

**Town of Bradford**  
**Town Board Meeting**  
**Tuesday, March 20, 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 March 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 and Clerk Sandra Clarke.**

2. Pledge of Allegiance

3. Adoption of the Agenda

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

4. Approval of the Minutes to the February 22, 2018 meeting

Ron Duffy stated that on page 3, Item F. The wording “new house” should be changed to say “farmstead on the south side”

**Motion to approve the minutes to the February 22, 2018 meeting with the above correction. (Loren Bobolz/Ron Duffy) The motion carried by voice vote with no negative vote.**

5. New Business

- A. Discussion and action on request by Erick G. and Erica Repaal to combine their parcels no. 6-3-243.3 (1± acre) and 6-3-243.4 (1± acre) part of the SW1/4 of the NE ¼ of Section 33, E. Waite Road, Town of Bradford, to make one 2± acre parcel under Section 7 of Chapter 19 of the Code of Ordinances of the Town of Bradford

Ryan Combs represented Erick and Eric Repaal in presenting their request and showed the map. They stated that they wanted to combine the two lots to build a house. Sharon Douglas reported that the Planning and Zoning Committee at their meeting on Monday night had recommended the Town Board approve the request to combine Parcel No. 6-3-243.3 and Parcel No. 6-3-243.4 into one 2± acre parcel.

**Motion to approve the request by Erick and Erica Repaal Living Trust to combine those two lots. (Ben Wellnitz/Sarah Pope) The motion carried by voice vote with no negative vote.**

B. Discussion and action on 2018 application for Bio-solid Permit

The Board reviewed the application by the City of Beloit for approximately 150 dry tons of bio-solids by using routes E. Waite Road 2 miles, S. Carvers Rock Road 2 miles, E. B-C Townline Road 2 miles, E. Larsen Road 2 miles, S. Emerald Grove Road 2 miles and Highway 140 10 miles. The fee is \$25 per load.

**Motion to approve the 2018 Bio-solids Permit. (Ben Wellnitz/Ron Duffy) The motion carried by voice vote with no negative vote.**

C. Discussion and possible action on concerns with property at 8237 E. US Hwy. 14

**Mike Mulligan had presented a list of questions about the property at 8237 E. US Hwy. 14 in Emerald Grove. Chair Sharon Douglas reported that she had addressed questions no. 1 on the tires, no. 2 on the unlicensed vehicles and no. 9 on the trailer thought to be used for storage in a letter to property owner Mr. Berg asking him to address these issues with the operator of the business, Mr. Druszczak. Mike Mulligan stated that since the debris has been moved away from the trailer he has noticed that it does have tires on it.**

**Chair Sharon Douglas stated that concerning question no. 3 on drainage, if it is on private land any private infrastructure is the responsibility of the landowner. She referred to Chapter 9 of the Code of Ordinances.**

**She added that she had included copies of the sections of the Code of Ordinances that apply to these issues.**

**Chair Sharon Douglas stated that concerning question no. 4, she stated that if this is about flooding, she suggested that he set up an appointment with Duane Jorgenson and to get on the agenda for the County Board and take pictures and a petition from the residents.**

**Chair Sharon Douglas stated that concerning questions no. 6 and 7, the property at 8237 E. Hwy. 14 was unanimously approved on May 15, 2012 as a legal non-conforming use since it was in use before the ordinance and was grandfathered in.**

**Chair Sharon Douglas stated that concerning question no. 7, the Town does not have an ordinance that regulates and operational hours for businesses and if they did they would have to regulate all businesses. She added that she had checked with Attorney Moore and he had stated that the**

**Town has a rural atmosphere and not a city. Sharon Douglas stated that in Avalon they have DeLong's that operate 24 hours a day.**

**Concerning question no. 9 Chair Sharon Douglas stated that it is legal non-conforming.**

**Ron Duffy stated that it doesn't appear that he is operating a business since the vehicles have been there for some time. Mike Mulligan stated that he thought the Town should only issue conditional uses to businesses if the owners operated the business and require that only the owner/operator live there.**

**In answer to Mike Mulligan's question on a dog license for Mr. Druszczak's dog Treasurer Jill Bier stated that she had sent a dog license application to Mr. Druszczak and he had said that the dog lives in Walworth and is licensed there.**

**Chair Sharon Douglas assured Mr. Mulligan that the Board has been diligent in following the Town ordinances.**

D. Discussion and action on problems with water in Emerald Grove

Ron Duffy stated that the only way they got anything done along Highway 14 in Emerald Grove before about the drainage was to get a petition from the residents and he sent it to the County along with a letter in which he stated that they were forgetting the residents of the County. Mike Mulligan stated that he had talked with Duane Jorgenson and Duane Jorgenson was going to talk to the state. Mike Mulligan stated that he was going to the County Board on Thursday.

Jones Road is a private road and is not a Town road. It is not on any Highway Certification Map and the Town does not receive any state aid on it.

Dennis Rogers asked if he could dig out on Jones Road. Since it is private land he was told he could do what he wanted to on his private property. Sharon Douglas will double check with Attorney Moore.

Mike Mulligan stated that he thought value was being taken away from his property because a land owner was not cleaning the brush and trees out of the landowner's property and he thought flooding was occurring because of it. He was asked if he had spoken to the landowner and asked him to clean this out and Mr. Mulligan said he had not. Loren Bobolz suggested he speak to the landowner. Sarah Pope asked if he had sent him a letter and he replied that he had not.

E. Discussion and action on Zoning Officer Report

**Clerk Sandra Clarke reported that a zoning permit had been issued to William and Sandra Clarke for an Ag building to replace the building damaged by the storm and later demolished.**

F. Discussion and action on report by Fire District Representative

**Loren Bobolz reported that the Fire District Board had met and elected officers. Gene Wright is the Interim Fire Chief, Ryan Wellnitz is the Board President, Don Esselman is the Vice-President and Pam Franseen is the Treasurer. He added that they had worked on the agreement and had talked about a merger with other municipalities, a training consortium and strategic planning.**

**Sharon Douglas stated that their committee will work again on the agreement and policies. Ron Duffy reported the committee had discussed possible cost sharing with other municipalities on equipment engineering. He reported that the attorney fees would be split three ways, grant programs for EMS were discussed and the village will have an annual audit to include the fire district records. Bill Johns asked Sarah Pope about the billing for EMS and she suggested they would need an accounting firm. The village will be doing the financial work for the fire district for a year and then they will look at it again.**

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

**Ben Wellnitz stated that he, Loren Bobolz and Mick Mullooly would clean up the brush on Avalon Road by Churchill's.**

**Ron Duffy reported that there is a tree in the ditch on Emerald Grove Road and a wash out of the shoulder on Waite Road just east of Jackson's and another on B-C Townline Road west of 140 about half way to Milner Road. He suggested that a few trailer loads of larger rock may fill them. Loren Bobolz stated that O'Riley Road from the railroad tracks to Creek Road is breaking up and there is a hole on the west side of Hofstrom Road by Bob Hahn's. The culvert between Bob Hahn's and Gretschmann's should be checked.**

**Ron Duffy reported that Creek Road, from east of O'Riley road to the west side of the Turtle Creek Bridge, has pot holes and is breaking up.**

**Sarah Pope reported that the Trescher Road sign is missing at Highway 14. The state has put up signs on Highway 14 for Trescher Road.**

**Mick Mullooly reported that the stop ahead sign on the east side of Emerald Grove Road just south of Cemetery Road is broken off.**

H. 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 she would be meeting on Thursday with the DOT, Jewel, the railroad, the County and others on the Creek Road Railroad Bridge Project. She reported that she had completed the paperwork for the sign damaged by gun fire and had sent it to the District Attorney.**

**Chair Sharon Douglas reported that Ron Duffy, Ben Wellnitz, Wayne, Sharon and Sarah Douglas had filled pot holes. Ron Duffy suggested that they get a full load of QPR cold patch material. Jill Bier will ask Bob Bier to pick it up.**

**It was reported that there were seventy TRID Project applications and only eight were denied. There has been no notification of approval or denial of the application sent in by the Town for the Creek Road Culvert TRID Project.**

**Duane Jorgenson had sent a letter stating that the County Bridge and Culvert Aid had enough funds to fund part of the petition for replacement of the Creek Road culvert just west of Carvers Rock Road but they would be \$10,000 short and the Town could go ahead with the project and apply for the \$10,000 in 2019 or wait until 2019 for the project.**

**Ron Duffy presented an extensive packet of detailed material he had compiled on road work projects including minor projects, intermediate projects, major projects, maintenance projects, surface sealing and crack filling. The materials he presented included the project site, description, location, length and cost of each road project. He had previously presented the project drawings, with specifications and details for each road project. The Board was able to then look at the projects and pick the priorities that would fit this year's budget and the roadwork cash flow drawn up by the clerk. The Board decided that replacing the Creek Road culvert would be too costly this year and would prevent more needed work from being done this year. Chair Sharon Douglas will notify Duane Jorgenson.**

**Ron Duffy reported that he had attended the Town of Clinton Board meeting on Monday night and they were willing to replace the culvert on B-C Townline Road just west of South Carvers Rock Road and the paver project on B-C Townline Road near the new large culvert just west of Highway 140 as intergovernmental projects and share the costs with the Town of Bradford. The Town of Clinton is checking on having Fahrner's chip seal Lakeshore Road and if the Town of Bradford can coordinate Reid Road and Creek Road chip sealing with them it may lower the cost. It was reported that they can fog seal about three weeks after chip sealing to improve the quality but the cost isn't known yet. Ron Duffy asked if they would broom the chips from the sides before fog sealing and Bill Johns said they do. It was**

suggested that if they chip seal the section of Creek Road from Highway 140 to Carvers Rock Road it may help keep the road up if there is hauling on it. Sharon Douglas will call Fahrners and have him come with numbers. Bill Johns suggested that if the Town of Bradford needed culverts delivered they may want to coordinate the delivery from Contech with the Town of Clinton to reduce the delivery charge.

The Board reviewed the materials presented by Ron Duffy on road work needed and planning, and the Board decided to chip seal Creek Road and Reid Road, repair/rebuild Creek Road at Reid Road including ditching and culvert placement and asphalt, repair/rebuild Waite Road from Carvers Rock Road to the new asphalt on the large culverts west of Carvers Rock Road, Repair/Rebuild Scott Street including asphalt, ditching and culvert work, paver repair a section of Larsen Road east of Emerald Grove Road including ditching and culvert work, replace the culvert on B-C Townline Road just west of Carvers Rock Road, Paver repair B-C Townline Road on east side of new asphalt over large culvert and to make up bid notices for these projects.

Ron Duffy then dictated information on each of the projects to be included in the bid notices for each project. The clerk will make up the bid notices and have them published and will make up bid packets to be distributed to the contractors with the schematic drawings and specifications created by Ron Duffy.

A bid presented by Johns Excavating for the culvert replacement on B-C Townline Road, shared with the Town of Clinton, was opened. Motion to approve the bid from Johns Excavating for \$2472.50 for the Town of Bradford share of culvert replacement on B-C Townline Road just west of Carvers Rock Road. (Loren Bobolz/Sarah Pope) The motion carried by voice vote with no negative vote.

The Board agreed to have Chair Sharon Douglas call Ideal Midwest LLC to have Bryce Nass install three sections of 20 foot guard rail on the north side of the Creek Road culvert just west of Carvers Rock Road to replace those damaged by a car accident. The Town applied for and received the cost of replacement from the insurance of the person responsible for the damage.

Motion to have Bryce Nass get three section of 20 foot guard rail and install it. (Ron Duffy/Ben Wellnitz) The motion carried by voice vote with no negative vote.

- I. Discussion and action on Town Hall Repair Committee Report-steps and cement pad

**Loren Bobolz will check on a 6' x 12' cement pad and two step precast steps for the north end of the front ramp and will bring price to next meeting.**

- J. Discussion and action on approval of Driveway Permit Applications

**Chair Sharon Douglas issued a driveway permit to Bob Maly and he will send the permit and check to the Treasurer.**

- K. Discussion and action on approval of Utility Permit Application

The board reviewed the utility permit received from Sharon Telephone Co.

**Motion to approve the Utility Permit for Sharon Telephone Co. at 12727 E. Bradford Town Hall Road. (Loren Bobolz/Ron Duffy) The motion carried by voice vote with no negative vote.**

Sharon Douglas will check on a fiber optic line at Reid and Creek Road, in preparation for the repair project.

6. Citizen Participation

7. Announcements and Reports

**a. The April Town Board meeting will be held on April 17, 2018 immediately following the Annual Town Meeting which will begin at 6:30 p.m. at the Bradford Town Hall.**

**b. The Rock County Sheriff's Report was reviewed.**

**c. The WTA Rock County Unit meeting held on Thursday, March 15, 2018 at 7:00 p.m. at the Orfordville American Legion, 3913 Hwy. 213, Orfordville was attended by Ron Duffy and Sharon Douglas.**

**d. Wednesday night, March 21, 2018 the Clinton School District will hold a Community Workshop at the Elementary School from 6:30 to 8:30 p.m.**

8. Treasurer's Report

Treasurer Jill Bier had checked on the interest rate on the accounts and presented material from First National Bank and Trust on a banking service agreement they wanted the Town to sign to be in a municipal account and the Town tax ID number would be tied to the Weekly Wall Street Federal Funds Rate minus 0.30% with a floor rate of 0.65%.

**Motion to authorize Jill Bier to sign up for this First National Bank and Trust agreement. (Ron Duffy/ Ben Wellnitz) The motion carried by voice vote with no negative vote.**

9. Bills for Approval

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

10. Adjournment

**Motion to adjourn. (Loren Bobolz/Ron Duffy) The motion carried by voice vote with no negative vote. The meeting was adjourned at 9:46 p.m.**

**Respectfully submitted,**

**Sandra Clarke, Clerk**

Bills for Approval

Rock Energy Cooperative	Town Hall Light	\$32.14
Alliant Energy	Hwy. exp.-street lights	55.37
Rock Valley Publishing LLC	Publications-Election exp.-76.04, Town Bd. exp.-54.12	130.16
Lentells Disposal	Recycling	400.00
Clinton Community School District	Monthly Parking Permit Fees- (February)	216.34
Pat's Services, Inc.	Town Hall exp.- (2-17 to 3-16-2018)	90.00
Nowlan & Mouat LLP	Legal Fees-	
The Horton Group	Town Insurance-Blanket-3,639.00 Workmen's Comp.-1,564.00	5,203.00
Sandra Clarke	Clerk exp.-Supplies=222.52, Mileage=28.00 Election exp.=28.00	278.52
Lange Enterprises, Inc.	Hwy. exp.-road name signs	203.05
Sharon Douglas	Salary	\$2,287.75



Sarah Pope	“	808.07
Loren Bobolz	“	808.07
Ron Duffy	“	808.07
Ben Wellnitz	“	808.07
Jill Bier	“	2,070.67
Sandra Clarke	“	4,770.60
Mick Mullooly	Fire District Rep per diem	27.70
Jill Bier	Poll worker per diem	130.00
Carie McGinnis	“	130.00
Kaye Niquet	“	130.00
Donna Mullooly	“	80.00
Sharon Douglas	“	80.00
Sharon Hergarten	“	80.00
Myrna Carter	“	80.00
Carol Esselman	“	30.00
Jo Wetmore	“	30.00
Vicky Duoss	“	30.00
EFTPS	FICA-2,108.30	
	Federal withholding-157.45	
	(paid electronically)	2,265.75
WI Dept. of Revenue	State withholding	
	(paid electronically)	<u>179.40</u>
	<b>Total</b>	<b>\$22,242.73</b>