

# Town of Lincoln: ToL Board of Supervisors Regular Meeting Minutes, Monday, May 1, 2023

**I. The regular meeting** was called to order at 7:02p.m. by Town Chairman, Jesse Jerabek. Pledge of Allegiance recited. Other Board of Supervisors (BoS) present: Dave Routhieaux and Tony Strnad. Public attendance: Town Treasurer Tim Strnad, Town Assessor & Zoning Administrator Joe Jerabek, PC Chairman Mick Sagrillo, County Supervisor Nick Guilette, Joe Bader of Joe's Landscape, Paul Wallace, Jr, Beth Rella, Lynda Cochart, Brad LeGreve of First Responders, and Cory Cochart. Minutes to be taken by Town Clerk, Mary Ann Salmon.

**II. May 1, 2023 Agenda:** Motion made to approve May 1, 2023 agenda as submitted (Routhieaux / Strnad). Motion carried 3-0.

**III. Approval of Meeting Minutes:** Motion made to approve April 3, 2023 Regular Meeting minutes as submitted (Routhieaux / Strnad). Motion carried 3-0. Motion made to approve April 19, 2023 Special Meeting minutes as submitted (Routhieaux / Strnad). Motion carried 3-0.

**IV. Treasurer's Report:** Treasurer Strnad gave report on ToL Income/Interest, Checking, CD, Savings, & Loan accounts. Currently there are two delinquent dog licenses. Motion made to approve Treasurer's Report as submitted after correct report version supplied (Routhieaux / Strnad). Motion carried 3-0.

**V. Clerk's Report:** Work completed over the last month: prepared for 4.18.23 Annual Meeting, filed ARPA Funds Report, Room Tax Report & Open Book & Board of Review date w/ State, filed Workman's Comp audit with Society Ins., met w/ one renter for Town Hall & have no rentals for May, three for June, one for July, one for Sept, and one for May 2024, dropped off plant at Larry (Skip) Kirchman's funeral, caught up on EMS/Fire reimbursement mailings, answered a question on cemeteries in ToL, and received one garbage complaint (not in ToL). Correspondence received: Sedron Permission to Start Letter, Sheriff's Report and DOR Personal Property Aid notice.

**VI. Town Chairman's Report:** Chairman Jerabek reviewed tasks he completed over last month: contacted T. Pluff, Town attorney on Dairy Dreams bonding request, requested & received road repair estimates from Kew County and spoke w/ T. Every re: responsibility for road damages by snow plows & LRIP funds for 2023 for possibly Cardinal & Spruce Roads, spoke w/ Piontek Trucking re: road weight limit and 140,000 load on Spruce Rd- request was made to Kinnards Farms to redirect to road off Cty road by manure pit. Jerabek contacted Kew County re: three signs that need repairing, surveyed two culvert washouts on Pheasant Rd & contacted Kew Cty L&W, meeting with T. Engels and Srnka Farms/Elna Farms, edited CUP for ELNA Farms, forwarded information on controlled burn in Town of Casco to correct authorities, had 4.17.23 Special Meeting of new ToL BoS @ Lincoln Town Hall w/ Towns of Pierce & Ahnapee re: Algoma Fire Dept charges, responded to call about need for Cty C ditch cleaning – contacted Kew County, talked to Kew Cty on price for double yellow lines for Spruce Rd, attended Luxemburg Fire & Rescue meeting w/ Supervisor Routhieaux, sent D. Opicka last 5 years of Algoma calls to see if Luxemburg Fire & Rescue could meet service needs, spoke with K. Kotarek re: cutting grass at town hall, and received phone call from resident of Town of Pound re: Dairy Dreams bonding issue.

**VII. County Supervisor's (District 2) Report:** Nick Guilette congratulated new ToL Supervisors: Dave Routhieaux and Tony Strnad. Report by Guilette was as follows: Kewaunee County passed a resolution to replace forklift that was acquired in 1984 and a resolution in support of taking part in lawsuit against Opioid Defendants (certain manufacturers, distributors and retailers) w/ settlement to depend on progress of lawsuit and number of municipalities signing on; jail bids are due back in May with Public Safety Facility Committee to review and possible selection in June. Chairman Jerabek asked that the County entertain idea of reducing \$30 annual fee for boat launches and gave comparison of Manitowoc Cty prices and number of water access points/launches. Guilette stated he could ask for another review, but launch fees had recently been decided on to stay as they were. C. Cochart asked for status of Bug Tussel projects; Jerabek and Guilette noted there have been some disputes over rocks in right of ways between municipalities, Bug Tussel and sub-contractors. Guilette clarified October, 2022 promissory note revision.

**VIII. Zoning:** None.

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

**a. Resolution on Revisions to the ToL Storage Ordinance:** Sagrillo gave a brief history on Zoning Ordinance and need for revisions re: storage buildings. Chairman Jerabek suggested edits to resolution and there was discussion on when & whether Site Plan Review or CUP are necessary.

**b. PC Chairman Report:** M. Sagrillo reported he had 16.5 hours of work in April outside of PC meetings spent on Conditional Use Permits (CUPs) for ELNA Farms and Sedron/Kinnard Farms. On 4.19.23 a public hearing was held for these two CUPs with good attendance by the public and questions answered by farm reps. PC reviewed CUP Activity Report, recommending approval of CUP by BoS. Sagrillo noted the total hours spent on ELNA Farms' CUP was 3.5 hours and 23.5 hours total for Sedron / Kinnard Farms CUP, for which he would like to bill Sedron / Kinnard Farms for 23.5 hrs since this was much more extensive than normal for CUP work. He also worked on Storage Resolution and noted the need for a possible Site Plan Review or CUP Meeting for B. LeGreve and P. Wallace Jr building requests.

**X. Public Comment:** M. Sagrillo asked for the Town of Lincoln to officially recognize Skip Kirchman for his years of service as a Town Supervisor and County Supervisor; a moment of silence was held in recognition and gratitude of Skip Kirchman. L. Cochart requested sign in sheet be utilized for meetings so the identity of attendees is known. Chairman Jerabek noted A. Monfils comments on need for grading ToL gravel roads and past public comment on double yellow lines on Spruce Rd would be addressed next meeting. Supervisor Routhieaux noted he surveyed road damage on Apple Rd. and Cherry Rd and Partridge Rd needs to be looked at for possible safety issue. Sagrillo asked about a large garbage dumpster event at Town Hall.

## **XI. Board Discussion:**

**a. Proposed Initial Resolution for Coleman Ponderosa & Dairy Dreams, LLC Bond Financing:** Chairman Jerabek got no response from attorney on whether Borrower would be willing to pay attorney fees or whether financing went through.

**b. Algoma Fire & Rescue, upcoming and previous meetings:** 4.17.23 meeting w/ Towns of Pierce & Ahnapee re: Algoma Fire Dept, charges resulted in a list of recommendations for contract. The next meeting will be 5.11.23 at 6:30pm at Algoma City Hall (possible quorum to be posted).

**c. Repair/Replacement of Town Hall South Security Light:** Light was replaced at no charge to ToL.

**d. Maple Road & Pheasant Road Cherry/Hawk Damage:** RM Masonry repaired damaged spots on roads and County estimate has been received for partial road list. Pictures of Pheasant Rd damage and topsoil washout in ditch were reviewed & cleanup options discussed.

**e. Lincoln Adopt- a - Road Letter to Renew Program:** Chairman Jerabek would like to revive the Lincoln Adopt- a - Road Program; update next month. Treasurer Strnad noted garbage in ditches & fields often comes from garbage trucks.

**f. Bug Tussel Cleanup from Fiber Optic Project:** Chairman Jerabek will call Bug Tussel about cleanup of rocks in right of ways in ToL.

**g. Fire / Rescue / First Responder Training w/ DTE:** Discussion on contacts and training for Kinnard Farms/DTE in case of emergency; Brad LeGreve will keep ToL updated on continuing training.

**h. Fire Inspection Fine Ordinance:** ToL may want to enforce fire violation fines, donating fines to EMS/Fire Dept. per an ordinance. PC will be tasked with this ordinance work.

i. **Kewaunee County Emergency Response Email:** Kewaunee County will have Emergency Response training open to municipalities, schools, etc. Chairman Jerabek will attend June 1 training.

j. **Luxemburg Fire & Rescue Quarterly Meeting:** Chairman Jerabek reviewed topics discussed at Luxemburg Fire & Rescue meeting: purchase of new ambulance, bids to fix leaky drain system, and approved mileage reimbursement for volunteer training. B. LeGreve asked for First Responders to be added to Luxemburg Fire & Rescue costs spreadsheet.

k. **Phragmites Program/Cost Sharing for County:** At Annual Meeting, resident requested ARPA funds be used for Phragmites control. Kewaunee County is part of free of charge Phragmites Control Program for Landowners. Treasurer Strnad noted per State statutes if ARPA funds would be used it would have to be included for 2024 Budget.

## **XII. Business:**

a. **Seek Legal Advice on Coleman Ponderosa & Dairy Dreams, LLC Bond Financing:** No action taken.

b. **Lincoln Adopt- a - Road Letter to Renew Program;** update next month.

c. **Bug Tussel Cleanup from Fiber Optic Project:** see Board Discussion.

d. **Ditch Cutting Estimates:** Bid for ditch cutting from Joe's Landscape opened; bid will remain confidential until other bids are received.

e. **Town Hall Spring Cleaning Date:** Date for cleaning of town hall set for 5.20.23 at 8:00am. BoS Road Review Tour set for 5.20.23. after cleaning is done.

f. **Resolution on Revisions to the ToL Storage Ordinance:** Motion made to approve Resolution on Revisions to the ToL Storage Ordinance with incorporated proposed edits (Routhieux / Strnad). Motion carried 3-0.

g. **Fire / Rescue / First Responder Training w/ DTE:** see Board Discussion.

h. **Fire Inspection Fine Ordinance:** no action taken.

i. **Kewaunee County Emergency Response Email;** see Board Discussion.

j. **Towns of Ahnapee, Pierce & Lincoln Special Fire Meeting:** see Board Discussion.

k. **Luxemburg Fire & Rescue Quarterly Meeting:** see Board Discussion.

l. **Phragmites Program/Cost Sharing for County:** Phragmites Control Program for Landowners paper application is available at Town Hall and online application information will be available on ToL website.

**XIII. Agenda Items for Next Meeting 6.5.23:** Bond Financing for Dairy Dreams, Ditch Cutting; Grading / Gravel; Double Yellow Lines; Maple Road & Pheasant Road Cherry/Hawk Damage; Lincoln Adopt- a - Road Letter; Road Tour Review

**XIV. Bills:** May 2023 bills were reviewed & check register signed by Board of Supervisors. Motion made to approve May 2023 bills (Routhieux/Strnad). . Motion carried 3-0.

**XV. Adjournment:** 9:50pm. Motion made to adjourn (Routhieux/Strnad). Motion carried 3-0.

Respectfully submitted by Town of Lincoln Clerk, Mary Ann Salmon