

# Town of Lincoln: ToL Board of Supervisors Regular Meeting Minutes, Monday, January 8, 2024

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, and Brienna Paral. Minutes to be taken by Town Clerk, Mary Ann Salmon.

II. **January 8, 2024 Agenda:** Motion made to approve January 8, 2024 agenda as submitted (Routhieaux / Strnad). Motion carried 3-0.

III. **Approval of Meeting Minutes:** Motion made to approve December 4, 2023 Regular Meeting minutes as submitted (Routhieaux/Strnad). Motion carried 3-0. Motion made to approve December 13, 2023 Special Meeting minutes as submitted (Routhieaux/Strnad). Motion carried 3-0. Motion made to approve January 3, 2024 Special Meeting minutes as submitted (Routhieaux/Strnad). Motion carried 3-0.

IV. **Treasurer's Report:** Treasurer Strnad gave report on December ToL Income/Interest, Checking, CD, Savings, & Loan accounts. Motion made to approve December Treasurer's Report as submitted (Routhieaux / Strnad). Motion carried 3-0. Strnad reviewed problem with escrow payments on Nicolet Bank loan customers. Invoices for fire numbers will be sent by Town Assessor Joe Jerabek.

V. **Clerk's Report:** Work completed over the last month: made contact w/ six Town Hall renters- we have 6 rental dates reserved from now until July, filed Clerk election training with WEC, filed tobacco sales report with State, submitted end of year financial reports to State, started W-2s, filed quarterly taxes, ordered ballots for April 2, 2024 Spring election and organized election workers, issued one special assessment letter, invoiced KFI for Partridge Rd repair, mailed & emailed Algoma Fire contract, published new ordinances on website, answered garbage contract question for Harter's, and tried to get website issue fixed w/ Town Web Design. Correspondence received: WTA December/January magazine, Kew County Tax rates, Kew County Sheriff's report, and Algoma Fire & Rescue revenue/expenditure reports sent via email to BoS, and Scott Construction proof of insurance certificate.

VI. **Town Chairman's Report:** Chairman Jerabek reviewed tasks he completed over last month: addressed call from Jim Malone about Town Hall porch light left on; talked to Steve Sogge & he agreed to pay restroom repair material fee; dropped off signs by VanPay & Nowak; contacted P. Fredrick & Assessor J. Jerabek twice about fire number for Sean Anshay property on Cty Road P & ordered Anshay address sign; talked to L. Kinnard and C. Cravillion about CUP for tile discussion on Oak Road & discussed with M. Sagrillo; sent C. Cravillion and A. Heiges CUP & Site plan applications; attended 12.13.23 and 1.3.24 Plan Commission Meetings; discussed Millard Knight two fire numbers for driveway with Joe Jerabek.

VII. **County Supervisor's (District 2) Report:** Nick Guilette not present. (Per Chairman Jerabek): Kew County Board has no formal resolution re: Bug Tussel service problems, but will attempt to push for issues to get resolved.

VIII. **Zoning:** None.

## IX. Planning Commission (PC):

a. **Conditional Use Permit (CUP) with B. Paral for animals on Rs-1 property:** Motion made to approve CUP with B. Paral for animals on Rs-1 property as submitted (Routhieaux / Strnad). Motion carried 3-0; CUP signed.

b. **Conditional Use Permit for Kinnard Farms Inc. to bore under Oak Road:** Approved at 1.3.24 Special BoS meeting.

c. **PC Chairman Report** (see attached provided by M. Sagrillo). Kew County Land & Water Conservation will be offering Groundwater Basics and Groundwater testing results on 1.17.24 at 6:00pm at Luxemburg Expo Building.

d. **Plan Commission Annual Report** (see attached provided by M. Sagrillo). Discussion followed on creating more diversity on Plan Commission.

X. **Public Comment:** Chairman Jerabek thanked the Board Supervisors, Assessor/Zoning Administrator, Treasurer and Clerk for hard and harmonious work completed for ToL. He also reported Town Hall water test results at 0.3 parts/million for nitrates (and has never tested positive for bacteria or e. coli).

## XI. Board Discussion:

a. **Untidy Yards/Vehicles:** Supervisor Routhieaux & Zoning Administrator Jerabek reported Hwy 54 property is making progress on cleanup. Jerabek has not noticed a big difference on Apple Rd property. R. McClure agreed to clean up his materials on Cherry Road.

b. **Snow Plowing:** No complaints received.

c. **Algoma Fire Contract:** Contract returned to City of Algoma.

d. **Deposit Reimbursement for Damage to Town Hall Restroom:** Chairman Jerabek supplied materials for S. Sogge to repair damage to Town Hall men's restroom.

## XII. Business:

a. **Algoma Fire Contract:** Contract returned to City of Algoma.

b. **Deposit Reimbursement for Damage to Town Hall Restroom:** Rental deposit of \$75 will be reduced by materials expense of \$51.73.

XIII. **Agenda Items for Next Meeting 2.5.24:** Untidy Yards/ Vehicles; Snow Plowing; BoS Responsibilities; Adopt-a –Road; Grading Roads; ToL Fee Schedule

XIV. **Bills:** January 2024 bills were reviewed, approved, and check register signed by Board of Supervisors.

XV. **Adjournment:** 8:15pm. Motion made to adjourn (Routhieaux /Strnad). Motion carried 3-0.

Respectfully submitted by Town of Lincoln Clerk, Mary Ann Salmon