

# Town of Lincoln: ToL Board of Supervisors Regular Meeting Minutes, Monday, February 6, 2023

**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, Dick Bultman, Lynda Cochart, Stephan Nowak, Tony Strnad, and Mick Sagrillo, PC Chairman. Minutes to be taken by Town Clerk, Mary Ann Salmon.

**II. February 6, 2023 Agenda:** Motion made to approve February 6, 2023 agenda as submitted (Nowak/ Eisenman). Motion carried 3-0.

**III. Approval of Meeting Minutes:** Motion made to approve January 2, 2023 Regular Meeting minutes as submitted (Nowak/ Eisenman). Motion carried 3-0.

**IV. Treasurer's Report:** Treasurer Strnad gave report on ToL Income/Interest, Checking, CD, Savings, & Loan accounts. Collection of tax payments will be complete and deposited this week; notices will be sent for delinquent taxes. Motion made to approve Treasurer's Report as submitted (Eisenman/ Nowak). Motion carried 3-0.

**V. Clerk's Report:** Work completed over the last month: completed W-2 / W-3 and submitted to SSA, completed Tobacco Retailer Survey for Wisconsin DHS, published delayed garbage pickup on website due to weather, posted Treasurer's tax collection on 1.28.23 on Town website, published possible quorum of BoS for IOH Meeting on 2.27.23, completed 2% Fire Dues Certification for Luxemburg & Algoma, answered two callers' questions on burn permits, made contact w/ three possible renters for Town Hall, met w/ one Town Hall renter to go over rules, will be caught up on EMS/Fire reimbursement mailings, received payment for missing garbage container, ordered ballots & sent out 19 absentee ballots for Feb. election, picked up election materials from County & organized workers for Feb. election, and sent four special assessment letters/ re-requested \$15 fee for one of them. Correspondence received: WTA Jan & Feb magazines, renewal insurance policy for Workman's Comp, info on 2023 Board of Review training material, WTA Kewaunee County Unit Meeting on 2.20.2023, PILT payment notice, Scott Construction certificate of insurance, and assessment survey for new construction (given to Town Assessor for completion). Clerk received permission to send letter to Town resident with garbage /recycle containers left on side of road.

**VI. Town Chairman's Report:** Chairman Jerabek reviewed tasks he completed over last month: supplied right-of way documents to M. Sagrillo for resolution work, spoke w/ Kinnard Farms Inc. (KFI) on the need for garbage containers at all residential properties even if farm has dumpster, received one snow plowing complaint, attended 1.10.23 PC Special Meeting for KFI / Sedron Technologies and had two follow-up conversations, spoke w/ contractor on cleaning Lincoln Town Hall floors, Spoke w/ residents & Going Garbage re: containers and delay in pickup due to weather, attended Luxemburg Fire & Rescue Meeting and participated in annual audit of financials, arranged for Town Hall septic to be pumped, changed thermostat batteries, repaired downed sign on Fir & Hawk Roads, consulted PC Chairman on and answered property owner's questions & supplied documentation on how many animals allowed on property, checked plumbing at Town Hall during extreme cold (D. Routhieaux put extra snow over septic system for insulation), and attended Luxemburg Fire & Rescue Christmas party as Town of Lincoln

**VII. County Supervisor's (District 2) Report:** Chairman Jerabek read emailed notes from Supervisor Nick Guilette. Three resolutions passed at the Kewaunee County Board meeting: allowing the County to take such action as necessary to take possession of land due to delinquent taxes over multiple years, authorizing budget adjustments of \$85,881 for 2022 Sheriff's Dept. for additional wages due to vacant open positions, maintenance expenses and increased fuel/vehicle expenses, authorization and acceptance of expenditures for changes to grants and amounts totaling a net increase of \$4,911 from the State of Public Health Dept. More information re: these resolutions may be found on the Kew County website under agenda packets or questions may be directed to Supervisor Guilette. January Land & Water Conservation Committee meeting was held prior to the presentation of Kew County water test results from latest sampling; the next meeting will be held on 2.14.23.

**VIII. Zoning: Rezoning Request for S. Nowak;** The Town of Lincoln Plan Commission held a public hearing on Wednesday, January 25, 2023 at 7:00 PM at the Lincoln Town hall for a Zoning Change request from Stephen Nowak. The request was to zone approximately 2 acres from A-1 Agricultural to Rural Residential. The parcel is located near the intersection of Tamarack and Hawk Road; no report of objection from adjoining neighbors and the PC recommended approval by Board. Town Board reviewed Rezoning Action Report, approving 3-0. Board of Supervisors approved rezoning request of approximately 2 acres from A-1 Agricultural to Rural Residential; vote was 2-0, Supervisor Nowak abstained from vote.

## **XI. Planning Commission (PC):**

**a. Town Road and Right of Way Resolution:** Motion made to adopt the Town Road and Right of Way Resolution (Nowak/Eisenman). Motion carried 3-0.

**b. Resolution on Fee Schedule:** Motion made to adopt the Resolution on Fee Schedule (Nowak/Eisenman). Motion carried 3-0.

**c. PC Chairman Report;** Sagrillo reported on 1.10.23 PC Special Meeting for KFI / Sedron Technologies and subsequent follow-up conversations and the 1.25.23 S. Nowak Rezoning Hearing where PC Action Report was approved. 2.15.23 Site Plan Review for Sedron Technologies is scheduled. He revised the Fee Schedule after consulting w/ Chairman Jerabek and worked on Town Road and Right of Way Resolution (17Hours), noting there were not any fees for planting or plowing anything in the Town Right of Way. The next step is to turn resolutions into ordinances at a public hearing. Discussion was held on record keeping of right of way land and language for fees; research to be continued for next month.

**X. Public Comment:** L. Cochart noted Bug Tussel charges on running service to home. T. Strnad noted WPS letter received on gas lines. B. Eisenman noted mailboxes will be requested by Post Office to be highered to 45" from surface of road to bottom of mailbox to accommodate taller vehicles.

## **XI. Board Discussion:**

**a. Algoma Fire & Rescue:** 2.8.23 meeting planned at Algoma City Hall to discuss new construction of Fire Department; possible quorum of BoS posted.

**b. Luxemburg Fire & Rescue:** Audit performed at last meeting and quarterly report is available. Question posed to Chairman Jerabek on commercial building permits & building inspection. Town building inspector does not take care of commercial buildings, owner must take out application with State. Fire Dept. would like ToL to create an ordinance re: fines on commercial building violations. Luxemburg is also talking about a new Fire Dept. with approximately 10 year timeline. Fire & Rescue Board decided against purchasing land at this time. ToL Calls 2022 report reviewed: structure fire calls (1), vegetation fires (0), false alarms (0), vehicle fires (0), accidents w/out extractions (2), rescue calls (0), hazardous materials (0). Total number of calls from 2010, 2019, 2020, 2021 were reviewed.

**c. 2023 IOH Meeting:** The countywide 2023 Implements of Husbandry (IOH) with municipal officials, farmers, haulers, Sheriff's Department and State Troopers will be held Monday, February 27, 2023 at 6:30pm at the County Highway Shop- Bruemmerville location; quorum of Town of Lincoln BoS posted.

**XII. Business: a. Snow Plowing:** One complaint received re: snow plow knocked garbage container over.

**XIII. Agenda Items for Next Meeting 3.6.23:** Snow Plowing, Algoma Fire & Rescue

**XIV. Bills:** Revised January 2023 bills were reviewed & check register signed by Board of Supervisors. Motion made to approve January 2023 bills (Nowak/Eisenman). Motion carried 3-0. February 2023 bills were reviewed & check register signed by Board of Supervisors. Motion made to approve February 2023 bills (Eisenman /Nowak). Motion carried 3-0.

**XV. Adjournment:** 8:20pm. Motion made to adjourn (Nowak/ Eisenman). Motion carried 3-0.

Respectfully submitted by Town of Lincoln Clerk, Mary Ann Salmon