

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

I. The regular meeting was called to order at 7:00p.m. by Town Chairman, Jesse Jerabek with the 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, Joe Bader of Joe's Landscaping, LLC, Jeff Johnson and Andrew Gantman both of Going Garbage. Minutes to be taken by Town Clerk, Mary Ann Salmon.

II. November 6, 2023 Agenda: Motion made to approve November 6, 2023 agenda as submitted (Routhieaux / Strnad). Motion carried 3-0.

III. Approval of Meeting Minutes: Motion made to approve October 2, 2023 Regular Meeting minutes as submitted (Routhieaux / Strnad). Motion carried 3-0. Motion made to approve October 25, 2023 Special Meeting minutes as submitted (Routhieaux / Strnad). Motion carried 3-0.

IV. Treasurer's Report: Treasurer Strnad gave report on October ToL Income/Interest, Checking, CD, Savings, & Loan accounts. Motion made to approve October Treasurer's Report as submitted (Routhieaux / Strnad). Motion carried 3-0. Treasurer Strnad has been working on updated garbage list/charges for 2023 taxes and tax stuffer information.

V. Clerk's Report: Work completed over the last month: made contact w/ four Town Hall renters (3 rentals for Nov & one in Dec), confirmed subscription w/ Microsoft 365 is \$7.20/month per wi.gov email for ToL officials, updated resolution/ordinance section on website, attended election training w/ election workers and Clerk / Treasurer bi-annual meeting at County on 10.30.23, worked on budget report for 11.14.23 Budget Mtg, and returned Town Hall Liability Insurance survey to Schmitz Insurance. Correspondence received: WTA October magazine, updates on Hwy 54 project, and Algoma draft Fire Service Agreement, Tax Levy numbers from schools, Continental Western Insurance policy info and final population for Town of Lincoln =928.

VI. Town Chairman's Report: Chairman Jerabek reviewed tasks he completed over last month: made contact with following on listed topics: L.Kinnard about Partridge Rd damage & received response that KFI would assist w/ cost of repair; S.Srnka about Pheasant Rd ditch & cultivating in right of way as well as ditch cutting; Jesse Schley about Partridge Rd. repair; Jeff Dornier of Red River about Town Line Rd maintenance; Matt Murphy about fire contract and Tom Stoller about email response from attorney; Joe Bader about Black Ash & Birch Roads; B. Papham about road ratings and Algoma Fire; Todd Every twice re: application for grants and emailed roads for bids; Jesse Schley about Partridge Road /additional areas breaking up, sent signature EOP page to Tracey Nollenberg, called Lange Enterprises about address signs for Kinnard Farms Inc, attended Kewaunee Trip informational meeting at county shop, ordered Kinnard / Nowak / Van Pay signs from Lange, met Joe Bader on Black Ash Rd.to discuss barbed wire fence in Right of Way, opened Town Hall for Fire Inspection, relayed dead deer call to Town Constable, met with Brian Paphlam and entered road ratings and submitted to the State WISLR / mailed ToL's signed mileage verified map, discussed Algoma Fire contract with M.Murphy and T. Stoller as Ahnappee rejected the new contract, attended Luxemburg Fire & Rescue Meeting, attended Special Board of Supervisors meeting and Plan Commission Mtg, discussed Algoma Fire w/ B. Paphlam, worked on TRIP Grant Applications & Town Road Improvement Plan, uploaded 2 year road improvement plan to TRIP & TAZ, talked to Mick and Susan Lacrosse (2X) re: Dairy Dreams CUP and letter with proposed changes, sent Bug Tussel email response, attended Kewaunee County TRIP meeting at county shop for entitlement money, and worked on Algoma Fire contract work with M.Murphy and other Town Chairmen.

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

VIII. Zoning: None.

IX. Planning Commission (PC):

a. PC Chairman Report (see attached provided by M. Sagrillo).

b. Approval of a CUP for Lynda Lambert, Lynda Lambert Dressage: Motion made to approve CUP for Lynda Lambert, Lynda Lambert Dressage as submitted (Routhieaux / Strnad). Motion carried 3-0.; CUP signed.

c. Resolution Amending ToL Zoning Ordinance on Animals in A-2 and Rs-1: Motion made to adopt Resolution Amending ToL Zoning Ordinance on Animals in A-2 and Rs-1 (Routhieaux / Strnad). Motion carried 3-0; Resolution signed.

d. Resolution Adopting Changes to the Conditional Use Permit for Dairy Dreams' Nutrient Recovery System: Motion made to approve Resolution Adopting Changes to the Conditional Use Permit for Dairy Dreams' Nutrient Recovery System (Routhieaux / Strnad). Motion carried 3-0; Resolution signed.

e. Resolution Adopting Changes to the Town of Lincoln Zoning Ordinance on Tile Lines in A-1 and A-2: Motion made to approve Resolution Adopting Changes to the Town of Lincoln Zoning Ordinance on Tile Lines in A-1 and A-2 (Routhieaux / Strnad). Motion carried 3-0; Resolution signed.

X. Public Comment: Jesse Jerabek got a request for purchase of cemetery plot at Gospel Truth Cemetery.

XI. Board Discussion:

a. Untidy Yards/Vehicles: Discussion held on current issues of 3 untidy yards (anything more than 2 unlicensed vehicles is not allowed). Joe Jerabek suggested putting up a fence or getting rid of vehicles to one resident; will be contacting owner in 30 days to correct. Also discussed dangers at this property of leaving multiple vehicles on the road and animal problem. Cease and desist letter has already been crafted for Rio Creek property.

b. Monthly wi.gov Email Charges: Clerk found that wi.gov emails are required to be supported by security provided by Microsoft 365 subscription. Current cost is \$7.20/month per email address.

c. Right of Way Brush Cutting: Joe Bader reviewed brush cutting services completed / remaining and materials in right of way causing dangerous situations.

d. Algoma Fire & Rescue, Upcoming & Previous Meetings: Chairman Jerabek reviewed changes to contract over last month.

e. Algoma Fire & Rescue Contract: Board reviewed draft Fire contract updates. New Fire Department building costs are not included in the contract; if additional costs are added, ToL can get out of contract.

f. Luxemburg Fire Budget: 2024 Budget updated with contract expenses.

g. Snow Plowing Contract: Snow Plowing contracts from RM Masonry LLC and Joe's Landscaping LLC reviewed by Board.

h. Going Garbage Curbside Pickup Contract: Discussion held on price and very good quality of service provided by Going Garbage LLC. The company reports few challenges w/ ToL residents re: garbage / recycle pickup. Pricing stated in 2019 contract and current fees will stay in place. Bidding is not required for service contracts such as snow plowing or garbage pickup regardless of cost and are not subject to the State Bidding Statutes per WTA Attorney. Motion made to renew a 5-year contract with Going Garbage LLC (Jerabek /Routhieaux). Motion carried 3-0.

i. TRIP Information & Grant Update: Chairman Jerabek reviewed project options for grants; Town Road Improvement Plan available for review.

j. Preliminary Budget Work/Tax Levy: 2023 Expenses and Revenue through 10.31.23 provided for Board review; 2024 Budget worksheet updated.

XII. Business:

- a. Tax Stuffer:** Treasurer Strnad submitted Tax Stuffer for Board review.
- b. Monthly wi.gov Email Charges:** Board agreed monthly expense for Microsoft 365 subscription to continue to be paid as needed per Federal and State municipal security requirements for wi.gov emails.
- c. Right of Way Brush Cutting:** Motion made to approve up to \$1,320 to complete brush cutting this year (Routhieaux / Strnad). Motion carried 3-0. ARPA funds to be used to pay current bill balance after KFI building permit fee is used.
- d. Algoma Fire & Rescue Contract:** Motion made to accept contract with Chairman Jerabek's request contract to reflect numbers listed are "maximum" amounts and an addendum to contract listing next 5 year numbers.
- e. Snow Plowing Contract:** Motion made to accept 3 year contract with RM Masonry LLC contingent on earnest money amount of \$30,000 (Routhieaux / Strnad). Motion carried 3-0.
- f. Going Garbage Curbside Pickup Contract:** Motion made to approve up to \$1,320 to complete brush cutting this year (Routhieaux / Strnad). Motion carried 3-0. ARPA funds may be used. Issue of garbage/materials in ditches tabled and Board will watch if property owners take care of cleanup.
- XIII. Agenda Items for Next Meeting 12.4.23:** Algoma Fire & Rescue Meetings; Election Worker Approvals; Approval of 2024 Budget/Levy; Cemetery Plot Sales for Gospel Truth Cemetery; Cherry/Partridge Rd
- XIV. Bills:** November 2023 bills were reviewed, approved, and check register signed by Board of Supervisors.
- XV. Adjournment:** 9:04pm. Motion made to adjourn (Routhieaux / Strnad). Motion carried 3-0.

Respectfully submitted by Town of Lincoln Clerk, Mary Ann Salmon