

Town of Lincoln: ToL Board of Supervisors (BoS) Regular Meeting Minutes, Monday, March 10, 2025

I. The regular meeting was called to order at 7:03p.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, Lynda Cochart, Cory Cochart, Larry Paul, Town Constable and Joe Bader of Joe's Landscaping. Minutes to be written by Town Clerk, Mary Ann Salmon.

II. **March 10, 2025 Agenda:** Motion made to approve March 10, 2025 agenda as submitted (Routhieaux / Strnad). Motion carried 3-0.

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

IV. **Treasurer's Report:** Treasurer Strnad gave report on February 2025 ToL Income/Interest, Checking, CD, Savings, & Loan accounts. Motion made to approve February Treasurer's Report as submitted (Routhieaux / Strnad). Motion carried 3-0. Chairman Jerabek asked where dog license fees go. *(All get turned into the County, then a portion is refunded to the ToL.)* Supervisor Routhieaux asked if rental fees for Town Hall are being deposited into Parking Lot Fund. *(They will be.)*

V. **Clerk's Report:** Work completed over the last month: made contact w/ four Town Hall renters, issued three assessment letters, picked up 4.1.25 election materials, mailed out 31 absentee ballots, ordered new internet equipment, attended Act 235 webinar, started work for Annual mtg on 4.15.25, confirmed Open Book / Board of Review dates and published liquor licenses in newspaper. Correspondence received: WTA March magazine, IRS notice of reviewing waiver request, Kew County Sheriff's Incident report, extension of Innovation Planning Grant, MFL notices, and Ayres estimate to complete WISLR.

VI. **Town Chairman's Report:** Chairman Jerabek reported work done over last month: attended Ahnapee fire meeting; addressed Pheasant & Maple Roads snow plowing complaints, attended WTA meeting; had Joe Bader take care of stop ahead sign on Hawk Road, had RM Masonry clean up tire recap on Apple Road; attended 2.19.25 PC meeting; received Sheriff's Department call for stop ahead sign; set up pot holes repair by RM Masonry and Joe Bader to fix signs at Fir Road and Cty X; took call for Susie's Place and mobile home info, reviewed KFI Development Agreement; spoke w/ Lee Kinnard and Mick Sagrillo about boring under Spruce Road and Robin Lane to help with retention pond water problems; took call from Lonnie Fenendael asking to be on April agenda for closing Pheasant Road for Breakfast on the Farm; looked at culverts on Cherry Rd. for replacement or wedge over top.

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

VIII. **Zoning: Mueller Rezoning:** PC recommended to the BoS approval of Zoning Change request from Casey and Karley Mueller. They are requesting to zone approximately 3 acres from A-1 Agricultural to Rural Residential. The 40-acre parent parcel is in the NW1/4 of the SE1/4 Section 14, T25N R24E. The Board reviewed the Rezoning Action Plan, and a motion was made to approve the rezoning request (Jerabek/Routhieaux). Motion carried 3-0.

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

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

X. **Public Comment:** L. Paul brought up water collecting in dips/sinkholes on Black Ash Rd and Hawk Rd. Jesse Jerabek relayed offer by Kevin Kotarek to cut grass at Town Hall in exchange for payment of a tune-up on his lawn mower. C. Cochart and L. Cochart talked about need for weed control on invasive species in the ToL.

XI. **Board Discussion:**

a. **Open Bids for Red River/Lincoln Town Line Rd Brush Cutting in Right of Way:** Bids were received & reviewed for brush cutting in the right-of-way on Red River/Lincoln Town Line Rd.

b. **Sale of Hawk Rd Town of Lincoln Property (old landfill site):** The board discussed publishing request for bids on the 3.22 acre Hawk Road property (old landfill site) on the Town website to include the following: Buyer will cover the closing costs; the highest bid to be accepted as long as not too low of a bid, pending a right of refusal by RAC Properties.

c. **Culvert Replacements:** The Board discussed potential culvert replacements and clean outs.

d. **Road Sign Repair & Replacement:** The Board discussed procedure when signs in ToL need repair/replacement especially in an emergency situation.

e. **Kinnard Farms (KFI) Boring Under Spruce Rd & Robin Lane:** Kinnard Farms requested boring under roads due to pond overflowing into neighbor's property and eroding topsoil. Development Agreement was created which would be turned into a CUP at a later date. Lynda Cochart reported on past violations of her property and asked about KFI being financially responsible for any future damage to roads at boring sites. Film of rushing water at site was reviewed by the Board.

f. **Filters for Town Hall Water & Furnace:** Chairman Jerabek requested changing of filters for water & furnace.

g. **Community Center / Town Hall Rental Fee:** The Board discussed raising the Lincoln Town Hall Rental Usage Fee.

h. **ToL Records Retention:** WTA advice was to check Town's Ordinances on what requirement is to keep Town records.

i. **Towns / County IOH Meeting:** Supervisor Routhieaux reviewed IOH meeting information: permitting of haulers, ditch runoff/cleanup, correct licensing & insuring, \$350 annual fee discussed, filing for a permit number that has to be on site (good for 3 days) prior to hauling, \$3000 fine if not permitted for each site. Routhieaux noted the quick response of haulers in ToL when there is a problem.

j. **Algoma Fire & Rescue New Building:** Algoma had asked for \$1 million from three townships for new building which has gone out for bids.

XII. Business:

a. **Open Bids for Red River/Lincoln Town Line Rd Brush Cutting in Right of Way:** Motion made to accept contract with Joe's Landscaping for a total of \$19,206.75 (Routhieaux/Strnad). Motion carried 3-0. Along with clearing back to the ToL the right-of-way, this cost will include removing fallen trees, debris & stones and overhanging branches on that interfere with ditch cutting on Tamarack & Spruce Roads, and mid-summer spraying of weeds at signs & culverts. An additional cost of \$195 per spraying will be as needed at the Town Hall parking lot. Joe Jerabek, Zoning Administrator, will contact ToL property owner on removing materials in right-of-way.

b. **Sale of Hawk Rd Town of Lincoln Property (old landfill site):** The Board set a date to open sealed bids as the April 7th Board of Supervisors meeting. Sealed bids should be received by April 7th, no later than 5 p.m.

c. **Culvert Replacements:** The Board will address culvert issues during their next road tour.

d. **Road Sign Repair & Replacement:** Any member of BoS may call Joe's Landscaping to have signs repaired /replaced especially if a safety concern.

e. **Kinnard Farms (KFI) Boring Under Spruce Rd & Robin Lane:** Motion made to approve Development Agreement (DA) for KFI (Jerabek / Routhieaux). This DA will have to be turned into a Conditional Use Permit next month.

a. **Filters for Town Hall Water & Furnace:** Motion made to pay for water & furnace filters from Town Hall rental fees (Strnad/ Routhieaux). Motion carried 3-0.

b. **Community Center / Town Hall Rental Fee:** Motion made to increase Town Hall Rental Usage Fees by \$25 (Routhieaux / Strnad). Motion carried 3-0.

c. **ToL Records Retention:** Plan Commission will work on records retention ordinance.

d. **Towns / County IOH Meeting:** No action.

e. **Algoma Fire & Rescue New Building:** No action.

XIII. Agenda Items for Next Meeting 4.7.25: Closing Pheasant Rd for ELNA Farms' Breakfast on the Farm, Town Hall Grass Cutting, Annual Audit of ToL Checking Account, Sale of ToL Property on Hawk Road; Culvert Replacements; Algoma Fire & Rescue New Building; Srnka Farms Pipe Damage

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

XV. Adjournment: 8:49pm. Motion made to adjourn (Strnad/ Routhieaux). Motion carried 3-0.

Respectfully submitted by Town of Lincoln Clerk, Mary Ann Salmon