

**Town of Bradford  
Town Board Meeting  
Tuesday, April 17, 2018 immediately following the 2018 Annual Town Meeting which will  
begin 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 April Town Board Meeting to order immediately following the 2018 Annual Town Meeting on April 17, 2018 at 6:42 p.m. at the Bradford Town Hall.**

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 March 20, 2018 meeting

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

5. New Business

A. Discussion and action on date for Board of Review (May 29<sup>th</sup> at 6:00 p.m.)

**Motion to hold Board of Review on Tuesday, May 29<sup>th</sup>, 2018 at 6:00 p.m. at the Bradford Town Hall. (Sarah Pope/Ben Wellnitz) The motion carried by voice vote with no negative vote.**

B. Discussion and action on appointment of Board of Adjustment member for a three-year term currently held by Margaret Waite

**Chair Sharon Douglas reported that she was appointing Margaret Waite to a three-year term on the Board of Adjustment.**

**Motion to confirm the appointment of Margaret Waite to a three-year term on the Board of Adjustment. (Ben Wellnitz/Loren Bobolz) The motion carried by voice vote with no negative vote.**

C. Discussion and action on appointment of a Planning and Zoning Committee member for a one-year term currently held by Sharon Douglas

**Chair Sharon Douglas stated that she would like to be reappointed to the Planning and Zoning Committee.**

**Motion to appoint Sharon Douglas as the Board Member on the Planning and Zoning Committee for a one-year term. (Sarah Pope/Dan Huisheere)**

**The motion carried by voice vote with no negative vote.**

- D. Discussion and action on appointment of a Planning and Zoning Committee member for a three-year term currently held by Sharon Hargarten

**Chair Sharon Douglas stated that she was appointing Sharon Hargarten to a three-year term on the Planning and Zoning Committee.**

**Motion to confirm the appointment of Sharon Hargarten to a three-year term on the Planning and Zoning Committee. (Sarah Pope/Ben Wellnitz)**

**The motion carried by voice vote with no negative vote.**

- E. Discussion and action on renewal of the Wisconsin Towns Association Membership and purchase of annual access to educational videos

**Motion to keep the membership to the Wisconsin Towns Association and to purchase the access to the educational videos for Board Members. (Sarah Pope/Loren Bobolz) The motion carried by voice vote with no negative vote.**

- F. Discussion and action on appointment of one Board member for a one-year term to the Clinton Fire District Board of Trustees

Sharon Douglas explained that the Board had already appointed Don Esselman as our resident for a two-year term and Loren Bobolz was appointed as the board member appointed to the Fire District Board of Trustees for a two-year term but the term length of the board member needed to be changed to one-year as a result of the new change in the agreement.

**Motion to appoint Loren Bobolz for a one-year term on the Fire District Board. (Ben Wellnitz/Dan Huisheere) The motion carried by voice vote with no negative vote.**

- G. Discussion and action on Zoning Officer Report

**There were no building or zoning permits to report.**

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

Chair Sharon Douglas stated that before she had Loren Bobolz give his report she wanted to let the board know that their committee working on the Fire District Agreement and policies, had met on April 9<sup>th</sup> for the second meeting. In attendance from the Town of Bradford were Sharon Douglas and Ron Duffy, Dan Huisheere was absent. She reported that the Fire District Agreement will be

presented to the municipalities next month for the municipal boards' approval and then to the Fire District for their approval. She stated that it would be sent to Attorney David Moore for review also.

Chair Sharon Douglas added that Chief Wright would be looking at an ordinance that all three municipalities can adopt for charging for fire service. He is also having the EMS department order supplies along with the Town of Beloit to save on shipping and handling and he would like to have each municipality have an ordinance about burning garbage. Chair Sharon Douglas will check with Attorney Moore on this. She reported that the next meeting of the committee will be May 14<sup>th</sup> at 6:00 p.m. to go over policies.

Loren Bobolz stated that in addition to what Chair Sharon Douglas had reported they had accepted an agreement with the Town of Beloit. They have an agreement with the City of Beloit and the City of Janesville and if they can intercept, they will. The Town of Beloit will pay one half. They are dissolving the interim board and he added that the budget looks good.

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

Ben Wellnitz stated that he would replace the stop ahead sign on Emerald Grove Road.

J. 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 she had met on March 22<sup>nd</sup> with representatives Ellery Schafer and Zach Pearson from Jewel Engineering, Travis Buros from the DOT, Rock County Highway Commissioner Duane Jorgenson, Todd Needham from Battermans, representatives from the railroad, Laura Bub from the DNR and Tony Haffelder from Rock Energy for an Operation Meeting regarding the Creek Road Railroad Bridge Project. She added that the options for the structure type are conceptual for now. The important item for this bridge is that it would need to be completed by June 30, 2020. She reported that it was discussed at the meeting that construction would begin in the spring of 2020. They possibly will be moving the project up by six months to be sure it is completed by the sunset date of June 30, 2020. Duane Jorgenson asked if the DOT could give a written statement to the Town that we could have an extension of 2-3 months for the project to be completed. Travis Buros from the DOT told Duane Jorgenson that they probably could not due to the new personnel at the DOT, so the engineering firm and Duane Jorgenson are working with the DOT to make sure it is completed by the sunset date. She added that the state wanted to

post the bridge at 30 mph but agreed to 50 mph. The Town had asked to exchange the Emerald Grove Road RR Bridge Project for the Creek Road RR Bridge Project in the timeline but was not allowed to do so.

In regards to the Emerald Grove Road Railroad Bridge Chair Sharon Douglas reported that the state has a Management Consultant they hire to work with the design consultant because the state wants a definitive number on the cost of the bridge for budgeting purposes. After this is done it will be sent to the state for final approval. She added that the design takes anywhere from 15-18 months. The funds for this bridge will be available in 2019 and has to be completed by the sunset date of June 30<sup>th</sup>, 2022.

Chair Sharon Douglas asked the board members to look at the northwest corner of B-C Townline Road at Highway 140 because the turn radius is very tight and almost forces you drive over the center of the road to make the turn when you are headed south on Highway 140 and are turning west onto Townline, especially with large trucks. To avoid crossing the centerline you have to slow almost to a stop or drive on the shoulder which is happening frequently. She added that riding on the shoulder will cause premature breakdown and failure. She stated that Ron Duffy had brought this up at the last meeting and had presented a solution for this. The solution was to install a culvert extension of at least 6-8 feet with minor ditch re-contouring, core-out, rebase and pave with 3 inches of HMA. The estimated cost would be around \$2600-\$2800. She suggested that the board might think about adding this project to whoever gets the bid to do the area across the road on B-C Townline as they would have the equipment there already. She then asked the board members to take a look at that area before the meeting on April 23<sup>rd</sup>.

Chair Sharon Douglas and Ron Duffy attended the Town of Clinton Board Meeting last month to present the B-C Townline Road culvert and paver repair projects. The Town of Clinton Board approved sharing the cost of the projects they presented for the culvert on B-C Townline Road just west of Carvers Rock Road and the paver repair on B-C Townline just east of the new large culvert east of Highway 140.

Chair Sharon Douglas reported that since the board will not be doing the Creek Road culvert project just west of Carvers Rock Road this year Duane Jorgenson had asked if the board members would be receptive to pulling the money for 2018 and allowing the money to be used for other County projects. The board could then re-apply to have the project done in 2019 and they can use the money for other towns. If the board wants to do the project in 2019, the Town would be at the top of the list and would receive the 50% cost sharing.

**Motion to pull the request for the money for this year for the Creek Road Culvert Project. (Loren Bobolz/Ben Wellnitz) The motion carried by voice vote with no negative vote.**

**Bryce Nass will replace the guard rail on the Creek Road culvert.**

Chair Sharon Douglas reported that the culvert on Carvers Rock Road just north of Creek Road at the park keeps getting plugged with debris from the park. She added that the last time they had Bryce Nass go out and clear the debris and she asked the board members what they wanted to do about this. Clerk Sandra Clarke reported that the culvert had plugged enough during the last heavy rain and the water had run south down the east side of the road and had washed out the shoulder and could undercut the asphalt.

**Motion to have Bryce Nass remove the debris in front of the culvert at the park just north of Creek Road and add to the shoulder. (Sarah Pope/Loren Bobolz) The motion carried by voice vote with no negative vote.**

Chair Sharon Douglas reported that Ron Duffy had taken his tractor out to the area on Waite Road just west of the intersection with Carvers Rock Road and he, Wayne and Sharon Douglas had pulled the asphalt back up out of the ditch.

Sharon Douglas stated that there are a lot of areas that need shouldering. She added that if the board would like she could have Brian Ayre rent the machine that does the reclamation. She stated that if this is something they wanted done, then each board member would go out to their assigned roads and mark areas on a piece of paper and also measure the areas. That way Brian Ayre would have an idea where the areas are and would also have an estimate on how many miles he would have to do. She added that this would help him in ordering the shouldering material.

Sharon Douglas stated that the current five-year Capital Improvement Plan ends in 2018 and she would like the board to meet to work on this as a group to plan for future projects for the next 5-10 years. She added that the board does have the two bridges coming up soon and asked if they wanted to meet in the next two weeks. **The next few weeks would be difficult for some of the board members so she asked the board members to take the list that Ron Duffy had prepared when he measured every road in the Town and got estimates for the cost of fixing them, and decide on their priorities for a 10-year plan for Monday night's meeting.**

**Sharon and Wayne Douglas put up the "rough road" signs on Creek Road by Reid Road that is to be repaired.**

Chair Sharon Douglas stated that in the past board members had volunteered to fill pot holes and put up signs and the benefit was that the money saved, has allowed money to be put toward other road maintenance or repair. She

stated that over the last eight years Ron Duffy, Bill and Sandra Clarke and Sharon and Wayne Douglas have been doing the pot hole filling. Sharon Hargarten has also helped. She added that due to the change in board members over the past year she wanted to have a discussion on options and ideas from the present board members on how each of them would like to proceed in filling pot holes and putting up signs. Dan Huisheere and Loren Bobolz were concerned about their safety.

**Sharon Douglas presented the board with the following three options. She stated that they could continue to do the work but it would be all the board members and not just a few, they could each do their assigned sections of roads or they could hire it done. Sharon Douglas presented two estimates she had gotten for hiring it done.**

**One estimate was \$200 to \$800 per ton with the \$200 per ton being if the contractor was just doing it on one road but if they had to drive around the town it could be as high as \$800 per ton. Since the pot holes are scattered around the Town Sharon Douglas stated that 15 ton at \$800 per ton would cost the Town \$12,000. It was noted that the Town usually goes through 30 to 40 ton per year.**

**The other estimate was \$210 per hour which included the labor and equipment with the Town furnishing the material. Loren Bobolz stated that a truck with an auger can do a lot fast. The board will address this at their meeting on Monday night.**

**Loren Bobolz stated that he thought they could continue putting up signs.**

**Sharon Douglas reported that for tree and brush removal Ben Wellnitz and Mick Mullooly did some more removal on the east side of Emerald Grove Road near Avalon Road. She added that Ron Duffy and Ben did some cutting on Avalon Road near Churchill's. She reported that she had spoken with Bryce Nass and he is still planning on doing brush and tree removal on Emerald Grove Road on the west side. He will also be ordering the materials required to replace the guard rail on the Creek Road culvert at Carvers Rock Road and will replace the guard rail.**

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

**Loren Bobolz presented an estimate for replacement of the north steps for the ramp and a replacement for the cement pad. He stated that a 5 inch thick precast base 5 feet wide by 6 feet long would be \$300.00 and the precast step 5 feet wide with a two-step rise would be \$491.00 for a total of \$791.00. The step unit is 14 inches high and 26 inches deep.**

**Motion to approve the steps and cement pad replacement for \$791.00. (Sarah Pope/Ben Wellnitz) The motion carried by voice vote with no negative vote.**

L. Discussion and action on approval of Driveway Permit Applications

**Chair Sharon Douglas reported that she had issued a driveway permit to Robert Maly and another permit to Eric and Erica Repaal.**

M. Discussion and action on approval of Utility Permit Application

**No application were received.**

N. Discussion and action on donation for Clinton Senior Citizens Center

**Motion to donate \$500.00 to the Clinton Senior Citizens Center. (Loren Bobolz/Ben Wellnitz) The motion carried by voice vote with no negative vote.**

6. Citizen Participation

**Nothing.**

7. Announcements and Reports

a. **The May Town Board meeting will be held on Tuesday, May 15, 2018 at 6:30 p.m. at the Bradford Town Hall.**

b. **A Special Town Board Meeting will be held on Monday, April 23, 2018 at 6:30 p.m. on discussion and action on road work bids for 2018 Road Work Projects.**

c. **Assessor John Strehmel will hold Open Book on Tuesday, May 22, 2018 from 5-7:00 pm at the Bradford Town Hall.**

d. **There was no Rock County Sheriff's Report.**

e. **Chair Sharon Douglas reported that she had attended the Clinton Community Collaboration meeting with the other Chairs and business owners to discuss further conversations regarding the future of the community. She reported that a survey will be going out to gather information at the end of this month or early May. She added that due to the aging infrastructure of the current elementary and middle schools they are looking at replacing these two schools with one school that would be built behind the high school and demolishing the other two schools. She reported that they talked about putting K-4 through 6<sup>th</sup> grade in the new school and having 7<sup>th</sup> and 8<sup>th</sup> graders in the High School. She added that they are still in the conceptual phase. She encouraged the board members to attend one of the forums.**

8. Treasurer's Report

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

9. Bills for Approval

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

10. Adjournment

**Motion to adjourn. (Sarah Pope/Loren Bobolz) The meeting was adjourned at 8:12 p.m.**

**Respectfully submitted,**

**Sandra Clarke, Clerk**