

Town of Lincoln: ToL Board of Supervisors Regular Meeting Minutes, Monday, May 6, 2024

I. The regular meeting was called to order at 7:01p.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, and Joe Bader. Minutes to be written by Town Clerk, Mary Ann Salmon.

II. **May 6, 2024 Agenda:** Motion made to approve May 6, 2024 agenda as submitted (Routhieaux / Strnad). Motion carried 3-0.

III. **Approval of Meeting Minutes:** Motion made to approve April 1, 2024 Regular Meeting minutes as submitted w/ addition of Steve Alberts to those in attendance (Routhieaux/Strnad). Motion carried 3-0. Motion made to approve April 9, 2024 Annual Meeting minutes as submitted (Joe Jerabek/Sagrilo). Motion carried unanimously.

IV. **Treasurer's Report:** Treasurer Strnad gave report on April ToL Income/Interest, Checking, CD, Savings, & Loan accounts. Motion made to approve April Treasurer's Report as submitted (Routhieaux / Strnad). Motion carried 3-0. Treasurer Strnad also reported on his movement of Fox Community Credit Union funds to a 6-month CD with Bank of Luxemburg. There is one outstanding dog license currently.

V. **Clerk's Report:** Work completed over the last month: have liquor license renewal applications ready, made contact w/ four Town Hall renters, issued two special assessment letters, forwarded election postcards to County, transported election machine to County for annual maintenance, filed quarterly taxes, and filed ARPA spending report. Correspondence received: WTA May magazine, WTA Unit Meeting invitation from Town of Ahnapee, SAMS Registration Renewal, Personal Property Aid, School Levy Aid, survey for projects from Bay Lake Regional Planning Commission, and invitation for Kewaunee County Hazard Mitigation Plan Update meeting.

VI. **Town Chairman's Report:** Jesse Jerabek reported the following work completed as Town Chairman last month: answered Tracy Knollenberg questions about generator at Town Hall, talked to Ron McClure about plowing, tipping mailboxes in tires, calls he got about grass rolled over in right of way, and discussed town mailer addressing this situation, called 911 after hold wait of 30 minutes w/ WPS to report downed electric lines on Pheasant Rd and on Cardinal Rd, received downed tree call from Sheriffs Dept on Cty X (Supervisor Routhieaux cleaned up), sent email to Going Garbage and Treasurer Strnad re: curbside pickup at N8465 Cherry Road, took call from J. Malone about work done in ditch across from his house & Maple Road cleanup he witnessed, responded to email about BayCare Century Bike Ride event route through Lincoln, spoke twice w/ T. Kinnard about burial at Gospel Truth Cemetery, attended Luxemburg Fire & Rescue meeting, received call from Kentucky Bible group on Gospel Truth Cemetery, took call from county emergency plan, scanned and emailed Barta garage info to M. Sagrillo for PC, responded to J. Heim about manure hauling in Lincoln, unlocked Town Hall for fire inspection, and answered D. Bolanger's request to park in Town Hall parking lot.

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

VIII. **Zoning:** None.

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

- a. **Action Report for Srnka Livestock CUP:** After review, Board approved Action Report for Srnka Livestock CUP by 3-0 vote.
- b. **Approval for Srnka Livestock CUP:** Board approved Srnka Livestock CUP by 3-0 vote; Board and Clerk signatures recorded.
- c. **Resolution for the 2024 Fee Schedule:** Motion made to approve Resolution for the 2024 Fee Schedule(Routhieaux / Strnad). Motion carried 3-0; Board and Clerk signatures recorded.
- d. **PC Chairman Report** (see attached). Board reviewed past decision to bill extra work performed by M. Sagrillo as PC Chairman.

X. **Public Comment:** Joe Jerabek passed on comment by K. Kotarek to purchase grass seed, fertilizer, etc. and Kotarek would apply it. Chairman Jerabek to contact him and Board approved a cost of up to \$200.

XI. **Board Discussion:**

- a. **Road Repairs:** Joe Bader went over his invoice and other needs on ToL roads.
- b. **Town Hall / Community Center Parking Lot Paving:** Board discussion on creating a separate bank account to deposit future Town Hall rental fees for the purpose of lot paving.
- c. **Painting Lines on Spruce Road:** Board discussed safety need to paint lines on Spruce Rd.
- d. **Shade on Front Window of Town Hall:** Board discussion on request to install shades on front window of Town Hall.
- e. **Flags & Reflectors at Stop Signs at Maple / Pheasant Rds.:** Board discussion on reflectors for stop signs on Maple / Pheasant Rds intersection.
- f. **Materials in the Right-of Ways:** Board discussion on materials clean up in right-of way at Cherry Rd property and at property on Black Ash Rd.
- g. **Outstanding Bills for Luxemburg:** Unbilled outstanding fire call and two fire inspection bills from Luxemburg Fire Dept. submitted. ISO Rating can be inquired from residents' property insurance company for better premium. Firefighter Grant was received. Revenue/donations & expenses list was provided at meeting.
- h. **Board of Supervisors ToL Road Tour Date:** BoS ToL Road Tour Date will be May 15, 2024 at 5:00pm.
- i. **Update Kewaunee County Training Log:** Chairman Jerabek updated Kewaunee County Training Log.
- j. **Kewaunee County Hazard Mitigation Plan Update Workgroup Meeting:** Chairman Jerabek reviewed emailed schedule for the workgroup meetings for Kewaunee County Hazard Mitigation Plan Update.

XII. **Business:**

- a. **Road Repairs:** Board discussed other needs on ToL roads that will be addressed at Board Tour of ToL roads.
- b. **Town Hall / Community Center Parking Lot Paving:** Motion made to put \$5000 in a bank account and put Town Hall rental fees into account for purpose of lot paving (Routhieaux/ Strnad). Motion carried 3-0.
- c. **Painting Lines on Spruce Road:** Board agreed to paint lines on Spruce Rd from Fir Rd. to Cty S; Motion carried 3-0.
- d. **Shade on Front Window of Town Hall:** Clerk will purchase shades for front window of Town Hall.
- e. **Flags & Reflectors at Stop Signs at Maple / Pheasant Rds.:** Board approved Joe's Landscaping purchase & installation of reflectors w/ 20yr warranty for stop signs on Maple / Pheasant Rds intersection. Motion carried 3-0.
- f. **Materials in the Right-of Ways:** Chairman Jerabek will make contact w/ owner of Cherry Rd property and will give 6.1.24 deadline. Property on Black Ash Rd. will be addressed as well.
- g. **Outstanding Bills for Luxemburg:** Clerk will send outstanding invoices to residents for fire calls in Town of Lincoln.

XIII. Agenda Items for Next Meeting 6.3.24: Road Repairs; Materials in Right-of-Ways; Adopt-a Road

XIV. Bills: May 2024 bills were reviewed, approved, and check register signed by Board of Supervisors. Motion made to approve May 2024 bills (Strnad/ Routhieaux). Motion carried 3-0.

XV. Adjournment: 8:18 pm. Motion made to adjourn (Strnad/ Routhieaux). Motion carried 3-0.

Respectfully submitted by Town of Lincoln Clerk, Mary Ann Salmon