**Town of Bradford**

**Town Board Meeting**

**Tuesday, October 17, 2023 at 6:30 p.m. at the Bradford Town Hall**

**Minutes**

1.  Call to Order and Roll Call

Meeting called to order at 6:30 pm. Present: Dave Moyer, Sharon Douglas, Loren Bobolz, Dan Huisheere, Ben Wellntiz, Jill Bier, Marlina Jackson

Also present: Keaton Schultz & Ryan Bartkowiak, Officer Walsh, Mark Melin, Tom Leja-Brennan, Bob Risseeuw, Sharon Hargarten, Chief Schultz, Chief Rousch

2.  Pledge of Allegiance

3.  Adoption of the Agenda

Motion to adopt the agenda (Loren Bobolz/Sharon Douglas). Motion carried by voice vote with no negative vote

4.  Approval of the Minutes to the September 19th, 2023 meeting

A motion to approve the minutes to the September 19th, 2023 (Ben Wellnitz/Loren Bobolz). Motion carried by voice vote with no negative vote

5.  New Business

1. Discussion and Action on Joint Municipal Court

Chief Schultz reports that there was no court in October. Trial date this past Thursday was pushed to November. Chief has received no complaints in Bradford. Dave states there has been a car parked in the park on hwy 140 for 10 days or so. Has a green tag on the passenger entrance. Board thanks Chief for attending.

1. Discussion and action on report by Fire District Representative

Chief Rousch reports that there were 54 calls last month. Down 50 calls from this time last year. In total 455 calls for the year. There are 43 members. 2 in the distinct are now paramedics. Kathy Lenz and Jordan Gustafson. 2 grants received…DNR 50/50 grant for $5867 is the share. And Compeer for $3524 for a structure grant. Budget is down about $7000 from last year. Revenue is down. Previous billing company was bought out. The new fire truck has a 5 year turn around and the cost goes up 16% each year. Start paying when the chassis arrives. Dave asks if they need another fire truck? Chief says 20 years for a truck is standard and the oldest one is from 2005. Board thanks Chief for attending.

1. Discussion and Action on Zoning Board Recommendation for  requests from Joshua Tracy/Tracy and Son Farms LLC

Board received a recommendation from the P&Z committee to approve the Sale/Transfer between Adjacent Lots, Land Combination and Land Rezone  5.56+ acres of Parcel No. 6-3-72.1 and Parcel No. 6-3-72.2A, PT SW1/4 SW1/4 & PT NW1/4 SW1/4, Section 9, T. 2 N., R 14  of Avalon Rd, Town of Bradford. Board asks if there are any questions and looks at the map.

A motion to approve Sale/Transfer between Adjacent Lots, Land Combination and Land Rezone  5.56+ acres of Parcel No. 6-3-72.1 and Parcel No. 6-3-72.2A, PT SW1/4 SW1/4 & PT NW1/4 SW1/4, Section 9, T. 2 N., R 14  of Avalon Rd, Town of Bradford (Loren Bobolz/Ben Wellnitz). Motion carries by voice vote with no negative vote.

1. Discussion and action on Zoning Board Recommendation for rezoning request from Dustin McGinnis

Board received a recommendation from the P&Z committee for a  zoning change for Parcel 6-3-200.1 part of the  NE1/4 NW1/4, Section 28, T.2N., R 14 S of Larsen Rd Town of Bradford Chapter 19 of the Code of Ordinances of the Town of Bradford for a change of zoning from A-1 to A-2. Dave asks if the board has any questions? Sharon states it was a non conforming parcel and doesn't see any issues with changing the zoning.

A motion to approve the  zoning change for Parcel 6-3-200.1 part of the  NE1/4 NW1/4, Section 28, T.2N., R 14 S of Larsen Rd Town of Bradford Chapter 19 of the Code of Ordinances of the Town of Bradford for a change of zoning from A-1 to A-2 (Ben Wellnitz/Sharon Douglas). Motion carries by voice vote with no negative vote.

1. Discussion and Action on Melin Solar PV Paramount Array from Midwest Solar Power (Tom)

Tom from Midwest Solar Power presents the site plan to the board for an upcoming project at Mark Melins property. It is a relatively small array. Array is 6.5’ tall and is smaller than the cleared out plot. It is 1 location of 20 panels. Dave asks if it is for personal use. TOm explains that it is primary purpose is to offset costs. Dave asks if this is a solicited sale? Tom responds no, that they are customer and referral based. Loren says it looks simple. Ground mount structure and is considered an accessory structure. Board discusses. They do not think it requires approval and no planning and zoning meeting necessary. SHaron says for personal use and its not bothering others there is no issue. Dave says the quantity is for self use. Tom states it is a medium size system. No action needed.

1. Discussion and Action on Shady Hill Mobile Home Park Ryan Bartkowiak with Schultz Communities

Keaton and Ryan present. Dave asks them for an update. Ryan states he introduced themselves to the tenants and the change of management. Renewed the leases with tenants and reviewed the rules. Discussed the cat issues from last time and are still looking in to it. There is a different on-site manager and maintenance manager (Richard Hillan). The new on site manager is very receptive and eager to improve the park.  Joe Hagler is no longer associated with management. They addressed garbage issues in the park. Richard and Ryan have gone out to clean up the common areas. Multiple notices have been distributed regarding dumping. They're seeing a very rapid turn around. Good to see a change of attitude. Working on a 1 time recycling plan before the snow falls. Trees of concern have been marked. It is quite extensive. Next year the road work will be looked at. Not an exact plan Concerns about the fire lane on south side of the community. Signage is up and notices to tenants about parking there. Looking in to options to increase parking. Keaton states that the attitude change is a change in culture Dave asks about the letter sent to Jose Espinoza? Dave states Jose called him.  Keaton asks if that was the MIL suite property? Ryan states he spoke with him. Jose advised them they were going to comply but at this time there has been no action. KEaton asks Dave how his conversation with Jose went? Dave responds that the conversation he had with Jose was that they couldn't have the building and he pointed out the non permitted additions to his house. Jose told Dave he did not have enough time to take the MIL suite out. Keaton responds that any notice will have info to contact management and they can be flexible for accountability. Keaton states they went in with no rules and will be lenient but firm to get traction. They are getting traction on issues faster than anticipated. Have spent $1000’s already. Dave states the mentality used to be out of sight and out of mind. Keaton responds that that was the previous management style. Ryan has been on site quite a  few times. In comparison to what was there in the past a good management team is a decent change. Dave brings up the prior management taking money for zoning fees that never made it to the board. Keaton says now that if anything is done it has to be reviewed by Ryan.  Dave also brings up the shooting and states it has improved. Dave states that moving forward is moving forward to make a better place. Dave brings up that the monthly parking fees are going down, Jill states that that is based on assessed values and Grota is easy to work with. Keaton says it is common for the fees to go down.  Keaton wants to know if the fees are being paid on time? Jill responds yes. The asses of is supposed to make a spreadsheet and it will get sent out to be effective for the 1st. April is when the amounts change. Dave would like to do a walk through before winter and asks if they've been in contact with the utility company. Response is yes. Jill says in December she will send out the tax bills and dog licenses and will send as pdf. Loren states the park looks improved when he drives by. Marlina thanks Ryan for sending such a detailed update. Board thanks Ryan and Keaton for attending.

1. Discussion and Action on Invenergy Solar Project

Report shared with board. Board suggests asking Invenergy to grade Odling Rd at the upcoming meeting (Thursday). Road is washboarding.

1. Discussion and Action on Fire District Budget 2024

Board discusses the fire budget. Dave is concerned t hat tour increase is $33000. We need ot know the figures. REvenue is down $70000 for EMS but tax revenue is up. Sharon asks if we should put the amount of $121599.52 in our budget and wait to approve the fire budget until more info received. A motion to put the fire budget at $121,599.52 in our budget and table the approval of the fire budget til next month (Dan Huisheere/Sharon Douglas). Motion carries by voice vote with no negative vote.

1. Discussion and action on Zoning Officer Report

Received Jeff and Julie Waites electrical permit. Board discusses the building on skids for Tyler Schimke and reviews images Tyler shared. Dave states in cannot have any power and to keep it in the setbacks.

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

Loren received a call from Ashely at NRCS in regards to a box culvert by Schaur’s side. The bridge is plugged up and rocks are piled in culverts. Inquiring if town can clean it out. It is holding 3’-4’ of water on Trescher road. Board recommends we give her permission to clear it out. Dave states if rocks were put there it is on the landowner.

Board asks if Rock Road has done anything about their road issues? They told Dave they would be doing overlays the 1st week of November. Pete also advised Dave that Carvers Rock Road work is not out of the picture for the year yet. Recycled material was added to Minkey Road. A farmer called the county and it was put down. Dave says we need to complete a 5 year comprehensive improvement plan for LRIP. Dave suggests we have a separate meeting for WISLR and road budget and Capital Improvement plan.

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, and Bridge Projects

Sharon states that all things for road work need to be in for January 1st. Dave says if we allocated the $300,000 for road work and when we finished we still have $270,000 that means we could have spent $200,000 on roads or something else. The mis communication is the $50,000 reserve. Doesn't mean we take $50000 each year. Remaining gets spent .Sharon is aksing to provide the estimate from for Pete for the total of 2024. Deadline for the county is October 13th. Asks about the excess cost of gravel. Board goes through the estimates and asks about approvals. Road work spreadsheet is looked at. Road work of $228256 and we sdo have some funds and maybe we take it and chip seal or do more tree work. Go North by Peichs and up Carvers Rock road. Near Tracys and Popes needs to be paved too. Sharon is advising that the budget needs to be done. Board will meet to discuss roadwork. Loren says Tyler Ransom would do the potholes again on Serl road if we hauled a few loads of gravel there. A motion to have Bob Bier haul 1 load of rock for the townhall and 2 loads of Rock to Ransoms (Loren Bobolz/Sharon Douglas). Motion carried by voice vote with no negative vote.

Road projects discussed.

|  |
| --- |
| **Crack Fill/Chip Sealing** |
| Emerald Grove from Creek to bridge North of Larson |
| BC Townline From Milners to 140 |
| O'Riley from Creek Rd to Bradford Townhall Rd |
| Avalon from tracks to LaPrairie Townline |
| Creek rd culvert east of emerald grove to west of townline |
| **Paving/Overlays** |
| Finish Carvers Rock Rd Larson to curve |
| Creek Rd from Ryes to Emerald Grove Rd |
| Emerald Grove Rd from new bridge North to 14 |
| Cemetery Rd |
| Emerald Grove 14 to North of Township rd |
| **Paver Patch** |
| Bardford Townhall rd to 1/4 mile around curve |

1. Discussion and action on Town Hall Repair Committee Report

Dave has been catching raccoons. Ben talked to Dan Wellnitz about additional windows. Dan says cost should be about the same for other 4 windows if we want to do them. Dave wants a written estimate from Dan. Sharon suggests we go ahead if its under $5,000 as we approved it last month.

1. Discussion and action on Townhall Building 2

None

1. Discussion and action on approval of Driveway Permit Applications

None

1. Discussion and action on Utility Permit Applications

None. We need to change the bond agreement to two year term instead of one year. Dave needs to inspect Invenergy and Scharine road work.

1. Discussion and action on 2024 Proposed Budget

Budget discussion. Board evaluates the budget spreadsheet and suggests changes. SHaron brings up that Lentells is probably going to be going out of business in the future and thats something to think about. It is is required that we have a recycling service. JIll explains the occupational license. Increase in the bio solids budget. Interest is high. Ask Ray at Grota about reassessment. Talk to him about going through Shady Hill. Add $10000 to assessor budget. Up fire budget to $122000. Have Dave talk to Chief Schultz about not coming to meetings and we having no money coming out.  Dan states we need to price out crack filling. A motion to approve the Proposed Budget (Dan Huisheere/Loren Bobolz) Motion carried by voice vote with no negative vote.

1. Discussion and action on approval of Levy Limit Worksheet

Levy limit worksheet presented to board. Motion to approve (Sharon Douglas/Dan Huisheere). Motion carried by voice vote with no negative vote.

1. Discussion and Action on WISLR

Table for a special meeting. WISLR is due on December 15th. Marlina will distribute road packets to board. We will meet the week of December 6-10th, pick a day.

1. Discussion and action on current rules and fee structure for animals unlicensed, without chip, or id tags and are running loose and charges for holding and maintaining captured animals

Motion to table (Dan Huisheere/Loren Bobolz). Motion carried by voice vote with no negative vote.

6.  Citizen Participation

7.  Announcements and Reports

          A. The November Town Board meeting will be held on Tuesday, November 21st, 2023 immediately following the 2024 Budget Hearing and Special Meeting of the Electors which will begin at 6:30 p.m. at the Bradford Town Hall

         B. Rock County Sheriff’s Report

Officer Walsh present. States that they have been in the Avalon for speeders. The citations issued have both been local residents. Asks if board has any concerns. Please report any school bus incidents. Dave states that the school bus by Shady Hill sits there for an extended time with flashing lights but no the stop arm out and has a safety concern.

        C. The final estimate of the January 1, 2023 population for the Town of Bradford in Rock County is 1,007. Approximately 782 of the estimated population for the Town of Bradford are of voting age

8.  Treasurer’s Report

Jill shared the Treasurer report with the board. A motion to approve the Treasurers Report (Lorem Bobolz/Dan Huisheere). Motion carried by voice vote with no negative vote.

9.  Bills for Approval

Marlina shared the bills for approval. Remove Carie and Jimmy Churchill for P&Z payment this month (not at meeting). New total is $4086.21. Still have not received a bill from Nowlan Law. A motion to approve the October bills (Dan Huisheere/Loren Bobolz). Motion carried by voice vote with no negative vote.

10. Adjournment

 A motion to adjourn the meeting (Dan Husiheere/Sharon Douglas). Motion carried by voice vote with no negative vote. Meeting adjourned at 9:55pm.