

**Town of Bradford  
Town Board Meeting  
Tuesday, September 17, 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 September 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 move Items B., C. and D. ahead of Item A. and adopt the agenda. (Ben Wellnitz/Loren Bobolz) The motion carried by voice vote with no negative vote.**

4. Approval of the Minutes to the August 20, 2019 Meeting

**Motion to approve the minutes to the August 20, 2019 meeting. (Loren Bobolz/Ben Wellnitz) The motion carried by voice vote with no negative vote.**

5. New Business

The new Associate Principal at the Elementary School from the Delavan/ Darien School District gave a report. They have reduced the class sizes, the High School enrollment is very strong, they have new playground equipment and a new cafeteria floor, 4 year old kindergarten is a full day, Wileman Elementary is rented out and homecoming is this week.

A. Discussion and action on property in foreclosure

Treasurer Jill Bier reported that on September 13<sup>th</sup> the property went to the court and the Judge sent it to foreclosure so the Town has the approval to purchase it for the back taxes of \$653.40 and a fee to Rock County of \$500.00. The Town can have the attorney draw up the papers, contact a title company and the Town will have clear title.

**Motion we purchase the foreclosed property and send a check to Rock County for \$1153.40. (Sarah Pope/Dan Huisheere) The motion carried by voice vote with no negative vote.**

B. Discussion and action on application for Multimodal Local Supplement (MLS) application

Ryan Rudzinski from Battermans stated that the Multimodal Local Support Program has a sharing of 90% State and 10% Local. A project submitted for this would need to show that it would have an economic impact, improve traffic pattern, improve commerce and improve connectivity to other communities. He recommended that the Town apply for both an MLS project and a TRID project. He stated that the Town could submit up to three applications. For the MLS program he would recommend Creek Road from Odling Road to the bridge over Turtle Creek and possibly add in O'Riley Road from Creek Road south to the railroad tracks. An application would be due by December 6<sup>th</sup>.

Loren Bobolz asked if they could add in the west end of Creek Road from Gordy Rye's to Emerald Grove Road. Ryan Rudzinski advised that it is best to do one specific area and not add other area.

**Motion to have Batterman do the paperwork for the MLS application and if possible, see if they could add in the west end of Creek Road, and if not do the east end. (Dan Huisheere/Loren Bobolz) The motion carried by voice vote with no negative vote.**

Ryan Rudzinski stated that they could apply for a TRID project also and the cost for one application would be \$1700 and for two applications it would be \$2500.

**Motion to have Battermans do both applications (MLS and TRID) and for the TRID project do an application for O'Riley Road from Creek Road to the railroad tracks. (Dan Huisheere/Loren Bobolz) The motion carried by voice vote with no negative vote.**

Ryan Rudzinski stated that they already have the traffic numbers for Creek Road from the railroad bridge project.

C. Discussion and action on report by Fire District Representative

**Ryan Wellnitz, Colin Cleland and Mike Mullooly were present from the Fire District. Loren Bobolz reported that they had received the budget at the meeting on Thursday night. He added that they have a detailed replacement plan. Chief Wright has submitted his resignation effective February 1<sup>st</sup>. They have put out applications for a full time chief. The proposed budget included enough for a full time fire chief. He added that there is no change for 2020 and to do this they had moved line items around. They will finalize the budget at the October meeting. Andrea Jacobs is not interested in doing the payroll and expenses so they are looking for someone to do that.**

D. Discussion and action on 2020 Fire District Budget

**The Board reviewed the Fire District Budget. The budget is projected to be about the same as last year. The budget included an estimated amount for a full time fire chief and other items were changed and moved to accommodate this without increasing the budget. The budget included the estimated budget for 2018 but did not include an accounting of the actual figures for 2018. Ryan Wellnitz will check on the Town of Bradford's share of the budget for 2019 as listed, as it differs from what was actually paid, and on what the Town's share of the budget will be for 2020. The Fire District Budget will be finalized at the October meeting.**

E. Discussion of issue at Shady Hill Mobile Home Court

The fire department responded to a controlled fire at the mobile home park. The fire was out by the road and had been called in by someone passing by.

**Attorney Oellerich sent a letter to Mr. Merriam and called and left a message. Mr. Merriam called back and said he wasn't aware of the requirement of no additions or alterations of the homes in the mobile home park other than a deck no larger than 10' x 12' with no roof or walls but with a railing around the exterior. However, Mr. Merriam had attended the meeting in 2018 at the attorney's office at which he had been informed of this requirement and had received a follow-up letter detailing this and other requirements. Chairperson Sharon Douglas has dropped off letters in both English and Spanish twice and asked the manager to distribute them to the residents. Mr. Merriam told Attorney Oellerich he would enforce the requirement.**

F. Discussion and action on Zoning Officer Report

**There was no Zoning Report for this month.**

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

**Dan Huisheere and Loren Bobolz cleaned a tree out of the ditch on Creek Road. The S curve sign on O'Riley Road north of Creek Road has been shot up. The "rough road" post and sign for O'Riley Road were stolen. Someone cut the 45 mph sign off the posts the northwest and southeast sides of the intersection of Creek Road and Carvers Rock Chair Sharon Douglas will get pictures and call the Sheriff's Department.**

H. 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 stated that “rough road” signs need to be put up on Odling Road. In regard to weight limit posting in the spring Chair Sharon Douglas reported that Lange has sent information that this would be the time to order the signs and they would need to be put up about the first week of March and be up until April 25<sup>th</sup> to May 1<sup>st</sup>. Loren Bobolz offered to count the number of signs needed.**

**Sharon and Wayne Douglas repaired the area on Rye Drive that is under the road agreement with Jim Churchill because they had received a complaint.**

**Chair Sharon Douglas reported that Enbridge had notified her that they would be working on their site on Creek Road and also in the Town of Clinton.**

**Chair Sharon Douglas thanked Ben Wellnitz for clearing out the brush on the south side of the guardrail on the bridge over Turtle Creek on Creek Road. A yellow and black sign is needed on the southeast corner of the bridge.**

**Chair Sharon Douglas received correspondence from Zach Pearson that the bid letting date for the Creek Road Railroad Bridge Project is scheduled for March 10, 2020. The anticipated construction starting date is May 4, 2020 and the anticipated completion date is June 30, 2020.**

**There is a tree in the ditch across from Mike Mullooly’s house and another on Carvers Rock Road on the east side between Ruth Inman’s and the park to be cleared out.**

**The ditching on Minkey Road near the large culvert could come out of the line item for shouldering not yet used of \$2500 on the roadwork cash flow. Dan Huisheere will obtain an estimate for removing trees on Creek Road east of the railroad bridge from Paul Luety and Sharon Douglas will check with Bryce Nass.**

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

**Nothing.**

- J. Discussion and action on approval of Driveway Permit Applications

**No applications.**

- K. Discussion and action on approval of Utility Permit Applications

**No applications.**

L. Discussion and action on Preliminary 2020 Budget

**The clerk presented a preliminary budget which was reviewed by the board. The board was urged to let the clerk know if they have any questions or suggestions for changes for the budget to be proposed.**

6. Citizen Participation

7. Announcements and Reports

- a. **The October Town Board meeting will be held on Tuesday, October 15, 2019 at 6:30 p.m. at the Bradford Town Hall.**
- b. **The Rock County Sheriff's Report was reviewed.**
- c. **The Rock County Unit of WTA meeting on Thursday, September 19, 2019 at the Harmony Town Hall at 7:00 p.m.**
- d. **Chair Sharon Douglas reported that she had received the Rock Prairie Dairy's silage harvesting route if any of the board members were interested in viewing it.**
- e. **Chair Sharon Douglas reported that she had received the 911 Communications meeting minutes from their May 15<sup>th</sup> meeting.**
- f. **WisDOT is hosting educational webinars on the Multimodal Local Supplement Program on September 30, October 2 and October 10. Sharon Douglas and Sandra Clarke have signed up for the September 30<sup>th</sup> session which is 90 minutes long.**

8. Treasurer's Report

**Motion to approve the Treasurer's Report. (Dan Huisheere/Ben Wellnitz) The motion carried by voice vote with no negative vote.**

9. Bills for Approval

The Nowlan & Mouat LLP bill for the \$2500 retainer payment, which as mentioned in the letter that it would be billed in September, has not been received.

**Motion to approve the bills for payment with the exception of the Nowlan Mouat bill of \$2500.00. (Sarah Pope/Loren Bobolz) The motion carried by voice vote with no negative vote.**

10. Adjournment

**Motion to adjourn. (Sarah Pope/Ben Wellnitz) The motion carried by voice vote with no negative vote. The meeting was adjourned at 8:09 p.m.**

**Respectfully submitted,**

**Sandra Clarke, Clerk**

Draft minutes to be approved October 15, 2019 meeting. Bolded items are minutes and the rest are clerk's notes.