

**Town of Bradford  
Town Board Meeting  
Wednesday, February 19, 2020 at 6:30 p.m. at the Bradford Town Hall  
Minutes**

1. Call to Order and Roll Call

**Town Board Chairperson Sharon Douglas called the February Town Board meeting to order at 6:30 p.m. at the Bradford Town Hall. Also present were Supervisors Sarah Pope, Loren Bobolz, Dan Huisheere and Ben Wellnitz. Treasurer Jill Bier, Clerk Sandra Clarke and Town Attorney Michael Oellerich.**

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 January 21, 2020 Meeting and Town Caucus

**Motion to approve the minutes to the 2020 Town Caucus and January 17, 2020 meeting. (Dan Huisheere/Loren Bobolz) The motion carried by voice vote with no negative vote.**

A. Report on approval of the request by Russell Paschke for a change of zoning on Parcel No. 6-3-193

**The clerk reported that a Certified Survey Map was provided and the easement in question is not on the parcel but is on the parcel to the south so the conditions for approval have been met.**

B. Discussion and action on Commercial Building Permits including possible adoption of an ordinance

Attorney Oellerich stated that the commercial building permits being delegated to the Towns is happening in a lot of Towns and allows the building inspector to do electrical inspections. The Board reviewed the two ordinance examples presented at last month's meeting by the building inspector. Presently the Town's Chapter 7, the Uniform Dwelling Code, covers state codes 320-325 and the electrical is outside of that. Attorney Oellerich reported that the ordinance that the Town of Plymouth adopted, adopts Chapter 316 of the code which the Board could add to Chapter 7. Section 2 would adopt all the codes he is subject to and gives him the authority to do all of these codes. He stated that they could adopt all of the codes and add it to our Chapter 7. The benefit is that the Town

could have all the inspections done locally instead of from the state. It was noted that in the ordinance presented by the building inspector, “Any alterations, any installations or demolitions would be subject to the new ordinance.” Attorney Oellerich stated that under the current building code it applies to alterations that exceed \$2500.00.

**Motion to add codes 316, 320, 325, 360, 366, 380-387 to Chapter 7 of our Code of Ordinances. (Dan Huisheere/Loren Bobolz) The motion carried by voice vote with no negative vote.**

C. Discussion and action on sale of foreclosed parcel

Carol Esselman explained the counter offer she received on the parcel. The Board wanted to simplify the sale by removing the contingencies.

**Motion to counter the offer at \$107,000 and contingencies on lines 528-532 shall be removed. (Loren Bobolz/Ben Wellnitz)**

**Roll Call Vote:**

**Sarah Pope, “Yes.”**

**Loren Bobolz, “Yes.”**

**Dan Huisheere, “Yes.”**

**Ben Wellnitz, “Yes.”**

**Sharon Douglas, “Yes.” The motion carried unanimously.**

**If needed a meeting will be scheduled for Tuesday, February 25<sup>th</sup> at 5:00 p.m.**

D. Discussion and action on Town Hall mowing contract for 2020

**Motion to approve the contract for G.G. Kuhlow to mow the Town hall grounds for \$400 for 2020. (Sarah Pope/Loren Bobolz) The motion carried by voice vote with no negative vote.**

E. Discussion and action on Town insurance renewal for 2020

The Board reviewed the 2020 Town Insurance quote from the Horton Group Inc. The blanket insurance was \$3916 which was \$181 higher than last year.

**Motion to approve the insurance renewal for 2020. (Loren Bobolz/Dan Huisheere) The motion carried by voice vote with no negative vote.**

**Motion to approve the Workmen Compensation Policy. (Sarah Pope/Dan Huisheere) The motion carried by voice vote with no negative vote.**

F. Discussion and action on approval of an application for permit to transport and apply municipal bio-solids

**Motion to approve the application for transportation of municipal bio-solids from the City of Beloit. (Sarah Pope/Dan Huisheere) The motion carried by voice vote with no negative vote.**

G. Discussion and action on report by Fire District Representative

**Loren Bobolz reported that they have a surplus in the budget and the \$27,000 on the profit and loss balance sheets should be positive. Mark Ruosch was chosen as the new fire chief and they hope to have the contract back from the attorneys soon. The Fire District Board decided to table the contract until the lawyers representing the Village and two towns have a chance to review the contract and make their recommendations.**

**Four new personnel were hired, the starter in #471 was replaced and new wipers were put on another piece of equipment. The Village had some questions on how the water is measured and if there is a charge.**

H. Discussion and action on Zoning Officer Report

**The building inspector issued a permit to Art Hattersly for a generator install at 9902 E. Bradford Town Hall Road on Parcel No. 6-3-144.1.**

I. Discussion and action on Supervisors' evaluation of their sections of roads

**Ben Wellnitz picked up the chest freezer that had been dumped in the ditch on E. Bradford Town Hall Road and he will take it to recycling. Dan Huisheere will talk to Mike Henning about putting culvert in under the driveway so that the road can be repaired in this area. May need some ditching on the east side of the driveway and a little on the west.**

J. 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 and Emerald Grove Bridge Projects

**Chair Sharon Douglas reported that a bridge inspection had been done on the Emerald Grove Road and the Creek Road bridges over the railroad. She had called the state and asked why the inspection was done since the bridges were closed. She was told that they have to be inspected because they are on the list. The other two bridges inspected were the Carvers Rock Road Bridge over Turtle Creek and the O'Riley Road Bridge over Turtle Creek. The Carvers Rock Road Bridge has some seal surface cracks on the deck and the approaches on both ends have some bumps which they think the snow plow has done and for now should just be monitored.**

**The O’Riley Road Bridge over Turtle Creek was built in 1963 and their recommendation is to replace in 5-10 years. It has a sufficiency rating of 32.8. They would like the northeast bridge marker replaced, the northeast and northwest bridge markers reset to plumb and the vegetation trimmed at the southwest corner.**

**Chair Sharon Douglas reported that we should hear something on the award of Multi-Modal Local Projects in early March.**

**Dan Huisheere reported that Paul Luety had looked at Carvers Rock Road for tree and brush trimming and was concerned about the dead trees especially those laying on the lines.**

- K. Discussion and action on Town Hall Repair Committee Report
  - Additional outlets are needed in the southwest corner and on the north wall of the town hall. Quotes will be obtained.**
  
- L. Discussion and action on approval of Driveway Permit Applications
  - No applications were received.**
  
- M. Discussion and action on Utility Permit Applications
  - No applications were received.**
  
- N. Discussion and action on approval of the 2019 Annual Report
  - The clerk went over the annual report. There were no questions.
  - Motion to approve the 2019 Annual Report. (Sarah Pope/Loren Bobolz)**
  - The motion carried by voice vote with no negative vote.**
  
- O. Audit of Clerk’s and Treasurer’s 2019 records
  - The board members audited and signed the Clerk’s and Treasurer’s records.**
  
- 5. Citizen Participation
  - None.**
  
- 6. Announcements and Reports
  - a. **The March Town Board meeting will be held on Tuesday, March 17<sup>th</sup>, 2020 at 6:30 p.m. at the Bradford Town Hall.**
  - b. **The Rock County Sheriff’s Report was reviewed.**
  - c. **Jill Bier reported that she will have the Workenders on March 31<sup>st</sup>, April 14<sup>th</sup> and May 5<sup>th</sup> to pick up trash along the road.**
  
- 7. Treasurer’s Report

**Treasurer Jill Bier presented the February Tax Settlement and stated that the Town has to collect the delinquent Personal Property Taxes and \$1440.00 has been paid.**

**Motion to approve the Treasurer’s Report. (Ben Wellnitz/Sarah Pope) The motion carried by voice vote with no negative vote.**

8. Bills for Approval

**Motion to approve the bills for payment. (Dan Huisheere/Sarah Pope) The motion carried by voice vote with no negative vote.**

9. Adjournment

**Motion to adjourn. (Sarah Pope/Dan Huisheere) The motion carried by voice vote with no negative vote. The meeting was adjourned at 8:35 p.m.**

**Respectfully submitted,**

**Sandra Clarke, Clerk**

Bills for Approval

Rock Energy Cooperative	Town Hall Light	\$29.68
Alliant Energy	Hwy. exp. – street lights	55.23
Rock Valley Publishing LLC	Publications- Recycling =11.59, Zoning exp. - 82.11, Election exp.-84.48, Town bd. exp.-39.16	217.34
Lentell’s Disposal	Recycling	500.00
Clinton Community School District	Monthly Parking Permit Fees- November, December, January & February	744.96
Pat’s Services, Inc.	Town Hall exp.- (12/28/2019 to 1/24/2020)	90.00
Nowlan & Mouat LLP	Legal Fees-	
Clinton Fire Protection District	½ Fire District Budget	59,074.78

Ideal Midwest LLC	Highway exp. = snowplowing third Contract payment	13,333.34
Compass Minerals	Hwy. exp. - salt 45.20 tons	3,846.97
Sandra Clarke	Town Board exp. - funeral flowers	83.95
Sandra Clarke	Election exp. - 3 voting booths & Election Workers name tags-76.32, Handicap Door signs & doorbell - 26.32	102.64
Election Systems & Software, LLC	Election Exp. - DS 200 Coin Battery & backup battery	140.00
Rock County Treasurer	Payment In Lieu of Taxes (PILT)	236.60
Clinton Community School District	“ “	341.76
Blackhawk Technical College	“ “	41.89
(Town of Bradford retained \$121.95 of the total \$742.20 payment)		
Timothy A. Jones	Refund Overpayment R.E. Taxes by Escrow	328.53
Rock County Treasurer	2020 Dog Licenses	228.25
Rock County Treasurer	February Tax Settlement	223,873.19
Clinton Community School District	“ “	305,252.24
Delavan Darien School District	“ “	18,330.86
Blackhawk Technical College	“ “	39,614.37
Jill Bier	Election Exp.-Poll Worker Per Diem	100.00
Carie McGinnis	“ “	100.00
Vicky Duoss	“ “	50.00
Sharon Douglas	“ “	<u>50.00</u>
	Total	\$666,766.58