

**Town of Bradford
Town Board Meeting
Tuesday, February 14, 2017 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 February meeting to order at 6:30 p.m. at the Bradford Town Hall. Also present were Supervisors Bob Broege, Andy Rye, Ron Duffy and Ben Wellnitz, Treasurer Jill Bier, Clerk Sandra Clarke and Fire District Representative Mick Mullooly.

2. Pledge of Allegiance

3. Adoption of the Agenda

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

4. Approval of the Minutes to the 2017 Town Caucus, January 17th, 2017 and February 7, 2017 meetings

Motion to approve the minutes to the 2017 Town Caucus, January 17th and February 7th meetings. (Bob Broege/Ron Duffy) The motion carried by voice vote with no negative vote.

5. New Business

A. Discussion and action on brush cutting and tree removal in right-of-way

Ron Duffy stated that there was nothing more than at last month's meeting. He reminded them that the Board had approved \$10,000 for brush cutting per year with \$2,500 to be saved for emergency removal and if not used then added to the amount for the following year. He added that Bryce Nass has some equipment for this and suggested that they consider the north section of Avalon Road toward Highway 14. He suggested that they could ask Josh Tracy if they could pile and burn some in his field.

Andy Rye stated that he had spoken with LaPrairie and they tell their landowners at the Annual Meeting that they need to cut their brush and trees or the Town will do it and charge the landowners.

Sharon Douglas stated that in order to charge the landowners a Town would need to have an ordinance to do that there would have to be a state statute that authorizes

that and at the WTA District meeting on Saturday the WTA attorney stated that the Towns cannot make the landowners pay for brush cutting or tree removal from the right-of-way.

Ron Duffy stated that at the last meeting the Board had approved a motion to allocate \$10,000 per year for this. Ron Duffy stated that there is an attachment for taking out the stumps so it can be mowed and they had talked about getting a chipper so it could be cleared for mowing.

Andy Rye and Loren Bobolz said that it works in the Town of LaPrairie to tell the landowners to do it or they will be charged. Andy Rye asked that a letter to that effect be sent to the landowners.

Sharon Douglas stated again that the WTA attorney said that the landowners could not be charged for this. No motion was made for this.

B. Discussion and action on extensions for Avalon Road culvert

Chair Sharon Douglas read the options she had received from Battermans on the extensions for the Avalon Road culvert just west of Highway 140 which were as follows:

1. Concrete cast in place extensions.
2. Precast concrete box culvert extensions
3. Double barrel culvert pipe extensions.

Ron Duffy stated that the culvert pipe extensions cause a 25%-30% reduction in area and stated that with the big trucks and traffic volume the cast in place concrete extensions would be better. Bob Broege noted that with the road reconstruction, the road is now wider. Andy Rye stated that there is a straight drop-off if you get off and it is steep. Chair Sharon Douglas asked the Board members which option should be used for the bid notice. Bob Broege stated that he thought cast in place was more stable and the way to go and Ron Duffy agreed. Sharon Douglas stated that precast would be harder to tie in and cast in place would probably match the existing better. Andy Rye asked that it be bid for both cast in place and precast.

Motion to bid both ways. (Andy Rye/Ben Wellnitz) The motion carried by voice vote with no negative vote.

C. Discussion and action on Resolution 2017-65 regarding Dog License Fee

The resolution is the same as last term.

Motion to keep the schedule at the designated fee for a two-year period. (Ron Duffy/Bob Broege) The motion carried by voice vote with no negative vote.

D. Discussion and action on Zoning Officer Report

Building Inspector/Zoning Officer Dan Burrows issued a Zoning Permit and Electrical Permit to owner John Huber/applicant Gary Damman for a pole building on parcel no. 6-3-224 at 9268 E. Creek Road on 1/25/2017. He issued an Electrical Permit to Larry Lader for a 100amp OH service on parcel no. 6-3-291.2 at 8813 E. Avalon Road, Avalon. He issued an Occupancy Permit to Robert and Brenda Risseeuw for a new residence at 3635 S. Emerald Grove Road for permit no. 10-16-7BEPA.

E. Discussion and action on report by Fire District Representative

Fire District Representative Mick Mullooly reported that they had started construction of the sleeping quarters for EMS. He added that they have not done the audit yet.

Chair Sharon Douglas reported that at the WTA District meeting discussion on Fire and EMS there is a committee in the state looking at a possible tax credit as an incentive to obtain more volunteers for fire and EMS. She added that the WTA opposes legislation being discussed that would create another level of government by having the Fire Districts form their own commission with board members, clerk and treasurer and be able to levy their own tax levy separate from the municipalities' levies. Senator Nass can be contacted on this.

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

Andy Rye reported that some ditching is needed by Bob Risseeuw's on Emerald Grove Road. Chair Sharon Douglas will check on ditching for this area.

Sharon Douglas reported that on the east side of Emerald Grove Road north of Fred Bobolz's the shouldering is gone. She added that she had checked Wyman Drive on the request of a resident and there is some alligator cracking and areas of normal wear but no upheaval. She added that she will be meeting with the resident to view the areas of concern. Ron Duffy stated that there is a waterway in that area of the curve.

Sharon Douglas and Sara Douglas cut brush on the east side of Emerald Grove Road near Dan Huisheere's. Wayne and Sharon Douglas and Sandra Clarke did brush cutting on the north side of Minkey Road both east and west of the large culvert.

There were TVs on O'Riley Road by the bridge and tires were dumped on the DNR land and on the south end of Odling Road.

Sharon Douglas reported that they had someone shear off and throw the barricades for the Emerald Grove Road Railroad Bridge over the bridge and onto the train tracks and a train hit them.

Jill Bier reported that they need a new black and white marker for Trescher Road at Highway 14.

Ron Duffy reported that just west of Jackson's driveway on Waite Road the water collects and there is not adequate ditching and the culvert east of them is pretty much blocked.

- 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, snowplowing, Creek Road, Emerald Grove and Carvers Rock Road Bridge replacements, 5-year Capital Improvement Plan, B-C Townline Culvert engineering and replacement and S. Emerald Grove Road Culvert replacement

Chair Sharon Douglas reported that she had received a call on January 31st from Dave Pantzlaff who is the structural manger from Ayers Associates, who informed her that the bids for the Carvers Rock Road Bridge over Turtle Creek were going out and should be back on February 14th. She added that he had called her back today and informed her that the lowest bid came back at \$789,000.00 from a firm in Fox Valley. The original cost was estimated at \$806,000.00. He stated that he would keep them posted as to a start date.

Dave Pantzlaff also stated that the State was going to put a cap on bridge and new road construction starting March 1st. He stated that it was a good thing we got the necessary paper work for the replacement of the two wooden railroad bridges in prior to this cap. Chair Sharon Douglas read the article in the WTA newsletter on the transportation fund deficit and noted that the Board was lucky to get the railroad bridge projects funded.

The Creek Road and Emerald Grove Road Railroad Bridges are moving forward. The Bill of Sale for the bridges was sent to the DOT and then it will go to the railroad, the Bridge Replacement Agreement was sent to the railroad. The CMA's for both bridges are completed and signed. The paperwork for the design consultants would not be signed until we have all the necessary agreements in place.

Chair Sharon Douglas reported that she had called Wolf Paving and they do make QPR all year long and the cost per ton is the same as last year. The Board agreed to get ½ load. Sharon Douglas asked Jill Bier if Bob could pick up ½ load for use now.

Chair Sharon Douglas reported that Sandra Clarke had received a call from a resident concerned about some fallen trees in the park that were lying on the Frontier phone lines. The resident had tried to talk with the phone company and the park and had gotten nowhere. The resident's husband is ill and she needed to make sure the phone line was accessible. Sandra Clarke contacted that WTA attorney who gave her a number for the Public Service Commission and who directed her to the Consumer Affairs Department and after several hours Sharon Douglas and Sandra Clarke were able to speak with Dave Teddy, manager of Frontier's Southern District. He later met them at Creek Road. Through measurement it was determined that the trees that had

fallen were the parks responsibility to remove. Dave Teddy called the Park's service and gave them the option of removing the trees that had fallen or he would hire someone to do it and they would be billed. They have since cut down the big limbs that were lying on the lines.

The Board discussed the paver repair project for Creek Road east of Emerald Grove Road, the Emerald Grove Road culvert replacement project just north of Creek Road. Ron Duffy has prepared drawings and specifications for the projects to be given to contractors requesting to bid. The clerk will prepare and publish bid notices for the projects. The board agreed to replace the Emerald Grover Road culvert early in the year and then let it compact and asphalt over in the fall.

Motion to bid out the paver repair on Creek Road according to the plan last fall. (Ron Duffy/Bob Broege) The motion carried by voice vote with no negative vote.

Motion to bid out the culvert replacement for Emerald Grove Road. (Ron Duffy/Ben Wellnitz) The motion carried by voice vote with no negative vote.

H. Discussion and action on Town Hall Repair Committee Report

Nothing to report.

I. Discussion and action on approval of Driveway Permit Applications

Chair Sharon Douglas reported that she had received an application from Robert and Alicia Maly for a driveway on Waite Road. She added that she went out on Sunday to view the site and called Alicia to inform her that this looked good and that they would need to put a culvert in.

Motion to approve the Driveway Permit with an 18 foot culvert. (Ben Wellnitz/Bob Broege) The motion carried by voice vote with no negative vote.

J. Discussion and action on approval of Utility Permit Application

No applications were received.

K. Discussion and action on 2017 Town Insurance renewal

The quotes for insurance were reviewed.

Motion to leave the insurance the same and renew at \$3,731.00. (Andy Rye/Bob Broege)

Roll Call Vote:

Bob Broege, "Yes."

Andy Rye, "Yes."

Ron Duffy, "Yes."

Ben Wellnitz, "Yes."

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

L. Discussion and action on approval of the 2016 Annual Report
The Board reviewed the 2016 Annual Report prepared by the clerk.
Motion to approve the 2016 Annual Report. (Ben Wellnitz/Bob Broege) The motion carried by voice vote with no negative vote.

M. Town Board audit of the Clerk and Treasurer's 2016 records
The Board audited the Clerk and Treasurer's 2016 records.

6. Citizen Participation
None.

7. Announcements and Reports

- a. **The March meeting will be held on March 21, 2017 at 6:30 p.m. at the Bradford Town Hall.**
- b. **The Rock County Sheriff's Report was reviewed.**
- c. **Chair Sharon Douglas reported on the WTA District Meeting held on February 11, 2017, attended by Ben Wellnitz, Ron Duffy, Sharon Douglas and Sandra Clarke. The big topic was Fire and EMS participation and funding.**
- d. **Rock County is holding a Spring and Summer Preparedness Workshop on Tuesday, March 28, 2017 from 9-11 a.m. Seating is limited to two per agency so she asked members to let her know if they wanted to attend, otherwise she had the two who would attend.**
- e. **Chair Sharon Douglas reported that on March 7th UW-Rock would host a presentation on Migrant Worker Experience in Wisconsin at 6:30 p.m.**

8. Treasurer's Report
Motion to approve the Treasurer's Report. (Ben Wellnitz/Bob Broege) The motion carried by voice vote with no negative vote.

9. Bills for Approval
Motion to approve the bills for payment. (Ron Duffy/Andy Rye) The motion carried by voice vote with no negative vote.

10. Adjournment
Motion to adjourn. (Bob Broege/Andy Rye) The motion carried by voice vote with no negative vote. The meeting was adjourned at 8:57 p.m.

Respectfully submitted,

Sandra Clarke, Clerk