

**Town of Bradford
Town Board Meeting
Tuesday, May 15, 2018 at 6:30 p.m. at the Bradford Town Hall
Minutes**

1. Call to Order and Roll Call

Town of Bradford Chair Sharon Douglas called the May Town Board Meeting to order on Tuesday, May 15, 2018 at 6:30 p.m. at the Bradford Town Hall. Also present were Supervisors Sarah Pope, Loren Bobolz, Dan Huisheere and Ben Wellnitz, Clerk Sandra Clarke and Town Attorney David Moore. Treasurer Jill Bier was absent due to illness.

2. Pledge of Allegiance

3. Adoption of the Agenda

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

4. Approval of the Minutes to the April 17, April 23 and April 30, 2018 meetings.

Motion to approve the minutes to the April 17, 23 and 30, 2018 meetings. (Ben Wellnitz/Sarah Pope) The motion carried by voice vote with no negative vote.

5. New Business

A. Discussion and possible action on information presented by Rock County Highway Commissioner Duane Jorgenson on the Emerald Grove Road Railroad Bridge Project

Rock County Highway Commissioner Duane Jorgenson reported that he spoke with design engineers from Jewell and with Battermans today. He added that at the OPM meeting the concerns were the speed limit and the sunset date for the Creek Road Railroad Bridge replacement project.

Ellery Schafer from Jewell stated that the DOT has not responded. He has been working on a clarification letter to the State on the speed limit of 45 mph and the sunset date of 6-30-2020 for the project. They are moving forward on the design and anticipate not starting until Spring 2020. The design firm is under the impression that as long as they are moving forward the sunset date is not a problem, but Duane Jorgenson and Sharon Douglas said that is not the case and that the project must be completed and the paperwork turned in before 6-30-2018. Jewell said that they are committed to getting it done regardless and felt that if the

project is let for bids in the fall, it could be ripped out in the winter and then constructed in the Spring. Duane Jorgenson stated that they may need help from the state representatives.

Duane Jorgenson reported that on the Emerald Grove Road Railroad Bridge Replacement Project, the application included a design cost of \$75,000 total and minus the state review it was \$55,000, but the design engineer selected was MSA and they negotiated a price of \$133,000 for design as compared to the Creek Road Project of \$138-\$139,000 for a what seemed to be a more complicated design. He added that there are some alternatives for the potential construction. He added that they are dealing with this at the state level. There are five bridges and they swapped federal funds for state funds but never took it out of the federal so the federal is still there. They are talking of negotiating all five contracts and then switching the money around to get them all done. It was noted that the cost increase for design is over a 40% increase. Duane Jorgenson gave out copies of the original agreement dated 9-08-2016. He presented three cost scenarios. One with full federal aid and the additional 10% railroad contribution, another with no additional federal aid and the maximum railroad contribution and the third with just the additional 10% railroad contribution.

Duane Jorgenson stated that there were three options. One was to approve as is for \$133,000. The second was to sit tight and see what the aid component would be. The third was to go through negotiations and if the negotiations failed to move on to the next design consultant. He suggested the second option but noted that this would still be an increase of \$6,000 for the Town. He added that it was frustrating because the state wants the Town to anticipate the design and construction in one amount.

Ron Duffy asked if there were other projects Duane Jorgenson could compare this to. Duane stated that there is a bridge in the southeast end of Green County and he could check on the design costs for that project.

Duane Jorgenson stated that there are a lot of other bridges designed for \$50,000 or less but this is railroad related and they have to stop the railroad traffic. He stated that if the Town wants to do the bridge the State is statutorily obligated. He asked if the state does not want to give additional funds, then does the Town want to go with the next design consultant on the list. Sharon Douglas noted that Ayer Associates was very interested in doing the project. Duane Jorgenson stated that this does not have a timeline like the Creek Road Bridge.

Loren Bobolz stated that he thought they needed this bridge. Dan Huisheere stated to go with option two. It was suggested to check with state representatives if there is no answer in 30-40 days. Right now the Towns share of the design bill so far is \$3600. Duane Jorgenson suggested that they say not to act on approving this and wait to see what they are going to do.

Chair Sharon Douglas announced that she had received a letter from Governor Scott Walker stating that the Town's TRID Project Application for the Creek Road Culvert and Paving Project was one of 65 awarded funds for the 2018-19 biennium. The Town was approved for 50% of the \$225,000 cost up to a limit of \$112,455.00 and the County will share the cost of the culvert under the County Bridge and Culvert Aid Program. Chair Sharon Douglas suggested that they get the design moving so the bids notices could go out by December. The engineering proposal by Battermans was \$29,400.00. Duane Jorgenson suggested that since they have 6 years to complete the project the Town wait until the Creek Road Bridge was done so the heavy equipment would not be damaging a newly constructed area. Sharon Douglas stated that the area is so bad now. Loren Bobolz stated that they could require the equipment to come in through Walworth County on the east side of the bridge. Duane Jorgenson agreed that they do have the option of dictating the haul route.

**Motion that we approve Battermans to move forward with the design.
(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.

B. Discussion and action on report by Fire District Representative

Representative Loren Bobolz reported that the fire fighters are happy and Chief Wright is applying for grants, three signatures are required on all checks and an agreement has been drawn up.

Attorney Moore stated that he had reviewed the agreement and emailed back his concerns but had not received a reply. His concern was that the Treasurer, if appointed from officers, could only be discharged for cause and suggested that the "Treasurer be appointed and will serve at the pleasure of the Board. He that the date on the Agreement stated that they were creating a new Fire District as of May 10th, 2018 but they are not creating a new Fire District and the date it was created should be the 2008 date. He stated that the one-year term for the Board representative had been included in the agreement as had the line of credit so, subject to the qualification on the Treasurer, he was okay with this agreement. Sharon Douglas stated that she would not recommend they approve this agreement now. Loren Bobolz stated that they had asked to have a credit card for some payments. Sharon Douglas asked that a copy of the minutes and run

report be sent to the clerk so she can copy them for all the Town Board members prior to meetings.

Sharon Douglas reported that Fire Chief Gene Wright had recommended that all board members take the online emergency management training, NIMS IS 908 Course. In the past Sharon Douglas and Sandra Clarke have taken the course and training.

Chief Wright is applying for grants and received one for 50/50 for radio batteries which saved \$800. He is applying for a DNR grant to be used toward 4 radios and 5 pagers and he is also applying for a FEMA grant. It was stated that they will need \$110,000 to replace the air packs. Bill Johns asked if there was a grant for this. Sharon Douglas stated that she thought there was a grant under FEMA at 95%.

Sharon Douglas reported that her group had worked on staff policies and they had a lot of changes. Sharon Douglas added that the group will help with the budget.

Fire Chief Gene Wright had reported to the Fire Board that they could hire a full time Fire Chief, hire a Fire Chief from within and there were some who could do this but they would need some help, or they could hire a part time Fire Chief.

C. Discussion of Ordinances recommended by Fire Chief

Chair Sharon Douglas asked if the Board members had any changes they wanted added to the ordinances she had passed out at the last meeting. Loren Bobholz stated that the burning ordinances had things that applied more to the village than the agricultural area. Attorney Moore stated that the Town of Johnstown had a burning ordinance that he would send to them to review. Attorney Moore suggested that maybe a town officer could issue a citation if the Fire Chief finds a violation.

D. Discussion and possible action on Fire District Agreement

Chair Sharon Douglas had suggested that they not act on this yet.

E. Discussion and action on Town Hall Mowing Contract for 2018

Chair Sharon Douglas reported that Gail Kuhlow was requesting an increase from \$300 to \$400 for the Town Hall Mowing Contract.

Motion to approve a contract for Gail Kuhlow for \$400.00 for mowing the Town Hall for 2018. (Ben Wellnitz/Dan Huisheere) The motion carried by voice vote with no negative vote.

F. Discussion of official newspaper designation for publishing notices

The Clinton Courier had made an offer for publishing notices as the town's official newspaper however in checking Wisconsin State Statue 19.8503, the WTA Officer's Handbook and with the WTA Attorney the clerk found that a municipality cannot designate a newspaper as the official newspaper unless it had been widely distributed in the area for two of the last five years and must have at least 300 paid subscribers.

G. Discussion and action on Zoning Officer Report

MZIS had sent a statement that there were no permits issued. Sharon Douglas reported that she has sent in an application to put up a car port.

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

Chair Sharon Douglas asked the board members to be sure to go out and check their sections of roads after a storm. Sharon Douglas stated that they would have to call the parks division about trimming trees on the park property along Creek Road. Loren Bobolz and Dan Huisheere cut the tree from the park that was hanging on the telephone line over Creek Road on Saturday. Ben Wellnitz reported that he had cleaned up trees in his area from the storm. Loren Bobolz said he had cut up trees on Dunn Road. Scott Broege had moved trees off Carvers Rock Road the night the storm brought them down on the power lines. Town Board members barricaded and helped clean off the road.

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, 5-year Capital Improvement Plan

Sarah Pope asked that they have Ideal Midwest LLC start pot hole filling on Odling and O'Riley Road.

Chair Sharon Douglas will talk with Bryce Nass about tree trimming on Carvers Rock Road across from Broege's.

Bill Johns stated that the area on B-C Townline at Highway 140 for the culvert extension and the widening of the radius would be \$200 less than anticipated. He stated that he was lowering the price of the project approved at the April meeting for the northwest corner of the intersection of B-C Townline Road and Highway 140 from \$2700 to \$2500.

Motion to approve the three-foot culvert extension for Creek Road at Reid Road that was discussed at the meeting on April 30th. (Loren Bobolz/Sarah Pope) The motion carried by voice vote with no negative vote.

Motion to approve Johns Excavating for excavating and stone on Creek Road extra paver repair areas for \$2400.00. (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.

Motion to approve W. N. Yoss Construction Inc. for \$3350 for paving the extra paver repair areas on Creek Road. (Ben Wellnitz/Dan Huisheere)

Roll Call Vote:

Sarah Pope, “Yes.”

Loren Bobolz, “Yes.”

Dan Huisheere, “Yes.”

Ben Wellnitz, “Yes.”

Sharon Douglas, “Yes.” The motion carried unanimously.

Bill Johns stated that on B-C Townline Road west of Highway 140 areas of shoulder had washed away and he had checked it with Dave Brandl. They were proposing splitting the cost of shouldering with larger rock. He suggested that the Town purchase the stone tax exempt. He estimated it may take 22 loads for the north side for the Town of Bradford and 12 loads for the south side for the Town of Clinton. They would get the stone from CCI at a cost of \$5.00. **Chair Sharon Douglas will meet out at the site with Dave Brandl and Bill Johns.**

Loren will bring a wood post out to Waite Road for the new stop sign that Bill Johns will put up after completion of the project. Bill Johns reported that they would be grinding Waite and Creek Roads at the same time and would start tomorrow morning with Creek Road.

Bryce Nass is planning to remove the debris in front of the large culvert on Carvers Rock Road just north of Creek Road by the park.

Chair Sharon Douglas asked if the board members had measured and mapped out their areas of roads that needed shouldering so she could give it to Brian Ayre for an estimate. Ben Wellnitz said that B-C Townline was the area needed in his section and Sarah Pope stated that the S-curve on O’Riley Road needed shouldering.

Chair Sharon Douglas asked if any of the members had their lists of roadwork priorities for the Capital Improvement Plan.

J. Discussion and action on Town Hall Repair Committee Report

Chair Sharon Douglas reported that Dick Kuhlow, Bill Clarke and she had checked the Town Hall roof with Dick Kuhlow's lift and there were dents all over it and there was damage to the siding on the west side. The clerk had reported the hail damage to the insurance company and the adjuster will be out to check the damage for the claim.

K. Discussion and action on approval of Driveway Permit Applications

Chair Sharon Douglas reported that she had met with Ralph Clowes regarding a field entrance and had approved an application.

L. Discussion and action on approval of Utility Permit Application

No applications were received.

M. Discussion and action on donations for the Emerald Grove Cemetery and Mt. Philip Cemetery

Motion to donate \$500.00 to each cemetery. (Ben Wellnitz/Sarah Pope) The motion carried by voice vote with no negative vote.

N. Discussion and action on Operators Licenses applications received

The clerk reported that she had received application and run the record checks for Operator's Licenses for Betty Fisher, Jeannette Angilello, Karen Champion, Shauna Kerchner and James Locast and had received an application for Stacy Roach just prior to the meeting that she had not been able to run a record check on yet. She asked the Board to approve the application for Stacy Roach pending a record check.

Motion to approve the Operator's Licenses for Betty Fisher, Jeannette Angilello, Karen Champion, James Locast and Shauna Kerchner and to approve the Operator's License for Stacy Roach pending a favorable record check. (Dan Huisheere/Sarah Pope) The motion carried by voice vote with no negative vote.

O. Report of Liquor License applications received

The Clerk reported she had received applications for renewal of the Class B Beer and Liquor Licenses from JW Golf LLC for Cecelia's Golf Course and from Hat Rack Tap Inc. for Hat Rack Tap.

6. Citizen Participation

None.

7. Announcements and Reports

- a. A Closed Session Town Board Meeting will be held on Thursday, May 17, 2018 at 6:30 p.m. at the Bradford Town Hall under Wisconsin State Statue Section 19.85 (1) (g) Conferring with legal counsel for the governmental body who is**

rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

- b. **The June Town Board meeting will be held on Tuesday, June 19, 2018 at 6:30 p.m. at the Bradford Town Hall**
- c. **The Rock County Sheriff's Report was reviewed.**
- d. **Assessor will hold Open Book on May 22, 2018 from 5-7:00 p.m. at the Bradford Town Hall.**
- e. **Board of Review will be held on May 29, 2018 beginning at 6:00 p.m. at the Bradford Town Hall.**
- f. **WTA Rock County unit Meeting will be held on Thursday, May 17, 2018 at 7:00 p.m. at the Turtle Town Hall but this is the same time as the Special Town Board Meeting.**
- g. **The WI DNR Public Notice of Availability of Nutrient Management Plan and Intent to Reissue a Wisconsin Pollutant Discharge Elimination System (WPDES) Permit No. WI-0064807-02-0, Permittee: Rock Prairie Dairy LLC, 2670 D Road, Rising City, NE 68658 was sent to the Town.**
- h. **The Rock County Clean Sweep will be held on Friday, June 22 from noon to 2 pm at the Public Works Garage in Edgerton, then on Saturday June 23 from 9 am-12 pm in Beloit at the Public Works Garage and on Saturday, August 25 from 9am-12pm in Janesville at the Rock County Public Works.**

8. **Treasurer's Report**

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

9. **Bills for Approval**

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

10. **Adjournment**

Motion to adjourn. (Ben Wellnitz/Loren Bobolz) The meeting was adjourned at 8:46 p.m.

Respectfully submitted,

Sandra Clarke, Clerk

Bills for Approval

Rock Energy Cooperative	Town Hall Light	\$20.78
Alliant Energy	Hwy. exp.-street lights	55.37
Rock Valley Publishing LLC	Publications- Town Bd. exp.-75.04, Hwy. exp.-591.28	666.32
Lentells Disposal	Recycling	400.00
Clinton Community School District	Monthly Parking Permit Fees- (April)	208.31
Pat's Services, Inc.	Town Hall exp.- (4-14 to 5- -2018)	90.00
Nowlan & Mouat LLP	Legal Fees- General-74.00, Judith Peich-55.50	129.50
Emerald Grove Cemetery Association	Donation-	500.00
Mt. Philip Cemetery Association	Donation-	500.00
Rock County Treasurer	Election exp.- February Election: Programming Fee-50.00 SVRS-160.00, April Election: Programming fee-50.00 SVRS-160.00, DS-200 tape-2.25 Ballots-48.62 DS200 Modem Line for 3 months=15.36	486.23
Ideal Midwest LLC	Hwy. exp.-snowplowing Over the contract amount	3,907.74

Compass Minerals	Hwy. exp.-Salt contracted but not used (delivered 4-18-2018)	2,874.90
Rock Co. Dept. of Public Works	Hwy. exp.-Engineering Carvers Rock Road Bridge	<u>2,035.73</u>
	Total	\$11,874.88