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

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

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

IV. Treasurer's Report: Treasurer Strnad gave report on October 2025 ToL Income/Interest, Checking, CD, Savings, & Loan accounts. Motion made to approve October Treasurer's Report as submitted (Jerabek/Routhieaux). Motion carried 3-0. Treasurer Strnad noted he opened a Bank of Luxemburg Municipal Savings account offering 2.5%. Strnad will be attending County training this week for the new property tax collection software.

V. Clerk's Report: Work completed over the last month: made contact w/ four Town Hall renters, issued two special assessment letters, worked on tutorials to publish PC documents on website, signed new Bank of Luxemburg savings papers, worked on 2026 budget, ordered funeral plant for past PC member, and set up election training for workers w/ the County. Correspondence received: 2026 Insurance renewal notices, WPS road project survey, notice of IRS Form 941 charges, and Algoma School District levy information.

VI. Town Chairman's Report: Chairman Jerabek reported work done over last month: attended Luxemburg Fire & Rescue meeting for 2026 budget approval, received info on new radio options from L. DuChateau & Lux Fire Dept, attended County meeting on EMS study, dropped off Kinnard Sedron fire number, talked to JJ Pagel about ARIP info needed, emailed farmer ARIP support document to Aryes Associates / C. Schuh, signed ARIP contract for Cardinal Road application w/ Ayres, talked to M. Treml and El-Na & Srnka farms about LRIP info needed, talked to & met w/ B. Paplham on completion of road ratings & signed WISLR road certification document, talked to B. Paplham & J. Schley on damage on Cherry / Partridge Roads not reported by El-Na, signed new Bank of Luxemburg savings papers, picked up water testing for Town Hall & did sample, talked to renter on Town Hall rental & deposit drop off, spoke w/ C. Bentley about building permit for a movable shed, addressed call on Cherry Rd damage & filed incident report with Kew Cty Sheriff, set up furnace tuneup w/ Lakeshore Heating, discussed CUP edits with M. Sagrillo.

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

VIII. Zoning: Eisenman Rezoning: On 10.27.25 the Planning Commission heard a zoning change request from Brent & Dixie Eisenman to zone a minimum of 1.5 acres from A-2 General Ag to Rs-1 Rural Residential. The newly created parcel would be located at N9299 Tamarack Road. The Board reviewed & approved the Rezoning Action Report. Motion made to approve the Eisenman Rezoning Request (Routhieaux / Strnad). Motion carried 3-0.

IX. Planning Commission (PC):

a. **PC Chairman Monthly Report:** (attached). Discussion held on previous permitting for Sedron building and new project / 9,000 ft line and possible need for a PC meeting.

b. **CUP Approval of the KFI Barn Rebuild:** The Board reviewed & approved the CUP Action Report. Motion made to approve the CUP for the KFI Barn Rebuild Free stall Barn Roofs & Add Additions to Barn (Routhieaux / Strnad). Motion carried 3-0.

c. **CUP Approval of the KFI Boring Under Three Roads:** The Board reviewed & approved the CUP Action Report. Motion to approve the CUP for KFI to Bore Under Spruce, Tamarack, and Town Line Roads & Install Tile Line in the Town's Right of Way (Routhieaux / Strnad). Motion carried 3-0.

d. **Resolution Supporting the Glacial Lakes Conservancy's Purchase of 420 Acres in the Black Ash Swamp:** Motion made to adopt Resolution 2025-2: Supporting the Glacial Lakes Conservancy's Purchase of 420 Acres in the Black Ash Swamp (Strnad/ Routhieaux). Motion carried 3-0.

X. Public Comment: D. Routhieaux asked about a waiver for rezoning fees when residents experience a hardship. *(Jerabek: Only town residents would be able to vote on this at Annual Meeting.)* J. Bader suggested having a flagpole installed at the Town Hall and pointed out the caps on the stone columns at the Town Hall are cracked.

XI. Board Discussion:

a. **Algoma Fire & Rescue Updates:** A groundbreaking ceremony for the new Algoma Fire & Rescue station took place on 10.23.25 at 1515 Sunset Avenue. Three Towns cannot budget for expenses until a new contract is negotiated.

b. **Luxemburg Fire & Rescue:** Chairman Jerabek & Supervisor Routhieaux reviewed information from last meeting.

c. **Countywide EMS Study:** Study will not happen if municipalities do not want to budget for their portion of costs.

d. **Cherry Road Farm Damage:** Chairman Jerabek filed an incident report w/ Kew Cty Sheriff's Dept on El-Na Farms implement damage on Cherry Rd. Estimate was received from the Kewaunee County Highway Department for $700 for what is able to be repaired before the winter season. A more substantial repair may be needed in Spring. It is too late in the year to fix it properly and there may be snowplow damage this winter on this section.

e. **Bids for Pheasant Road Repair:** Board discussed a dangerous bump on Pheasant Rd in front of El-Na Farms driveway where asphalt is crushed under the surface & only being held together by chip seal on top. A 'bump' sign could be installed to warn drivers, but the snowplow will end up removing the bump and damaging Pheasant Rd more. An estimate was received from the Kewaunee County Highway Department for $5100 for what is able to be repaired before the winter season. El-Na would be expected to pay for repair since damage is due to traffic coming out of their driveway.

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f. LRIP & ARIP Grant Possibilities: Chairman Jerabek had LRIP application completed but did not receive required State paperwork from El-Na Farm, so ultimately had to withdraw the application which would have been a 70-30 funding grant. Maple Rd is one of the worst roads in ToL and would qualify for LRIP; Board reviewed estimates from Scott Construction on Maple Rd for budgeting. ARIP grant to be applied for next year will be 90-10 funding.

g. Internal Bank Transfers by Treasurer: Treasurer will be depositing ToL revenue received into newly opened Bank of Luxemburg Municipal Savings account. When expenses are paid, funds will be transferred to the ToL checking account. According to WTA, if the Town were to pass a motion, the Treasurer could make an internal transfer on his own from this new savings account to the checking account without needing the signatures of two other officers. There are limitations on the amount allowed to be transferred per day.

h. Fire Inspection Billing: Chairman Jerabek confirmed the fire inspection invoice received for $60 should be paid.

i. Tax Stuffer: Treasurer Strnad submitted draft copy of 2025 property tax stuffer for review.

XII. Business:

a. Cherry Road Farm Damage: Motion made to approve Kewaunee County Highway Department estimate of $700 for repairing Cherry Rd (Routhieaux / Strnad). Motion carried 3-0.

b. Bids for Pheasant Road Repair: Motion made to approve Kewaunee County Highway Department estimate for repairing Pheasant Rd for $5,100 (Routhieaux / Strnad). Motion carried 3-0.

c. LRIP & ARIP Grant Possibilities: No further action taken.

d. Internal Bank Transfers by Treasurer: Motion made to approve internal transfers from savings account to checking account by the Town of Lincoln Treasurer (Jerabek / Routhieaux). Motion carried 3-0.

e. Fire Inspection Billing: Fire inspection invoice for $60 will be paid.

f. Tax Stuffer: Tax stuffer will be included with 2025 property tax bills.

g. 2026 Preliminary Budget Work: Board reviewed expenses and revenue for 2026 Budget Meeting on 11.13.25 at 7:00pm. Chairman Jerabek proposed opening a CD to contribute $5,000 for new equipment for Algoma.

XIII. Agenda Items for Next Meeting 12.1.25: Approval of Budget Work; Flagpole at Town Hall; ARIP Grant; Cherry Road Farm Damage. Pheasant Road Repair

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: 9:31 pm. Motion made to adjourn (Routhieaux/ Strnad). Motion carried 3-0.

Respectfully submitted by Town of Lincoln Clerk, Mary Ann Salmon

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