

**Town of Bradford  
Town Board Meeting  
Tuesday, December 18, 2018 at 6:30 p.m. at the Bradford Town Hall  
Minutes**

1. Call to Order and Roll Call

**Chair Sharon Douglas called the December Town Board Meeting to order at 6:31 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 adopt the agenda. (Ben Wellnitz/Dan Huisheere) The motion carried by voice vote with no negative vote.**

4. Approval of the Minutes to the November meetings

**Motion to approve the minutes to the November 20, 2018 meeting and 2019 Budget Hearing and Special Meeting of the Electors. (Loren Bobolz/Dan Huisheere) The motion carried by voice vote with no negative vote.**

5. New Business

A. Representative of the Delavan Darien School District Board

The representative for the Delavan Darien School District reported that a reality fair was held on careers, they are exploring an Early Learning Center and they collected 2100 pounds of food for the food pantry.

B. Discussion of Creek Road Culvert and Intersection Project

Chair Sharon Douglas stated that she had asked Todd Needham to attend to present the project he has in place. She added that this is the time for changes, if needed, before the bids go out. He and the designer presented a design for the Creek Road TRID Project for replacement of the culvert just west of Carvers Rock Road and for improvement of the intersection. Todd Needham stated that it was 80% to this point. The Town was awarded TRID funding of \$112,455.23 and the Town's share of the culvert work will be split 50/50 with the County.

The design will include an aluminum arch box culvert with side walls and will not need a guard rail. The end walls of the existing culvert are dilapidated and caving in. For the intersection they will remove, grind the asphalt, shape and repave. They plan the first advertisement for bids to be on January 10<sup>th</sup> with late January for receiving the bids. Loren asked about the flooding of the intersection and Todd Needham replied that they would be raising the profile of the road some to prevent that. Ron Duffy asked about the flow of water out the south side and the island in the middle that causes the water swirl back and erode the sides. Todd Needham answered that the DNR stated that nature had created it and they could not alter it. The Board agreed on February 8<sup>th</sup> at 10:00 a.m. to open the bids at the Batterman office.

**Motion to have Battermans send the Creek Road Culvert and Intersection Project out for bids. (Loren Bobolz/Sarah Pope) The motion carried by voice vote with no negative vote.**

C. Discussion and action on recycling and 2019 contract

Chair Sharon Douglas reported that she and Clerk Sandra Clarke had completed the phone conference evaluation of the Town recycling program. They went over the current recycling ordinance and the only changes needed were the state statute numbers which have changed and although not required by the DNR, it would help to add a requirement for all haulers to report their actual or estimated amounts to the Town for the Annual Report. The Town has always met the required amounts but one hauler has refused to report their amounts which would aid the Town. Sarah Pope reported that the current ordinance does not include a definition for glass and the DNR sample ordinance does. The current penalty fees are: first violation is \$5, the second violation is \$5 and the third and subsequent violations are \$10 each. The Board members thought the penalty fees were too low and agreed to go with the DNR penalties for violation of section 1.18 which are \$50 for a first violation, \$200 for a second violation and not more than \$2000 for a third or subsequent violation and for a violation of the ordinance, except for s. 1.18, is not less than \$10 or more than \$1000 for each violation.

**The Board agreed to have Chair Sharon Douglas have Attorney Oellerich change the Recycling Ordinance accordingly and she would bring the changed ordinance to the Board for review and adoption. After adoption the ordinance will be emailed to the DNR and copies will be sent to the haulers.**

D. Discussion of Clinton Community School District Community Collaboration Meeting

**Chair Sharon Douglas will not be able to attend the meeting to be held on January 31<sup>st</sup> at 6:30 p.m. at the Clinton High School Library and Sarah Pope will attend in her place.**

- E. Discussion and action on date for Town Caucus (January 1<sup>st</sup> -22<sup>nd</sup>)

**Motion to hold the Caucus on January 15<sup>th</sup>, 2019 at 6:30 p.m. with the Town Board meeting to follow. (Dan Huisheere/Ben Wellnitz) The motion carried by voice vote with no negative vote.**

- F. Discussion and action on report by Fire District Representative

Chair Sharon Douglas reported that Chief Wright had stated for the month of November they had 28 EMS runs, 10 Fire runs and the total to date is 390. He had added that the testing process is in place for the offices of Chief Officer, Lieutenant/Captain and 2<sup>nd</sup> Lieutenant and he will continue to hold a joint meeting for the Fire and EMS on the 4<sup>th</sup> Monday of each month where he will be sharing information and updates and for them to air any concerns. Chair Sharon Douglas reported that Chief Gene Wright found insurance with a \$500.00 deductible. With this insurance the department will be saving around \$3,115.00 and the Fire District Board approved the insurance. Chief Wright had reported that three personnel had retired and there were one EMT, one Fire #1 and one Fire #1 and #2 who passed their exams. Sharon Douglas added that Chief Wright's goals were to complete the officer testing and have names ready for the Fire Board approval in January with a swearing in at the February meeting and he wants to complete the training schedule for 2019 for the Fire and EMS. Sharon Douglas reported that there will be approximately \$25,000 left over from this budget to carry over. The Fire District Board will decide what the best use of the money will be.

- G. Discussion and action on Zoning Officer Report

Nothing to report.

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

Chair Sharon Douglas thanked Ben Wellnitz for picking up the tires dumped in the Town and taking them to the recycling center.

Jill Bier reported that there is garbage dumped on the east side of Carvers Rock Road near the intersection of Highway 14. Sarah Pope reported that there were bottles dumped on O'Riley Road. Loren Bobolz reported that the shoulder is eroded on Avalon Road on the south side and the east side of Dockhorn's Hill. Chair Sharon Douglas stated that there are a lot of signs starting to tip and Wayne Douglas had fixed the sign at the intersection of Town Hall and Carvers Rock

Roads. She asked the board members that when they were checking their sections of roads, they make a list of signs that need repair or replacement so they can be fixed in the spring.

- I. 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

Chair Sharon Douglas reported that Ron Duffy and she had spent four and a half hours filling potholes on Waite Road.

Bill Johns presented bills for the work on B-C Townline Road to be added to the January bills for payment.

Chair Sharon Douglas reported that on November 27<sup>th</sup> Ellery Schafer from Jewell Associates received confirmation from DOT engineer Zach Pearson that they may now proceed with the interim design. She added that there will be an informational meeting on January 24<sup>th</sup>, 2019 from 6-7 p.m. at the Town Hall. Chair Sharon Douglas contacted Representative Amy Loudeneck who played an important role in moving this forward. In addition to the residents the following people have been invited: representatives from Green Valley Farms, Inc., Duane and Barbara Gretschnann Trust, Wiedemer Survivors Trust, Duane Jorgenson from the County, Teri Beckman from SW Region Rails, Rock County Sheriff's Department, Clinton Fire & EMS, Zach Pearson from WisDOT and Todd Needham from Battermans.

Chair Sharon Douglas reported that the public involvement plan for the Emerald Grove Road Bridge Project was done by the engineer from MSA and has been sent to Duane Jorgenson for his signature.

The 2016-2018 Bridge Inspection Reports were received. Sharon Douglas made a list of items that need to be done in the summer and passed them out to board members.

- J. Discussion and action on Town Hall Repair Committee Report  
Nothing.
- K. Discussion and action on approval of Driveway Permit Applications  
No application received.
- L. Discussion and action on approval of Utility Permit Applications  
No applications received.

## 6. Citizen Participation

None.

7. Announcements and Reports

- a. The January Town Board meeting will be held on Tuesday, January 15, 2018 immediately following the Town Caucus which will begin at 6:30 p.m. at the Bradford Town Hall
- b. The Rock County Sheriff's Report was reviewed.
- c. The Alliant Energy emergency number is 1-800-758-1576.
- d. Pipeline safety information was offered to board members.
- e. The owners of two lost labs were found and the dogs returned. Loren Bobolz found a female beagle and turned it over to Constable Charles Stevenson.

8. Treasurer's Report

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

9. Bills for Approval

Checks are needed for the January Tax Settlement which has to be done by January 15<sup>th</sup>.  
**Motion to approve the bills for payment. (Dan Huisheere/Ben Wellnitz) The motion carried by voice vote with no negative vote.**

10. Adjournment

**Motion to adjourn. (Sarah Pope/Loren Bobolz) The motion carried by voice vote with no negative vote. The meeting was adjourned at 8:30 p.m.**

**Respectfully submitted,**

**Sandra Clarke, Clerk**