

**Town of Bradford  
Town Board Meeting**

**Tuesday, November 20, 2018 immediately following the 2019 Budget Hearing and Special Meeting of the Electors which will begin 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 November Town Board Meeting to order at 6:35 p.m. immediately following the Special Meeting of the Electors 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 adopt the agenda. (Loren Bobolz/Ben Wellnitz) The motion carried by voice vote with no negative vote.**

4. Approval of the Minutes to the October 16, 2018 meeting

**Motion to approve the minutes to the October 16, 2018 meeting. (Sarah Pope/Ben Wellnitz) The motion carried by voice vote with no negative vote.**

5. New Business

A. Representative of the Delavan Darien School District Board

The representatives from the Delavan Darien School District presented information on what was happening in the district.

B. Discussion and action on approval of the request by Bill Perkins for a land division of 4.2± acres of Parcel No. 6-3-119.5 8727 E. Avalon Road and a change of zoning from A-2 to B-1 (Local Commercial District) on the newly divided parcel and from A-2 to A-R on the parent parcel.

Chair Sharon Douglas reported that at the Planning and Zoning Committee meeting, discussion from one member was to have Art Fish who will be purchasing the property be responsible for damages on Avalon Road from Market Street to where the heavy equipment would be turning off. She added that currently there is a lot of truck traffic due to agricultural hauling to DeLongs and

the majority of the semis are hauling empty west as they leave DeLong's. Also discussed was the possibility of a drainage issue. Ron Combs stated that this area is not on the DNR maps. The Planning and Zoning Committee had recommended approval of the change of zoning on the new 4.2± acre parcel from A-2 to B-1 Commercial and a change from A-2 to A-R Ag Residential on the parent parcel. She added that also discussed was having pictures taken around the driveway area so that if the area starts to breakdown it can then be repaired by the property owner. Loren Bobolz suggested that they not do a road bond but have a road agreement just if it breakdown. Art Fish stated that he would probably do enhancements to the area and will build driveway approaches. A 60-foot driveway culvert would be put in and he would remove some of the old trees and plant evergreens. Dan Huisheere suggested a road agreement include 100 feet on each side from the center of the driveway. The road agreement will be a condition of approval.

**Motion to approve the land division of 4.2± acres of Parcel No. 6-3-119.5. (Loren Bobolz/Ben Wellnitz) The motion carried by voice vote with no negative vote.**

**Motion to approve the rezoning of the 4.2± acre parcel from A-2 to B-1. (Ben Wellnitz/Dan Huisheere) The motion carried by voice vote with no negative vote.**

**Motion to approve the rezoning of the parent parcel no. 6-3-119.5 from A-2 to A-R Ag Residential. (Dan Huisheere/Ben Wellnitz) The motion carried by voice vote with no negative vote.**

C. Discussion and action on adoption of the 2019 Budget

**Motion to approve the 2019 Budget as proposed. (Ben Wellnitz/Loren Bobolz)**

**Roll Call Vote:**

**Sarah Pope, "Yes."**

**Loren Bobolz, "Yes."**

**Dan Huisheere, "Yes."**

**Ben Wellnitz, "Yes."**

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

D. Discussion and action on Peich Settlement Agreement

**Motion to approve the settlement agreement of the 104 foot square parcel at the corner but that does not include the 33 foot right of way so it is a 71 foot by 71 foot parcel. (Dan Huisheere/Sarah Pope) The motion carried by voice vote with no negative vote.**

E. Discussion of recycling

A DNR recycling representative will conduct a phone evaluation of the Town's recycling program on December 12<sup>th</sup>. Evaluations are done every three years.

F. Discussion and action on report by Fire District Representative

Sharon Douglas reported that the representatives from the Town of Clinton and the Village of Clinton will be voting on approval of the budget for the Fire District and they reported that they did not see a problem with approval. Chief Wright reported 10 fire runs and 25 EMS runs with a year to date total of 358. He had reported that in October they had spent a lot of time: completing their in-house driver renewal program, members participated in public education programs and continuing to complete hose tests and preparing for winter. Chief Wright is also working with the Village on active shooter tabletop which will take about two years to complete. A Fire Grant of \$140,000 for SVAs was applied for and he is working with an insurance agent to see about any possible savings on renewals coming up in December and January. Chief Wright is working with a new billing company at a savings of 6% and a new contract would start in February. The Fire District will be running testing to fill the following positions: Assistant Chief, Deputy Chief, two Captains, two Lieutenants and a new position of EMS Lieutenant to oversee and coordinate performance of their duties. The Fire Board will appoint at their meeting on January 10<sup>th</sup>, 2019.

Dan Huisheere stated that the November 26<sup>th</sup> meeting of the Fire Department and EMS will be held at 7:00 pm was open to all board members and the public.

G. Discussion and action on Fire District Agreement

Chair Sharon Douglas spoke with Town Attorney Michael Oellerich who stated, from a legal standpoint, he and Attorney Moore thought the Fire District Agreement for the Fire Chief was okay to approve

**Motion to approve the agreement for the Fire Chief. (Loren Bobolz/Sarah Pope) The motion carried by voice vote with no negative vote.**

H. Discussion and action on Zoning Officer Report

**MZIS issued a permit no. TB18925 for a zoning and a building permit for a 572 square foot garage to Greg and Cathy Wnuk for parcel no. 6-3-135 at 3737 S. State Road 140, Avalon on 9-25-2018.**

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

Loren Bobolz reported that the tree trimming looked good on Minkey Road. The curve sign on Town Hall Road north of Doug Clowes' has been broken off and is laying in Metcalf's field and will need to be replaced.

- 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

Midwest Ideal LLC will trim the trees on Creek Road by the park on the north side this winter.

On the Creek Road Railroad Bridge Project Jewell Engineer Ellery Schaffer had requested an update on the status of the interim design memo from Zach Pearson of the DOT regarding the last time they had spoken on October 30<sup>th</sup>. Ellery Schaffer would like to get going on the design but has been waiting for approval on the recommended selection. According to Zach Pearson he needed a couple of changes on the cover sheet and the signature authority as he tried to figure that out on their end. He will be mailing it to La Crosse for a final signature from the Local Program Chief. Zach Pearson said it should be resolved shortly.

Chair Sharon Douglas reported that on October 31, 2018 she met with MSI Professional Services Engineers, Jamie Kurten and Kyle Busch, Rock County Highway Commissioner Duane Jorgenson, and Wisconsin DOT Civil Engineer Zach Pearson at a preliminary meeting to discuss structure types. MSA presented four alternatives.

1. The single-span pre-stressed girder would be a shorter bridge and the height would be a little higher than the 3-span. The MSE retaining walls in front of the abutments would be pre-casts and this would be the bridge where construction would be done the fastest.
2. The three-span pre-stressed girder would require two encased piers for center support
3. The three span haunched slab bridge would be a thinner structure and the longest bridge in length. This bridge revealed no savings.
4. The single span precast three-sided box culvert option was determined not to be cost competitive.

The preliminary cost for the single span came in around \$990,000, the three span at \$1,090,000 and the pre-cast three sided box culvert at \$1,270,000 and the three span haunched slab at \$1,300,000.

Zach Pearson had stated that due to the scope of change in regards to the vertical clearance, the railroad wanted it at 23 feet and a possibility of the second track being added in the future, he thought there should be additional funding

available. He was going to check with the person who signs off on the paperwork when he returns from Germany. He added that the railroad charges about \$800.00 per day for flagmen.

Chair Sharon Douglas stated that there is a high probability that this bridge will be constructed in the summer of 2020 according to MSA which is the same time as the Creek Road Bridge. She added that they did say it could be a year or two later. The sunset date for this bridge project is June 30, 2022.

Chair Sharon Douglas reported that they went out to the site after the meeting to look at the potential need to purchase right of way. She spoke with Duane Jorgenson on November 15<sup>th</sup> regarding finalizing costs for the interim design memo. MSA is currently working on this and the public involvement plan is prepared. According to Duane Jorgenson, it appears that if the three-span bridge is chosen then no right of way would have to be purchased as all components would fit. The single-span would have some cost savings but ROW would have to be purchased. The minimum charge from the railroad is \$5,000 and if all four quadrants have to be purchased it could cost around \$20,000 plus the cost for the real estate agent doing the purchasing. The actual cost for ROW purchase is not known at this time but MSA is working on the cost for these two options. It will depend on which option the DOT chooses.

Duane Jorgenson wanted to know how to handle the real estate acquisition if needed. He suggested that it be contracted out separately from the design contract. In the County/Municipal Agreement, the real estate costs are to be split between the Town and the County. WSOR will not participate in the real estate purchase, however the funding was set up that in the end we all pay 1/3 of the local portion, so they will be contributing more to other areas of the project to cover that split.

**Motion to have the County handle the real estate acquisition if needed. (Loren Bobolz/Dan Huisheere) The motion carried by voice vote with no negative vote.**

Chair Sharon Douglas stated that the asphalt placement was an additional item that the County was willing to do.

**Motion to have the County do the paving of the approaches. (Sarah Pope/Ben Wellnitz) The motion carried by voice vote with no negative vote.**

K. Discussion and action on Town Hall Repair Committee Report

Ron Duffy was thanked for repainting the handicap parking markings.

L. Discussion and action on approval of Driveway Permit Applications

No applications were received.

M. Discussion and action on approval of Utility Permit Applications  
No applications were received.

6. Citizen Participation  
None.

7. Announcements and Reports

- a. The December Town Board meeting will be held on Tuesday, December 18, 2018 at 6:30 p.m. at the Bradford Town Hall.
- b. The Rock County Sheriff's Report was reviewed.
- c. The Blackhawk Technical College 2018 Levy is \$110,494.50.
- d. The Clinton Community School District 2018 Levy is \$1,029,945.00.
- e. The Delavan-Darien School District 2018 Levy is \$45,237.89.
- f. The Rock County 2018 Levy is \$625,139.93.

8. Treasurer's Report

Treasurer Jill Bier reported that the bills included two checks that were written because they had not been cashed. She had sent letters and the two people had both requested new checks to replace those they lost. The board decided not to stop payment on the checks since one was for \$4.20 and the other was to Lentells Disposal and if it was cashed it could be deducted from the next payment.

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

9. Bills for Approval

**Motion to approve the bills for payment. (Ben Wellnitz/Dan Huisheere) The motion carried by voice vote with 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 8:11 p.m.**

**Respectfully submitted,**

**Sandra Clarke, Clerk**