

Town of Bradford
Town Board Meeting
Tuesday, September 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 September Town Board Meeting at 6:33 p.m. at the Bradford Town Hall on Tuesday, September 18, 2018. 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. (Dan Huisheere/Ben Wellnitz) The motion carried by voice vote with no negative vote.

4. Approval of the Minutes to the August 21, 2018 meeting

Motion to approve the minutes to the August 21, 2018 meeting. (Loren Bobolz/Sarah Pope) 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 addressed the board on upcoming homecoming parade, game and events, awards for staff members, scholarship program donation, curriculum, and the November Referendum. There will be three community meetings on the 2.8 million dollar referendum. The meetings will be October 15th at 7:00 a.m., October 16th at 6:30 p.m. and October 22nd at 6:30 p.m. All meetings will be held at the high school.

B. Discussion and action on retroactive approval of the Pope/Waller land division and rezoning on parcels no. 6-3-214 and 6-3-214.3

Chair Sharon Douglas stated that Wade Pope and his surveyor thought the County requirements applied, which they thought were different than the Town's and had not completed a certified survey of the property. The Town does not have a memorandum of agreement with the County for land divisions and instead the Town has its own ordinance and requires a certified survey be filed within 90

days of approval. They had been notified several times of this requirement and it had not been met. Wade Pope presented a certified survey at the meeting.

Motion to retroactively reapprove the Waller/Pope land division and rezoning of parcels no. 6-3-214.3 and 6-3-214. (Ben Wellnitz/Dan Huisheere)
The motion carried by voice vote with no negative vote

The clerk signed the certified survey and reminded Wade Pope that the other signatures needed to be obtained, the certified survey had to be recorded and a copy needed to be returned to the Town.

C. Discussion and action on 2019 Attorney Retainer

Motion to approve the attorney retainer for 2019. (Loren Bobolz/Sarah Pope) The motion carried by voice vote with no negative vote.

D. Discussion and action on property foreclosed by delinquent taxes

Three parcels have gone into foreclosure. The municipalities that foreclosed property is in have the option to purchase the property before the Sheriff's sale. Municipalities can purchase them and then be able to control what happens to the properties. The treasurer explained that each year the taxes are unpaid the property owner is given a lien certificate and after three years the County can foreclose. So it has been four years and last year the judge said to foreclose. The County sent a certified letter to the property owners. If the Town pays the back taxes and the \$500 per parcel fee by the morning of October 3rd the Town can own it, otherwise it will go to public auction on October 5th. It cannot be sold back to the previous property owners.

The board decided to meet at the property to view it at 5:30 p.m. on Wednesday.

E. Discussion of Dept. of Administration letter regarding items available to municipalities from state contracts with suppliers

The letter was reviewed.

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

Loren Bobolz reported that they are billing the insurance companies for calls to increase the revenues. The Fire Chief salary was increased in the proposed budget to \$30,000 per year. Debt had been rolled in to the engine. Sharon Douglas reported that in addition to the \$102,952.00 for the Operational Budget the Fire Department is requesting an additional \$12,363.00 towards their Capitol Requests. She added that under Item 5. Building Improvements Chief

Wright had stated that the \$5,000 would go toward a roof leak, the metal on the front of the building is rusting at ground level and the brick on the building needs mortar work. Included in the Capital Requests is \$25,000 to reduce the debt.

Motion to approve the Operational Budget for the Clinton Fire District.

(Dan Huisheere/Sarah Pope)

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 the Capitol Requests. (Sarah Pope/Ben Wellnitz)

Roll Call Vote:

Sarah Pope, “Yes.”

Loren Bobolz, “Yes.”

Dan Huisheere, “Yes.”

Ben Wellnitz, “Yes.”

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

G. Discussion and action on Zoning Officer Report

MZIS issued the following: a permit to Kim Howarth at 1847 S. Kemp Rd. for a new water heater, a permit to Steve Damon at 11835 E. Minkey Rd. for a high tunnel greenhouse, a permit to Mark and Diane Herr for a detached garage at 9935 E. Waite Rd., a permit to Tracy & Edward Phifer at 9005 E. Rye Drive for a zoning and building permit for a garage addition, and a permit to Peter & Rebecca Ligman at N3697 Clowes Rd. for a zoning, building and electrical permit for a 2 story garage.

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

It was suggested that next year the supervisors check their sections of roads after each mowing. Sharon Douglas reported that she had met with Bryce Nass and he will cut the overhanging limbs and the dead tree on E. Minkey Road starting at Fire No. 12035 and going east. He stated that he plans to do the rest of the areas requested in the winter. Dan Huisheere will speak to the property owner at the southwest corner of Creek and Carvers Rock Road intersection to have him remove the wood that was left in the right of way.

- 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 she and the clerk had completed the Highway Certification. Sharon Douglas reported that she had received the crash report from Rock County and the clerk has sent a letter billing the motorcyclist \$125.00 for the sign damage on Avalon Road. Chair Sharon Douglas reported that the engineers, MSI Professional Services, were out at the Emerald Grove Road Railroad Bridge last week to look things over. The Town has received the restitution that the Town requested of the court for the damage to the road signs on O’Riley Road and a letter of the disposition from the Victim-Witness Program.

Chair Sharon Douglas reported that the State has replied to the engineering firm for the Creek Road Railroad Bridge replacement, that they will not allow an at-grade crossing.

Crack Filling will be done this coming week but the area of Creek Road previously scheduled will be deducted since it was chip sealed.

- J. Discussion and action on Town Hall Repair Committee Report

Appreciation was expressed for the new concrete steps and pad that Loren Boboolz and Dan Huisheere have installed.

- K. Discussion and action on approval of Driveway Permit Applications

There were no applications.

- L. Discussion and action on approval of Utility Permit Applications

There were no applications.

- M. Discussion and action on the 2019 Preliminary Budget

The 2019 Preliminary Budget was reviewed.

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

- N. Discussion and action on 5-Year Capital Improvement Plan

The board discussed possible future projects to include in the 5-year Capital Improvement Plan. In 2019 Emerald Grove Road from Larsen Road to Creek Road and Creek Road from Emerald Grove Road west to the La Prairie Townline will be due for chip sealing. The Town applied for and received a TRID Project for replacement of the large culvert on Creek Road

just west of Carvers Rock Road and reconstruction of the intersection of Creek and Carvers Rock Road. The culvert just west of Carvers Rock Road on Creek Road will be replaced in 2019 with State TRID funding and County Bridge and Culvert Aid and the intersection will be reconstructed with the State TRID funding.

The Creek Road Railroad Bridge is scheduled for replacement in 2020 and following the replacement the portion of Creek Road east of the bridge will need pulverizing and reconstruction. Tree removal east of the bridge and possible replacement of the three culvert east of the bridge may be scheduled for 2019.

6. Citizen Participation

None.

7. Announcements and Reports

- a. The October Town Board meeting will be held on Tuesday, October 16, 2018 at 6:30 p.m. at the Bradford Town Hall.**
- b. There was no Rock County Sheriff's Report.**
- c. The WTA Rock County Unit meeting will be held on Thursday, September 20, 2018 at 7:00 p.m. at the Town Avon Hall, Beloit Newark Road at east village limits of Avon.**

8. Treasurer's Report

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

9. Bills for Approval

Chair Sharon Douglas reported that Danya Ward who is a Spanish teacher at Parker High School had translated the ordinance on the mobile home park into Spanish and it had taken four hours to complete. Chair Sharon Douglas asked the Board if they would like to compensate Danya Ward for her work.

Motion to give Danya Ward \$100 for translation of the ordinance into Spanish. (Loren Bobolz/Dan Huisheere) The motion carried by voice vote with no negative vote.

Motion to approve the bills for payment with the addition of the \$100 for Danya Ward and \$791 to Dalmaray for the concrete steps and pad. (Loren Bobolz/Dan Huisheere) The motion carried by voice vote with no 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 9:20 p.m.

Respectfully submitted.

Sandra Clarke, Clerk