

# Town of Lincoln: ToL Board of Supervisors Regular Meeting Minutes, Monday, February 14, 2022

I. The regular meeting was called to order at 7:00p.m. by Town Chairman, Jesse Jerabek. Pledge of Allegiance recited. Other Board of Supervisors (BoS) present: Jordan Nowak & Brent Eisenman. Public attendance: Tim Strnad, Town Treasurer, Joe Jerabek, Town Assessor, Mick Sagrillo, Lori Sampo, Chris Sampo, Mark Olson, and Loren LeFevre.

II. **February 14, 2022 Agenda:** Motion made to approve February 14, 2022 agenda as submitted with movement of **XI b. Road Issues: LRIP/ Bid Opening** to follow County Supervisor's Report (Nowak/ Eisenman). Motion carried 3-0.

III. **January 3, 2022 Regular BoS meeting minutes:** Motion made to approve the minutes from January 3, 2022 Special Meeting w/ Tracy Nollenberg, Kewaunee County Emergency Management Director as submitted (Nowak/ Eisenman). Motion carried 3-0. Motion made to approve the January 3, 2022 Regular meeting minutes as submitted (Eisenman / Nowak). Motion carried 3-0.

IV. **Treasurer's Report:** Strnad gave report on ToL Income/Interest, Checking, CD, Savings, & Loan accounts. Strnad noted increase in PILT payment. Motion made to approve Treasurer's Report as submitted (Nowak/ Eisenman). Motion carried 3-0.

V. **Clerk's Report:** Work completed in last month: Attended partial PC meeting on 1.11.22, returned three special assessment letters, continued to work on billing for outstanding Fire/EMS bills, filed following reports: Tobacco Sales Survey w/ State, State survey on new construction received / filed by Joe Jerabek, Summary of Illnesses & Injuries, & completed 2% Fire Dues for both Algoma & Luxemburg, published Class II ad for hot mix purchase, issued 35 absentee ballots for tomorrow's election, finished W-2s & W-3, attended training on new election machine on 1.27.22, transported new election machine from the County & tested at town hall, looked up pricing for additional Town Hall tables, addressed five new requests for town hall rental (2 =Feb, 1 = Mar, 1 Apr, 1 = June). Correspondence received: Credit check from Society Insurance for town hall liability, Payment in Lieu of Taxes (PILT) & February Tax Settlement payments, notice of Recycling Grant filing open for March, one written public comment to be read, notice of registration for NEU and SAMS, US Census Survey of Governments, DNR Managed Forest Land amendment & transfer, notice of WTA Unit Meeting on 2.21.22 Town of Casco (next meeting will be hosted by the Town of Lincoln), & WTA Feb. magazine.

VI. **County Supervisor's (District 2) Report:** None.

VII. **Zoning:** PC Chairman Jerabek reported no current zoning issues and reviewed the following:

a. **Kinnard Farms Site Plan Review / Development Agreement:** PC held a public meeting on January 11, 2022 to review the Site Plan Review materials submitted by Kinnard Farms Inc. to build an office addition on a 20.0 A-1 Ag parcel 31.010.30.081. The PC recommended approval of the Development Agreement to the BoS. Motion made to approve Kinnard Farms Inc. Development Agreement as submitted (Eisenman / Nowak). Motion carried 3-0 vote.

b. **Kinnard Highland Farms Site Plan Review / Development Agreement:** PC held a public meeting on January 11, 2022 to review the Site Plan Review materials submitted by Kinnard Highland Farm to build a calf barn on a 39.0 A-1 Ag parcel 31.010.28.091. The PC recommended approval of the Development Agreement to the BoS. Motion made to approve Kinnard Highland Farms Development Agreement as submitted (Nowak/Eisenman). Motion carried 3-0 vote

c. **Lori & Chris Sampo Rezoning:** Plan Commission held a public hearing on Monday, January 17, 2022 on a Zoning Change request from Lori Sampo, Et Al to zone a 3.000 acre parcel from A-1 Agricultural to RS-1 Rural Residential; remaining 24.92 acre parcel will be zoned to A-2 General Ag. The parcel is located at N9510 Red River-Lincoln Town Line Road Rd., Casco. PC recommended approval to the BoS with a vote of 5-0. Rezoning Hearing Action Report completed by BoS. Motion made to approve rezoning request for Lori Sampo (Nowak/Eisenman). Motion carried 3-0.

VIII. **Planning Commission (PC):**

a. **PC Chairman Report:** JJ Pagel has contacted Chairman re: options for a nutrient recovery system; no meeting scheduled currently. Zoning Administrator Jerabek noted there may be another possible rezoning request. Discussion also followed re: discretion is allowed by Zoning Administrator and PC Chairman to issue permits without site plan reviews.

b. **Review of Website Documents:** Board of Supervisors reviewed the following documents with the intent to include them on the Town of Lincoln website so residents may have access to them: 1) *Do I need a Site Plan Review?* 2) *Do I need a Building Permit?* 3) *Do I need a Conditional Use Permit?* 4) *How do I rezone a parcel?*

c. **PC Member Appointees:** Motion made to assign Mick Sagrillo as PC Chairman (Nowak/Eisenman). Motion carried 3-0. Motion made to approve Dave Routhieaux for a 3 year term (Eisenman / Nowak). Motion carried 3-0. Residents interested in serving on PC may contact Chairman Jerabek. In the absence of PC Chairman, Town Chairman Jerabek will act as PC Chairman.

IX. **Public Comment:** None.

X. **Board Discussion:**

a. **Kewaunee County Emergency Management 2022 Damage Assessment Workshop:** Chairman Jerabek went over workshop highlights. Town owned buildings, culvert or bridge damage, etc due to flooding may qualify for FEMA assistance. It is hard to get assistance from FEMA for private property damage.

b. **January Luxemburg Fire & Rescue Meeting:** A Town of Lincoln representative is invited to attend their party on March 26. Bills and statements were available for review. Chairman Jerabek reviewed number of calls for 2018-2021. One pumper truck is getting close to needing to be replaced; approximate cost is \$300,000 (is not clear if ARPA funds can be used). Leaking building roof was repaired and came in under budget. Fire Department suggests municipalities adopt a Right of Way Policy/Ordinance which would make WPS responsible for cutting trees in this area to avoid towns paying expenses for fallen trees that take down power lines.

**XI. Business:**

**a. Approval of Posting of Website Documents:** Motion made to approve posting of the following documents on the Town website (Nowak/Eisenman): 1) *Do I need a Site Plan Review?* 2) *Do I need a Building Permit?* 3) *Do I need a Conditional Use Permit?* 4) *How do I rezone a parcel?* Motion carried 3-0. Town of Lincoln fee schedule will be accessible by residents as well.

**b. Road Issues: LRIP/ Bid Opening.** One bid was received and reviewed. Engineer must be used on Cedar Rd project. Motion made to award the hot mix contract to Northeast Asphalt Inc. (Nowak/Eisenman). Motion carried 3-0. Discussion followed on project options and whether to put out for bids to Northeast Asphalt Inc. and Kewaunee County to do work.

**c. ToL Road Improvement Plan (TRIP):** Board prepared 2021 TRIP for BIL grant applications. Motion made to approve 2021 TRIP (Nowak/Eisenman). Motion carried 3-0.

**d. Town Hall: Purchase of Additional Tables:** Motion made to have clerk purchase six additional 8' tables for use at Town Hall (Jerabek / Nowak). Motion carried 3-0.

**e. Going Garbage Update:** Supervisor Eisenman gave update on number of pickups-currently should be 378, reported theft of containers in township, and is waiting on dumpster prices. Going Garbage did not recommend going to pick-up every other week. Resident with new construction will be charged for 15 months of garbage pick-up on 2022 tax bill.

**f. Garbage / Recycling Bids:** ToL Contract runs until 2024 with Going Garbage; quotes to be requested at that time.

**g. Snow Plowing Feedback:** Black Ash Road residents happy that RM Masonry had snow plowed before school bus came and resident left for work. Any of the Board members may call R. McClure about issues with plowing.

**h. E3764 County Road K- Land & Water Violations:** No update.

**i. Managed Forest Land (MFL) Letter (Owner Non-Compliance):** Town of Lincoln does not need to do anything regarding this Owner Non-Compliance letter.

**j. American Rescue Plan:** Standard Allowance is now \$10 million limit and is approved to be used for roads.

**XII. Public Comment: May also be submitted to Town Clerk in writing.** (Joe Jerabek) S. Fenendael requested a house number for property, needs to talk to Kew County for driveway permit. Clerk read a letter from a concerned resident who did not want name revealed because they would not feel safe; letter asked Lincoln residents to review meeting minutes available on Town website from last 2-1/2 years re: Supervisor Nowak's behavior.

**XIII. Agenda Items for Next Meeting 3.7.22:** TRIP / LRIP/; ARPA; Date of Annual Meeting, Lemen's Water Softener for Town Hall; Septic Pumping; WTA Kew County Unit Meeting; PC Member Appointee

**XIV. Bills:** February 2022 bills were reviewed & check register signed by Board of Supervisors. Motion made to approve February 2022 bills (Eisenman / Nowak). Motion carried 3-0.

**XV. Adjournment:** 9:18pm. Motion made to adjourn (Eisenman / Nowak). Motion carried 3-0.

Respectfully submitted by Town of Lincoln Clerk, Mary Ann Salmon