

# Town of Lincoln: ToL Board of Supervisors (BoS) Regular Meeting Minutes, Monday, October 6, 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, Carol Wautlet, Joe Bader, and Plan Commission Chairman Mick Sagrillo. Minutes to be written by Town Clerk, Mary Ann Salmon.

**II. October 6, 2025, Agenda:** Motion made to approve October 6, 2025, agenda as submitted with *Discussion & Business items re: Gospel Truth Cemetery Plot Costs to be addressed along with Resolution 2025-3 Fee Schedule under IX. Planning Commission* (Jerabek / Routhieaux). Motion carried 3-0.

**III. Approval of Meeting Minutes:** Motion made to approve September 8, 2025, Regular BoS Meeting minutes as submitted (Routhieaux / Strnad). Motion carried 3-0.

**IV. Treasurer's Report:** Treasurer Strnad gave report on September 2025 ToL Income/Interest, Checking, CD, Savings, & Loan accounts. Motion made to approve September Treasurer's Report as submitted (Routhieaux / Strnad). Motion carried 3-0. Treasurer Strnad noted he will be switching funds to a Bank of Luxemburg Municipal Savings account offering 3.5% interest vs. the 2.5% the Town has now. He has signed a software maintenance agreement with Transcendent Technologies, which is the company that he needs to use for processing property tax collections. He will be attending County training for the upcoming tax collection season in November.

**V. Clerk's Report:** Work completed over the last month: made contact w/ six Town Hall renters, issued three special assessment letters, worked on tutorials to publish PC documents on website, filed Quarterly Taxes, filed Recycling Grant, worked on 2026 budget, and responded to resident question on phragmites. Correspondence received: WTA October magazine, Belgian Heritage newsletter, Bay Lake Regional Planning Commission newsletter, Managed Forest Law orders = 1 transfer, and Sheriff's Dept. incident list.

**VI. Town Chairman's Report:** Chairman Jerabek reported work done over last month: received call & talked to El-Na Farms about tiling on Cty Roads P/S, talked to M. Trembl on deer pickup on Cty Rd C & joining County manure hauling, took well water testing call, attended L-C School Board Meeting for Municipalities, discussed cemetery fees w/ M. Sagrillo, J. Jerabek & Tim Kinnard, spoke w/ A. Halverson re: fire number, answered Bob Weidner questions about Black Ash Swamp possible sale to Glacial Lakes Conservancy, confirmed B. Paplham will do ToL WISLR, had discussion w/ Ayres & M. Trembl on ARIP/LRIP & MSA grant application, watched LRIP video, and received Sheriff's report on stop sign down on Spruce Rd (Joe Bader will take care of). M. Sagrillo asked if the ToL is able to retain Tyler Plouf as the Town attorney now that he has left Pinkert Law Firm (Jerabek: yes.)

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

**VIII. Zoning:** None

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

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

b. **Town of Lincoln Ordinance 2025-3-Sign Ordinance:** Motion made to adopt Ordinance 2025-3: Sign Ordinance (Routhieaux / Strnad). Motion carried 3-0.

c. **Town of Lincoln Responsible Unit Recycling Ordinance 2025-4:** Motion made to adopt Ordinance 2025-4: Town of Lincoln Responsible Unit Recycling (Routhieaux / Strnad). Motion carried 3-0.

d. **Town of Lincoln Emergency Operations:** Motion made to adopt Town of Lincoln Emergency Operations (Routhieaux / Strnad). Motion carried 3-0.

e. **Resolution 2025-3 Fee Schedule:** Motion made to adopt Resolution 2025-3 Fee Schedule (Routhieaux / Strnad). Motion carried 3-0.

**X. Public Comment:** C. Wautlet reported that her homeowner's insurance decreased substantially due to Casco Fire Dept.'s fire rating and noted ToL residents should check with their homeowner's insurance carrier to see if they qualify for any savings.

**XI. Board Discussion:**

a. **Algoma Fire & Rescue Updates:** Nothing new to report.

b. **Luxemburg Casco School Board Meeting for Municipalities:** Chairman Jerabek & Supervisor Routhieaux attended; \$500,000 asked for two schools' playground equipment, school enrollment decreased by 2%, government funding decreased, another referendum is expected next year, 2.95% increase in base wages for teachers, youth apprenticeship attendance is 2<sup>nd</sup> highest in State compared to school enrollment and various repair/replacement of building materials at schools needed.

c. **Kewaunee County Well Testing:** Annual well testing for 25 residents has been budgeted.

d. **Kewaunee County EMS Study:** Oct. 8 meeting invitation re: EMS study to centralize rescue services in Kewaunee County. They would like to hire a firm to do the study with a 2026 Kew County Budget contribution of \$25,000 if approved by the County Board. Each municipality would have an approximate contribution of \$1.25 per resident (2025 ToL population = 931).

e. **Trimming and Right-of-Way Work for Bridges, Culverts, and Signs Proposal:** Chairman Jerabek reviewed quotes from Joe's Landscaping: option # 1 = \$5,775 for trimming around signs, bridges & culverts & inspect all signs / posts, option # 2 = \$ 1,275 for spraying all signs & culverts (can wait until next year), option # 3 = \$3,960 for cleaning all debris & stones from ditches, removing posts w/out signs and moving signs to side of road. Joe Bader had noted UTV signs in right-of-way are in the way when cutting.

f. **Luxemburg Fire & Rescue Preliminary Budget:** Chairman Jerabek reviewed the new salaries of the Fire & Rescue volunteers.

- g. LRIP & ARIP Grant Possibilities:** Chairman Jerabek reviewed how LRIP & ARIP grants are bid on. Pheasant Rd west of El-Na Farms Past Cedar Rd could qualify for grant which Jerabek would apply for (either 50-50 or 90-10 funding). Cardinal Rd also needs work, but Dairy Dreams is basically the only one who uses it. Jerabek has received estimates for engineering costs to help with grant applications. Both El-Na and Dairy Dreams pledged help with paying for road repairs in their vicinity.
- h. Gospel Truth Cemetery Plot Costs:** Discussion held on cost of Cemetery Plots per ToL Fee Schedule.
- i. Tax Stuffer:** Discussion on including ordinances, fees, and reminders to residents be included in tax stuffer.

**XII. Business:**

- a. Kewaunee County EMS Study:** Chairman Jerabek may try to attend.
- b. Trimming and Right-of-Way Work for Bridges, Culverts, and Signs Proposal:** Motion made to accept Joe's Landscaping quote option #1 = \$5,775 and option #3 = \$3,960 for a total of \$9,735 (Routhieaux / Strnad). Motion carried 3-0.
- c. Luxemburg Fire & Rescue Preliminary Budget:** 2026 Luxemburg Fire Service Agreement expense will be \$46,954.90 for the ToL.
- d. LRIP & ARIP Grant Possibilities:** Motion made to utilize an engineering firm for grant applications assistance for cost up to \$5,000 (Routhieaux / Strnad). Motion carried 3-0.
- e. Gospel Truth Cemetery Plot Costs:** New ToL Fee Schedule has been adopted and will be followed to include plot costs.
- f. 2026 Preliminary Budget Work:** Preliminary expense numbers were available; revenue numbers will be ready for Nov meeting. 2026 Budget Meeting will be Thursday, Nov. 13, 2025 at 7:00pm.

**XIII. Agenda Items for Next Meeting 11.3.25:** Preliminary Budget Work; Tax Stuffer; LRIP & ARIP grants; Algoma Fire & Rescue Updates

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

**XV. Adjournment:** 9:01 pm. Motion made to adjourn (Strnad/ Routhieaux). Motion carried 3-0.

Respectfully submitted by Town of Lincoln Clerk, Mary Ann Salmon