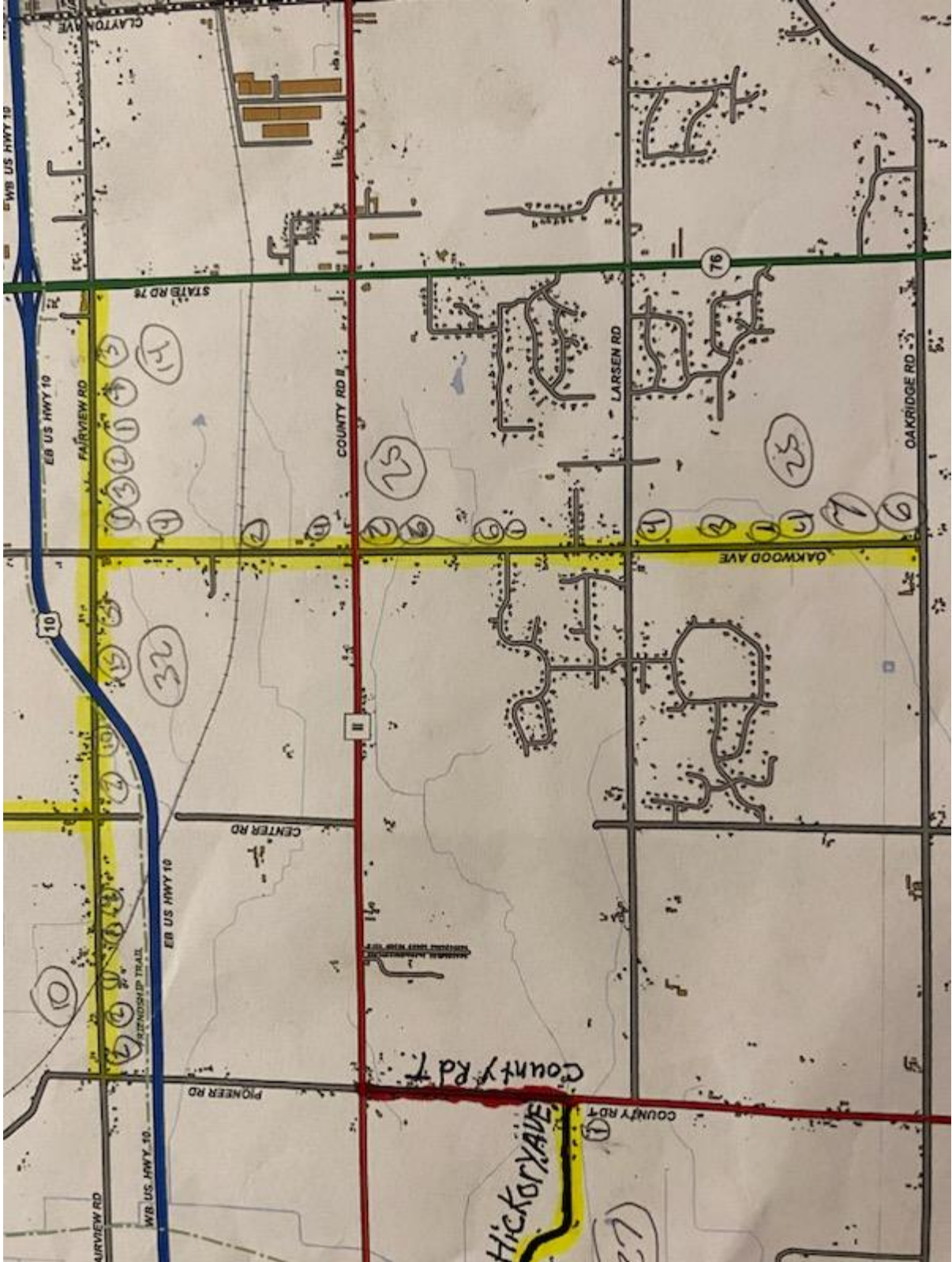
SUGGESTED MOTION:

Motion to approve the quote provided by Asplundh Tree Expert LLC at a cost not to exceed \$6,100.00 and instruct Staff to proceed as necessary to have the overgrowth trimming completed for CY 2023.

Should you have any questions relative to this information, please feel free to call or e-mail me.

Respectfully Submitted
Kelsey









2023 Asplundh Tree Expert LLC / Pricing

Rick Christianson
Town of Clayton
8348 Hickory Ave.
Larsen, WI. 54947
Dpw1@townofclayton.net
920-450-8414

Schedule of Time and Material Rates

The Company shall pay the contractor for labor and equipment after completion and acceptance of the work, by the Company in accordance with the following rates. This schedule is effective:

July 19th, 2023 to December 31, 2023

only and supersedes all previous provisions and is to be attached to and become part of the agreement to perform necessary services between:

**Town of Clayton
And
Asplundh Tree Expert LLC**

Labor Classification

Hourly Billing Rate

	S/T
2 Man lift & chipper crew (55' Aerial lift)	\$200.97
<small>*Crew comes equipped with (2 chainsaws, climbing lines, hand lines, saddles, approved protective equipment, traffic control devices etc.)</small>	

- All of our employees are Certified Pesticide Applicators, Certified Line Clearance Tree Trimmers, per OSHA standards and have CDL driver's licenses. They also are trained in 1st aid and CPR. The Asplundh Tree Expert LLC also enforces a drug free work environment.
- We look forward to working with your organization and if I can be of further service, please feel free to contact me.

(Net terms 15 days)

Proposal accepted by: (Clayton Township)

Approved by: _____ (Signature) Title: _____

Effective date _____

Sincerely,

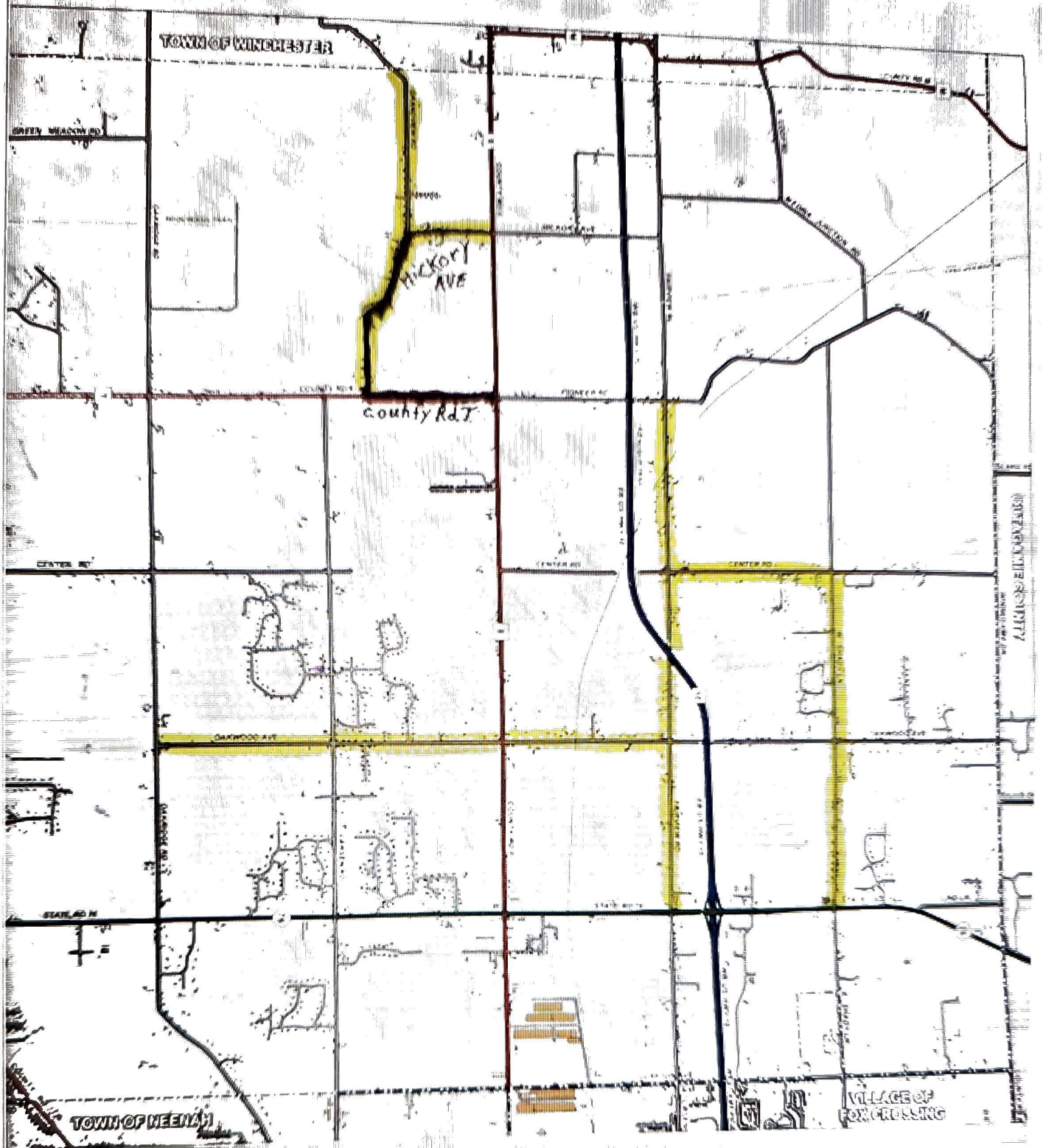


Jesse Long
Manager
Asplundh Tree Expert, LLC
920-918-8733
jlong@asplundh.com

Josh Sterbenz
Supervisor
Asplundh Tree Expert, LLC
715-340-4327
joshsterbenz@asplundh.com

ASPLUNDH

If there are problems with how this message is displayed, click here to view it in a web browser.



Town of Clayton

Winebago County, Wisconsin

Road Map



The Right Product.
The Right Way.

1. Fairview Rd From Hwy 76 To Pioneer Rd.
2. Center Rd From Fairview Rd to W Shady Ln.
3. W Shady Ln From Center Rd to Hwy 76
4. Oakwood Ave From Fairview Rd to Oak Ridge Rd
5. Hickory Ave From County Rd T to County Rd T
6. Grandview Rd From Hickory Ave to the town line of Winchester.

www.tricityglass-door.com
An Exclusive Dealer Company

This data was compiled by using the Wisconsin County Geographic Information System project. Any other use or reproduction of this information is the responsibility of the user.



TOWN OF CLAYTON

Check Summary Register
11100 Checking Acct: Nicolet National Bank
Checks 30235-30263

Check Nbr	Check Date	Vendor name	Check Amount	Transaction memo
30235	7/19/2023	AXON ENTERPRISES INC	\$690.00	TASER PAYMENTS 4 & 5
30236	7/19/2023	BECKER PROFESSIONAL SERVICES	\$1,494.30	ADVISE PAYGO;DEV ENTITIES; JRB TIF
30237	7/19/2023	BOARDMAN & CLARK LLP	\$4,849.57	FINALIZE ECWRPC COMMENTS; OPEN RECORDS
30238	7/19/2023	CHARTER COMMUNICATIONS	\$159.98	INTERNET
30239	7/19/2023	CINTAS CORPORATION	\$1,083.49	JANITORIAL/UNIFORMS CUST15170974
30240	7/19/2023	CLIA LABORATORY PROGRAM	\$180.00	CLIA ID 52D2277378 FIRE DEPT CERT
30241	7/19/2023	ECKSTEIN TED	\$600.00	KEBERLEIN AND BORCHERT CREMATIONS
30242	7/19/2023	FOX CITIES SIGN LLC	\$534.63	BUSINESS CARDS AND TREE MARKERS
30243	7/19/2023	FOX VALLEY TECHNICAL COLLEGE	\$4.00	BLS HEALTHCARE PROVIDER CARD
30244	7/19/2023	FOX WEST REGIONAL SEWERAGE COMM	\$5,650.06	JUNE 2023 OPERATIONS
30245	7/19/2023	GLLB PROPERTIES LLC	\$1,236.00	FIRE SUBSTATION AUGUST 2023 LEASE
30246	7/19/2023	IPR CLAYTON LLC	\$14,500.00	AUGUST 2023 LEASE
30247	7/19/2023	KNOX COMPANY	\$3,961.00	8 KNOX BOXES
30248	7/19/2023	KRUEGER TRUE VALUE	\$3.16	NUTS&BOLTS
30249	7/19/2023	KWIK TRIP INC	\$431.15	CUST 00398421 GAS
30250	7/19/2023	VOID	\$0.00	
30251	7/19/2023	N&M AUTO SUPPLY	\$100.98	FILTERS&SPARK PLUG
30252	7/19/2023	NEENAH JOINT SCHOOL DISTRICT	\$377.15	AUGUST MANUF/MOBILE HOME PERMIT FEES
30253	7/19/2023	RC MOWERS	\$2,353.19	REPAIR LH SIDE
30254	7/19/2023	RHYME BUSINESS PRODUCTS	\$742.86	SHARP COPIER LEASE
30255	7/19/2023	STERICYCLE/SHRED-IT	\$127.96	SHRED SERVICES
30256	7/19/2023	WERNER PEST & ODOR CONTROL	\$196.35	QUARTERLY PEST CONTROL
30257	7/19/2023	WI PUBLIC SERVICE	\$51.62	CLAYTON PARK 0402114819-00001
30258	7/19/2023	WI PUBLIC SERVICE	\$20.02	GENERATOR 0401903447-00022
30259	7/19/2023	WI PUBLIC SERVICE	\$239.49	SHOP 0401903447-00002
30260	7/19/2023	WI PUBLIC SERVICE	\$591.31	MUNICIPAL/FIRE 0401903447-00016
30261	7/19/2023	WINNEBAGO COUNTY TREASURER	\$20.00	LF132313 ROADSIDE GARBAGE
30262	7/19/2023	WM CORPORATE SERVICES INC	\$26,027.32	JUNE GARBAGE & RECYCLING
30263	7/19/2023	MCC INC	\$251,880.62	EAGLE HEIGHTS DR & WING LANE PAYMENT #1
		Total Checks	\$318,106.21	