

**Town of Bradford  
Town Board Meeting  
Tuesday, October 15, 2019 at 6:30 p.m. at the Bradford Town Hall  
Minutes**

1. Call to Order and Roll Call

**Chair Sharon Douglas called the October Town Board Meeting to order at 6:32 p.m. at the Bradford Town Hall. Also present were Supervisors Sarah Pope and Ben Wellnitz, Treasurer Jill Bier and Clerk Sandra Clarke. Dan Huisheere was absent and Loren Bobolz had called to say he would be delayed.**

2. Pledge of Allegiance

3. Adoption of the Agenda

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

4. Approval of the Minutes to the September 17, 2019 Meeting

**Motion to approve the minutes to the September 17<sup>th</sup>, 2019 meeting. (Ben Wellnitz/Sarah Pope) The motion carried by voice vote with no negative vote.**

**Loren Bobolz was present at 6:34 p.m.**

5. New Business

**The Rock County Sheriff was present and was asked if the speed sign could be used in Avalon again to get the traffic to slow down. A car was hit at the post office.**

A. Report by Delavan Darien School District Representative

**The representative was not able to attend.**

B. Clinton Community School District Superintendent Jim Brewer address on State of the Schools

**School Superintendent Jim Brewer and School Board member Gary Gilbank gave a presentation on the State of the Schools.** Mr. Brewer reported on highlights in the district since 2016, some of which were the highest state accountability report card in the Clinton Community School District history, they have served 170 students breakfast, open enrollment in has increased by 23.8% and open enrollment out has decreased by 17.3%, they passed a \$1.8 million recurring operational referendum, achieved a balanced budget for two years in a

row, they have done away with class rank and have instead implemented a “Laude” system, established a community service graduation requirement, secured over \$1.5 million in grant funding, and started GEDO 2 an option to graduate on time. A concern is that non-certified employees need to be paid more. Some future considerations for continuous improvement are personalized learning, a competency based At-risk Program, dual language classrooms, and a Fall of 2020 Bond Referendum. Superintendent Brewer reported on the age of the facilities and the need to address safety issues such as the entry ways for all three buildings that are deficient. Some of the facilities are under-utilized. The State is looking at all day kindergarten and then 4<sup>th</sup> grade would move to the middle school and 8<sup>th</sup> grade would move to the high school. They are looking at options including what a new 4K-6<sup>th</sup> grade would look like, looking at more capital maintenance or looking at making do. He urged Board members to get involved and to call, email or text Gary Gilbank. They have sold all the buses to Riteway and Riteway is leasing the facilities. They still have the van for transporting for small athletics.

C. Discussion and action on foreclosed property

**Treasurer Jill Bier has received the Quit Claim Deed to the parcel. Chair Sharon Douglas will contact a realtor to meet with the Board next week for a short meeting at 7:30 p.m. (date to be determined) on a process to sell the property with the money to go for the roads.**

D. Discussion and action on report by Fire District Representative

Fire District Representative Loren Bobolz reported that they had a presentation on a new defibulator. One cost was \$25,000 and another was \$30,000. There would be a \$2500 trade in and they would finance it. The present one is old and they cannot get parts for it. Andrea Jacobs will do the payroll and Chief Wright will do the bills.

E. Discussion and action on 2020 Fire District Budget

**The budget was reviewed and Chief Wright will be contacted about questions on the 2018 Capital requests. The Fire Board has a 5-year Capital Plan. There is a 2020 capital request of the municipalities for \$50,000 in addition to the budget. Which will be split according to the formula.**

F. Discussion of issue at Shady Hill Mobile Home Court

**Chair Sharon Douglas sent a letter to Mr. Merriam requesting that he notify the residents to be extra cautious in pulling out of the mobile home**

**park driveway. She will send a certified letter reminding Mr. Merriam of the items he was required to comply with following the 2018 meeting.**

G. Discussion and action on Zoning Officer Report

**Permits were issued by MZIS to Claire Hill for zoning, building, HVAC and electrical for a two story addition on her home on parcel no. 6-3-85.2, 1626 S. County Road C. A zoning, electrical and building permit was issued to Eric Repaal for a garage, deck and pool on his parcel at 10109 E. Waite Road. A zoning and building permit was issued to Joe Kruschek for an addition and deck on parcel no. 6-3-330.6 at 8923 El Wyman Drive.**

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

**Chair Sharon Douglas received a complaint that the culvert under Scott Street at Avalon Road has water on both sides of the road and another complaint about the center of the new work at the intersection of Larsen and Carvers Rock Road. Loren Bobolz put up two black and white markers by the pole at the intersection of Carvers Rock and Town Hall Roads and someone ran over both of them. He will put up the black & yellow markers.**

I. 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, MLS & TRID Project applications

**Chair Sharon Douglas reported that she had met with Ryan Rudzinski at Batterman and asked him to add the area on Creek Road across from the mobile home park to Highway 140 and the area on the west side of Highway 140 from the highway to the new pavement, to the application for the MLS Project. She added that the pot hole filling was finished.**

**Loren Bobolz presented a quote from Earthworks of \$2800.00 for 1,250 feet of ditching on Minkey Road. Motion to approve the quote of \$2800.00 by Earthworks for ditching on Minkey Road for approximately 1,250 feet and to haul off material removed and sow rye grass seed. (Loren Bobolz/Ben Wellnitz) The motion carried by voice vote with no negative vote.**

**The crack filling was done well. The Town of Clinton's portion of the crack filling on B-C Townline Road was included in the Town of Bradford's bill so the Town of Clinton will be billed for their \$1200.00 portion.**

**Chair Sharon Douglas reported that they replaced stop ahead signs, set up the “road closed” sign on Emerald Grove Road and put up a new “rough road” sign and post on O’Riley Road.**

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

**Nothing to report.**

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

**Bill and Sandra Clarke need a field entrance for their field on Kemp Road. Chair Sharon Douglas will provide an application.**

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

**No applications have been received. The Clerk reported that a company had emailed today regarding a request for an application for a fiber optic line.**

- M. Discussion and action on a Town computer

The Clerk explained the Election Security Grant Program that a Town computer and software could be purchased through, and if the Town Clerk was accessing WisVote this program would fulfill the requirements. There would be internet service management requirements and additional training requirements. The Town of Bradford contracts through a Memorandum of Agreement with the County Clerk’s Office for WisVote services and does not enter data directly. The Clerk presently uses her own computer and software which is compliant with the election security requirements. It is recommended that the computer for a municipality not be a personal computer and instead be owned by the Town.

**Sarah Pope suggested that the Town provide a computer and software without going through the grant program and the Board members agreed. The Clerk will bring proposals to the next meeting.**

- N. Discussion and action on 2020 Budget to propose

The Board reviewed the 2020 Budget to propose. The TRID Project funds and County Culvert and Bridge Aid funds are projected to be more than originally projected and the clerk had adjusted the budget to show those.

**Motion to approve the 2020 Budget to propose. (Sarah Pope/Loren Bobolz)  
The motion carried by voice vote with no negative vote.**

- O. Discussion and action on a resolution in support of the Clean Sweep Program

**Motion to approve Resolution No. 2019-75 in support of the Rock County Land Conservation Department Clean Sweep Program. (Loren Bobolz/Ben Wellnitz) The motion carried by voice vote with no negative vote.**

- P. Discussion and action on resolution and petition for Creek Road culvert for TRID Project

The County has requested a revised resolution and petition for the E. Creek Road Culvert replacement.

**Motion to approve Resolution No. 2019-74 for replacement of the E. Creek Road culvert just west of Carvers Rock Road. (Sarah Pope/Ben Wellnitz)**

**Roll Call Vote:**

**Sarah Pope, “Yes.”**

**Loren Bobolz, “Yes.”**

**Ben Wellnitz, “Yes.”**

**Sharon Douglas, “Yes.” The motion carried with 4 in favor and no one opposed. One member was absent.**

**Motion to approve the petition for County Bridge and Culvert Aid for the E. Creek Road culvert. Replacement. (Sarah Pope/Loren Bobolz)**

**Roll Call Vote:**

**Sarah Pope, “Yes.”**

**Loren Bobolz, “Yes.”**

**Ben Wellnitz, “Yes.”**

**Sharon Douglas, “Yes.”**

**The motion carried with 4 in favor, none opposed and one member absent.**

6. Citizen Participation

None.

7. Announcements and Reports

**a. The November Town Board meeting will be held on Tuesday, November 19, 2019 at 6:30 p.m. at the Bradford Town Hall.**

**b. Rock County Sheriff’s Report**

**c. WI DOA Final 2019 population estimate is 1,063.**

**d. Walworth County has adopted a Multi-Jurisdictional Comprehensive Plan Update for Walworth County which can be viewed at [www.co.walworth.wi.us](http://www.co.walworth.wi.us).**

8. Treasurer’s Report

Treasurer Jill Bier reported that she had received the General Transportation Aids quarterly payment on October 3<sup>rd</sup> and she had received a thank you from the Rock County Land Conservation Department for the donation to the Clean Sweep Program.

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

9. Bills for Approval

**Motion to approve the bills for payment. (Sarah Pope/Loren Bobolz) 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 8:39 p.m.**

**Respectfully submitted,**

**Sandra Clarke, Clerk**

**Note: These are draft minutes to be approved at the November 19<sup>th</sup>, 2019 town board meeting. The bold items are minutes the items not bolded are Clerk's notes.**