

**Town of Bradford
Town Board Meeting
Thursday, February 22, 2018 at 6:30 p.m. at the Bradford Town Hall
Minutes**

1. Call to Order and Roll Call

Town Board Chair 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, Ron Duffy and Ben Wellnitz, Treasurer Jill Bier, Clerk Sandra Clarke and Interim Fire Chief Gene Wright.

2. Pledge of Allegiance

3. Adoption of the Agenda

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

4. Approval of the Minutes to the January 16, 2018 meeting and the Joint Meeting on 2-06-2018

Motion to approve the minutes to the January 16, 2018 meeting and the Joint Meeting held on February 6, 2018. (Ben Wellnitz/Ron Duffy) The motion carried by voice vote with no negative vote.

5. New Business

A. Discussion and action on appointment of one board member and one other member to the Interim Board of Trustees for the Fire District

Chair Sharon Douglas called for a motion to appoint one town board member and another resident as trustees of the Fire District Board.

Motion to appoint Loren Bobolz as Fire District Board Trustee. Loren Bobolz recused himself. (Sarah Pope/Ben Wellnitz)

Roll Call Vote:

Sarah Pope, "Yes."

Ron Duffy, "Yes."

Ben Wellnitz, "Yes."

Sharon Douglas, "Yes." The motion carried with four in favor and one member recusing himself.

**Motion to appoint Don Esselman as a Trustee of the Fire District Board.
(Ben Wellnitz/Ron Duffy)**

Roll Call Vote:

Sarah Pope, “Yes.”

Loren Bobolz, “Yes.”

Ron Duffy, “Yes.”

Ben Wellnitz, “Yes.”

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

- B. Discussion and action on appointment of two board members and one other member to a committee to re-evaluate the Fire District Agreement and structure of the District.

Chair Sharon Douglas called for motions to appoint two board members and one other resident to a committee to re-evaluate the Fire District Agreement and structure of the Fire District.

**Motion to appoint Ron Duffy to the committee. Ron Duffy recused himself.
(Loren Bobolz/Ben Wellnitz)**

Roll Call Vote:

Sarah Pope, “Yes.”

Loren Bobolz, “Yes.”

Ben Wellnitz, “Yes.”

Sharon Douglas, “Yes.” The motion carried with four in favor and one member recusing himself.

Motion to appoint Sharon Douglas to the committee. Sharon Douglas recused herself. (Ron Duffy/Sarah Pope)

Roll Call Vote:

Sarah Pope, “Yes.”

Loren Bobolz, “Yes.”

Ron Duffy, “Yes.”

Ben Wellnitz, “Yes.” The motion carried with four in favor and one member recusing herself.

Motion to appoint Dan Huisheere to the committee. (Ben Wellnitz/Sarah Pope)

Roll Call Vote:

Sarah Pope, “Yes.”

Loren Bobolz, “Yes.”

Ron Duffy, “Yes.”

Ben Wellnitz, “Yes.”

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

- C. Discussion and action on approval of 2018 Town Insurance proposal

The Board reviewed the proposal.

Motion to approve the 2018 town insurance proposal by Horton Group for \$3,639. (Ben Wellnitz/Sarah Pope) The motion carried by voice vote with no negative vote.

- D. Discussion and action on Zoning Officer Report

Nothing to report.

- E. Discussion and action on report by Fire District Representative

Interim Fire Chief Gene Wright reported that he has redrafted the Fire District Agreement and will send it out. The committee will work on this to approve for the Fire District Board and will work on HR policies. He stated that they may not meet as much as they would email back and forth instead.

He reported that the department itself is in good shape and the moral is good. He stated that they found all of financial accounts in order and the all the January bills had been paid. He stated he has not reviewed the budget yet.

They will be setting a date for the Fire District Board meetings.

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

Ice and flooding on roads was a problem on Tuesday due to the rain and frozen ground. Loren Bobolz and Sharon and Wayne Douglas put up signs for road closure and high water and did surveillance. It was reported that at the south end of Emerald Grove Road, with the new culverts, the water stayed in the ditches.

Ben Wellnitz and Sharon Douglas picked up construction debris on Emerald Grove Road by Churchill’s. Ron Duffy reported that a new culvert is needed on Creek Road at Reid Road as in the plans he presented at the last meeting. He reported that there is ice in the road on Waite Road and the driveway for the new house needs a culvert. Ron Duffy presented pictures of E. Waite Road from the intersection of Carvers Rock Road west. He added that the north side needs ditching and the culvert needs to be replaced.

- G. Discussion and action on roadwork, including but not limited to tree trimming, culvert repair and replacement, ditching, shouldering, maintenance including

replacement of signs and posts, paver repair, pot hole filling, Creek Road and Emerald Grove Bridge Projects, 5-year Capital Improvement Plan

Chair Sharon Douglas reported that the Rock County Sheriff had called and reported that he had received a report of gun shots near O'Riley and Hofstrom Road. He found two young men with five guns in the car near the wooden bridge. They had shot a snowmobile sign and the large double arrow sign.

Sarah Pope reported that the culvert south of Gretschnanns had overflowed. Ron Duffy reported that on the west side of the Carvers Rock Road by the park water had overflowed in two places and needs more ditching. Chair Sharon Douglas suggested measuring the area now.

Chair Sharon Douglas reported Duane Jorgenson had asked if the board wanted the Creek Road culvert just west of Carvers Rock Road project funding for 2018 or 2019. He added that there is money in the County Bridge and Culvert Aid this year for all but \$10,000 of the 50% cost share. If the project is done in 2019 all the funds would be available for the 50% cost sharing. Ron Duffy stated that if they held off until 2019 it could be done in mid-May or early June with all the other damage in the area. The awarding of TRID Projects would not be announced until mid-March.

Ron Duffy presented a list of roads needing surface sealing. The cost of surface sealing was estimated at \$12-13,000 per mile. The single chip seal for Reid Road is already in the roadwork cash flow for 2018. Creek Road, Trescher Road and O'Riley Road were all done about the same time. B-C Townline Road west of Highway 140 and .6 mile of Carvers Rock Road north of the intersection with Creek Road and the north end of Odling Road are also on the list. Ron Duffy suggested doing 1/3 of the roads each year for three years which would be about 3 ½ miles at about \$15,000 per mile. Loren Bobolz suggested starting with Creek Road which is about 2.7 miles.

Ron Duffy noted that the Scott Street and the Waite Road projects discussed at the last meeting would be about \$30,000 each. The south end of Reid Road project at the intersection with Creek Road would include a culvert and ditching and increasing the turn radius. The culvert and ditching would prevent the damage now occurring on Creek Road.

Ron Duffy suggested a special meeting on just roadwork planning.

Chair Sharon Douglas reported that when the engineer's design is presented on the Emerald Grove Road Railroad Bridge Project, that would be the time for the board to ask that beam guard be put in. The town cost of the beam guard would be shared 50/50 with the County.

Sharon Douglas reported that Bryce Nass will be cutting the trees and brush on Emerald Grove Road and said it would take one day. She added

that the county workers found some of the town road name signs including the Carvers Rock and Larsen Road and Kemp and Townhall Road signs.

Jill Bier will have the Workenders cleaning up roadsides on March 6th, 9th and 13th.

- H. Discussion and action on Town Hall Repair Committee Report
The ramps will need recoating this year.
- I. Discussion and action on approval of Driveway Permit Applications
None received.
- J. Discussion and action on approval of Utility Permit Application
None received.
- K. Discussion and action on approval of the 2017 Annual Report
The 2017 Annual Report was reviewed.
Motion to approve the 2017 Annual Report. (Ben Wellnitz/Loren Bobolz)
The motion carried by voice vote with no negative vote.
- L. Town Board audit of Clerk and Treasurer 2017 records
The Board audited the 2017 Treasurer's and Clerk's records and signed the 2017 Ledger Sheets and Treasurer's Ledger.
- M. Discussion and action on reservations for the Wisconsin Towns Association
District meeting-March 3, 2018
Reservations will be made for Sharon Douglas, Ben Wellnitz, Ron Duffy, Sarah Pope and Sandra Clarke for the WTA District meeting.
- 6. Citizen Participation
Mike Mulligan presented copies of emails he has sent to various people on the water problems in Emerald Grove. He stated he had concerns with the garage in Emerald Grove. Sharon Douglas stated that the board could not address his concerns but would put it on the agenda for the next meeting.
- 7. Announcements and Reports
 - a. **The March Town Board meeting will be held on March 20, 2018 at 6:30 p.m. at the Bradford Town Hall**
 - b. **The Rock County Sheriff's Report was reviewed.**
 - c. **The Town of Bradford Share of Payment in Lieu of Taxes on Conservation Land is \$177.72.**
- 8. Treasurer's Report

Treasurer Jill Bier reported that Shady Hill Mobile Home Court owner David Merriam had paid six months of parking permit fees and the mobile home park license fee. She received the \$2800 payment from the City of Beloit for bio-solids.

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

9. Bills for Approval

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

10. Adjournment

Motion to adjourn. (Ben Wellnitz/Sarah Pope) The motion carried by voice vote with no negative vote. The meeting was adjourned at 8:00 p.m.

Respectfully submitted,

Sandra Clarke, Clerk

Bills for Approval

Rock Energy Cooperative	Town Hall Light	\$31.14
Alliant Energy	Hwy. exp.-street lights	53.21
Rock Valley Publishing LLC	Publications-recycling=25.24, Election exp.-31.44, Town Bd. exp.-71.27	127.95
Lentells Disposal	Recycling	400.00
Clinton Community School District	Monthly Parking Permit Fees- (January)	216.34
Pat’s Services, Inc.	Town Hall exp.- (12-23-2017 to 1-19-2018 and (1/20/ to 2/16/2018)	180.00

Clinton Fire Protection District	½ 2018 Fire Budget	48,495.27
Ideal Midwest LLC	Hwy. Exp.-Snowplowing	13,333.34
Rock County Dept. of Public Works	Hwy. Exp.-Carvers Rock Rd. Bridge-material=4048.13, 4.47% administrative Support=180.95	4,229.08
Compass Minerals	Hwy. exp.-45.33 tons salt	2,927.86
Ben Wellnitz	Hwy. exp.-Tordon	104.34
Nowlan & Mouat LLP	Legal Fees- General=227.50, Ordinances=347.50	575.00
Sandra Clarke	Town Board exp.-internet For 2/05 to 3/04/2018=44.58 (due to increase in fees for last 6 months, 6 months for 3-2018 to 9-2018=380.28	424.86
Wisconsin Dept. of Justice	Town Bd. exp.-record check	7.00
Rock County Treasurer	Payment in Lieu of Taxes on Conservation Land	357.60
Clinton Community School District	“ “	634.50
Blackhawk Technical College	“ “	63.35
Select Portfolio Servicing Inc. Lereta	Overpayment RE Taxes By Escrow	304.58
Kenneth P. Howell III	“ “	294.19
Timothy or Cindy Jones	“ “	120.32
	Sub-total expenses	\$72,879.93

Checks to pay February Tax Settlement:

Rock County Treasurer	County Taxes	\$249,502.93
Clinton Community School District	Taxes	\$418,077.70
Delavan Darien School District	Taxes	\$16,704.06
Blackhawk Technical College	Taxes	\$44,095.19
Rock County Treasurer	2018 Dog Licenses	<u>206.75</u>
	Total with taxes	\$801,466.56
Wisconsin Towns Association	Town Bd. exp.-	
	District meeting fees	
	Approved at meeting	<u>250.00</u>
	Grand Total	\$801,716.56