

**Town of Bradford
Town Board Meeting
Tuesday, May 19, 2020 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 May Town Board meeting to order at 6:32 p.m. at the Bradford Town Hall. Also present were Supervisors Sarah Pope, Loren Bobolz, Dan Huisheere and Ben Wellnitz, Treasurer Jill Bier and Clerk Sandra Clarke.

2. Pledge of Allegiance

3. Adoption of the Agenda

Motion to adopt the agenda. (Sarah Pope/Dan Huisheere) The motion carried by voice vote with no negative vote.

4. Approval of the Minutes to the 2020 Annual Town Meeting and April 21st, 2020 Meeting

Motion to approve the minutes to the 2020 Annual Town Meeting and the April 21st, 2020 Town Board meeting. (Sarah Pope/Loren Bobolz) The motion carried by voice vote with no negative vote.

5. New Business

A. Discussion and action on signing of the State Municipal Agreement for the Creek Road Multimodal Local Supplement Project

Chair Sharon Douglas reported that she had received the State/Municipal Agreement for the Multimodal Local Supplement Project for Creek Road from Odling Road to Clowes Road. The total cost of the project is estimated at \$858,905 with the State share at \$601,612 and the Town share at \$257,293.

Motion for Sharon Douglas to sign the Multimodal Local Supplement Project State/Municipal Agreement. (Sarah Pope/Dan Huisheere) The motion carried by voice vote with no negative vote.

Chair Sharon Douglas stated that in regards to the engineering firm, she had received proposals from Battermans and MSA. Todd Needham from Battermans was present. The proposal from Battermans for \$50,800.00 and MSA's proposal was considerably higher. She added that any work performed prior to State authorization is not eligible for cost sharing. The board will approve the engineering contract when the State signs the MSA. The plan is to get the bids out by next January. Regarding tree removal in

this area it was stated that the Board would probably want have this done prior to the MLS project.

Demolition of the Creek Road RR Bridge is scheduled to begin on June 13th and the bridge is planned to be completed in three months.

B. Discussion and action on report by Fire District Representative

The May Fire Chief's report had been emailed to the Town and included the changes and procedures due to COVID 19, five radios under last year's budget were put into use, the Zoll Monitor training was done on April 20 and put into service May 11th, the membership is presently 29, they received one new application, the officers met and will be looking for applicants to fill the Captain's spot presently. Loren Bobolz reported that the budget is within boundaries and the district will send invoices for the budget payments.

C. Discussion and action on Zoning Officer Report

MZIS issued a zoning permit to William Clarke for a grain bin at 11100 E. County Rd. MM and a remodeling permit to Lucas Comstock for the property at 1426 S. Cemetery Road.

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

Loren Bobolz reported that Waite Road is coming apart from Dunn Road to the east. Sarah Pope reported that there are potholes on Carvers Rock Road. Ben Wellnitz reported that the 45 mph sign by the cemetery on the south side has been knocked down and he will put it up. The Creek Road/Odling Road name sign is gone and will need to be replaced. The S-curve sign on O'Riley Road has been shot up and needs to be replaced.

E. 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 Bridge State/Municipal Agreement and Emerald Grove Bridge Projects, Multimodal Local Supplement Project

Chair Sharon Douglas reported that she had attended a preconstruction teleconference for the Creek Road RR Bridge Project. Minutes to the teleconference were handed out to the board members. Sharon Douglas stated that demolition is to begin on June 13th and the Fire Department and EMS will be able to go through. She added that she may need to contact the school buses in the fall. They will bring the signs that are up on the bridge to the town hall. Loren Bobolz said he could move the

cement barriers. Sharon Douglas stated that she would contact Battermans as to when to take them down and how they want to handle it. The electric company may need to take down some trees.

Chair Sharon Douglas reported that the Town was not selected for a TRID project for Creek Road on the west side of Highway 140. She added that the state had received 142 applications and selected 53 projects.

Chair Sharon Douglas met with Duane Jorgenson on Town Hall Road at Highway 140 just prior to the meeting concerning the water damage across Bradford Town Hall Road at the intersection. She read the WisDOT section on State Highway Connection which explains the Town's responsibility if a culvert is needed. Duane Jorgenson will check with a metal detector to see if there is a culvert there and will see about cleaning it out if they find one.

Bryce Nass told Sharon Douglas that he is interested in purchasing a brush mower but would require a contract. It was noted that Carvers Rock Road would require a lot of brush cutting. Dan Huisheere stated that the Town could rent one from 40 hours for \$3200.00.

Bryce Nass proposed \$3,000 for cutting the overhanging trees on Creek Road east of Carvers Rock Road from the intersection to Roehl's open field. He said he could get it done in a day or so. Sharon Douglas will check to clarify if it would be back to the right of way for the park.

Motion to have Bryce Nass cut all the overhanging trees on Creek Road from the stop sign to Roehl's and grub the ditch out to the fence line with the project to be done within two months. (Loren Bobolz/Ben Wellnitz) The motion carried by voice vote with no negative vote. The Town does not want to be responsible for any downed phone lines.

The culvert in the right of way for Emerald Grove Road at the intersection with Jones Road would be eligible for County Bridge and Culvert Aid so the clerk presented the required resolution and petition for approval.

Motion to adopt Resolution 2020-79. (Loren Bobolz/Dan Huisheere) The motion carried by voice vote with no negative vote.

Motion to approve the petition for County Bridge and Culvert Aid for the replacement of the culvert in the Emerald Grove Road right of way at the intersection of Jones Road. (Dan Huisheere/Ben Wellnitz) The motion carried by voice vote with no negative vote.

F. Discussion and action on Town Hall Repair Committee Report

Sharon Douglas will ask Wayne Douglas about fixing the hole in the town hall ceiling.

- G. Discussion and action on approval of Driveway Permit Applications
No application were received.
 - H. Discussion and action on Utility Permit Applications
No applications were received.
 - I. Date for Board of Review
Board of Review has been adjourned until September 8th, 2020 beginning at 6:00 p.m.
 - J. Report of Liquor License applications received
The Clerk reported that she had received applications from Hat Rack Tap Inc. and from JW Golf LLC.
 - K. Discussion and action on Operator's license applications received
Motion to approve the Operator's Licenses received from Kyle Goike, Shauna Kerchner and Alanis Vander Kooi for Cecelia's Golf Course and James Locast, Karen Champion and Jeannette Angilello for Hat Rack Tap. (Ben Wellnitz/Dan Huisheere) The motion carried by voice vote with no negative vote.
 - L. Discussion and action on donations to Emerald Grove Cemetery Association and Mt. Philip Cemetery Association
Motion to approve the donations of \$500.00 each to the Emerald Grove Cemetery Association and the Mt. Philip Cemetery Association. (Sarah Pope/Dan Huisheere) The motion carried by voice vote with no negative vote.
6. Citizen Participation
Jill Bier stated that Vicky Duoss, Sharon Hargarten and she appreciated the extra compensation for working at the April 7th Spring Election and thanked the Town Board.
7. Announcements and Reports
- a. **The June Town Board meeting will be held on Tuesday, June 16th, 2020 at 6:30 p.m. at the Bradford Town Hall.**
 - b. **There was no Rock County Sheriff's Report.**

- c. **The Personal Property Aid May 4, 2020 payment was \$17,392.60.**
- d. **Chair Sharon Douglas reported on the webinar for COVID 19. The Annual Town Meeting cannot be held virtually.**
- e. **The Town has been awarded a recycling grant of \$840.60.**

8. Treasurer's Report

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

9. Bills for Approval

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

10. Adjournment

Motion to adjourn. (Loren Bobolz/Sarah Pope) The motion carried by voice vote with no negative vote. The meeting was adjourned at 7:39 p.m.

Respectfully submitted,

Sandra Clarke, Clerk