1. Call to Order and Roll Call

Meeting called to order at 6:34 pm. Present: Dave Moyer, Sharon Douglas, Loren Bobolz, Dan Huisheere, Ben Wellnitz, Jill Bier, Marlina Jackson. Also present Chief Schultz, Chief Roush, Attorney Hahn, Ed Reible

2. Pledge of Allegiance

3. Adoption of the Agenda

A motion to move the Chief report up an item (Loren Bobolz/Sharon Douglas). Motion carried by voice vote with no negative vote.

4. Approval of the Minutes to the December 20th, 2022 meeting

A motion to approve the December minutes (Sharon Douglas/Dan Huisheere). Motion carried by voice vote with no negative vote.

5. New Business

A. Shady Hill Mobile Home Park discussion and action

Dave shared that on Monday, January 2nd, they (police, building inspector, fire chief, Dave) went in to Shady Hill. Dave states that it was eye opening and irritating. Char states that there is a lot more going on than she expected. Dave asks how far do we dwell into the issues there. Mike has been in contact with Mark Hazelbaker (Shady Hills attorney). Mike has worked with Hazelbaker in the past for other cases. In discussions Merriam has dementia and is living in FL and is unable to care for the park. The goal is to sell the park. Hazelbaker understands that in order to do that we need to know requirements for purchaser to continue as a mobile home park. Mike states that he doesnt think Mark will be adversary to updates/repairs needed in the park. Needs to work with the purchaser when the time comes. Can't sell until a list of issues is identified. Timing is about as positive as it gets for this situation to be in everyone's best interest. Mike spoke with Mark and let him know he would be sending photos and preliminary violations. Next Tuesday, Mark and ike will be going through the park together for an on site visit. Frank conservations can be had together without clients present. Mark is going to see the park for himself and will know what it looks like. Mark is concerned about the health and safety violations as that is a risk for his client. If injuries occur his client is on the hook for not maintaining the park. Mike states that we (Bradford) have reasons to be optimistic but depending on conditions it may not be realistic that the property gets purchased. Initial conversations have been very constructive. Loren asks about how to handle the people living there? Mike says none of us want to see people kicked out of their homes. Dan states that there is 1 full bus from the school for kids. Mike states that if someone is willing to fix it up and make changes thats a win for everyone–probably means people will be moved as they wont be able to make changes or afford repairs. We have someone that wants to improve on it. Dan says its going to take finding someone that wants to improve it. Mike says Hazelbaker has invested interest to sell it and salvage some of it. Buyer is going to have to know how bad it is and be aware of how to continue with a list of items to be fixed and a timeline to do so. New owner (assuming there is one) will know expectation off the bat. Dave has talked to Hazelbaker. Daves concern is optimistic and everything that was agreed in 2018/19 and 2013, has not been in compliance with previous board. WE have heard the same story and dave has a list of the 2019 violations. Rock County Health Department gave a list and if improvements were made they are back to the way before. Char turned the utilities over to Rock Energy and states that she could tell homes had power but no meters in socket. Tony at Rock Energy provided her with a list of meters. Char says list is very helpful. Dave asks about condemning a trailer? Char says maybe. Water was leaking from one particular trailer. She didnt look closer because she didnt want to trespass. The garbage, sheds, etc those issues are fixable and need to pick out battles. Power, electrical services, spectics would be the first step. Jill askes about dogs in the trailer. Confirmed there are dogs in the trailer park that are unregistered. Char states that outbuildings could be inspected. Dave says 1 person came out of a shed that he was sleeping in with windows to the west and double doors. Property also had several cameras. Dave suspects people are living in the outbuildings. Jill asks about safety? If 1 kid gets hurt thats too many. Very lucky that there have not been any serious incidents. Mike says it is unsafe conditions and may be a sliding scale of whats good fora trailer home vs a single dwelling home. Char says a lot of the homes in the park are having work done but no permits. Dave is concerned the trailer manager has not come out and lives there and knew we were scheduled to come in on January 2nd. Dave states he talked with Tony at Rock Energy today and they need to update the poles in the trailer court but cannot because of access. There are 63 trailer lots. Char says not a lof ot people were there when they entered but it was during working hours. Jill asks for clarification on Chars spreadsheet. Char responds that active means power on her sheet. Inactive means people are living there with power but no meter. Dave saw a unit with a large cord but not hooked up to the neighboring trailer. Char says that construction needs to cease up there. Dave says some unites need to be removed. Dave concerned about state statutes-Joe has 2 trailers side by side. Also the violation with the shooting range. Dave has no problem with them selling the park. Dave doesnt want the township to front any bills for it and we can pull the license if not willing to make any moves. Jill aks if we can close them if we dont give permits? Mike responds that we can give them 90 days and if no progress is made we can revoke license. And if we do go that route we need to be prepared to go to court. We can also fine them for permit violations if kicking people out is a concern. Loren asks who is fined? Owner or tenant? Mike says potentially both. Fines arent that big of a deal. Abandoned trailers can have issues to raise or remove identify vacant ones or so far gone that they should not be considered habitable-we could start there. Char asks if she can go under trailers to inspect? Mike says he can get her an inspection warrant to inspect every tailor as we have probable cause. Mike is going to ask Mark about consent. Loren asks who pays? Mike says entirely possible we foot the bill for the majority of this. Mike is concerned about environmental contamination and is really invested in gauging for Hazelbakers reaction. In conversations with Hazelbaker he is giving preliminary observations with the goal of forcing it to get someone to buy it and clean it up. With the understanding that Bradfored gives a timeline on operating and repair. SOmeone needs to invest in doing so. Jill asks what will happen if someone does buy and nothing happens? Mike looks up ordinance and reads that we can transfer license upon review of town board. Mike is confident we can issue standards on license transfer. We can enforce with new purchaser-easier to terminate and revoke a license with someone new. SHaron states she thinks its good Mike is going to meet with Hazelbaker. Char, Dave, and SHaron met to discuss to find things to start with–a starting point and stopping construction. Dave wants Attorney Hahn to write up a cease and desist letter and a permitting process to follow. Mike asks have we received any building or construction permits? Board states no. Work is occurring but no permits have been obtained. Mike states our ordinances prohibit construction-can have open deck or railings. CHar states 75% of the trailers have additions. Mike asks if Char was able to identify the lots? Char says trailer numbers are marked very well. Mike aks if Char would provide a list of ones that have additions–some different extremes of additions. Mike says we need to have a full list and initial visit was a walkthrough. If Char can get permission to look at meters and walk around the home. Mike wants to look to see what is controlled by that and controlled by owner. Dave argues with Mike that lot lines are not marked so we can enter a site as its in the park. Mike says flags or survey posts do not need to be visible. Should have a survey map. Dave says setbacks are not correct. Mike says we can get Char the ability to walk around on health of the town and to walk around every lot. Loren doesnt think the buildings and sheds are an issue but the people are the issue. Char identifies the issues being observed is a big step. 2019 health department report is important as well. Officer Walls took pics. Mike can see if the county will go through it again. Mark Hazelbaker going through the park is going to be a big step as well. Char asks if we are able to vet the new purchaser before transfer so it is not another slum lord? Mike responds that we need to know the issues in the park first. Char sats homes are so old that they’ll never be improved. Mike sats what is, based on Chars observations, what things do you want Mike to hi-light/discuss with Mark and explain even before sold that have to be addressed that are safety violations? Sharon says the additions are an issue. Power, water garbage, perimeters, and inadequate parking. Dave is concerned about defined lines. CHar states that water-the backflow-contamination, water is ponding under trailer, are safety issues. Mike asks Char if she has a unit # for trailers with health risks? Safety risks? Reality is 75% of trailers have additions. Mike asks if we havea list of abandoned trailers? Dave responds no. Sharon asks if the manger is an issue and didnt share the information provided? Mike states were not issuing fines at this time. Dave says process is not fines but gives the ultimatum on specific things. Mikes says in the terms of direction where we want him to go with Hazelbaker a couple of things need to happen–hes walking through with him. Regardless of what we do–resolving before we renew a permit, issuing repair/removing orders for different violitons, whatever we do a comprehensive list is needed. Go through the whole park and if going to pursue it, it is going to be very obvious. Looking at exterior will will drive home importance of getting inside trailers, likelihood to condemn the majority is pretty high. If condemned, they have to go. Pressure is on Merriam or whoever takes over, clear guidelines in place for what needs to happen. Needs to convey to client and tenets that construction ceases. Jill asks Char about costs–$50/hour. Currently at 3-4 hours. SHaron offered to help Char go in to trailer park and can take notes. Mike will update Dave after Tuesdays visit. We need to tie issues to specific trailers such as abandoned/falling apart. Would like the list by Tuesday. We need to address the issues quickly. Mike advises with proper precaution to have law enforcement agent present. WE need to go through this systematically.. Issues and problems are there but needs have to specific to violations. Not an easy process. No denying the problems after Hazelbaker sees them. As far as safety, what about the power company to get to proper code? Lots are marked out for vehicles, safety issues,. Mike says as long as issues are documented we can move forward. Dave says we have not enforced things in the past and Mike says we have identified issues with no pursuit. Concern is understood and taking the steps to enforce will be beneficial. Mike will provide write up and steps to move forward. Dave wants a letter in english and spanish about cease and desist for new construction or construction in progress. Mike asks if Char or dave know which trailers are under construction?

B. Joint Municipal Court Updates Discussion and Action-Chief Schultz

Chief Schultz reported that officer Walls received the reports. The Manager did not show up to the scheduled walk through. Per Char, Officer Walls took photos of the units. Dave adds that the officer was very helpful. Chief Schultz states that they are awaiting directions from the attorney. Dave states that the issues need to be prioritized. Moving forward with the handling of other things and how we move forward. Chief Schultz requested Dave to call him.

C. Discussion and Action on report by Fire District Representative

Cheif Rousch asks if there are any questions on report? Old ambulance sold for $15000.00. Old cot for $1500.00. Audit is done. Draft has been sent. Jill aks about profit and loss. Overpaid by $25000 January-December. Rousch will get with Judy to look at it. Rousch added EMR to crew. New tires are needed. Front tires replaced two years ago. Rear tires are dry rotting. Tires are not in budget. 671 calls for 2022–$137,000 under budget. Dave asks about gas call? Rousch did not get a response.

D. Discussion and action on building inspection and fees

Char brings up that zoning fees are our only fees. Jill asks about fees and farmland preservation? Char says if its a building that falls tinder farming its exempt from building codes. A building permit should be charged and an inspection should take place. The whole building for Gunnink cost $130 (doubled due to not obtaining permit before construction). Other townships have a zoning fee and a square footage fee. Dan and Loren didn't have their ag buildings inspected. Dave states that we have residents that have put ag buildings in places they don't belong. CHar says even if farming they are exempt from building code. Dave says the ability to consider ordinance for ag building for zoning fee and permit related to that type of building–would afford inspector to do beginning and final inspection. Jill says to look into as we had to reimburse other residents. Dave says he doesn't know how farmland preservation would affect fees. Sharon asks what Char would be looking for? Use, location, plumbing, and electrical and states it would be a flat fee. Dan says when it comes to plumbing and electrical does it have to be done by a contractor? Char states it has to be done to code. Has to be installed based on use of the building. Motion to table.

E. Discussion and action on Zoning Officer Report

F. Discussion and action on Supervisors’ evaluation of their sections of roads

Pot holes are still an issue. Sharon asks if Dave has made contact with Carol Marks? Dave has not yet.

G. Discussion and action on roadwork, including but not limited to tree trimming, culvert repair and replacement, crack filling, ditching, shouldering, maintenance including replacement of signs and posts, paver repair, pothole filling

Board asks about chip sealing Inman rd? Dave contacted by Ayre Engineering for the Oriley Bridge. Would cover all bases and only get the money once. Signs and posts are still an issue. Dave replaced the removed signs. SIgn on Creek Rd is strapped to the post.

H. Discussion and action on Town Hall Repair Committee Report

Ben Wellnitz called Dan Wellnitz and haven't heard back yet. Board asks about pest control. Dan will talk to Jesse and were on schedule for every other month. Not much for bugs right now. Seasonal is $90.00. Do we want to go quarterly? We don't have an advantage of doing it in off seasons. Dave can bring his traps in.

I. Discussion and action on Townhall Building 2 and February work day pre-election

We need help installing cabinets and getting the blinds put up. Haul some stuff over from the other building for election. Sharing asks about putting posters up? We will wait. Building 2 breakdown sheet is distributed to board. A motion to use ARPA funds to make it be a 1 account to pay for building 2 (Loren Bobolz/Dan Huisheere). Work day to be scheduled.

J. Discussion and action on approval of Driveway Permit Applications

Dave met with Gordie Rye on driveway permit but it was not his land. Permit not issued.

K. Discussion and action on Utility Permit Applications

none

L. Discussion and action on February Primary and selecting date for February meeting

Selecting date for Thursday, Feb 23rd at 6:30 pm and P&Z meeting at 6:00pm.

M. Discussion and action on town insurance renewal

Board reviews insurance renewal. Building 2 needs to be increased to $234,000.00.

6. Citizen Participation

7. Announcements and Reports

A. The February Town Board meeting will be held on Tuesday, February 23, 2023 at 6:30 p.m. at the Bradford Town Hall

B. WTA Meeting January 19th, 2023 at 7:00pm at Harmony Townhall

C. Rock County Sheriff’s Report

Report emailed to board members. Officer Gawlich present. Board shared concerns over a black SUV that has been sitting infront of townhall for extended periods of time. Officer viewed Ring photo and confirmed it is not an official vehicle. Took note of concerns.

D. WTA District Meeting Saturday, February 4, 2023 at 841 Brewhouse

(841 W. Milwaukee St., in Whitewater WI)

Sharon Douglas will attend. Fee is $65.00. Add to bills.

8. Treasurer’s Report

Jill shared treasures report. She also shared that she can issue the settlement checks and refunds as they come in. Motion to approve the treasures report (Lorem Bobolz/Sharon Douglas)

9. Bills for Approval

Bills shared with the board. Add the $65 fee for WTA District Meeting. Motion to approve the bills (Sharon Douglas/Loren Bobolz).

10. Adjournment

Meeting adjourned at 9:17pm

**Bills for Approval January 2023**

|  |  |  |
| --- | --- | --- |
| **Rock Energy Cooperative** | **Town Hall Expense-Light** | **$82.32** |
| **Alliant Energy** | **Hwy. exp-street lights** | **$46.77** |
| **Lentells Disposal** | **Recycling** | **$500.00** |
| **Clinton Community School District** | **Monthly Parking Permit Fees** | **$220.97** |
| **Rock County Department of Public Works** | **Labor: 388.47**  **Equipment: 165.91**  **Material: 94.52**  **Small Tool: 10.49**  **Admin Support: 29.87** | **$689.26** |
| ***Rock County Treasurer*** | ***Tax payment*** | ***$159,238.48*** |
| ***Clinton Community School District*** | ***Tax Payment*** | ***$415,094.13*** |
| ***Delavan-Darien School District*** | ***Tax Payment*** | ***$13,610.57*** |
| ***Blackhawk Technical College*** | ***Tax Payment*** | ***$29,525.47*** |
| ***Rock County Treasurer*** | ***Dog License Payment*** | ***$102.50*** |
| **Joseph Runnells** | **Overpayment of Escrow** | **$31.94** |
| **Jacob Williams** | **Overpayment of Escrow** | **$31.01** |
| **Roger Floberg** | **Overpayment of Escrow** | **$31.25** |
| **Andrew Hargarten** | **Overpayment of Escrow** | **$31.37** |
| **Daniel S White** | **Overpayment of Escrow** | **$348.82** |
| **Jeffrey D Susong** | **Overpayment of Escrow** | **$31.38** |
| **Shawn P Bell** | **Overpayment of Escrow** | **$31.67** |
| **Erick & Erica Repaal Living Trust** | **Overpayment of Escrow** | **$34.90** |
| **Thomas Gretschmann** | **Overpayment of Escrow** | **$32.21** |
| **Colin Brandl** | **Overpayment of Escrow** | **$31.45** |
| **Austin DeLong** | **Overpayment of Escrow** | **$36.05** |
| **James Romano Trust** | **Overpayment of Escrow** | **$32.75** |
| **Elias & Amanda Medina** | **Over Pay Lottery Credit** | **$348.82** |
| **David Moyer** | **Reimbursement: Building 2 expenses** | **$205.45** |
| **Clinton Fire Department** | **Debt Reduction Payment** | **$7143.63** |
| **Clinton Fire District** | **½ Payment** | **$43973.83** |
|  | **Total:** | **$671,487.00** |
| **Weebly** | **CC Charge for February 2022** | **$120.00** |
| **WTA District Meeting** | **Sharon Douglas attendee** | **$65.00** |