

Town of Lincoln: ToL Board of Supervisors (BoS) Regular Meeting Minutes, Monday, February 3, 2025

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, Amy Jerabek, Mary Beaurain, Jim Beaurain, Luxemburg-Casco School District Superintendent Jo-Ellen Fairbanks, and County Supervisor Nick Guillette. Minutes to be written by Town Clerk, Mary Ann Salmon.

II. February 3, 2025 Agenda: Motion made to approve February 3, 2025 agenda as submitted with addition of Bertram Communications for the BEAD Program under XII. Board Discussion and XIII. Business (Routhieaux / Strnad). Motion carried 3-0.

III. Approval of Meeting Minutes: Motion made to approve January 6, 2025 Regular BoS Meeting minutes as submitted (Routhieaux / Strnad). Motion carried 3-0.

IV. Treasurer's Report: Treasurer Strnad gave report on January 2025 ToL Income/Interest, Checking, CD, Savings, & Loan accounts. Motion made to approve January Treasurer's Report as submitted (Routhieaux / Strnad). Motion carried 3-0. Uncashed check from Nov. 2023 has been returned to checking account. Treasurer Strnad noted he would be finalizing tax collection that week. He also reported that he installed a new lock on the drop box with multiple keys for security.

V. Clerk's Report: Work completed over the last month: made contact w/ eight Town Hall renters, issued one assessment letter, issued W-2/ W-3 forms & sent to SSA, completed quarterly taxes, delivered a plant for funeral of J. Wautlet, picked up 2.18.25 election materials & mailed out 18 absentee ballots, ordered ballots for the 4.1.25 election & submitted ToL candidate information to the County, filed 2% Fire Dues, filed DSPS Injury/Illness report, mailed Luxemburg fire bill again to property owner now living in Sturgeon Bay, and attended training for Innovation Planning Grant. Correspondence received: Sheriff's Incident Report, DNR PILT notice, and WTA Jan magazine. Chairman Jerabek mentioned that Luxemburg Fire & Rescue had implemented a collection service for fire bills. He also asked Board to consider raising the Town Hall rental fee from \$75 to \$100, noting it was still cheaper than other locations. Clerk noted it was more attractive at a lower price, but mentioned that another location charged more and required renters to do the cleaning before use. The number of non-resident rentals at \$150 is estimated at about two per year.

VI. Town Chairman's Report: Chairman Jerabek reported work done over last month: attended Algoma Fire & Rescue new building meeting, checked out Shady Lane work done by S. Fenendael Extreme Custom Food Plots, responded by email to BayCare Century Ride, attended Plan Commission meeting for Kinnard Farms Rain 360, discussed residential minimum lot size with Randy Vlies, attended Bertram Communications meeting with Kewaunee County, attended Fire & Rescue meeting and audit, Kewaunee county emergency management questions about bright speed for permit for removing equipment on tower, took police dispatch call about tree down on County X and stop ahead sign needing replacement on Hawk Rd near County P, added one customer to garbage pickup, talked w/ S. Fenendael on brush cutting, spoke w/ Matt Murphy about 2% fire dues, and confirmed BayCare Century Ride route and will contact farmers to ask for good neighbor policy.

VII. County Supervisor's (District 2) Report: Nick Guillette reported on adoption of resolution on Bertram Communications, Land & Water (L&W) is updating the Kewaunee County Shoreland Zoning Ordinance; amendments to shoreland zoning ordinance included: approval of duplexes (not multi-family housing), rejection of storage units and business shops in shoreland areas (specialty shops are approved). The first reading of the amended ordinance is expected within the next month. Winter Park is open for skiing and tubing.

VIII. Luxemburg-Casco School District Superintendent Jo-Ellen Fairbanks on Update on Activities: Jo-Ellen Fairbanks, Superintendent of Luxemburg-Casco School District, provided updates on various school activities to include: implementing Act 20 reading plans and screenings, new soft skills curriculum called Character Strong, safety and security updates at the intermediate School, preparing for forward testing, continuing phone-free policy during school day, 58% of juniors and seniors participating in youth apprenticeship programs, financial audit went well with fund balance at 23%, heat exchanger issues at the High School, boiler replacement needed at Primary School. The board thanked Superintendent Fairbanks for her presentation and noted the option of school clubs using the Town Hall for meetings. A complete list will be provided for minutes.

IX. Zoning: None.

X. Planning Commission (PC):

a. **PC Chairman Monthly Report:** (See attached.)

XI. Public Comment: May also be submitted to Town Clerk in writing. Tim Strnad mentioned a weight limit sign on Maple Road near County K that needs to be replaced / updated due to poor readability and a missing road sign at the intersection of Pheasant and Cedar roads. Jesse Jerabek noted a stop ahead sign on Hawk Road that needs replacement. Amy Jerabek asked that the Board use their influence to make sure the Bertram Program reaches those that are the most underserved first in the ToL.

XII. Board Discussion:

a. **Publication of Bids for Hawk Rd Town of Lincoln Property (old landfill site):** The board discussed publishing bids for the Hawk Road property (old landfill site). They decided to post the information on the town website and contact adjacent property owners. The board set a date to open sealed bids at the April 7th board meeting. Adjacent property owners have the right of first refusal and the Town has right to turn down low bids.

- b. **Algoma Fire & Rescue Contract:** Chairman Jerabek reported that the Town's lawyer advised they are not obligated to reopen the current contract with Algoma Fire & Rescue. The Board agreed it was not in the taxpayers' best interest to reopen the contract at this time.
- c. **Algoma Fire & Rescue New Building:** The Board discussed the proposed new Algoma Fire & Rescue building. They expressed concerns about the lack of input from townships in the planning process and the requested financial contribution.
- d. **Curbside Pickup:** Chairman Jerabek reiterated the importance of recycling as a reason for mandatory curbside pickup, even for residents with private dumpsters. The Board discussed a few specific property situations and agreed residents should contact the town if a property becomes unoccupied.
- e. **Possible Culvert Replacement:** The Board discussed potential culvert replacements on Cherry Road.
- f. **Red River / Lincoln Townline Rd Brush Cutting:** Both Towns agreed to do their own brush and ditch cutting. The Board discussed brush cutting needs on Red River / Lincoln Townline Road. After review of favorable work done by S. Fenendael on Shady Lane, consideration of approving funds for similar work was discussed.
- g. **Donation to Casco Fire Dept. & Brussels Fire Dept.:** The board approved donations to the Casco Fire Department (\$1,000) and Brussels Fire Department (\$500) as previously budgeted.
- h. **Bertram Communications for the BEAD (Broadband Equity, Access, and Deployment) Program:** Chairman Jerabek provided an overview of Bertram's broadband proposal and grant application, highlighting: Speed requirements and Bertram's offerings, number of households to be served, free internet for Town Hall, timeline for potential service, technical details of fiber installation, pricing structure for services. The Board discussed the benefits of supporting Bertram's application.

XIII. Business:

- a. **Publication of Bids for Hawk Rd Town of Lincoln Property (old landfill site):** Motion made to post sale information on website & open sealed bids on April 7, 2025 at the Board meeting (Routhieaux/Strnad). Motion carried 3-0.
- b. **Algoma Fire & Rescue Contract:** No action.
- c. **Algoma Fire & Rescue New Building:** Board of Supervisors will attend a Special Joint Meeting on 2.5.25 at the Ahnapee Town Hall with the Boards of Ahnapee, Lincoln and Pierce to discuss information related to the proposed Algoma Fire Department Building Project and its effect on Town budgets.
- d. **Curbside Pickup:** No action.
- e. **Possible Culvert Replacement:** Board agreed to inspect the culverts and get pricing before making any decisions.
- f. **Red River / Lincoln Townline Rd Brush Cutting:** Motion to approve up to \$10,000 for clearing Red River / Lincoln Townline Road (Routhieaux/Strnad). Motion carried 3-0. Estimates will be requested from the County, Joe Bader and S. Fenendael.
- g. **Donation to Casco Fire Dept. & Brussels Fire Dept.:** Motion to approve \$1,000 donation to Casco Fire Department and \$500 donation to Brussels Fire Department (Routhieaux/ Strnad). Motion carried 3-0.
- h. **DOR Innovation Planning Grant:** The board briefly discussed the possibility of applying for a grant to help with the Algoma Fire & Rescue building, but determined it was not applicable at this time due to the existing contract.
- i. **Bertram Communications for the BEAD (Broadband Equity, Access, and Deployment) Program:** Motion made to endorse Bertram Communications and submit a letter of recommendation (Jerabek/Routhieaux). Motion carried 3-0.

XIV. Agenda Items for Next Meeting 3.10.25: Community Center / Town Hall Rental Fee; ToL Property on Hawk Road; Culvert Replacements; Algoma Fire & Rescue New Building; Brush Cutting. Motion to change the next meeting date to March 10th. 2025 (Routhieaux/Strnad). Motion carried 3-0.

XV. Bills: February 2025 bills were reviewed, approved, and February check register signed by Board of Supervisors. Motion made to approve and pay February bills (Routhieaux/ Strnad). Motion carried 3-0.

XVI. Adjournment: 8:22pm. Motion made to adjourn (Routhieaux/Strnad). Motion carried 3-0.

Respectfully submitted by Town of Lincoln Clerk, Mary Ann Salmon