

Town of Lincoln: ToL Board of Supervisors (BoS) Regular Meeting Minutes, Monday, May 4, 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, PC Chairman Mick Sagrillo, Julie Jacobs of A Cause For PAWS, Cory Cochart and Joe Bader. Minutes to be written by Town Clerk, Mary Ann Salmon.

II. May 4, 2026 Agenda: Motion made to approve May 4, 2026 agenda as submitted (Routhieaux/Strnad). Motion carried 3-0.

III. Approval of Meeting Minutes: Motion made to approve April 6, 2026 Regular BoS Meeting minutes as submitted (Routhieaux / Strnad). Motion carried 3-0.

IV. Treasurer's Report: Treasurer Strnad gave report on April 2026 ToL Income/Interest, Checking, CD, Savings, & Loan accounts. Treasurer's Report is available in print form at the Town Hall. Strnad noted a change in format of the Bank of Luxemburg bank statements and that upon review of all the Kewaunee County municipalities the Town of Lincoln has lowest tax levy. One delinquent dog owner has been reported to the County. Motion made to approve April 2026 Treasurer's Report as submitted (Routhieaux/Strnad). Motion carried 3-0.

V. Clerk's Report: Work completed over the last month: made contact w/ five Town Hall renters, ran 4.7.26 election & dropped off election materials & election machine at the County; updated website as needed; provided Annual Mtg documents, addressed incorrect WPS bill & \$400 reimbursement; supplied instructions to ToL officers to set up .gov emails; filed the following reports: WC Survey for Society Insurance, FICA & Quarterly Taxes; Room Tax Report, Open Book & Board of Review date and Recycling Grant. Correspondence received: 2 of 3 forms necessary to file the Maintenance of Effort report due 7.1.26, a request for Board decision on Rummage Sale Weekend in August 2026 and FEMA eligibility requirements.

VI. Town Chairman's Report: Chairman Jerabek reported work done over last month: returned info to Kew County Emergency Management about flooding & snow storm claims to state & answered questions for flood funding; received calls re: downed trees on Black Ash Rd, debris & tires on roadway on Elm Rd, east side of Pheasant Rd bridge blocked & logs need to be removed; spoke w/ N. Young on culvert work & checked water issues at Cty Rd X culvert and talked to J. Schley about County's culvert; spoke w/ T. Boulanger on shipping container; took a Lincoln road tour for signs & flood damage; attended 4.15.26 Plan Commission meeting; attended ToL Annual Meeting on 4.21.26; had discussion w/ S. LeGrave re: Townline Rd culvert & on flood damage in Red River; took call about Cty Rd P / Owl Rd damage in right of way away & talked to M. Trembl; talked to Kinnard's Funeral Home on Gospel Truth cemetery fees; attended Luxemburg Fire & Rescue meeting; signed S. Sogge holding tank agreement; spoke w/ L. Fenendael re: closing Pheasant Rd for Breakfast on the Farm; sent T. Nollenberg flood damage video & pictures for uploading; forwarded call on potholes on Lincoln Rd washout east of Chestnut Rd.; talked to Kew Cty Hwy Dept on manure hauling setup on Cty Rd C; checked out mud from haulers on Cty Rd P.

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

VIII. Zoning: None.

IX. Planning Commission (PC):

- a. **CitySwitch CUP for a 310' Communications Tower on Hawk Rd & Cty Rd C:** Chairman Jerabek conducted a Zoom call with the Applicant and reviewed the CUP request & the Board reviewed the Action Plan.
- b. **El-Na Farms CUP for a Workshop Addition:** Chairman Jerabek reviewed the CUP Request & the Board reviewed the Action Plan.
- c. **El-Na Farms CUP for a Sand Separation Addition:** Chairman Jerabek reviewed the CUP & the Board reviewed the Action Plan.
- d. **PC Chairman Monthly Report:** (See attached.)

X. Public Comment: C. Cochart noted the manure haulers in the Town of Lincoln are largely not following verbal commitments made at the Haulers Meeting. J. Bader noted the deteriorating condition of Bluebird Rd due to manure trucks & suggested alternate route.

XI. Board Discussion:

- a. **A Cause For PAWS:** Julie Jacobs from A Cause For PAWS-Kewaunee County gave a presentation for the Board. They are a 501C3 animal advocate group which started in November 2023. Their mission is to facilitate & pay for contracts between municipalities in Kewaunee County & the Wisconsin Humane Society (WHS) based on population. They currently have contracts w/ the City of Algoma, City of Kewaunee, Village of Luxemburg, Village of Casco, Town of Casco, and the Town of Ahnapee. Residents could bring in an unlimited number of injured or unsheltered animals to the Humane Society at no cost. A Cause For PAWS will pay the Town of Lincoln the cost to join & the Town of Lincoln will mail the check to WHS. Local businesses & the citizens in Kewaunee County have been extremely supportive of their mission. Kewaunee County does not want to get involved in the process.
- b. **Balsam Lane Culvert & Improvements:** Board reviewed 4CC Trucking and Excavating / Cory Cochart Bid Proposals for Balsam Lane Culvert Installation for \$2250, Balsam Lane Tree Removal for \$4850, and Balsam Lane Surface Restoration for \$14,975.
- c. **Plowing Damage Repair on Partridge Road:** A landowner reported a rut in the right of way on Partridge Rd where someone got stuck.
- d. **Repairing Potholes on Town Roadways:** Discussion of many potholes developing on Town of Lincoln roads.
- e. **Right of Way Damage on Owl Road / County P:** Residents caused significant right of way damage at Owl Rd / Cty Rd P; Kew County will address repair charges with the resident.
- f. **Tamarack / Spruce Rd: Shoulder Cleanup:** It was a bad year for plowing & sod damage, Board reports about 10 piles of sod. Discussion on what plan will be to address future damage.
- g. **Stop Ahead Sign Locations:** Chairman Jerabek has number of Stop Ahead signs needing to be installed.
- h. **Weed Spraying of Culverts, Signs & Right-of-Ways:** Last month, discussion on spraying was held with Joe's Landscaping.
- i. **BoS Road Tour:** Board will create list of road repairs needed.

- j. Posting of Maple Road Bids:** Town has to officially post for Maple Rd repair bids once the State of Wisconsin officially makes their change to data base for Maple Rd.
- k. Tree Cutting:** Discussion on available tree cutting services.
- l. Manure Hauling Meeting (rest of meeting):** Board and C. Cochart report not much difference in manure hauler safety activity since Haulers Mtg in April. Currently there is only one hauler marked in Town of Lincoln on IOH map.
- m. ARIP Grant:** Discussion on road repairs that may fall under ARIP Grant.
- n. Municipal Disaster Declaration April 13th-23rd, 2026:** With recent flooding, disaster declaration funds (70% reimbursement) will be applied for due to damage on Town roads that will be over the approximately \$4000 base payment per population in ToL.
- o. Breakfast on the Farm Pheasant Road Closed for El-Na Farms:** Chairman Jerabek talked w/ L. Fenendael re: closing Pheasant Rd for Breakfast on the Farm
- p. Request for ToL Rummage Sale Weekend with Map (8/2026):** Resident would like to set up a map of Rummage Sales in the Town of Lincoln.
- q. Algoma Fire & Rescue:** No communication received.
- r. Automatic Payment Withdrawals for ToL Bills:** Due to late mail deliveries & late fees being charged, Clerk will continue to work with billing companies to sign up for online or autopayments. Clerk will also check on alternate internet companies for the Town Hall.
- s. Date Annual Town Hall Cleaning:** Discussion held on the best date to complete annual cleaning of the Town Hall.

XII. Business:

- a. Conditional Use Permit (CUP) Approvals:**
 - 1) CitySwitch CUP for a 310' tower on Hawk Rd & Cty Rd C:** Motion made to approve CitySwitch CUP request for a 310' tower on Hawk Rd & Cty Rd C (Routhieaux / Strnad). Motion carried 3-0.
 - 2) El-Na Farms CUP for a Workshop Addition:** Motion made to approve El-Na Farms CUP request for to build an addition to an existing 60'x100'a Workshop Addition (Routhieaux / Strnad). Motion carried 3-0.
 - 3) El-Na Farms CUP for a Sand Separation Addition:** Motion made to approve El-Na Farms CUP request for a Sand Separation Addition (Routhieaux / Strnad). Motion carried 3-0.
- b. A Cause For PAWS:** Board agreed to take sample copy of contract; Humane Society and Julie Jacobs will contact Clerk Salmon with additional information.
- c. Balsam Lane Culvert & Improvements:** Motion made to approve each of the three Balsam Lane Culvert & Improvements Bid Proposals for a total of \$22,075 from 4CC Trucking and Excavating (Jerabek / Routhieaux). Motion carried 3-0.
- d. Plowing Damage Repair on Partridge Road:** C. Cochart said he will take care of this issue when he is near there.
- e. Repairing Potholes on Town Roadways:** BoS Road Tour will include looking at potholes developing on Town of Lincoln roads.
- f. Right of Way Damage on Owl Road / County P:** No action needed.
- g. Tamarack / Spruce Rd: Shoulder Cleanup:** Chairman Jerabek will call RM Masonry on sod piles; Board approved any minimal cleanup costs.
- h. Stop Ahead Sign Locations:** Chairman Jerabek to mark a map for needed signs.
- i. Weed Spraying of Culverts, Signs & Right-of-Ways:** Joe's Landscaping has completed spraying in the ToL.
- j. BoS Road Tour:** Date of BoS Road Tour for 5.16.26 at 7:00am.
- k. Posting of Maple Road Bids:** Posting for bids will happen once specific language is given to Clerk.
- l. Tree Cutting:** Board will give future work on tree cutting to Kew County and Joe's Landscaping to compare prices.
- m. ARIP Grant:** Board agreed to reapply for ARIP Grant for Cardinal Rd.
- n. Municipal Disaster Declaration April 13th-23rd, 2026:** Motion made to claim under the Municipal Disaster Declaration April 13th-23rd, 2026 (Routhieaux/Strnad). Motion carried 3-0.
- o. Breakfast on the Farm Pheasant Road Closed for El-Na Farms:** Chairman Jerabek will remind L. Fenendael to notify EMS and Sheriff's Dept on closing of Pheasant Rd for Breakfast on the Farm.
- p. Request for ToL Rummage Sale Weekend with Map (8/2026):** Board agreed to allow ToL Area Map for Rummage Sale Weekend in August.
- q. Algoma Fire & Rescue:** No action.
- r. Automatic Payment Withdrawals for ToL Bills:** Clerk will continue researching which expenses can be paid online or with autopayments.
- s. Date for Annual Town Hall Cleaning:** Board set 6.6.2026 to do annual cleaning at the Town Hall.

XIII. Agenda Items for Next Meeting 6.1.26: A Cause for Paws; Elm Rd Culvert; Town Hall Lawn Cutting; Town Hall Internet; ARIP Grant; Posting of Maple Road Bids; Algoma Fire & Rescue; Online Payments for ToL expenses; BoS Road Tour

XIV. Bills: May 2026 bills were reviewed, approved and May 2026 check register signed by Board of Supervisors. Motion made to approve and pay May 2026 bills (Routhieaux/ Strnad). Motion carried 3-0.

XV. Adjournment: 8:54 pm. Motion made to adjourn (Strnad/ Routhieaux). Motion carried 3-0.

Respectfully submitted by Town of Lincoln Clerk, Mary Ann Salmon