

**Town of Bradford  
Town Board Meeting  
Tuesday, August 20, 2019 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 August Town Board Meeting to order at 6:30 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. (Dan Huisheere/Ben Wellnitz) The motion carried by voice vote with no negative vote.**

4. Approval of the Minutes to the July 16, Meeting

**Motion to approve the minutes to the July 16, 2019 meeting. (Loren Bobolz/Sarah Pope) The motion carried by voice vote with no negative vote.**

5. New Business

- A. Discussion and possible action on O'Riley Road Bridge over Turtle Creek with Rock County Highway Commissioner Duane Jorgenson because of bridge inspection report

**Rock County Highway Commissioner Duane Jorgenson reported that the O'Riley Road Bridge over Turtle Creek has dropped from a rating of 55.1 to 32.8 on the September 2018 inspection report and is due for another inspection in a month. A bridge with a rating below 50 is eligible for replacement. The deadline for applications for replacement funds is the end of the month. The state estimates that there are 293 cars per day over the bridge. The rating relates to the super structure, deck and girders. He added that the abutments are good and he did not think it was needing replacement but the deck may need replacement and the super structure may need rehabilitation. He stated that he did not think it needed to be done this cycle but maybe next cycle and would recommend applying in 2021. He**

added that if next month the inspection report shows a problem then they could repair or post a weight limit.

Duane Jorgenson reported that's on the Emerald Grove Road Railroad Bridge the boring hit bedrock at 17 feet which was really shallow. He stated that they may do a spread footing instead of pads.

- B. Discussion and action on Mike Mulligan complaint on business in Emerald Grove at 8237 E. U.S. Highway 14

Chair Sharon Douglas addressed the questions Mike Mulligan had presented at the last meeting. She stated that the Town does not have a nuisance ordinance. The Town does have Village Powers. They can remove a conditional use permit. She did not tell Dennis Rogers that he could not put up a berm on his property and she checked with the County who said they had not said he could not put up a berm. She stated that the sand bags were removed from around the neighbor's house. Mike Mulligan stated that they were along the fence. They are not impeding the waterway.

Sharon Douglas stated that she had looked up the state statues Mike Mulligan had listed in his complaint and found they had been taken from the Town of Barry. Statue 29.038 was the local regulation of wildlife which did not pertain to this matter. Statue 64.047 was a noxious weed ordinance and the leasee has mowed the property. Statue 66.0407 is an ordinance on razing buildings which does not pertain to this. One ordinance is the definitions and one ordinance is storage of junk vehicles which does not pertain.

Erica who leases the property for her business stated that she has cleaned up the place. Concerning the police calls to the property she stated she has had to alert the place because she cannot restrain someone from showing up. She stated that she has filed the paperwork for domestic violence and has the right to call when it is needed and they have a right to protect themselves. She stated that she has been trying to improve the property and some nights she was there late painting but she is finished now. On July 29<sup>th</sup> she received the license and will have nice, 2011, cars for sale. Monday through Friday the hours are 10 a.m. to 6 p.m. and Saturdays from 9 a.m. to 5 p.m.

Mike Mulligan stated that it was a nonconforming use. Chair Sharon Douglas read the minutes to the 2012 meeting of the Town Board where the Board had approved the legal nonconforming use and added that the leasee has not extended or added on.

- C. Discussion and action on Richard Kuhlow driveway

Chair Sharon Douglas stated that they did not consider how the new pavement would raise the road and affect Richard Kuhlow's driveway. Richard Kuhlow stated that the road was raised and when he pulled out he was concerned that it would damage the asphalt. He had material added to his driveway and did the work himself to raise his driveway.

**Motion to approve the expense of \$718.92 for the driveway repair. (Sarah Pope/Ben Wellnitz) The motion carried by voice vote with no negative vote.** Sarah Pope thanked Richard Kuhlow for doing the work.

D. Discussion and action on Attorney Retainer for 2019-2020

**Motion to approve the attorney retainer fee for 2019-2020. (Loren Bobolz/Dan Huisheere) The motion carried by voice vote with no negative vote.**

E. Discussion and action on property in foreclosure

**Treasurer Jill Bier reported that after September 13<sup>th</sup> judgement if no one shows up the property in foreclosure will be available to the Town, if the Town wants to purchase it and if not it will go to auction on October 29<sup>th</sup>. Last year two houses in Beloit owned by this property owner were purchased by Beloit.**

F. Discussion of 2020 Budget Preparation

**The clerk asked the board members to let her know of any changes for the coming year that would affect the budget as she is developing a preliminary budget.**

G. Discussion and action on Veterans Service Lists for Mt. Philip Cemetery

**Motion to approve the Veterans Service List for Mt. Philip Cemetery Association. (Loren Bobolz/Dan Huisheere) The motion carried by voice vote with no negative vote.**

H. Discussion and action on report by Fire District Representative

Chair Sharon Douglas reported that the Fire District had 35 EMS and 17 Fire runs with a total to date of 262 runs. The Chairs and Clerks will meet on August 22<sup>nd</sup> with Chief Wright to work on the Fire District Budget. On August 29<sup>th</sup> the Fire District Board will meet to review the budget before it goes out to the municipalities. The furnace was replaced and Chief Wright will contact two contractors for estimates on the pavement repair. The mail is delivered directly to the fire station and routine monthly bills will be paid online instead of waiting for monthly approval to avoid late charges. The first of the year the fire chief's

replacement process will start. The Fire District Board wants to know whether the municipalities want a full or part time fire chief. In 2017 the salary for the full time administrator was approximately \$55,992.99 plus \$7,800 for insurance.

**I. Discussion of issue at Shady Hill Mobile Home Court**

**Chair Sharon Douglas reported that she had received a call from someone who informed her that there was a mobile home being gutted out. She went out there and spoke with the two gentlemen who were working on it and no one spoke English so he called a daughter and Sharon Douglas explained to her that no alterations could be done. The daughter told her that the manager had said it was okay. Sharon Douglas called Town Attorney Michael Oellerich and explained what was going on. Attorney Oellerich will send a certified letter to Mr. Merriam and also will call him to inform him that he needs to put a stop to this immediately. He will also send a letter to the park manager. Attorney Oellerich stated that he would put in the letter that an injunction would be put in place and that he would be fined on a daily basis if the work continued.**

**Sharon Douglas again copied the amended ordinance that was printed in Spanish and left them with the mobile home park manager with the explicit instructions to hand these out to the residents as it appeared he had not done so with the previous copies. Chair Sharon Douglas stated that she had checked on this home on August 13<sup>th</sup> and no one was working on it and it was boarded up. She suggested that they need to keep checking at least every other day and see what Mr. Merriam's response will be. Building Inspector Greg Noll was contacted by the daughter and he then called the Chair and stated that he refused to give out any permits in the mobile home park and if the board expected him to enforce the provisions of the ordinance by authorizing and directing inspections to be made in the mobile home park he would not be continuing with the Town. According to the Town ordinance the only thing that the mobile home park was allowed to do was to add one 10 feet by 12 feet porch or deck which shall not contain a roof or walls and that the deck or porch must contain a railing around the exterior of the porch or deck as a safety precaution. There can be no other additions or alterations.**

**Chair Sharon Douglas asked how the board members felt about issuing zoning permits. It was suggested that the Sheriff's department be called before going to issue permits.**

**J. Discussion and action on Zoning Officer Report**

**There were no permits issued in May and June. In July a permit was issued to Loren Bobolz for an Ag building.**

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

**Loren Bobolz will check on ditching on Minkey Road.**

- L. 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 and Emerald Grove Bridge Projects

**Chair Sharon Douglas reported that on July 29<sup>th</sup> the board members replaced or put up new signs and posts. This was their second workday on signs and posts. On Friday August 16, 2019 Loren Bobolz, Dan Huisheere, Wayne and Sharon Douglas put in new posts and stop ahead signs on Creek Road by Gordy Rye's and replaced the stop sign and post. On the south side of the intersection of Creek Road and Carvers Rock Road by Mark Welch's they put in a new post and sign and replaced the short post on the north side of the intersection. A stop ahead sign was put up on O'Riley Road going toward B-C Townline Road. The post at Carvers Rock and B-C Townline was replaced and a new post and stop ahead sign was put in. The "No Thru Truck" sign by Herbie Renner Jr. will stay where it is because of the huge gas pipeline that runs through the area. After the corn is harvested branches will be cut around the sign. The cold patch material was used up so on July 25<sup>th</sup> Bob Bier picked up 10 tons of cold patch material. Jim Churchill asked Loren Bobolz about getting cold patch to fix areas on Rye Drive and then he will reimburse the Town.**

**Chair Sharon Douglas reported that she has cleared the overgrown brush on two sets of guardrails on Emerald Grove Road and also on O'Riley Road Bridge over Turtle Creek. She added that they need to have a chain saw to cut the brush back on the Creek Road Bridge over Turtle Creek. Ben Wellnitz volunteered to do this. Wayne and Sharon Douglas removed a large and a small limb that were on Carvers Rock Road between Larsen Road and the park with the help of two young men who stopped. The limbs are in the east ditch and will need to be cut up with a chain saw.**

**Chair Sharon Douglas called Crack Filling Service and added the area on the new pavement on Waite Road to the list.**

- M. Discussion and action on Town Hall Repair Committee Report

**Nothing to report.**

- N. Discussion and action on approval of Driveway Permit Applications  
**No applications were received.**
- O. Discussion and action on approval of Utility Permit Applications  
**No applications were received.**
- P. Discussion and action on 2019 Equalized Value Report  
**The report was reviewed.**
- Q. Discussion and action on approval of Memorandum of Agreement for WisVote Services for 2020-2021  
**Motion to approve the Memorandum of Agreement for WisVote Services for 2020-2021. (Sarah Pope/Dan Huisheere) The motion carried by voice vote with no negative vote.**
6. Citizen Participation  
**None.**
7. Announcements and Reports
- a. **The September Town Board meeting will be held on Tuesday, September 17, 2019 at 6:30 p.m. at the Bradford Town Hall.**
  - b. **The Rock County Sheriff's Report was reviewed.**
  - c. **The 2019 Clean Sweep Program will be Saturday, August 24, 9-11 am, Rock County Public Works garage, 3715 Newville Rd., Janesville.**
  - d. **The Preliminary Population estimate for January 1, 2019 is 1,063 which is a decrease of 58 people or approximately 5.2% since the 2010 census.**
  - e. **The 2019 2% Fire Dues payment is \$3,888.92.**
  - f. **The 2019 July payment Shared Revenue is \$2,276.58.**
  - g. **Chair Sharon Douglas reported that she had chosen September 4<sup>th</sup>, 2019 to do the Paser road rating and asked that if any members were interested in coming along that they contact her.**
8. Treasurer's Report  
**Motion to approve the Treasurer's Report. (Sarah Pope/Loren Bobolz) The motion carried by voice vote with no negative vote.**
9. Bills for Approval  
Jill Bier presented a delivery ticket for the cold patch just picked up from Wolf Paving.

**Motion to add the ticket for Wolf Paving for \$1,264.54 for cold patch to the bills for payment. (Ben Wellnitz/Dan Huisheere) The motion carried by voice vote with no negative vote.**

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

10. Adjournment

**Motion to adjourn. (Ben Wellnitz/Dan Huisheere) The motion carried by voice vote with no negative vote. The meeting was adjourned at 8:45 p.m.**

**Respectfully submitted,  
Sandra Clarke, Clerk**

**Note: Bolded items are minutes. Items not bolded are Clerk's notes. These are draft minutes to be approved at Town Board Meeting on September 17, 2019.**

Bills for Approval

Rock Energy Cooperative	Town Hall Light	\$25.52
Alliant Energy	Hwy. exp.-street lights	55.24
Rock Valley Publishing LLC	Publications-recycling exp.-11.59, Town Bd. exp.-53.95	65.54
Lentells Disposal	Recycling	400.00
Clinton Community School District	Monthly Parking Permit Fees- (July)	
Pat's Services, Inc.	Town Hall exp.- (7/06 to 8/02/2019)	90.00
Nowlan & Mouat LLP	Legal Fees-	
Wisconsin Dept. of Justice	Town Bd. exp. - Record checks	7.00
Clinton Fire Protection District	2% Fire Dues	3,888.92
Clinton Fire Protection District	Second ½ Fire Budget	57,657.50

Gail Kuhlow	Town Hall exp.-mowing	400.00
Rock County Land Conservation Dept.	Donation- Clean Sweep	250.00
Landmark Services Cooperative	Town Hall exp.-propane	298.71
Johns Excavating	Hwy. exp.-2 loads stone for Serl Road-460.00, Larsen Rd. clean out ditch and haul Away -300.00	760.00
Batterman Co. Inc.	Hwy. exp.-Construction Management Services-Creek & Carvers Rock-8,493.00 minus 512.50 for DNR Wetland Disturbance Permit refund	7,980.50
Ayre Excavating, LLC	Hwy. exp. - TRID project first Payment	162,051.29
Richard Kuhlow	Hwy. exp. -	718.92
Rock County Dept. of Public Works	Hwy. exp. – engineering fees- Creek Rd. RR Bridge=894.92, Emerald Grove Rd. RR Bridge= 543.75, plus 4.56% administration Support	<u>1,504.27</u>
	<b>Subtotal Expenses</b>	<b>\$236,153.41</b>
<b>Added at meeting:</b>		
<b>Wolf Paving and Excavating Inc.</b>	<b>Hwy. exp. - 10.5 tons cold patch</b>	<b><u>1,264.54</u></b>
	<b>Total Expenses</b>	<b>\$237,417.95</b>

