

**Town of Bradford
Town Board Meeting
Tuesday, February 19, 2019 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 Town Board Meeting 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 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 January 15, 2019 meeting

Motion to approve the minutes to the January 15, 2018 meeting. (Ben Wellnitz/Dan Huisheere) The motion carried by voice vote with no negative vote.

5. New Business

Two Rock County Sheriffs were present to address any questions or problems. None were noted.

A. Representative of the Delavan Darien School District Board

Amanda Urmanski, Associate Principal at the High School reported on the school district including: the early learning center for children 6 weeks to 4 years that is funded by tuition and not taxpayer funded, the National Honor Society, Eagle Scout Project, Southern Lakes Conference, Job Fair, Middle School girls "Be Beautiful Event", ACT tests on February 20th, a swimmer qualified for State and two wrestlers qualified for State.

B. Discussion and action on Town Insurance renewal

Michelle Strauss from The Horton Group was present to review the Town insurance renewal policy with the board members. She stated that the premium for the property coverage is small so increasing the deductible makes very little change to the premium cost. For equipment off premises she recommended Inland Marine coverage up to \$25,000 per one occurrence. The equipment would

be covered where ever it was used. The Liability coverage would cover members if serving in the capacity of the Town. She noted that the Town, under the statues, cannot be sued for more than \$50,000. She stated that liability is not an issue as long as it is an authorized Town duty. Under Cyber Security she urged members to contact The Horton Group immediately if they suspect computer fraud. The Town has an ordinance for the tax collection but she suggested a Treasurer's bond for tax collection which would add \$195 per year. The Inland Marine coverage cannot be increased beyond \$25,000. The Inland Marine coverage would be \$250.00. Sarah Pope suggested that they table the renewal until the March meeting.

C. Discussion and action on roadside mowing contract

Chair Sharon Douglas reported that Bill Johns was interested in continuing mowing. He asked if the stumps be either removed or ground down on Larsen and Minkey Roads. Board members wanted to have a bid notice put out for the roadside mowing contract.

D. Discussion and action on award of contract for TRID Project Creek Road culvert replacement and intersection reconstruction

Chair Sharon Douglas reported that she and Dan Huisheere had attended the bid opening and there were six bidders ranging in price from a low of \$162,375.53 to a high of \$354,997.63. Ayre Excavating had the low bid and Batterman's recommendation was to award the contract to Ayre Excavating.

Motion to go with Batterman's recommendation to award the contract for the project to Ayre Excavating for \$162,375.53. (Dan Huisheere/Loren Bobolz)

Roll call Vote:

Sarah Pope, "Yes."

Loren Bobolz, "Yes."

Dan Huisheere, "Yes."

Ben Wellnitz, "Yes."

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

E. Discussion and action on report by Fire District Representative

Chair Sharon Douglas said Gene Wright had reported that there were 13 fire runs and 32 Ems runs with a year-to-date of 40 total runs. They had four mutual aid calls, a minor barn fire and one accident. Officers were sworn in and have been assigned to committees. One of the three past members has changed from a resignation to a leave. Plans for February into March are to continue to update SOG per SPS330, ensure officers are productive members of committees,

continue to redevelop training programs, continue discussions with past members and work on new hires. There are new Fire Standards out that the Chief will be working on. A Mutual Aid Agreement will be signed to assure 24/7 coverage either through their own staff or an agreement with a neighboring service. The Fire District has approximately \$64,510.09 left in the budget from 2018. They decided to pay off the gear loan which is \$59,703.13. The payments that were being made for the gear loan will go towards the Engine 44 loan which is currently \$335,165.05. The balance leftover from the \$64,510.09 after paying off the gear loan plus the additional money that the municipalities gave will most likely go towards decreasing the ambulance note and payments that were being made will go toward the Engine 44 loan. This will be discussed at the March Fire District Board meeting when they have the exact dollar amount available after paying off the gear loan.

F. Discussion and action on Zoning Officer Report

There were no permits issued.

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

Chair Sharon Douglas asked the board members to review their sections of roads before the March meeting and let her know what posts and signs, including black and white markers and yellow and black chevron markers, need to be replaced or straightened so they can be ordered. She reminded the members to be sure to check their roads after a snowfall to make sure they are adequately taken care of. Members suggested that Town purchase a roll of snow fence.

H. 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, Capital Improvement Plan

Jill Bier reported that she will have the Work Enders on March 20, 22 and 29th to pick up trash along the roads. The TRID Project will require mowing or hand cutting to 6 inches the area out approximately 20 from the edge on both sides starting in March or April until the construction begins, for protection of the Queen snake. Sharon Douglas will be meeting with Shelly Warwick from the DNR and Elly from Batterman and they will mark the area.

The Board members reviewed the roadwork cash flow and discussed possible roadwork project but will wait to decide until the total cost of snowplowing overages for the season are known.

Possible projects discussed were Carvers Rock Road from Town Hall Road south to the curve, Odling Road and Larsen Road at Carvers Rock Road. Chip sealing bid notices have not gone out yet due to the snow and ice cover.

- I. Discussion and action on Town Hall Repair Committee Report
Bill Clarke cleared the ice and snow off the ramp.
 - J. Discussion and action on approval of Driveway Permit Applications
No applications.
 - K. Discussion and action on approval of Utility Permit Applications
No applications.
 - L. Discussion and action on 2019 Town Advocacy Council of the Wisconsin Towns Association
The board members discussed not paying dues for the 2019 Town Advocacy Council.
 - M. Discussion and action on approval of the 2018 Annual Report
**Motion to approve the 2018 Annual Report. (Loren Bobolz/Ben Wellnitz)
The motion carried by voice vote with no negative vote.**
 - N. Audit of Clerk and Treasurer records
The Board audited the Clerk's and Treasurer's records.
6. Citizen Participation
7. Announcements and Reports
- A. The March Town Board meeting will be held on Tuesday, March 19, 2019 at 6:30 p.m. at the Bradford Town Hall.**
 - B. The Rock County Sheriff's Reports were reviewed.**
 - C. An invitation was received for the American Legion Open House on March 23, 2019 between 1 pm and 5 pm at the American Legion Post 440, 508 Front Street, Clinton.**
 - D. Chair Sharon Douglas passed out copies of the Town Emergency Plan she had completed, had approved and had signed.**
 - E. Sarah Pope reported on the Clinton school District Community Collaboration meeting she had attended regarding the referendum. All the schools will be in one area. The two story building will have an elevator. There will be a School Board Candidate Forum next week.**

8. Treasurer's Report

Treasurer Jill Bier reviewed the tax settlement with the board. She had one property owner's check come back and the Town was charged a fee of \$4.50. The board directed her to bill the property owner for the bank charge.

9. Bills for Approval

David Merriam, Shady Hill Mobile Home Court owner, has not paid the January monthly parking permit fees. The Treasurer will send another bill to Mr. Merriam and the board directed her to hold the check for the school district's portion until the fees are paid to the Town.

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

10. Adjournment

Motion to adjourn. (Sarah Pope/Ben Wellnitz) The motion carried by voice vote with no negative vote. The meeting was adjourned at 9:07 p.m.

Respectfully submitted,

Sandra Clarke, Clerk