

**Town of Bradford**  
**Town Board Meeting**  
**Tuesday, June 19, 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 June Town Board Meeting to order at 6:30 p.m. at the Bradford Town Hall. Also present were Supervisors Loren Bobolz, Dan Huisheere and Ben Wellnitz, Clerk Sandra Clarke and Treasurer Jill Bier. Supervisor Sarah Pope was absent.**

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 May 15 and May 17, 2018 meetings

The May 15, 2018 minutes were corrected to read that the sunset date for the Creek Road Railroad Bridge Project was June 30, 2020 instead of June 30, 2018.

**Motion to approve the minutes to the May 15 and May 17, 2018 meeting with the above correction. (Loren Bobolz/Ben Wellnitz) The motion carried by voice vote with no negative vote.**

5. New Business

Rock County Sheriff candidate Troy Knudson was present and addressed the board.

A. Discussion and action on a Burning Ordinance

Chair Sharon Douglas reviewed the copy of Johnstown's burning ordinance that had been distributed to board members. The board members wanted the requirement that the residents, in addition to obtaining a burning permit, would be required to call the County non-emergency number and the fire department prior to burning. They asked that "burning of brush or weeds on agricultural lands requires that the person responsible for the burning is to contact the Rock County non-emergency number and the Clinton Fire Department to notify them of the burning that would take place.", but they did not want to issue permits for burning brush or weeds on agricultural land.

**Motion to send a draft to Attorney David Moore to have him revise for an ordinance to approve for the next meeting. (Loren Bobolz/Dan Huisheere)  
The motion carried by voice vote with no negative vote.**

- B. Discussion and possible action on possible changes to Section 4.9, J. Chapter One, the Zoning Ordinance of the Code of Ordinances regarding mobile home parks

Chair Sharon Douglas reported that Attorney Moore had set up a meeting with the owner of the mobile home park on Monday, June 18<sup>th</sup> at 9:00 am at his office. Prior to the meeting Attorney Moore requested that Sharon Douglas and one other board member meet with him to set the goals they had for Mr. Merriam. Loren Bobolz and Sharon Douglas met with Attorney Moore on June 11<sup>th</sup> in his office. She reported that they discussed the potential for no further additions to be allowed to be built other than perhaps a small porch with no walls or roof and what they were going to do with the additions that had already been built. She added that the current building inspector stated that he would not go in the mobile home park and issue any permits due to the fact that he would not be able to see what they had done. She reported that they had also discussed the parking in the roadways and that there are not lot numbers on each trailer. Sharon Douglas stated that she had asked Fire Chief Gene Wright to look at the mobile home park and she had copies of Chief Wright's concerns. Chair Sharon Douglas reported that at the meeting with Attorney Moore and David Merriam they now have a plan in place.

Mr. Merriam is to send Attorney Moore a list of the current residents which is to include the name and lot number, who resides there and how many trailers are not occupied. He was requested to furnish the town with a monthly list of and to notify the town when someone vacates a trailer. Mr. Merriam is going to hire an electrician who will inspect the additions and all the furnaces in the trailers. He will have every trailers numbered. The brush/foilage, pallets and other debris will be cleaned up. Mr. Merriam is going to assign parking spaces to keep vehicles out of the roadway. Attorney Moore will prepare a letter that will state a clear list of mutual expectations and it will be sent to Mr. Merriam regarding the above issues to be taken care of. The Town will require a letter that he has completed all of the issues and after this a letter will go out to the mobile home park residents in English and Spanish.

Jill Bier stated that the dogs in the mobile home park are not being licensed and asked that they put a notice in the letter that they must obtain dog licenses and have the manager check the dogs for licenses.

**Motion to have Attorney Moore make the changes to Item 4.9 J. of the zoning ordinance that no additions other than a porch of the maximum size of 10' x**

**12' with no walls or roof and with a required railing. (Ben Wellnitz/Dan Huisheere) The motion carried by voice vote with no negative vote.**

A Rock County Sheriff Deputy was present and asked if there were any questions or concerns and there were none.

Rock County Sheriff candidate Gary Groelle addressed the board.

C. Discussion and action on report by Fire District Representative

Loren Bobolz presented the minutes to the Fire District Board meeting.

Chair Sharon Douglas reported that their committee had met on June 11<sup>th</sup> and those present were Sharon Douglas, Chief Wright and David Brandl. Chief Wright had reported that he was re-doing the training policies. He also discussed that recruitment will start at the end of this summer and he wants to start a Fire Academy which would be held at the Beloit Fire Station. He would go to local high schools to recruit. He reported that it takes about 3 years to train a new paramedic. He reported that the cost for Fire 1 and 2 is state funded and is about \$1,500 for an EMT and a paramedic is about \$3,000. There will be a committee set-up within the department for Safety, EMS and Fire Training and for hiring. Sharon Douglas reported that they would not be meeting in July but would meet on the second Monday in August and would be working on the budget. She added that she would like Sandra Clarke to come to the budget meeting. The Fire Department received the Alliant Grant for \$1600.00 which will be used toward batteries. Later this fall Chief Wright will apply for a FEMA and DNR grant.

In the future they can hire a fire chief from outside the district part time or hire “in house” or ask Chief Wright to stay until they can get someone trained. Two firemen are now going to be paramedics. The budget is on track so there shouldn't be any short falls.

D. Discussion and possible action on Fire District Agreement

Chair Sharon Douglas reported that Attorney Moore was concerned about the title of “Treasurer” so they are changing it to “Bookkeeper”.

E. Discussion and action on Zoning Officer Report

**A zoning and building permit was issued to Erik Repaal for a new house on Waite Road. A zoning permit was issued to Sharon Douglas for a carport. A zoning and building permit was issued to Robert Maly for a new deck and garage at 10607 E. Waite Road. A zoning and building permit was issued to Gary Gilbank for a 3,000 sq. ft. addition at 10027 E. Waite Road.**

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

Dan Huisheere reported that at the corner of Larsen Road and Carvers Rock Road there is brush and a pine tree north of the driveway that need to be trimmed. He suggested that take a look at the ditch there also.

Minkey Road between Hughes' and Minkey's needs ditching and by Bob Hahn's. Loren Bobolz said that he would put cold patch in the bump on the culvert to the east on Minkey Road.

Sharon Douglas reported that Bryce Nass put up the new guard rail on the Creek Road culvert just west of Carvers Rock Road and there is one part to be ordered. He cleaned out the debris in the culvert on Carvers Rock Road by the park and along Carvers Rock Road and Creek Road from the storm. Bryce Nass and his crew cleared brush on Emerald Grove Road.

Ben Wellnitz will get grass seed for the area cleared on Emerald Grove Road.

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

Areas to have Bryce Nass trim trees and brush were discussed. They included Carvers Rock Road on the west side north of the new culvert north of Town Hall Road, Larsen and Carvers Rock Road corner on the north side, Creek Road from Carvers Rock Road to Roehl's and hanging branches on walnut trees.

The owner of the property on the southwest corner of the Creek and Carvers Rock Road intersection will need to move the wood he cut up and left in the right of way. Chair Sharon Douglas will contact him.

Chair Sharon Douglas asked the board members to submit their lists of priorities for the Capital Improvement Plan to her before the July meeting. They discussed the possibility of pulverizing some of the less traveled and worse roads including Milner, the south end of Odling and Dunn Roads.

Chair Sharon Douglas asked the board members to have their lists of areas needing shouldering and their maps of the areas for the next meeting.

Chair Sharon Douglas reported that she and Wayne had put up the Reid and Creek Road sign and removed the rough road signs and Wayne Douglas replaced the post and stop sign broken off by the mail truck by the post office.

Chair Sharon Douglas passed out copies of the correspondence from Ellery Schafer from Jewell Engineering regarding the status of the speed limit for the Creek Road Bridge replacement. She added that she did not believe the state has decided on the 25 mph versus the 50 mph limit. She added that they are close on whether the sunset date can be changed to August 30<sup>th</sup>, 2020.

Chair Sharon Douglas reported that the cost for the design of the Emerald Grove Road Railroad Bridge is around \$133,000. She added that at last month's meeting Ron Duffy had asked Duane Jorgenson if there was a bridge in Green County similar to the Emerald Grove Road Bridge and if he could compare the design costs of the two. Duane Jorgenson reported that the bridge in Green County was similar and the design cost for it was originally \$170,000 but came back at around \$150,000. Duane Jorgenson had stated that according to the state, the original estimate for the design of the Emerald Grove Road Bridge that was given as \$63,000 was not accurate.

Sharon Douglas passed out a list of the roads that had been pot hole filled.

Bill Johns presented bills for the Creek Road extra work for \$2850, the Waite Road stop sign for \$500, the Creek Road and Reid Road stop sign for \$500, the northwest corner of B-C Townline Road for \$2500, B-C Townline Road paver repair for \$9485 to be split with the Town of Clinton, Waite Road reconstruction for \$27,578.76 and the B-C Townline Road culvert for \$2472.50.

H. Discussion and action on Town Hall Repair Committee Report

**Loren Bobolz will call about the cement pad and steps coming for the east ramp. The board agreed to order a summer fill for the propane tank.**

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 Operators Licenses applications received

The clerk reported that she had received Operator's License applications from Aislinn Rufer, Debra Schmidt and Jessica Walker for Cecelia's Golf Course and had completed the record checks and they were ready for approval.

**Motion to approve the Operator's Licenses for Aislinn Rufer, Debra Schmidt and Jessica Walker. (Loren Bobolz/Ben Wellnitz) The motion carried by voice vote with no negative vote.**

L. Discussion and action on approval of Liquor License applications for Hat Rack Tap Inc. for Hat Rack Tap and JW Golf LLC for Cecelia's Golf Course

**Motion to approve the Class B Beer and Liquor Licenses for Hat Rack Tap Inc. for Hat Rack Tap and for JW Golf LLC for Cecelia's Golf Course. (Dan Huisheere/Loren Bobolz) The motion carried by voice vote with no negative vote.**

- M. Discussion and action on approval of Cigarette License for Hat Rack Tap Inc.  
**Motion to approve the Cigarette License for Hat Rack Tap Inc. (Loren Bobolz/Ben Wellnitz) The motion carried by voice vote with no negative vote.**
6. Citizen Participation  
See above for Troy Knudsen and Gary Groelle.
7. Announcements and Reports
- a. **The July Town Board meeting will be held on Tuesday, July 17, 2018 at 6:30 p.m. at the Bradford Town Hall.**
  - b. **The Rock County Sheriff's Report was reviewed.**
  - c. **Sharon Douglas reported that she had received a call asking for a fireworks permit but the Town ordinance does not allow fireworks permits.**
8. Treasurer's Report  
**Motion to approve the Treasurer's Report. (Ben Wellnitz/Loren Bobolz) The motion carried by voice vote with no negative vote.**
9. Bills for Approval  
The board decided to add the bills from Bill Johns for work completed except for the B-C Townline Paver Repair because there is still an amount for extra blacktopping to be added by Matt Yoss.  
**Motion to approve the bills presented by Bill Johns for the jobs completed except for the B-C Townline paver repair. (Loren Bobolz/Dan Huisheere) The motion carried by voice vote with no negative vote.**  
**Motion to approve the bills for payment. (Ben Wellnitz/Dan Huisheere) The motion carried by voice vote with no negative vote.**
10. Adjournment  
**Motion to adjourn. (Loren Bobolz/Ben Wellnitz) The motion carried by voice vote with no negative vote. The meeting was adjourned at 9:23 p.m.**

**Respectfully Submitted,**

**Sandra Clarke, Clerk**