

Town of Lincoln: ToL Board of Supervisors (BoS) Regular Meeting Minutes, Monday, February 2, 2026

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 of Joe's Landscaping, and Plan Commission Chairman Mick Sagrillo. Minutes to be written by Town Clerk, Mary Ann Salmon.

II. **February 2, 2026 Agenda:** Motion made to approve February 2, 2026 agenda as submitted (Routhieaux/ Strnad). Motion carried 3-0.

III. **Approval of Meeting Minutes:** Motion made to approve January 5, 2026 Regular BoS Meeting minutes as submitted (Routhieaux / Strnad). Motion carried 3-0. Motion made to approve January 13, 2026 Special BoS Meeting minutes as submitted (Routhieaux / Strnad). Motion carried 3-0. Motion made to approve January 28, 2026 Special BoS Meeting minutes as submitted (Routhieaux / Strnad). Motion carried 3-0.

IV. **Treasurer's Report:** Treasurer Strnad gave report on January 2026 ToL Income/Interest, Checking, CD, Savings, & Loan accounts. Treasurer's Report is available in print form at the Town Hall. Motion made to approve January Treasurer's Report as submitted (Routhieaux/Strnad). Motion carried 3-0. Treasurer Strnad will be finishing collections of property taxes this week and has been trying to encourage residents to use the drop box at the Town Hall for their property tax payments due to lost mail issues. Chairman Jerabek concurred that he has had other's mail delivered to his address.

V. **Clerk's Report:** Work completed over the last month: made contact w/ seven Town Hall renters, issued three special assessment letters, mailed S. Beining contract, recorded new absentee ballot requests w/ County, let election workers know no 2/2026 election, ordered new garbage containers for K. Malcore, issued W-2s and filed Federal & State quarterly tax forms. Correspondence received: WTA Feb Magazine, notice of the following: January Tax Settlement, SAM.gov registration deadline, 2% Fire Dues open, PILT funds distribution, WTA Unit Mtg for 2/16/26 at Luxemburg Fairgrounds, letter from attorney for outstanding Algoma Fire bill for K. Malcore property asking for building permits & house plans.

VI. **Town Chairman's Report:** Chairman Jerabek reported work done over last month: discussed shipping containers w/ S. Albert's; talked to JJ Pagel on hauling stone piles on Spruce Road & weight limits after complaint from resident; ordered L. Kroening address sign; received complaints on Apple Rd not cleared shortly after the storm & Cherry Rd not being plowed one day after the storm; scheduled & attended special snow plowing meeting for Tuesday 1.13.26 w/ BoS & RM Masonry; attended following meetings: Luxemburg Fire & Rescue meeting (and performed fire audit), Kew County EMS, 1.23.26 PC meeting, 1.13.26 & 1.28.26 Special BOS meetings (provided minutes); took call from M. Trembl about stuck car on Townline Rd & drifting north & south of Cty Rd S (RM Masonry cleared); drafted & edited snow plowing info sheet & sent for revisions; talked to RM Masonry about new received contract, previous billing and contract dates of start / termination for current & future possible contracts; received M. Wren email about plowing info letter & road plowing cleanup at curb / storm sewer, damage to personal driveway; forwarded Kew County Board info for the Town Supervisor & explained Highway Commission would be the contact for Cty Rd S- referred to County Supervisor N. Guillette & M. Trembl.

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

VIII. **Zoning:** None.

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

a. **PC Chairman Monthly Report:** (See attached.) Sagrillo also reviewed the results of the 2025 Well Test Results & Septic Report from Kewaunee County. Sagrillo would like to review policy / paper trail on keeping Town Hall rental deposits & extra charges for cleaning not done by renters (to be added to March agenda).

b. **Uniform Dwelling Code Ordinance 2026-1:** Motion made to adopt Uniform Dwelling Code Ordinance 2026-1 as submitted (Routhieaux/ Strnad). Motion carried 3-0.

X. **Public Comment:** Joe Bader asked about ditch cutting for next year; item will be on the March agenda. D. Routhieaux commented that the Town is very happy with Joe's Landscaping services. M. Sagrillo referred to Cherry Rd complaint of 1" of snow not cleared, noting per WTA article that per State rules municipalities have up to 3 weeks to clean up as long as still passable.

XI. **Board Discussion:**

a. **Cherry Road Farm Damage:** Bill of \$592.64 from Kewaunee County Hwy Dept. paid this month. El-Na Farms will be invoiced for this expense.

b. **Pheasant Road Repair:** Bill of \$4,015.70 from Kewaunee County Hwy Dept. paid this month. Chairman Jerabek will call El-Na Farms on this expense.

c. **ARIP Grant:** Grant is applied for but have not heard anything yet.

d. **Flagpole at Town Hall:** Joe Bader reviewed information on supplying flagpole & installing it at the Town Hall. He will not take care of electrical for light on flagpole.

e. **RM Masonry 2027 Snow Plowing:**

1. **New Contract:** Board compared costs on two contracts from 10/10/2024-9/30/2026 & from 9/1/2026-9/1/2029.

2. **Letter to Residents:** Snow plowing info letter regarding snow plowing procedures was published on the ToL website. There have been good reactions to the letter so far.

f. **EMS Collaboration Study:** Chairman Jerabek attended EMS Study 1.17.26. All neighboring municipalities except Village of Luxemburg were represented. He reviewed discussion on 3-person group from Kewaunee, Luxemburg & Algoma to assist in study. The study won't cost ToL residents anything due to grants. County could set guidelines to cover each other with personnel while being independent.

XII. Business:

- a. **Cherry Road Farm Damage:** Tabled until next month.
- b. **Pheasant Road Repair:** Tabled until next month.
- c. **ARIP Grant:** If grant is not approved, can be re-filed in the next round.
- d. **Flagpole at Town Hall:** Chairman Jerabek will contact electrician for installing light to shine on flagpole.
- e. **RM Masonry 2027 Snow Plowing:**
 1. **New Contract:** Supervisor Routhieaux noted residents' complaints on roads / snow plowing. Board compared two contracts from 2024-2026 - & from 2026-2029.
 2. **Letter to Residents:**
- f. **Approval of Election Inspectors for 2026-2027:** Motion made to appoint list of seven Election Workers as submitted (Routhieaux / Strnad). Motion carried 3-0.

XIII. Agenda Items for Next Meeting 3.2.26: Flagpole at Town Hall; ARIP Grant; Pheasant Road Repair Invoice; Snow Plowing New Contract; Ditch Cutting; Policy on Keeping Rental Deposit

XIV. Bills: Updated (w/ Kew Cty Treasurer January Tax Settlement amounts) January 2026 check register signed by Board of Supervisors. Motion made to approve updated January 2026 check register (Jerabek/Routhieaux). Motion carried 3-0. February 2026 bills were reviewed, approved, and February 2026 check register signed by Board of Supervisors. Motion made to approve and pay February 2026 bills (Routhieaux/ Strnad). Motion carried 3-0.

XV. Adjournment: 8:25 pm. Motion made to adjourn (Strnad/ Routhieaux). Motion carried 3-0.

Respectfully submitted by Town of Lincoln Clerk, Mary Ann Salmon