

Town of Lincoln: ToL Board of Supervisors (BoS) Regular Meeting Minutes, Monday, June 9, 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, Zoning Administrator Joe Jerabek, Plan Commission Chairman Mick Sagrillo, Joe Bader, Lee Kinnard and Cory Cochart. Minutes to be written by Town Clerk, Mary Ann Salmon.

II. June 9, 2025, Agenda: Motion made to approve June 9, 2025, agenda as submitted (Routhieaux / Strnad). Motion carried 3-0.

III. Approval of Meeting Minutes: Motion made to approve May 5, 2025, Regular BoS Meeting minutes as submitted (Routhieaux / Strnad). Motion carried 3-0. Motion made to approve May 24, 2025, Special Meeting of BoS Meeting minutes as submitted (Routhieaux / Strnad). Motion carried 3-0. M. Sagrillo requested estimates approved include dollar amounts in meeting minutes.

IV. Treasurer's Report: Treasurer Strnad gave report on May 2025 ToL Income/Interest, Checking, CD, Savings, & Loan accounts. Motion made to approve May Treasurer's Report as submitted (Routhieaux / Strnad). Motion carried 3-0. Kewaunee County DA sent letters for three delinquent dog licenses. Treasurer Strnad received a notice from the County re: change in property tax software to all online program which will be more expensive and require Treasurer training and re-entry of all dog license information.

V. Clerk's Report: Work completed over the last month: made contact w/ three Town Hall renters, issued five special assessment letters, filed final financial report for 2024, Board of Review (BOR) training and Maintenance of Effort with DOR, attended BOR Meeting, contacted AT&T again on billing issue, prepared liquor license application packets and met Vorpahl rep to check fire extinguishers at Town Hall. Correspondence received: WTA June magazine, Belgian Heritage Center newsletter, DNR Recycling Grant in amount of \$1128.35, notice of Statement of Assessment filed by County, request from Casco Fire Dept. to attend future TOL meeting and notice for updating election training & election emergency plans

VI. Town Chairman's Report: Chairman Jerabek reported work done over last month: discussed BoS job descriptions w/ M. Sagrillo; met A. Zellner for Town Hall fire inspection; responded to Sedron for address sign ordering and contacted Mueller & Wery families about signs; attended WTA meeting w/ Supervisor Strnad; dropped off Kinnard's machine shed CUP; ordered (4) address signs; checked out brush cutting on Town Line road; discussed ditch cutting & buried downspouts w/ J. Bader; talked to C. Yindra / Northeast Asphalt about paving Town Hall first week in June; mailed B. Paphlam road tour bidding info; addressed call re: rules on shooting firearm in ToL on County Rd S; talked to Srnka Farms, J. Bader and EL-NA Farms about ditch cutting; took EL-NA Farms request for pothole to be filled on Hemlock Rd before Breakfast on the Farm; discussed date change on Algoma quarterly meeting w/ M. Murphy; responded to T. Nollenberg on hazard management mitigation plan; completed road certification survey; visited Town Hall multiple times to assess paving completion & meet line striping contractor to answer questions; took down hazard tape & cleaned up stakes and traffic cone upon paving completion.

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

VIII. Zoning: None.

IX. Planning Commission (PC):

a. PC Chairman Monthly Report: (See attached.) Sagrillo asked for an update on derelict property on Cty Rd K; sale pending at this time. Motion made to have Joe Jerabek take minutes at PC meetings until April 2027 (Jerabek/ Routhieaux). Motion carried 3-0.

b. CUP for Horizontal Boring under Spruce Road & Robin Lane by Kinnard Farms, Inc (KFI): Motion made to approve CUP for KFI to bore under Spruce Road & Robin Lane (Routhieaux / Strnad). Motion carried 3-0.

X. Public Comment: Tim Strnad stated EL-NA Farms was hauling full & empty in both directions on Hemlock Rd. C. Cochart noted the paving of Town Hall lot looks good and the ditch cutting by Joe's Landscaping looks good especially at the intersections; D. Routhieaux agreed. Jesse Jerabek noted the need for topsoil to fill in the asphalt drop off at the Hall lot (L. Kinnard volunteered to bring any topsoil needed for the parking lot.) Joe Jerabek stated the paving of the parking lot looks great & M. Sagrillo noted the parking spot lines looked good as well.

XI. Board Discussion:

a. Board of Supervisors (BoS) Tour of Town of Lincoln Roads: Discussion of ten ToL roads with trouble spots noted on BoS tour: Martin/Canary/Elm/Partridge/Hemlock/Pheasant/Cherry/Hawk/Elm/Spruce. Sealed bid received from Scott Construction and reviewed.

b. Culvert Replacement/ Cleanout: Board looked at Mueller existing driveway on their road tour and agreed a culvert was necessary at the site; Sagrillo noted neighbor's concerns on possible filling in, but DNR has authority over where the driveway goes. A culvert near B. LeGreve's property needs to be cleaned of debris restricting water flow in right-of-way and culverts near S. Albert's, on Pheasant/ Spruce / Apple Rds are in need of work. Chairman Jerabek noted new regulations re: farming in the right-of-way.

c. Ditch Cutting: EL-NA Farms & Srnka Farms requested ditches to be cut earlier than planned for Breakfast on the Farm. Chairman Jerabek commended KFI on the reduced amount of garbage in ditches on Cty Rd C from Pheasant Rd to Cty S. Joe Bader noted there is a large amount of garbage in ditches while cutting on Spruce / Cardinal Rds. near Dairy Dreams.

d. Paving of Town Hall Parking Lot: Town Hall parking lot paving is done.

e. Closing Road for EL-NA Farms Breakfast on the Farm: Nothing further requested after

f. Algoma Fire & Rescue Q1 & Q2 Township Meeting Date: Discussion on the requested change of date for the next meeting.

g. Adopting the Kewaunee County Hazard Mitigation Plan: Hazard Mitigation Plan forwarded by T. Nollenberg for acceptance by Board along with Emergency Operations Plan to be completed.

XII. Business:

- a. Board of Supervisors (BoS) Tour of Town of Lincoln Roads:** Motion made to accept Scott Construction bid for \$27,740 to repair bad spots on following five roads: Martin/Canary/Elm/Partridge/Hemlock with no additional charge for minor repairs on five roads: Pheasant/Cherry/Hawk/Elm/Spruce (Routhieaux / Strnad). Motion carried 3-0.
- b. Culvert Replacement/ Cleanout:** Chairman Jerabek will contact Muellers on need for culvert at their driveway and the Board will review other culvert needs discussed above.
- c. Ditch Cutting:** Joe Bader was able to get ditch cutting done in time for per EL-NA Farms & Srnka Farms requests. Chairman Jerabek will speak with Dairy Dreams on amount garbage in ditches.
- d. Paving of Town Hall Parking Lot:** Lee Kinnard volunteered to bring any topsoil needed for the parking lot to fill asphalt drop off.
- e. Closing Road for EL-NA Farms Breakfast on the Farm:** Chairman Jerabek checked to see if L. Fenendael had notified Algoma Fire & Rescue & Kew Cty Sheriff's Dept of Pheasant Rd closing from Hemlock to Cedar.
- f. Algoma Fire & Rescue Q1 & Q2 Township Meeting Date:** Algoma has requested postponement of their meeting until July 9th or 10th at 6pm.
- g. Adopting the Kewaunee County Hazard Mitigation Plan:** Motion made to accept the Hazard Mitigation Plan Resolution 2025-1 (Routhieaux/ Strnad). Motion carried 3-0. The PC will complete the Emergency Operations Plan.
- h. Liquor License Approvals:** Motion made to approve Liquor License applications for: Tippy Canoe, Susie's Place, St. Peter & St. Hubert Parishes Kermiss and First Responder Fundraiser (Routhieaux / Strnad). Motion carried 3-0.

XIII. Agenda Items for Next Meeting 7.7.25: Approval of larger rocks on washout for CC; Culvert Replacements/Cleanout; Algoma Fire & Rescue Q1 & Q2 Township Meeting

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

XV. Adjournment: 8:21pm. Motion made to adjourn (Routhieaux/ Strnad). Motion carried 3-0.

Respectfully submitted by Town of Lincoln Clerk, Mary Ann Salmon