

**Town of Bradford
Town Board Meeting
Tuesday, October 20, 2020 at 6:30 p.m. at the Bradford Town Hall
Minutes**

1. Call to Order and Roll Call

Town Board Chairperson Sharon Douglas called the October meeting of the Bradford Town Board 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, Town Attorney Michael Oellerich and Clerk Sandra Clarke.

2. Pledge of Allegiance

3. Adoption of the Agenda

Motion to move Item G. to below Item B. and 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 September 15, 2020 meeting

Motion to approve the minutes to the September 15, 2020 meeting. (Loren Bobolz/Ben Wellnitz) The motion carried by voice vote with no negative vote.

5. New Business

A. Discussion and possible action on report by David Merriam on plan for Shady Hill Mobile Home Court

Town Attorney Michael Oellerich sent a letter to Shady Hill Mobile Home Court owner David Merriam on August 20th reminding him that that he would have to clean out the dilapidated, unsafe homes. He sent a second letter on October 1st reminding him to attend the October 20th meeting as agreed. Attorney Oellerich reported that he understood Mr. Merriam has done some things and suggested that he could send another letter.

B. Discussion and possible action on proposed Darien Solar Energy Farm Agreement

Chair Sharon Douglas reported that she and Attorney Oellerich had participated in a teleconference call. On the teleconference call they had asked Board members if they had received any calls or concerns. He explained that the Town is very limited in what they can do. He added that they have the same agreements as the projects in Kenosha and Iowa Counties. The plan it to have the solar farm up and operating by 2022. They

now have 120 days for Public Service Commission approval. Darien had some proposals about moving the substation closer to the state highway. There will be another teleconference before they will have an agreement to adopt. Dan Huisheere asked about the paragraph on page 2 that said they have the right to sell or assign the project. He asked if they sell the project if the new owners would have to follow the agreement. Attorney Oellerich stated that they would make sure that this agreement is binding on all buyers.

It was suggested that they have pictures and a road inventory done when E. Creek Road is done and before they start the project.

- C. Discussion and action on Resolution No. 2020-82 and Petition for County Bridge and Culvert Aid for replacement of S. Kemp Road culvert just south of US Highway 14

Motion for Chair Sharon Douglas to go ahead and sign the resolution and petition for County Bridge and Culvert Aid for the culvert replacement on S. Kemp Road. (Dan Huisheere/Loren Bobolz) The motion carried by voice vote with no negative vote.

- D. Discussion and action on possible resolution for permitting and fees for signs under Section 12 of the Zoning Ordinance

Chair Sharon Douglas reported that, under Section 12.2 (4) a sign is for the name, occupation that is not to exceed 2 square feet in display. She reported that she received a call from Ryan Scott on Highway 14 who wants to put up a sign advertising his business. Under Section 12.3, signs are permitted with a zoning permit, she said she believed he would fit into paragraph (3) but unfortunately the building inspector said he does not issue zoning permits for signs in the Town of Bradford. She then spoke with building inspector Greg Noll and was told that he would issue them for a fee of around \$125.00. She suggested that the board may have to consider having the Chairman or another representative issue the permit if approved and asked what the fee should be. Ryan Scott would like a sign about 4' x 10'. If his business is considered Ag then Ag signs of 4' x 8' are permitted without a zoning permit according to the ordinance. Sarah Pope suggested they have him draw up the sign on a computer. It was stated that if no permit is required, then no fee is required.

- E. Discussion and action on approval of attorney retainer

Attorney Oellerich stated that he was not changing the retainer.

Motion to approve the attorney retainer for Nowlan & Mouat LLP. (Sarah Pope/Dan Huisheere) The motion carried by voice vote with no negative vote.

F. Delavan Darien School District Report

Chair Sharon Douglas read the Delavan Darien School District Report. A Facilities Referendum is on the November 3rd ballot. Their website for additional information and district news is www.ddschools.org.

G. Discussion and action on 2021 Fire District Budget

Clerk Sandra Clarke presented the corrections she and Ryan Wellnitz had made to apportionment of the budget figures for the three municipalities according to the formula.

H. Discussion and action on COVID and CARES grants

The Board agreed to double the pay for poll workers during COVID. A full day would be \$200.00 and half a day would be \$100.00. Chair Sharon Douglas contacted Reeders about an air purifier but has not heard back yet. Sarah Pope said they had ordered a sprayer to spray all day and she would check on it for the election. The Clerk has reviewed the equipment purchased with the grants.

I. Discussion and action on report by Fire District Representative

Chair Sharon Douglas reported that she had attended the Fire District meeting in Loren Bobolz's absence. Fire Board President Ryan Wellnitz reported that he would not be residing in the Village of Clinton as of November 6th and would be residing in the Town of Clinton. She added that according to Ryan, he discussed this with the Village Administrator and Tom Peterson, the Chairman, who stated that's they did not think this would be a problem. However, according to the Fire District Agreement, it is stated that there were to be two representatives from the Town of Bradford, two from the Town of Clinton and three from the Village. With Ryan moving it would put only two from the Village and three from the Town of Clinton. Chair Sharon Douglas contacted Town Attorney Oellerich about this. Attorney Oellerich stated that he understood that they wanted to allow Ryan Wellnitz to serve out his term and then the Village would find a replacement. Attorney Oellerich will call Town of Clinton Chairman Dave Brandl, Village Attorney Brook Joos and Ryan Wellnitz about this.

The report included that, the tender required new tires and Ambulance 442 needed new rotors. September had a total of 28 runs, with

333 runs to date this year. The insurance cost will go down since they have received a good rating. Currently they have 31 members with a possibility of a husband and wife team coming onboard for the EMS Department. The current quote for the 30 SCBA packs is around \$94,000 but the money will not be required to come as an additional cost from the three municipalities and will instead come from the general fund. The Fire Board did pass the 2021 Budget. \$31,992.00 was approved for the 2020 payment on the engine from the general checking. She added that this was the allocation from the ambulance and the gear note that was passed in the 2020 Budget to roll into the engine payment in 2020.

J. Discussion and action on Zoning Officer Report

Clerk Sandra Clarke reported that MZIS had issued a zoning permit to Andrew Hargarten at 9919 E. B-C Townline Road for an Ag building and an electrical permit for a service upgrade at 5360 S. Carvers Rock Road.

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

It was reported that Luety Earthworks' work on E. Creek Road to trim trees and clear the roadway was done well. There are potholes on Carvers Rock Road by Flemings.

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 Bridge State/Municipal Agreement and Emerald Grove Bridge Projects, Creek Road TRIP project

Chair Sharon Douglas reported that the work on the Creek Road RR Bridge is going well and they are going to pave the areas they broke up. They will pave the approach by Monday. They have signs to put up and plan to be done in about two weeks. Colton will make sure that they fix all the areas damaged and they will fix the area by the intersection.

The large cement box culvert on Kemp Road just south of the intersection with Highway 14 needs to be replaced. Chair Sharon Douglas checked with Duane Jorgenson and there is money in the County Bridge and Culvert Aid to provide the County 50% share. The Clerk will prepare the resolution and petition for aid.

The guard rail on the east side of the O'Riley Road Bridge over Turtle Creek had rotted posts that were broken off. Chair Sharon Douglas reminded the Board Members that if they saw anything blocking a warning sign that they needed to make sure the signs could be seen. Concerning the

LRIP Project for E. Creek Road, Chair Sharon Douglas reported that she had spoken with Ryan Rudzinski from Batterman and he stated that the board could consider putting the project on hold but he would have to know by December if they wanted the project to be shelved for a while. The board reviewed the roadwork cash flow prepared by the Clerk. The Board wanted to go forward with the project.

Chair Sharon Douglas reported that she went to the County and met in person with Duane Jorgenson and Nick. Duane Jorgenson held a virtual meeting with Jamie from MSA and Zach Pearson from WisDOT on the Emerald Grove Road RR Bridge Replacement Project. The project will be let in March 2021 with bids possibly going out in February. They had planned on starting construction in June but she asked if they could move it up. Jamie from MSA stated that May 1st would be the earliest they could move it up to. The project may be more complicated than the Creek Road RR Bridge Project. They have 75 working days planned and there may have to be some dynamite work done due to the rock.

Tires and other trash were picked up on the east end of Creek Road and at the town hall and taken to the dump by Ben Wellnitz and Wayne and Sharon Douglas.

Matt Yoss has repaired the areas on Kemp Road and T. J. Tuls has offered to pay 75% of the cost.

According to the Federal Bridge report there are numerous things that need to be done next spring or summer, such as vegetation trimming, sign straightening or replacement, painting and adding asphalt to some of the approaches.

M. Discussion and action on Town Hall Repair Committee Report

Nothing.

N. Discussion and action on approval of Driveway Permit Applications

No applications were received.

O. Discussion and action on Utility Permit Applications

No applications were received.

P. Discussion and action on 2021 Proposed Budget

The Clerk reviewed with the Board Members, the budget she had prepared.

Motion to approve the budget to propose. (Loren Bobolz/Ben Wellnitz) The motion carried by voice vote with no negative vote.

Q. Discussion and action on approval of Levy Limit Worksheet

The allowable 2020 Levy is \$330,005.

Motion to approve the Levy Limit Worksheet. (Dan Huisheere/Sarah Pope)

The motion carried by voice vote with no negative vote.

6. Citizen Participation

7. Announcements and Reports

A. The November Town Board Meeting will be held on Tuesday, November 17th, 2020 immediately following the 2021 Budget Hearing and the Special Meeting of the Electors, which will begin at 6:30 p.m. at the Bradford Town Hall.

B. Rock County Sheriff's Report was available.

C. Final estimate of January 1, 2020 population is 1,066, it is estimated that approximately 777 are of voting age.

D. Michael Mulligan sent a thank you for the improvements done on Emerald Grove Road. He is working on having the debris removed along the sliver of land owned by the Town of Bradford along US Highway 14.

8. Treasurer's Report

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

9. Bills for Approval

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

10. Adjournment

Motion to adjourn. (Loren Bobolz/Dan Huisheere) The motion carried by voice vote with no negative vote. The meeting was adjourned at 8:04 p.m.

Respectfully submitted,

Sandra Clarke, Clerk

Bills for Approval

Rock Energy Cooperative	Town Hall Light	\$27.15
Alliant Energy	Hwy. exp. – street lights	50.31

Rock Valley Publishing LLC	Publications- Zoning exp. = 24.55, Town Board exp. = 41.55, Election exp. = 28.83	94.93
Lentells Disposal	Recycling	500.00
Clinton Community School District	Monthly Parking Permit Fees- (October)	157.60
Pat's Services, Inc.	Town Hall exp.- (9-05 to 10-02-2020)	90.00
Nowlan & Mouat LLP	Legal Fees- David Merriam-37.00, Darien Solar Energy Center-185.00	222.00
Ben Wellnitz	Highway exp. – Fees for Tires (\$58) and garbage disposal (\$20) at City of Janesville Landfill	78.00
Sharon Douglas	Town Board exp. – Internet =27.45, Town Hall exp. –paint = 218.72, Deck screws & washers =9.25	255.42
Sandra Clarke	Election exp. – pens for Voters = 24.90, Pens for poll workers= 15.79, Printer cartridges = 85.43, Binders for election Manuals =27.39	152.28
Sandra Clarke	Election exp. - surge protector (Best Buy could not process the Town check so I paid with my Credit Card and voided the town check)	36.91
US Cellular	Town Hall exp. – internet router Paid with check no. 13595 on 10-10-2020 to be entered for Routes to Recovery Grant	

	reimbursement (check no.13595)	239.76
Creative Computer Concepts LLC	Town Board exp. – computers, printers, cases, mouse for each computer & setup for computers Election exp. - printer & security camera for drop box at town hall & setup (These are to be entered for Routes to Recovery Grant reimbursement and Clerk’s computer will be entered for Election Security Subgrant reimbursement) (check no. 13594)	7,065.31
Election Systems & Software, LLC	Election exp. – firmware license for DS200=75.00, firmware license for ExpressVote=65.00, Hardware Maintenance fee DS200=125.00, Hardware maintenance fee ExpressVote=97.50	362.50
Rock County Dept. of Public Works	Hwy. exp. – Creek Rd RR Bridge Engineering	5,131.76
Luety Earthworks LLC	Hwy. exp. – Tree removal E. Creek Rd. & clean road of debris along shoulders	2,550.00
Batterman	Hwy. exp. – engineering TRIP Project E. Creek Rd.	7,066.37
Ideal Midwest	Hwy. exp. – pothole filling	5,400.00
Johns Excavating	Hwy. exp. – 2 loads ground asphalt for Serl Road	541.83
	Total October Expenses	\$30,022.13