

Town of Lincoln: ToL Board of Supervisors Regular Meeting Minutes, Monday, June 3, 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 Brian Paplham of Scott Construction. Minutes to be written by Town Clerk, Mary Ann Salmon.

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

III. **Approval of Meeting Minutes:** Motion made to approve May 6, 2024 Regular Meeting minutes as submitted (Routhieaux/Strnad). Motion carried 3-0. Motion made to approve May 21, 2024 Special Meeting minutes as submitted w/ changes from Srnka CUP to Jacob Barta CUP (Routhieaux/Strnad). Motion carried 3-0.

IV. **Treasurer's Report:** Treasurer Strnad gave report on May ToL Income/Interest, Checking, CD, Savings, & Loan accounts. Motion made to approve May Treasurer's Report as submitted (Routhieaux / Strnad). Motion carried 3-0. There are no outstanding dog licenses. Treasurer Strnad has opened a separate account for the future paving of the Town Hall parking lot. There are outstanding checks not cashed by Town Hall renters for their deposit reimbursements.

V. **Clerk's Report:** Work completed over the last month: collected for one liquor license renewal application, made contact w/ three Town Hall renters, issued two special assessment letters, filed Workman's Comp. survey w/ Society Insurance, completed SAMS Registration Renewal, filed Municipal Financial Form C w/ DOR, mailed out two fire call bills, attended BOR meeting, attended webinar on brand new DOR report = Maintenance of Effort (MOE), sent certification reports to three Fire & three Rescue Services for the MOE report, ordered blinds for front window of Hall, ordered ballots for 8.13.24 election, worked on problem with Luxemburg Fire bill, and published 2024 Fee Schedule on website. Correspondence received: request for contact info for all businesses, schools & churches from Kew County Sheriff's Dept., notice of 2024 Recycling Grant for \$1128.46, WISLR notifications can now be received electronically, Managed Forest withdrawal order for S. Jensen, Town Web Design Proposal for Upgrade, notice that Kew Cty Star-News is now a legal paper of record, and DTE Donation of \$2,500 for First Responders.

VI. **Town Chairman's Report:** Jesse Jerabek reported the following work completed as Town Chairman last month: talked to Belgian Heritage group representative Bill Chaudoir for letter of support, called Jesse Schley about painting lines on Spruce Road, talked to Kevin Kotarek about spraying & fertilizing at Town Hall, and discussed removing stone from right-of-way on Cherry Road, 5/15/24 completed Town road tour w/ two Supervisors, took complaint about Elm Road frac tank, emailed about info missing on website for IOH for Kewaunee County, talked to Travis Engels about frac tank, talked to Jennifer Keuning about ELNA digester, talked to County GIS rep from Ruekert & Mielke about GIS website: problem fixed, spoke w/ Marty Tremel about County Building improvements and architects/engineering, attended Wisconsin Towns Association meeting, gave Scott Construction information for road repairs bidding, attended 5/21/24 Plan Commission meeting, updated Emergency Management Board information, returned calls about residential parcel/plot on County C for sale, attended 5/23/24 Board of Review, talked with resident on Elm Road speed limit, completed DOT WISLR road certification map signing electronically survey, and forwarded Town Clerk Fire & Rescue contacts for Kewaunee County to Town Clerk.

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

VIII. **Zoning:** None.

IX. **Planning Commission (PC): PC Chairman Report** (see attached).

X. **Public Comment:** Supervisor Routhieaux asked about getting a financial report from the First Responders; Chairman Jerabek will contact Brad LeGreve.

XI. **Board Discussion:**

- a. **Road Repairs:** Brian Paplham from Scott Construction was present to answer questions on quote for multiple road repairs. Board discussed which projects on quote may be accomplished with the current budget. Board discussed Joe's Landscaping quotes for work on Bluebird Rd and Robin Lane.
- b. **Materials in the Right-of Ways:** Chairman Jerabek noted owner of Cherry Rd property has made good progress. Black Ash Rd property still has barbed wire in right-of-way; if not removed by owner, the Town can have it removed and send the bill to the property owner. Joe's Landscaping had disposed of tires in ditches at last ditch cutting.
- c. **Adopt-a-Road:** Chairman Jerabek has not gotten any calls from new volunteers. Will readdress topic in tax bill mailing in December.
- d. **Annual Town Hall Cleaning:** Board discussed items for annual cleaning of Town Hall.
- e. **Possible Sale of Town of Lincoln Property (Hawk Rd = Old Landfill Site):** Chairman Jerabek noted there is an interested party in Hawk Rd = Landfill Site. Funds from sale of property could go towards paving the Town Hall parking lot.
- f. **Town Website Contract:** Full contract informational packet submitted by Town Web Design for Board review.
- g. **Storage Containers in ToL:** A resolution draft for storage containers was reviewed before the June 25th PC meeting.
- h. **Elm Road Speed Limit Concerns:** Board discussed complaint of speeding trucks on Elm Rd where a special needs child lives.

XII. **Business:**

- a. **Road Repairs:** Motion made to approve projects on Scott Construction quotes as discussed with modifications for Apple/Eagle Partridge/Tamarack Roads (Routhieaux / Strnad). Motion carried 3-0. Motion made to approve projects on Joe's Landscaping quotes as discussed for Bluebird Rd / Robin Lane (Routhieaux / Strnad). Motion carried 3-0.
- b. **Materials in the Right-of Ways:** Board will wait to see what progress is made on each property before taking further action.
- c. **Annual Town Hall Cleaning:** Annual cleaning of Town Hall will be at 8:00am on 6.22.24. Chairman Jerabek will contact Joe's Landscaping on spraying weeds along Town Hall parking lot.
- d. **Liquor License Approval:** Motion made to approve liquor license renewal for Tippy Canoe (Routhieaux/Strnad). Motion carried 3-0.
- e. **Town Website Contract:** Tabled until July meeting.
- f. **Elm Road Speed Limit Concerns:** Board will see if resident can request their mailbox be put in turnaround driveway.

XIII. **Agenda Items for Next Meeting 7.1.24:** Road Repairs; Materials in Right-of-Ways

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

XV. **Adjournment:** 8:29pm. Motion made to adjourn (Strnad/ Routhieaux). Motion carried 3-0.

Respectfully submitted by Town of Lincoln Clerk, Mary Ann Salmon