**Town of Bradford**

**Town Board Meeting**

**Tuesday, July 20th, 2021 at 6:30 p.m. at the Bradford Town Hall**

**Agenda**

1. Call to Order and Roll Call

Town Board Chair David Moyer called the July Town Board meeting to order at 6:35pm p.m. at the Bradford Town Hall. Also present were Supervisors Sarah Pope, Loren Bobolz, Dan Huisheere and Ben Wellnitz, Treasurer Jill Bier, Clerk Marlina Jackson, e. Also present: Sharon Douglas, Mike Mullooly, Ryan Rudzinksi, Ingrid Doherty

2. Pledge of Allegiance

3. Adoption of the Agenda

Motion to adopt the agenda. (Ben Wellnitz/Dan Huisheere) The motion carried by voice vote with no negative vote

4. Approval of the Minutes to the June 15th, 2021 meeting

Motion to approve the minutes to the June 15th meeting. (Loren Bobolz/Dan Huisheere) The motion carried by voice vote with no negative vote.

5. New Business

1. Discussion and action for Resident on Jones Road requesting conditional use permit to have animals on property

Ingrid Doherty on Jones road presented to board in regards to a conditional use permit. She spoke with Planning and Zoning member Sharon Douglas in regards to conditional use permitting. Currently does not have enough acreage to change zoning from rural residential. Ingrid shared maps with the board. Neighboring properties have cattle and crops. She would like to have her burrow and pony on her property. She previously requested to purchase land from the Wetmores but was denied. Her 1.57 acres is zoned rural residential and prior to being rezoned rural residential it was zoned ag (before she purchased) from Rogers and horses were previously on the property. Norths and Mulligans used to have horses. Ingrid brough signatures from neighbors as a petition to the board. Chairperson Dave shared that rural residential zoning does not permit agricultural conditional use. Ingrid has discussed with Rock County and referred it to our MOA to suggest changes for a zoning variance. Land would need to be rezoned but minimal of 3 acres is required for animals. In her previous township (Dane CO) she was able to have animals on her 1.3 acres. Zoning member Sharon Douglas shared that as a rural residential area there is not proper acreage to move to Agricultural usage and the past does not affect the current zoning. Variance could be given if it creates a hardship but is up to the board and members if they want to discuss with the township attorney to change the ordinance. Ingrid shared that it does create a hardship and she is going to go through the legal hoops and push forward. Chairperson Dave commented that it is the towns interest in maintaining stability for everyone and conditional use permits such as gun shop, commercial business, etc are based on 1 on 1 decisions. Zoning is not allowed for conditional use where it cannot be for a rural residential property. Supervisor Dan commented that an ordinance is not written for animals on property in a rural residential zoning. Treasurer Jill shared that in her time on the board she has had two residents inquire to the board to have animals on property but did not pursue further after being denied. Ingrid closed the discussion with sharing with the board that she will be getting a lawyer and legals will become involved.

B. Discussion and action on Emerald Grove Road RR Bridge project

Supervisor Loren shared that the project has started but is moving slowly. The bridge has been removed and excavating is occurring. People are providing positive feedback that it is being worked on. Project is expected to be completed by September.

C. Discussion and action on approval of Veteran’s Service Lists for Emerald Grove Cemetery Association and Mt. Philip Cemetery Association

The Veterans’ List for the Emerald Grove Cemetery Association and Mt Philips Cemetery was received.

**Motion to approve the Veterans List for the Emerald Grove Cemetery and Mt Philip Cemetery Association. (Ben Wellnitz/Dan Huisheere) The motion carried by voice vote with no negative vote.**

D. Discussion and possible action on Shady Hill Mobile Home Park

Chairperson Dave discussed with Attorney Ollerich in regards to Shady Hill Mobile Park. Shady Hill Mobile Home Park is behind 3 months of payment. A motion for Attorney Michael Ollerich to send a letter to Dave Merriam for breach of contract and other verbage for violations was made. (Sarah Pope/Loren Bobolz) Motion carried by voice vote with no negative vote.   
Chairperson Dave also brought up that the Municipality agreement goes into effect on or around September 9th and we can use that to enforce ordinance violations. The first lot has been cleared off and leveled, per our court agreement there can not be another trailer there. Dave Meriam needs to be remind that the lot needs to remain empty for safety.

E. Discussion and action on report by Fire District Representative

Supervisor Loren emailed report to board. Fire calls were up. 4 new members have joined and there was an increase in wages from $11.00 to $14.00. Other departments for EMS are around $16-$18/hour. The increase falls within budget right now. A motion to accept the report was made (Dan Huisheere/Ben Wellnitz). Motion carried by voice vote with no negative vote.

F. Discussion and action on Zoning Officer Report

No report

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

Discussion was had into regards of a uniform checklist to make it easier for supervisors to report to board.

H. 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, pot hole filling, Creek Road Bridge State/Municipal Agreement and Emerald Grove Bridge Projects, LRIP Project

Tree trimming on creek road, resident are complaining of low branches hitting vehicles and not enough room for ditches due to low side brush. A proposal to get an estimate to clear was suggested. Chairperson Dave suggests tree trimming in November/December and needs to be brought back 6’-8’. Southside of the road is worse. Chairperson Dave with DOT Rep, ASCS office, and Duane Jorgenson to discuss water at Emerald Grove/Jones Road. The gas company needs to lower gas line and there is high pressure line by hwy 14. Area marked is the service line. IT would be $200-$300 to auger at culvert area to get to drain properly. Once water is out it will be easier to maintain the ditch. Area needs to be tapered better and Norm from ASCS recommended taking the bubbler to full tile to bypass the area. Ayres will be contacted about capping the culvert. Consider popping drain holes in to see if that fixes the problem. Clinton has now agreed to split the cost of repair for BC Townline Road to Carvers Rock Road using ARPA funds. Also seeking a bid for repaving of Waite Road through County. Supervisor questioned if the county guarantees their roadwork and paver patches. Discussion about using ARPA funds for BC Townline road repair--suggested to consult with Attorney Oellerich. Many complaints regarding Waite Rd. Not ground properly and needs to be better. Suggests hauling gravel in as grading to get chunks back to center.

I Discussion and action of Creek Road LRIP Loan

Ryan Rudzinski shared that the project was under bid price at $552,168.79. Expecting minor changes in total but not big and project is mostly completed. $461,000 cost for the contract bid price was over so project is under. When submitted to state 90% of the project will be reimbursed. LRIP is 90/10 split. Supervisor questioned about driveway at Creek Road/Odling Road. Driveway is not at intersection and was a previous driveway. Treasurer Jill asked how the board wants to borrow the money from loan for the $300,000. We haven't used loan funds yet and our balance at June was $266,000 in the account. Loren suggests borrowing the money from the loan. Could borrow up to $50,000 to stay in good standing with bank. A motion was made to borrow $300,000 from loan for the Creek Road Project. (Sarah Pope/Loren Bobolz). Motion carried with no negative voice vote.

J. Discussion and action on Town Hall Repair Committee Report

Signage in townhall needs to be moved and record disposal needs to happen, file cabinets need to be relocated and some paint touchups need to be made. A work day is needed. Ben is willing to store the signs. It was suggested that ARPA funds be used to make improvements to townhall, such as office space and running water/toilet. A work day is scheduled for August 16th at 6:00pm.

K. Discussion and action on approval of Driveway Permit Applications

No applications received. Chairperson Dave has one request from Josh Tracy.

L. Discussion and action on Utility Permit Applications

None

M. Discussion and action on Clean Sweep Program

In the past the board has donated to Clean Sweep. A motion to bypass the clean sweep program was made. (Loren Bobolz/Dan Huisheere). Motion carried with no negative voice vote.

N. Discussion and action on Bradford Townline Rd repair

Town of Clinton approved $8760.00 for repairs to BC Townline road.

O. Attorney update on Joint Municipal Court Agreement and status

Joint Court Agreement becomes effective September 1st, court system in place beginning September 9th.

P. Discussion and Action on ARPA Funds

ARPA Funds need to be separate from general funds. Motion to approve a money market and keep the ARPA Funds in a separate account was made. (Dan Huisheere/Sarah Pope). Motion carried with no negative voice votes.

6. Announcements and Reports

A. The August Town Board meeting will be held on Tuesday, August17th, 2021 at 6:30 p.m. at the Bradford Town Hall

B. Rock County Sheriff’s Report

\*Deputy on duty attending--may move up in agenda

Rock County Officer Bordner asked the board if we had any concerns or anything to be addressed. Chairperson Dave asked about shooting at personal properties. Officer Bordner advised to call next time there is a concern. She also mentioned about the tire dumping in the township and the individual was caught. Ingrid inquired about the speed limits in a residential area and if residents can call non-emergency. Officer Bordner advised that they could put hot shots in area of known speed and increase patrol. Chairperson Dave also commented that the speed signs on Emerald Grove Road are not completed yet as the markings were not done in the right area.

C. Rock County Clean Sweep Program –next collection date Saturday, August 21st 2021. 9:00-11:00am at Rock County Public Works. Pre-registration required

D. Chairman Report

Chairperson Dave reported that moving forward we need to terminate the assessor contract with J&L Appraisals on basis of breach of contract. We need to get our records back and find quotes from new assessors. A motion to have attorney Oellerich terminate the contract with J&L Appraisals and verbage for not doing the job and getting our records back was made. (Dan Huisheere/Ben Wellntiz). Motion carried by voice vote with no negative vote.

7. Citizen Participation

8. Treasurer’s Report

A motion to approve the treasures report and to withhold payment and not pay the assessor amount due do to breach of contract was made. (Loren Bobolz/Dan Huisheere). Motion carried by voice with no negative vote.

9. Bills for Approval

A motion to approve the bills for payment was made. (Sarah Pope/Loren Bobolz). Motion carried by voice vote with no negative vote.

10. Adjournment

Motion to adjourn. (Loren Bobolz/Ben Wellnitz) The motion carried by voice vote with no negative vote. The meeting was adjourned at 8:14 p.m.

Bills for Approval

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| **Rock Energy Cooperative** | **Town Hall Expense-Light** | **$27.94** |
| **Alliant Energy** | **Hwy. exp-street lights (June 29)** | **$50.31** |
| **Dave Moyer Reimbursement** | **Reimbursement** | **$254.56** |
| **Lentells Disposal** | **Recycling** | **$500.00** |
| **Clinton Community School District** | **Monthly Parking Permit Fees** |  |
| **Rock County Dept of Public Works** | **Engineering Fees: Emerald Grove Bridge $440.01**  **Maintenance: Roadside Drainage/culvert pipe $789.00**  **Pothole Repair: $649.42**  **Small tools: $3.70**  **Admin Support: $79.24** | **$1961.37** |
| **Pat’s Services, Inc** | **Town Hall Exp**  **4/17/2021-5/14/2021 $90.00**  **6/12/2021-7/9/2021 $90.00** | **$180.00** |
| **Nowlan & Mouat LLP** | **Ordinances: $148.00** | **$148.00** |
| **WI Dept of Revenue** | **Town Bd Exp: Business Tax Registration Renewal** | **$10.00** |
| **WI Department of Justice** | **Town Board Exp-Background check** | **$49.00** |
| **Battermans** | **Creek Rd LRIP Reconditioning** | **$10,160.00** |
| **Rock County Treasurer** | **Dog Licenses** | **$5.50** |
| **Ayres** | **creek rd reconditioning** | **$299,392.04** |
| **Ed Reible** | **Constable** | **$923.50** |
| **Rock County Treasurer** | **20% Managed Forest** | **$5.36** |
| **J&L Appraisals** | **Assessor-$1875.00** | **N/A** |
| **Bill John Excavating** | **Serl Road gravel** | **$450.00** |
|  | **Total** | **$314,039.33** |