**Town of Bradford**

 **Town Board Meeting**

**Monday, November 14th, 2021 immediately following the Planning and Zoning Meeting which will begin 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 October Town Board meeting to order at 6:40pm p.m. at the Bradford Town Hall. Also present were Supervisors Sarah Pope, Loren Bobolz, and Ben Wellnitz, Treasurer Jill Bier, Clerk Marlina Jackson. Not present: Supervisor Dan Huisheere Also present: John Lader, Mike Mullooly

2. Pledge of Allegiance

3. Adoption of the Agenda

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

4. Approval of the Minutes to the October 19, 2021 meeting

Motion to approve the minutes to the October 19th, 2021 meeting. (Ben Wellnitz/Loren Bobolz) The motion carried by voice vote with no negative vote.

5. New Business

1. Joint Municipal Court Updates Discussion and Action

Chief Schultz is award of violations. Chairman Dave needs to meet with Attorney Oellerich and Chief Schultz. Issues have not been dealt with for many years. They need to create a game plan to get a response. Do they cite the owner of the park or owner of the trailer? Unable to just jump and actions need to be done correctly. There are more than just municipal violations. Dave Merriam is supposed to notify of new trailers in the park. Check if trailers were there. Does the new Assessor go in to the trailer park? MZIS will not go into the trailer park. A revamp of property taxes should be done for the trailer park but is an expensive endeavor. Loren and Dan would be willing to go in to look at building violations such as add-ons, decks, etc that have not been permitted. Enforcement of violations from 2019. It costs to have an officer patrol. There are health code violations that the Health Department needs to deal with. A list should be sent to Dave Merriam of violations. Chief Schultz would go in with Rock County to enforce violations. There should be about 46 trailers in the park. Item is tabled until December meeting.

1. Discussion and action on the request by Green Valley Farms, LLC for a land division of 3.5 + acres of Parcel  No. 6-3-165, the SW & SW ¼ of Section 23, 4317 S Odling Rd, Darien, to divide off the buildings under Chapter 19, Section 13 of the Code of Ordinances of the Town of Bradford and for a change of zoning from A-1 to A-R, Agricultural Residential District,  for the newly divided parcel under Section 4.6 of Chapter One, the Zoning Ordinance, of the Code of Ordinances of the Town of Bradford.

A motion to approve the recommendation from the Planning and Zoning Committee for a request by Green Valley Farms, LLC for a land division of 3.5 + acres of Parcel  No. 6-3-165, the SW & SW ¼ of Section 23, 4317 S Odling Rd, Darien, to divide off the buildings under Chapter 19, Section 13 of the Code of Ordinances of the Town of Bradford was made. (Ben Wellnitz/Sarah Pope) Motion approved by voice vote with no negative vote.

A motion for a change of zoning from A-1 to A-R, Agricultural Residential District,  for the newly divided parcel under Section 4.6 of Chapter One, the Zoning Ordinance, of the Code of Ordinances of the Town of Bradford was made with the stipulation that permitted items need to be taken care of (demolition permit fees need to be paid) (Loren Bobolz/Sarah Pope). Motion approved by voice vote with no negative vote.

1. Discussion and Action on parcel 6-3-180.3 of complaints

Complaints have been received about parcel 6-3-180.3 at Creek Rd/Odling Rd. Ordinance violation chapter 4. This is a good opportunity to use the joint court agreement. Parcel is behind on taxes, 2019 taxes have not been paid yet. Debris needs to be cleaned up. Complaints have been received and it will be turned over to Joint Court Agreement and Chairperson Dave will discuss with Attorney Oellerich fine amount. We should not have to recoup the costs of fine. Warning and citation should be issued, same situation as Shady Hill. Chairperson Dave is the point of contact for Joint Court Agreement. Complaint has also been received for 6-3-154.1. A motion was made to contact the Joint Municipal Court agreement in regards to ordinance violation chapter 4 for parcel 6-3-180.3 for warning and possible citation for open waste (Loren Bobolz/Sarah Pope). Motion carried by voice vote with no negative vote.

1. Discussion and Action on Braukhoff Rd pit

Motion to table (Loren Bobolz/Sarah Pope). Motion approved by voice vote with no negative vote.

1. Discussion and action on approval of the 2022 Budget

 Supervisor Sarah explained the budget sheets that were distributed. Money needs to be put aside for saving. Loren suggests raising the levy. Bridges are completed (Creek Rd/Emerald Grove Bridge). Budget stayed similar and we have a cushion where needed. No action until Budget Hearing meeting.

1. Discussion and action on plan for Shady Hill Mobile Home Court

Discussed in item A

1. Discussion and possible action on Wind Tower Siting Ordinance

Motion to table until December meeting (Sarah Pope/Loren Bobolz). Motion carried by voice vote with no negative vote.

1. Discussion and action on approval of Nowlan Law Firm LLP Retainer

Motion to approve retainer with Nowlan Law Firn LLP for $5000.00 was made. (Sarah Pope/Ben Wellnitz). Motion carried by voice vote with no negative vote.

1. Discussion and action on 2022 Fire District Budget

Mike Mullooly and Loren Bobolz met last Thursday to discuss fire district budget. Budget was the same. Village complained of budget being in surplus. Questions about taxing FICA. Extra money will be extra. Engine will be paid off in February 2022. Heat monitor budget shows $40,000.00 surplus. Motion to approve proposed fire budget (Sarah Pope/Ben Wellnitz). Motion approved by voice vote with no negative vote.

1. Discussion and action on ARPA Funds

ARPA Funding project ideas. Discussion of possible townhall building improvements/add on. Ben asked about the lot line of the townhall. Dave advised that it is 264’ from center of Bradford Townhall Rd.Need a well and septic (or holding tank). Jill shared wishlist with board and picture ideas. Could make building longer and narrow. Need locked office room to store clerk materials. Ben talked to Troy at MZIS. Bradford is the zoning for our township. Special condition/variance could be created. Discussion of heating options–in floor heat vs forced air. A building and a bathroom are a necessity. Chairperson Dave suggested getting figures and looking at options to present at December meeting.

1. Discussion and action on report by Fire District Representative

Fire and ambulance calls are estill up. Received 7 calls in one day. As township we should fundraise for all of our communities….work with village and township. Power cot is $50,000.00. Down payment on ambulance of $150,000.00–may arrive in Feb/March of next year. Take loan out for rest of it.

1. Discussion and action on Zoning Officer Report

Electrical Permit issued to Diana Klade at 13533 E Bradford Townhall Rd. $15.00.

Dave wants to see posting of permits and enforce them. We have the opportunity to work with other zoning companies. Check MZIS contract.

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

Supervisors met to work on PASER scores and road conditions were evaluated.

1. 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, Emerald Grove Bridge Project, upcoming LRIP

The cost to file LRIP for the Emerald Grove Road was $1700.00, paid to Batterman’s. Dave would like to complete more trim work and chip sealing where we can. Emerald Grove/Avalon Rd–Paul Luety across from Mike Mullooly where a 10’ section of culvert should be installed. Brus his all cleared and Paul will do the work if we buy the culvert extension…$400.00, A motion to approve the $400.00 culver extension on Emerald Grove Rd with work to be completed by Paul Luety was made (Loren Bobolz/Ben Wellnitz). Motion carried by voice vote with no negative vote.

1. Discussion and action on Town Hall Repair Committee Report

Sharon Telephone was contacted for lightwire internet service. Quoted a $500.00 install. Going to check with US Cellular about getting out of a hot spot.

Lights were installed and look good. Bill for $354.00.

1. Discussion and action on approval of Driveway Permit Applications
	1. Andy Hargarten 9919 E BC Townline Rd, Clinton, WI 53525

Dave met with Andy to look at the driveway. The middle driveway would need to be removed. A motion to approve Andy Hargarten’s driveway at 9919 E BC Townline Rd, Clinton, WI 53525 was made (Ben Wellnitz/Sarah Pope). Motion carried by voice vote with no negative vote.

1. Discussion and action on Utility Permit Applications

None

1. Levy update

No update.

1. Discussion and action on permitting fees

Dave wants an ordinance for fees for unpermitted tasks and permits afterwards would like to see fines doubled. There needs to be an incentive to complete permits and an ordinance is needed. Permits are required in township. Wants to see permits displayed.

6. Citizen Participation

 None.

7. Chairman's Report

 Dave reported that he believes we are taking the right steps with moving forward with Shady Hill. The biggest concern at the moment is building permits required and need to be posted. Must make them visible to see.

8. Announcements and Reports

1. WTA Meeting November 18th, 7pm via Zoom or at Harmony Townhall
2. The December Town Board meeting will be held on Tuesday, December 21st, 2021 at 6:30 p.m. at the Bradford Town Hall
3. Rock County Sheriff’s Report

Report emailed to supervisors. No officer present at meeting.

D. Blackhawk Technical College 2021 Tax Levy is $16,171,346.00

 Bradford portion: $116,395.00.

D. Clinton School District 2021 Tax Levy is $ 6,935,611.00

 Bradford portion: $1,373,002.60

E. Delavan Darien School District 2021 Tax Levy is $16,269,522.00

 Bradford portion: $49,494.96.

F. Rock County Levy 2021 Tax Levy is $.

8. Treasurer’s Report

 LRIP loan has been paid off. Tax bills will be mailed next month.

Motion to approve the treasures report (Sarah Pope/Loren Bobolz). Motion carried by voice vote with no negative vote.

9. Bills for Approval

 Motion to approve the bills for November was made (Ben Wellnitz/Sarah Pope). Motion carried by voice vote with no negative vote.

10. Adjournment

Motion to adjourn the meeting was made (Ben Wellnitz/Loren Bobolz). Motion carried by voice vote with no negative vote. Meeting adjourned at 8:27 pm.

**Bills for Approval**

|  |  |  |
| --- | --- | --- |
| **Rock Energy Cooperative**  | **Town Hall Expense-Light** | **$26.18** |
| **Alliant Energy** | **Hwy. exp-street lights** | **$50.81** |
| **Rock Valley Publishing LLC** |  | **$31.38** |
| **Lentells Disposal** | **Recycling** | **$500.00** |
| **Clinton Community School District**  | **Monthly Parking Permit Fees October** | **$170.95** |
| **Pat’s Services, Inc** | **Town Hall Exp** **9/4-10/1** | **$90.00** |
| **Nowlan Law LLP** | **General: $314.50****Dave Merriam: $55.50****Darien Solar: $37.00** | **$407.00** |
| **Electrical Service Specialist**  | **Town Hall Exp: 2 hours lights** | **$354.75** |
| **US Cellular** | **Townhall Exp (Nov + Dec)** | **$101.34** |
| **Batterman** | **Funding Application Emerald Grove** | **$1700.00** |
| **Ayre Excavating**  | **Regrade Odling & Inman**  | **$400.00** |
| **Reimbursement: Marlina Jackson** | **Clerk Exp-Supplies** | **$12.22** |
| **Weebly** | **Website Domain Renewal-2 years****\*Online payment\*** | **$33.90** |
| **Bill Johns** | **Mowing Contract** | **$12000.00** |
| **Loan Repayment** | **LRIP Loan****$300,000****$2248.75 interest****Bank charges $115.47** | **$302248.75** |
|  | **Total:** | **$318208.85** |