

**Town of Bradford
Town Board Meeting
Tuesday, August 21, 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 August Town Board meeting to order at 6:30 p.m. on Tuesday, August 21, 2018 at the Bradford Town Hall Also present were Supervisors Sarah Pope, Loren Bobolz and Dan Huisheere, Treasurer Jill Bier and Clerk Sandra Clarke. Supervisor Ben Wellnitz was absent.

2. Pledge of Allegiance

3. Adoption of the Agenda

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

4. Approval of the Minutes to the July 17, 2018 meeting

Motion to approve the minutes to the July 17, 2018 meeting. (Sarah Pope/Loren Bobolz) The motion carried by voice vote with no negative vote.

5. New Business

A. Representative of the Delavan Darien School District Board

Representatives Amanda Urmanski and Ron Sandoval were present from the Delavan Darien School District. They will be attending every Town Board meeting to answer questions for the school district. They reported that the theme for this year will be, "Fresh Start". They applied for a Safety Award Grant for the \$102,708 for bullet proof outside windows for all the schools. There is a second round of grants and they will be applying for more cameras. They redid the safety instruction booklet and the student handbook which is now 19 pages instead of the previous 118 pages and easier for the families to use. They have developed a matrix of behaviors and what happens. They stated that they laid off 39 teachers and 10 support staff and closed the Darien school. The School Board has decided to go for a non-recurring \$2.8 million operational referendum and if it passes in November they will hire staff as soon as possible. They stated that they want to move forward and be very transparent. Emails for questions are jsorbie@ddschools.org and aurmanski@ddschools.org.

B. Discussion and action on a Burning Ordinance

Motion to adopt Ordinance No. 46-2018, a burning ordinance, creating Chapter 23 of the Code of Ordinances. (Dan Huisheere/Sarah Pope) The motion carried by voice vote with no negative vote.

C. 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 stated that when this ordinance is passed she will have it translated into Spanish and will get it to the residents of the mobile home park. She added that the attorneys have not heard from David Merriam. It was reported that the parking is better, but there is still some foliage and debris to be removed and some of the trailers are still not numbered.

Motion to adopt Ordinance No. 47-2018. (Loren Bobolz/Sarah Pope) The motion carried by voice vote with no negative vote.

D. Discussion and action on report by Fire District Representative

Loren Bobolz presented the Fire District Board minutes from 8-09-2018. He stated that they did a record reduction and the committee is coming together.

Sharon Douglas reported that she had attended the meeting on August 9th. Chief Wright had reported that a fire truck would be responding with an EMS unit. She stated that if anyone was interested in a tour of the fire department to let her know and she would set one up and the board is invited to view a training session. She added that the record reduction is on schedule and all records were gone through and everything that was over 7 years old without historic significance was destroyed. The repairs to the brakes on the tender have been done. Committees are coming together with the EMS meeting and are starting to plan training and begin a quality control plan. Marking of Turtle Creek with mileage markers to aid in rescue will be moving forward starting at the state line in Beloit and will run through Darien. She added that the strategic plan draft was started and the development of the Operating Procedures is ongoing. She stated that the committee met on August 13th on the first step of the budget and will be meeting on the 27th to hopefully finalize the budget before it goes to the Fire District Board and the municipalities for approval.

E. Discussion and action on Fire District Agreement

**Motion to approve the Fire District Agreement. (Dan Huisheere/Sarah Pope)
The motion carried by voice vote with no negative vote.**

F. Discussion and action on Zoning Officer Report

Chair Sharon Douglas reported that she had received a complaint from a resident of Wyman-Rye that a neighbor may be running a business, and they complained of paint and gas odors. She checked and they had gotten approval of the building inspector/zoning officer when they put the addition on. They do have three unlicensed dogs. Dan Huisheere will go with Sharon Douglas to talk to the owner of the property.

Sharon Douglas issued a Demolition Permit to Peter and Rebecca Ligman.

Chair Sharon Douglas will call the building inspector about a new shed in Wyman-Rye.

G. Discussion of development of 2019 Preliminary Budget

The clerk reported that new Express Vote machine to replace the Automark machines will need to be purchased in 2019 and the cost of at least \$3477.50 will need to be added to the election portion of the budget. Also three portable voting booths were available for \$50 each to be used in an emergency contingency plan. Clerk Sandra Clarke reported that the Town will receive a Personal Property Aid payment in May 2019 to replace the Personal Property Tax no longer collected on Code 2 Machinery, Tools and Patterns. The Levy Limit will have to be adjusted for this. The aid payment for the Town was posted by the DOR as \$17,392.60.

H. Discussion of 2018 Equalized Valuation Report

The board reviewed the Equalized Valuation Report.

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

Nothing on this.

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

Chair Sharon Douglas reported that there was a tree limb hanging down on Avalon Road and Ben Wellnitz, Wayne and Sharon Douglas cut it up and hauled it away. Wayne and Sharon Douglas put up the road sign for Maple Lane and Emerald Grove Road intersection and replaced the double

arrow signs at Hofstrom and O’Riely, Odling and Bradford Town Hall, and Larsen and Emerald Grove Road intersections. Wayne Douglas replaced the stop ahead sign post on Avalon Road near Delong’s that had been hit by a motorcyclist. Chair Sharon Douglas called the Rock County Sheriff’s Department and they will be sending the accident report so the motorcyclist’s insurance company can be billed for the damage. The stop sign at E. Creek Road and O’Riley Road was knocked down last night and Loren Bobolz attached a post to it temporarily. Wayne and Sharon Douglas checked it and they will put in a new post. There is not a double arrow sign on Creek Road at the end of Odling Road.

There was concern that the sealcoating done on Reid Road which was to be 80% fractured and 20% round stone may have mostly round stone on the south end. Sharon Douglas will call Scott Construction to see if there is a warrantee on the sealcoating done on Reid Road.

K. Discussion and action on Town Hall Repair Committee Report

It was suggested that Orkin be called when it gets colder for hornets in the Town Hall.

L. Discussion and action on approval of Driveway Permit Applications

Chair Sharon Douglas issued a Driveway Permit to Lisa Larson.

M. Discussion and action on approval of Utility Permit Application

No applications were received.

N. Discussion and action on approval of Operator’s Licenses for Alanis Vander Kooi and Aswany Manzanilla

Motion to approve the Operators Licenses for Alanis Vander Kooi and Aswany Manzanilla. (Loren Bobolz/Dan Huisheere) The motion carried by voice vote with no negative vote.

O. Discussion and action on 5-Year Capital Improvement Plan

The TRID Project, for replacement of the large culvert on Creek Road just west of Carvers Rock Road and the reconstruction of the intersection of Creek and Carvers Rock Road, is planned for 2019. Loren Bobolz and Dan Huisheere will check the three culverts on Creek Road east of the railroad bridge and west of O’Riley Road to see if they need replacement. The Board discussed tree and brush removal east of the Creek Road Railroad Bridge for 2019 before the Creek Road Railroad Bridge replacement project which is scheduled for 2020.

The board discussed other possible projects and discussion will resume at the next meeting.

- P. Discussion and action on petition and resolution for County Bridge and Culvert Aid for the E. Creek Road culvert just west of Carvers Rock Road
Motion to approve the Resolution and Petition for County Bridge and Culvert Aid for the Creek Road Culvert just west of Carvers Rock Road. (Dan Huisheere/Sarah Pope) The motion carried by voice vote with no negative vote.
- Q. Discussion and action on approval of Veterans Service List for Mt. Philip Cemetery
Motion to approve the Veteran's Service List for the Mt. Philip Cemetery. (Loren Bobolz/Saran Pope) The motion carried by voice vote with no negative vote.
6. Citizen Participation
7. Announcements and Reports
- a. **The September Town Board meeting will be held on Tuesday, September 18, 2018 at 6:30 p.m. at the Bradford Town Hall**
 - b. **The Rock County Sheriff's Report was reviewed.**
 - c. **The 2018 July Shared Revenue Payment was \$2,288.89. The total estimated 2018 Shared Revenue payment is \$15,259 with the remainder of the payment coming in November.**
 - d. **Attorney Moore sent a letter to all board members regarding his moving into a different phase of his practice.**
8. Treasurer's Report
- Treasurer Jill Bier reported that the Town share of the August Tax Settlement was \$106,509.13.**
Motion to approve the Treasurer's Report. (Dan Huisheere/Loren Bobolz) The motion carried by voice vote with no negative vote.
9. Bills for Approval
- The board decided to add a bill from Loren Bobolz for three 4"x4" sign posts for \$33.49 to the bills to be paid.
Motion to approve the bills for payment with the addition of the bill of \$33.49 for the posts. (Dan Huisheere/Sarah Pope) The motion carried by voice vote with no negative vote.

10. Adjournment

Motion to adjourn. (Dan Huisheere/Loren Bobolz). The motion carried by voice vote with no negative vote. The meeting was adjourned at 10:04 p.m.

Respectfully submitted,

Sandra Clarke, Clerk