

**Town of Bradford  
Town Board Meeting  
Tuesday, July 17, 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 July meeting to order at 6:30 p.m. at the Bradford Town Hall. Also present were Supervisors Sarah Pope, Loren Bobolz and Ben Wellnitz, Treasurer Jill Bier and Clerk Sandra Clarke.**

2. Pledge of Allegiance

Supervisor Dan Huisheere was present.

3. Adoption of the Agenda

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

4. Approval of the Minutes to the June 19, 2018 meeting.

**Motion to approve the minutes to the June 19, 2018 meeting. (Loren Bobolz/Ben Wellnitz) The motion carried by voice vote with no negative vote.**

5. New Business

A. Discussion with Rock County Highway Commissioner Duane Jorgenson and action on a state municipal agreement on Emerald Grove Road Railroad Bridge Replacement

Rock County Highway Commissioner Duane Jorgenson presented new cost sheets for the Emerald Grove Road Railroad Bridge replacement Project. He reported that yesterday the state confirmed that they have approved the change of management so the cost is reduced. Based on the current estimates they are looking at \$76,870 each for the Town, County and the Railroad, but it depends on the final bills. He added that if the Town Board approved it he would sign the State Municipal Agreement (SMA) and get it sent out.

**Motion to sign the agreement (SMA) for the Emerald Grove Road Railroad Bridge. (Loren Bobolz/Dan Huisheere) The motion carried by voice vote with no negative vote.**

Duane Jorgenson reported that the biggest issue now on the Creek Road Railroad Bridge is the design speed. He added that they were talking about

wanting to make it more hump-backed and shorten the approaches and lower the speed limit to 25 mph.

Chair Sharon Douglas reported that she had spoken with Todd Needham at Battermans regarding the status of the TRID Project for the culvert replacement and reconstruction of the intersection at Creek and Carvers Rock Roads. The funding for the TRID Project that the Town of awarded was for a project total cost of \$225,000. She added that Todd Needham is working on this so the Board can get the bids out in January. She stated that Duane had thought the estimate of \$156,000 included in the Town's resolution for replacement of the culvert might be a little high but after speaking with Todd, he thought the estimate was not out of line. He explained that the structure type would be high quality to include cap headwalls on both sides and due to the high volume of water that flows through there de-watering would be difficult and expensive. She added that Todd had asked that Duane give him a call. A new petition and resolution with new dates will need to be submitted.

- B. Discussion and action on request by Lisa Larsen for a land division of 6± acres of Parcel No. 6-3-198 (41.5± acres), 11304 E. Creek Road, under Chapter 19 of the Code of Ordinances, and for a change of zoning on the 6± acres from A-1 to A\_R Ag Residential under Section 4.6 of Chapter One, the Zoning Ordinance of the Code of Ordinances.

Chair Sharon Douglas stated that at the Planning and Zoning Meeting on Monday, July 18, 2018 the Planning and Zoning Committee had recommended that the request by Lisa Larsen for a division of 6± acres of Parcel No. 6-3-198 from the 41.5± acres, 11304 E. Creek Road be approved and rezoned from A-1 to A-R to Ag Residential. In addition Lisa Larson will be required to obtain a driveway permit.

**Motion to approve the Land Division for 6± acres and to rezone to A-R with the requirement to obtain a driveway permit.**

**Roll Call Vote:**

**Sarah Pope, "Yes."**

**Loren Bobolz, "Yes."**

**Dan Huisheere, "Yes."**

**Ben Wellnitz, "Yes."**

**Sharon Douglas, "Yes." The motion carried unanimously.**

- C. Discussion and action on a Burning Ordinance  
Attorney Moore is still working on this.

D. 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 sent a letter to Mr. Merriam on June 25, 2018. The letter was a result of the meeting Attorney Moore, Attorney Oellerich, Sharon Douglas and Loren Bobolz had with Mr. Merriam on June 18, 2018 at Attorney Moore's office. She added that in the letter were eight items that Mr. Merriam should comply with. Sharon Douglas read the letter with the items. She added that Attorney Moore is revising the ordinance regarding additions being built. There will be a "no additions" policy other than a porch or deck up to a size of 10' x 12' with no roof or walls, but with a required railing.

Dan Huisheere stated that a few of the mobile homes have numbers but not very many. Chair Sharon Douglas stated that David Merriam has to hire an inspector to inspect the electrical and the furnaces. He also needs to provide pictures of each trailer. It was stated that they have moved parking so you can drive through.

Jill Bier stated that he paid three months of fees.

E. Discussion and action on report by Fire District Representative

Don Esselman stated that the board needed to get prepared for the Fire District budget because they were going to need another pumper and they still owe a couple hundred thousand on the old one. So they think in the next couple of years they need to make large principal payments.

Sharon Douglas stated that Chief Wright always calls when something is going on and had called her about the accident on Highway 14 at Highway 140. She added that Chief Wright has done a great job.

F. Discussion and possible action on Fire District Agreement

The position of Treasurer has been changed to bookkeeper and the Secretary and Treasurer positions will be combined. The board will address approval of the agreement at the August meeting.

G. Discussion and action on Zoning Officer Report

The MZIS issued the following: a building permit to Erik Repaal for a new house on Waite Road on Parcel No. 6-3-243.3 which had been combined with 6-3-243.4, a zoning permit to Sharon Douglas for a car port at 3028 S. Market St. in Avalon, a zoning and building permit to Robert Maly for a new deck and a garage at 10607 E. Waite Road and a zoning and building permit to

Gary Gilbank for a 3,000 sq. ft. addition on parcel no. 6-3-245 at 10027 E. Waite Road.

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

Ben Wellnitz reported a limb hanging down which he will remove, Loren Bobolz reported that the culvert by Hahns needs cold patch and the board discussed the culvert on Minkey Road.

I. 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 Bryce Nass is still planning to do the tree trimming and brush cutting on the roads discussed at last month's meeting. The board will work on the Capital Improvement Plan at the August meeting. Chair Sharon Douglas stated that it had been suggested to her that maybe they could have a portion of Inman Road single chip sealed over the paver repair areas done last year.

Sharon Douglas reported that they will finish the grading today and then can pave. She added that Bill Johns has some ideas for Reid Road to get the water off so it won't run down onto Creek Road and she told him to go ahead. Jill Bier reported that there is a wood chuck digging along Trescher Road.

Sharon Douglas reported that the trucks hauling shingles and siding to the south house on Reid Road had damaged the road while turning in. She asked the board members if they had measured and mapped the areas needing shouldering in their sections of roads so that she could contact Brian Ayre for an estimate but they were not completed.

Chair Sharon Douglas reported that she and the clerk had ordered 4 road work ahead signs with stands and reflective roll up signs, two with the words and two with the symbols for \$921.80 from Decker Supply instead of the signs from Uline with a cost of 1,480.00 so there was considerable savings.

Sharon Douglas reported that she and Wayne Douglas would be putting up the road sign for Maple Lane and Emerald Grove Road intersection and also the damaged sign at Hofstrom and O'Riley Roads. She added that the arrow sign at the end of Odling Road and Townhall Road needs to be replaced since it is fading. The arrow sign at the west end of Larsen Road needs to be replaced.

Sarah Pope asked if a larger sign could be put up that stated Emerald Grove Road was open to Cecelia's Golf Course. The board discussed moving the road closed sign and then determined that Eric Johnson could put up a larger sign stating that Emerald Grove Road was open to the golf course.

- J. Discussion and action on Town Hall Repair Committee Report  
Loren Bobolz reported that the steps are done and he and Dan Huisheere will tear out the old cement pad.
- K. Discussion and action on approval of Driveway Permit Applications  
Chair Sharon Douglas stated that Lisa Larson is going to stake the driveway out and Sharon will check it for the driveway permit.
- L. Discussion and action on approval of Utility Permit Application  
No applications were received.
- M. Discussion and action on a donation Rock County Land Conservation Clean Sweep Program and resolution in support of Rock County Clean Sweep Program  
**Motion to adopt the resolution No. 2018-70 in support of the Rock County Clean Sweep Program. (Dan Huisheere/Sarah Pope) The motion carried by voice vote with no negative vote.**  
  
**Motion to donate \$250.00 to the Rock County Clean Sweep Program. (Sarah Pope/Dan Huisheere) The motion carried by voice vote with no negative vote.**
- N. Discussion and action on Veteran Service lists for Emerald Grove Cemetery and Mt. Philip Cemetery  
**Motion to approve the Veteran's Service List for the Emerald Grove Cemetery Association. (Ben Wellnitz/Dan Huisheere) The motion carried by voice vote with no negative vote.**  
The Veteran's Service List for Mt. Philip Cemetery has not been received.  
It was announced that Mt. Philip Cemetery Association is asking for a donations and would like a load of gravel. Jill Bier reported that they have not cashed the \$500.00 donation check from the Town yet.  
**Motion to donate a load of gravel (approximately \$110.00) to Mt. Philip Cemetery. (Ben Wellnitz/Loren Bobolz) The motion carried by voice vote with no negative vote.**
- O. Discussion and action on Town Transportation Resolution #2018-71  
**Motion to adopt Resolution No. 2018-71. (Sarah Pope/Loren Bobolz) The motion carried by voice vote with no negative vote.**  
A copy of the resolution will be sent to the legislators and the Wisconsin Towns Association.
- P. Discussion and action on approval of Operator's License for Libby Reuterskiold for Cecelia's Golf Course  
**Motion to approve the Operator's License for Libby Reuterskiold. (Sarah Pope/Ben Wellnitz) The motion carried by voice vote with no negative vote.**

6. Citizen Participation
7. Announcements and Reports
  - a. The August Town Board meeting will be held on Tuesday, August 21, 2018 at 6:30 p.m. at the Bradford Town Hall
  - b. Rock County Sheriff's Report
  - c. The Fall Partisan Primary will be August 14, 2018 from 7:00 am to 8 pm.  
**Motion to approve having three poll workers for the Fall Partisan Primary. (Loren Bobolz/Dan Huisheere) The motion carried by voice vote with no negative vote.**
  - d. Rock County Clean Sweep will be Saturday, August 25 from 9-11am at the Rock County Public Works garage, 3715 Newville Rd., Janesville.
  - e. The Rock County Unit of the WTA meeting and picnic will be held on Thursday, July 19<sup>th</sup> at 6:30 pm at the Red Apple, N7530 County M, Evansville.
8. Treasurer's Report  
**Motion to approve the Treasurer's Report. (Ben Wellnitz/Dan Huisheere) The motion carried by voice vote with no negative vote.**
9. Bills for Approval  
**Bob Bier donated the hauling for the load of cold patch that he hauled for the Town. 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. (Loren Bobolz/Ben Wellnitz) The motion carried by voice vote with no negative vote. The meeting was adjourned at 7:50 p.m.**

**Respectfully submitted,**

**Sandra Clarke, Clerk**