

MINUTES OF TOWN OF HULL BOARD,
COUNTY OF PORTAGE WI, MEETING
HELD ON MONDAY, FEBRUARY 7, 2011

1. Call to order by Chairperson John Holdridge at 6:30 p.m. at the Town Municipal Building, 4550 Wojcik Memorial Drive, Stevens Point WI 54482

Present: Chairperson Holdridge, Supervisors Dave Pederson, Dave Wilz and LaVerne Syens.

Excused: Supervisor Mel Bembenek

Others present: Jim Kruziki, Pete Kaminski, Bill Omernik and Mark Kluck.

2. Pledge of Allegiance
3. Minutes of the December 2, December 6 and December 21, 2010 Board Meetings
Motion Supervisor Wilz, second Supervisor Syens, accept as corrected the minutes of the 12/02/10 board meeting.
Corrections:
 - o Page 2. Recently we collection (**should be collected**) \$280.00 under the ordinance – an individual came in and tore up a town road when unloading equipment. Since implementation of this the Town of Hull has collected over \$40,000. This is a working ordinance.
 - o Page 8. The road I (John Holdridge) am most familiar with is Green Avenue with a 35 (**should be 25**) mph speed limit. The city took the road over from Portage County.
 - o Page 7. That is there (**should be their**) area.

Motion carried.

Motion Supervisor Wilz, second Supervisor Pederson, accept as corrected the minutes of the 12/06/10 board meeting.

Corrections:

- o Page 15 - Koziczowski let's work it out, I'm will (**should be willing**) to give the little piece for the cul-d-sac.
- o Page 22 - If Governor Walker and people are expecting he is now (**should be not**) going to be very generous, is that a one year deal or a two year deal?

Motion carried.

Motion Supervisor Wilz, second Supervisor Syens, accept as corrected the minutes of the 12/21/10 board meeting.

Corrections:

- o Page 3 D Pederson, I suppose we could call (**and ask**) do you have a dog and have you registered your dog.

Motion carried.

4. Vouchers presented: Motion Supervisor Wilz, second Supervisor Pederson, accept the vouchers as presented/discussed.

Question/Discussion:

Supervisor Pederson

Page 3 – Jefferson Fire & Safety – What is foam jet?

\$1,672.15

- Mark Kluck it is a foam maker/pump the mid force w/grip are nozzles
- Page 4 – Portage County Fire Chiefs Association – Annual fee for foam trailer \$50.00
- Mark Kluck – Hull is part owner of the foam in the trailer
- Page 6 – Wisconsin Taxpayers Alliance \$1.95
- John Holdridge this is an update on the new legislature
- Page 2 – Galls, an Aramark Co. – Flare alert kit \$318.98
- M Kluck this is for night traffic control – it is placed on the highway
- Page 4 – Portage County Treasurer – taxes paid by Hull 020-24-0817 \$14.82
- Janet Wolle – this is for the cul-du-sac at the end of Karpland Dr. – Assessor Phil Deffenbaugh has taken care of the paperwork to make this tax exempt in 2011
- Supervisor Syens
- Page 1 – County Materials Corporation – note that the cost of sand is different \$1,008.81
- Pete Kaminski the items noted are the tons received – the cost is \$3.50 per ton
- Page 2 – Grunwaldt & Associates – is this our final payment? \$2,400.00
- Dave Pederson – this is the final payment from the contract we currently have
- Page 2 – Grainger – EMS Bulletin Board Fabric 24x3 \$216.00
- M Kluck that is a glass display case to put EMS members names/pictures

Motion carried.

5. Announcements – Chairperson and Supervisors

Chairperson Holdridge:

- Correspondence to Mike O'Meara of Wisconsin Department of Transportation with complaint about the condition of I-39
- Monthly fire report and EMS report
- Email from Corinna Neeb, Program Assistant, Portage County Emergency Management, regarding 2011 First Responder Grant Distribution recommendations
- Memo from Mark Kluck, FD also now with Heartland Business Services
- Data from Christopher Mrdutt, Asst. Zoning Administrator, regarding printout showing zoning enforcement cases in Hull – info includes ongoing and inactive cases and inactive ones still being monitored for compliance

Supervisor Wilz:

- Chairperson Holdridge received correspondence from Todd Ernster, Forester for the city of Stevens Point regarding their ordinance concerning oak blight/wilt. City citizens have to pay to have diseased trees removed however their neighbor in the Town of Hull does not.

6. Citizens wishing to address the board non-agenda items. Agenda items are for discussion with possible action. (This opportunity for citizens to ask questions, express opinions is a 21st Century version of the opportunity citizens had in historic New England town meetings.) Current Wisconsin law requires government action cannot be taken until a topic is placed on the Town Board agenda and published 24 hours in advance of the Town of Hull meeting.
7. Presentation – Review of Public Safety Elements by Zones including Speed Limits, Public Signage and other aspects – Pete Kaminski and Bill Omernik, Hull Road Crew

Pete Kaminski/Bill Omernik:

- Started taking sign inventory and retroreflectivity conditions of the signs.
- Inventory is complete on Bill Omernik's snow plowing route

- Bill's route has approximately 30 miles of a mixture of subdivision and rural roads
 - 189 signs inventoried of which 16 are the responsibility of the city, DOT or clubs
 - 7 signs need to be added
 - The number could change, either up or down, depending on clarification of some issues by the DOT – example what signage is needed on dead end roads
- Retroreflectivity signs are ranked as Good, Marginal and Bad
 - Exact measurements remain unknown until a decision is made on which approved method to use
 - An exact number of signs needing replacement at this time is undetermined
 - All new signs installed are high intensity, prismatic and can be on a life expectancy replacement cycle
- Proper signage – after reviewing posted speed limits, town ordinance and state statutes, there may be some discrepancies
 - A meeting is scheduled on 2/8/11 with Ron Becker of DOT to get clear confirmation on proper signing
 - With the exception of subdivisions (by law 25 mph) an engineer will have to be hired to complete a study or higher speed limits posted
 - Following the meeting with Ron Becker we will proceed to inventory the rest of the town properly
 - When there is a speed limit of 55 mph, local government can reduce it to 45 mph without an engineering study
 - There are 6 guidelines an engineer looks at when doing the study: 1) measure and determine the 85th percentile speed, 50th percentile speed, design speed and pace speed; 2) Evaluate crash data for the past three to five years; 3) Document roadside development including land use, driveway locations, and school locations; 4) Document roadway geometrics including lane widths, shoulder width, sight distance limitations at hills, curves and intersections, plus parking; 5) Determine the functional classification of the roadway and the practical function of the road within the state and local system; 6) Document the current speed limit and level of enforcement
 - DOT no longer does studies for municipalities relating to local speed limits
 - There are issues on Wilshire Dr, Evergreen Dr, Hay Meadow La, Firkus Rd, etc
- New Retroreflectivity Requirements:
 - Agencies have until January 2012 to establish and implement a sign assessment or management method to maintain minimum levels of sign retroreflectivity.
 - By 2015 must meet the minimum retroreflectivity requirements
 - Will do a visual night time assessment

D Pederson, is there protocol for the painted signs on the road way?

Pete/Bill – there are no set regulations. The painted signs are an additional notice – this does not replace posted signage.

Board questions:

- What authority does the town have to regulate pedestrian usage on roads?
- How many signs are too many signs on a road? (Wilshire Drive has 26 signs)

Motion Supervisor Pederson, second Supervisor Syens, accept the report. Motion carried.

8. Town of Hull Board Position on Building Committee Recommendation and Letter of Appreciation – Dave Pederson and Mel Bembenek, Co-Chairpersons Hull Building Committee

John Holdridge:

- The board explained at the December meeting their concerns about the timing for the building project
- A newspaper article stated the board, in December, put the building project on hold
- Suggest sending a letter to committee members thanking them for their service
- Necessary to get information on future expenses
- The building project is not a dead issue but board not prepared to proceed at this time

Dave Pederson, there is too much uncertainty with finance to push forward at this time.

Marilynn Kranig, 1890 Edgewood La, a member of the Building Committee, stated according to the December minutes, the Town Board voted to accept the report from the Building Committee. From a written statement Marilynn continued:

- Nowhere in those minutes did she find a motion and a second to put the project on hold
- I am under the impression that the entire Board needs to vote on whether to go ahead with this project or put it on hold. Die one or two of the Board members make that decision?
- When discussing financing, why was a 30 year loan not looked at? If we do a 30 year loan, taxes could be at a lower rate. We have financed road projects for 20 years and most of the times have paid off that loan before the 20 year period was up. That could happen with this project.
- I recall from one of the earlier meetings someone said that in 20 years the building would need repair or a roof replacement. With proper maintenance repairs should be minimal.
- I also got from those minutes that in the future the fire department, road equipment and road needs might come up. We will always have that scenario in the future. If I understand, funds have been put aside in the budget to help with these things. Again, with proper maintenance road equipment and fire department equipment should last more than a 5 year replacement. The wear and tear on road equipment is much harder than that of the fire department. Road equipment gets used almost daily, whereas fire department equipment gets used occasionally.
- I know that the economy at this time is not great, but things are improving, just watch the stock market. We will always have the unknown. If we go with what ifs, most people would stay at home for the rest of their lives.
- How many Hull residents actually work at New Page? Those are the ones that will be hurting. I have heard that most of those will either take early retirement packages or be transferred to other mills.
- The longer we wait the more the cost of materials will rise. We've already spent a large amount of money on architect fees.
- We have worked hard on our plans and tried to trim wherever we could. If the Board has suggestions on where we could cut, please convey this to the committee.
- We really do not have HARD cost estimates, just ROUGH estimates. Bids could come in lower than anticipated.
- If we do nothing else, we need to schedule information meetings with Hull citizens. This should be done before summer. Different areas of Hull could be notified of meetings for their area on different Saturdays. This would probably be for 3 or 4 Saturdays. It is easier to speak to small groups of people.

- When working on this, I suggested that we have a Plan B. That was totally unacceptable to the rest of the committee. Now we have two aging buildings each in dire need of major repair.
- This could end up costing a lot of money and we would still have old buildings.
- If we put a sizeable amount of money into repairs, citizens will not want to OK more money for a new building.
- Do it right the first time. Now is the time to get this project going once again so that in September it could be voted on.
- Please take the suggestion of going ahead with the information meetings so that by the time we go ahead with this project we won't be scrambling at the last minute to get this information to the citizens of Hull. Thank you for hear me out.

Supervisor Wilz, we used 15 years as a scenario.

- The reasons for putting the project on hold were justified
- While waiting for unknowns to be known we should consider information meetings to get the pulse of the citizens
- Show the citizens what we have – this would be beneficial

J Holdridge, share the finances of what we do and do not know?

D Wilz, we want to tell the whole story and get public input.

D Pederson, plan for March meeting?

Mark Kluck submitted an agenda a while back as requested.

D Pederson, put this on the March agenda to set a meeting date(s).

LaVerne Syens, we want the information we have to go to the public to be transparent. There will be fire and road equipment to be replaced and major road work to be done and we need to project costs. There is concern about reduction in State Shared Revenue and General Transportation Aids. We will also project mill rates.

J Holdridge, we are only talking about Hull's tax rate being 14% of the gross tax rate. We can be fiscally responsible for the Town of Hull but not for the school district, county or the technical college.

Motion Supervisor Pederson, second Supervisor Syens, a letter to be sent to Building Committee members thank them for their commitment for input/the building is on a temporary hold and will pick up when more is known about the financial situation. Motion carried.

9. Letter from John Zinda Stevens Point Fire Chief Regarding Metro Fire Services and Dual Response

Mark Kluck, Hull Fire Chief:

- Stevens Point Fire Department is joining the Metro Fire District with the Village of Plover and the Village of Whiting
- The agreement the town has with the city will come to an end as they will rely on Plover/Whiting F.Ds. There will no longer be any automatic aid or dual response agreements

- If Hull's services are needed, other than where they are included on the MABAS cards, it will be by special request
- Hull will continue to assist Stevens Point as needed and Stevens Point will continue to assist Hull as needed
- The letter states "we have always had a wonderful working relationship with the Hull Fire Department and in no way want that to change. The professionalism and quality of service you provide is outstanding. Because of the strategic location of your station, we will call for a special request whenever appropriate."

Motion Supervisor Pederson, second Supervisor Wilz, accept the report. Motion carried.

10. Certified Survey Map for Jerold Fahrner land in Section 1, Town 24 North, Range 7 East, abutting Pinewood Drive – Recommendation from Hull Plan Commission
Surveyor Darren Krzanowski of Central Staking was present.

J Holdridge, the roadway between the cul-du-sacs (north and south of Highway 10 by-pass) on Pinewood Drive will be abandoned by the town. Upon abandonment the owners on each side of the road will receive ½ of the road right-of-way.

D Krzanowski - The water tests, as required by Portage County, are complete.

Motion Supervisor Wilz, second Supervisor Pederson, approve as recommended by the Hull Plan Commission the Certified Survey Map for Jerold Fahrner land in Section 1, Town 24 North, Range 7 East, abutting Pinewood Drive. Motion carried.

11. Certified Survey Map for Jean Fox land in Village of Jordan Plat, Section 12, Town 24 North, Range 8 East, abutting Brilowski Road and Brychell Drive – Recommendation from Plan Commission

J Holdridge:

- The lots in Village of Jordan Plat are lots of record.
- Mrs. Jean Fox, owner, will create 4 lots out of 7
- She is not creating new lots – revising existing lots

Motion Supervisor Wilz, second Supervisor Syens, approve as recommended by the Hull Plan Commission the Certified Survey Map for Jean Fox land in Village of Jordan Plat, Section 12, Town 24 North, Range 8 East, abutting Brilowski Road and Brychell Drive. Motion carried.

12. Removal of Moratorium on Lot Splits in I-39 W Planning Area – Hull Plan Commission
Chairperson Holdridge:

- On January 5, 2007 the town placed a moratorium on lot splits in the I-39 West planning area.
- The I-39 W plan has now been approved by the Town of Hull Plan Commission, Town of Hull Board, Portage County Planning & Zoning and Portage County Board of Supervisors.

Motion Supervisor Pederson, second Supervisor Wilz, remove the lot split moratorium in I-39 W Planning Area. Motion carried.

13. FEMA – Federal Public Assistance: Attachment H – Assurance Construction, Federal Audit Requirement and State Assurances of Disaster Application Sub grantees – John Holdridge, Hull Chairperson

Motion Supervisor Pederson, second Supervisor Syens, approve signing of forms needed to receive funds from FEMA for the flooding in 2010. Motion carried.

14. 2011 Budget and Out Year Projections (15-20 years) for Major Capital Purchases (Fire and Road Equipment), Road Reconstruction, and Tax Rates – John Holdridge
J Holdridge:

- Presented debt service schedule showing Hull's debt through 2017
- Hull's Road Foreman and Hull's Fire Chief have reviewed expenditures over the past 20 years – they will input costs of equipment and road constructions and detail what they feel are future needs.

D Pederson – once the information is received will calculate inflation that has occurred over the past 10 years.

Motion Supervisor Wilz, second Supervisor Pederson, accept the spread sheet. Motion carried.

15. 2011 Budget - Hull Fire Department Dry Hydrant Project – Clarification of Importance and funding –Mark Kluck

- The dry hydrant on Wilshire Drive is a top priority – it supersedes any salary increase
- Have been working with the owner, DNR and Army Corp of Engineers
- Feel the project needs to be bid out – Kyle Kluck Construction provided an estimate of \$10,500
- There are also dry hydrants at Red Bridge and at the end of Len's Drive
- A homeowner on Scenic Drive has given the FD an option for a fourth dry hydrant

Dale Bembenek, this month the dry hydrant is important/last month it was not.

M Kluck, when making the statement the intent was trying to make the point of how important salaries for the firefighters are.

Dale Bembenek, has the survey on wages been started?

D Wilz will have the survey back in a couple of weeks. Will talk with municipalities having similar size FDs however will talk with local FDs regardless of size. This survey is being done as over the last four years there has been a 10% increase in FD wages. Hull's FD is tracking hours of the firefighters and what they are doing.

Motion Supervisor Wilz, second Supervisor Pederson, accept the report. Motion carried.

16. Public Safety Group - Purpose and Objectives Prepared by Dave Wilz, Hull Supervisor
Purpose – The purpose of the group is to solicit public input regarding the need and the extent of the need, for contracting additional services from the Portage County Sheriff's Department. These services might be in the areas of weight limit monitoring, speed control and other traffic issues, safety issues for pedestrians and other areas not yet determined.

Thoughts & Ideas

- Five to seven members (Town of Hull Residents) or outside professional resources as needed.
- No more than 2 board members. (John & Dave to Co-Chair)
- Advisory, task force, work group – No open meeting requirements.
- Identify Portage County Sheriff's current service to the town.
- Review what Hull has done in the past concerning purchasing additional services.
- Review current proposal for costs associated with extra services.
- Establish issues and areas to be discussed and possibly resolved = SPASH, ROTC, Weight Ordinance Issues, Adopt A Highway, Speed Control, Bikers, Walkers, Neighborhood Watch, Etc.
- Establish monitoring system to evaluate results and associated costs.
- Report to board with recommendations.
- Have plan ready for implementation no later than mid May.

J Holdridge would like to add develop culture of road safety/obeying speed limit/stop signs/pedestrians, etc. When using Hull roads groups will paint direction arrows, etc on the road. This is not acceptable.

D Wilz, when groups come to the board for permission to use the road(s) that is the time for the board to state the cans and can not's. We have been missing our opportunity.

J Holdridge, we need to give directives to coaches at schools regarding running clubs using the roads. Is there a preferred way DOT has re: runners facing traffic??

- Suggest seven to 9 members – anyone interested should be involved (bikers, walkers, etc)

D Pederson let the public know we are forming a committee.

D Wilz, the reason for the Public Safety Group is because of the expansion of a line item in the budget.

J Holdridge, we should schedule meetings and indicate if people want to be involved they must show up at the meetings.

- Presented data received from the Sheriff's Department relating to warnings/tickets issued.

Motion Supervisor Syens, second Supervisor Pederson, approve the Public Safety Group Purpose and Objectives. There will be seven to nine (or more) members. Motion carried.

17. Approval of hiring LuAnn Elsinger to design the Hull web-site

John Holdridge:

- LuAnn would do the web-site design for \$250.00
- Maintenance would be done in house

Jim Kruziki, no LuAnn has software to keep the web-site current.

Barb Brilowski, LuAnn did not want to do set up and then not do the maintenance.

D Pederson, is it okay legally to put public documents in to private hands?

Comment, anything put in cyber space can be grabbed.

J Holdridge, we need to sort out what is to go on the web-site.

D Pederson, with the ruling on email as town officials, does it make sense to establish email addresses here instead of using our home email addresses?

B Brilowski if the board has email addresses here they can be placed on the web. The emails can be received remotely by the board members or opened in house if necessary.

J Kruziki, regarding LuAnn, let's come up with a monthly fee for 6 months and how we move forward.

Motion Supervisor Pederson, second Supervisor Wilz, hire LuAnn Elsinger to design Hull's web-site for a fee of \$250.00 and enter in to discussions about maintenance. Motion carried.

18. Concern about Ventilation in Hull Garage (Marilynn Kranig, Hull Staff)

Pete Kaminski:

- Marilynn's memo regarding the garage work area being blue was accurate – Pete was welding.
- Have found papers on the systems sensors – they need to be changed every 2 years. They have never been changed – this the reason for not working properly
- Will get kits to change the sensors and the system will again work
- Have 2 fans blowing in and 2 fans sucking out
- The sensors we have meets the standard of OSHA and the State of Wisconsin

Motion Supervisor Pederson, second Supervisor Syens, Pete Kaminski is to look to get answers relating to ventilation in the garage area and to replace sensors. Motion carried.

19. Practical Energy Management for School and Government Facilities Focus on Energy Conference – Hull Town Board

J Holdridge:

- Feel we should use the road crew to develop expertise in energy management areas if they have an interest.

D Pederson – we need to manage energy efficiently.

- Somebody needs to focus on maintenance of buildings
- Currently no one is dedicated to maintaining and making sure buildings are maintained

D Wilz, getting expertise in certain areas is helpful.

- Feel we should start with Portage County and see what they have and will do
- The county could be a resource for towns
- Let the county come out and inspect the buildings

D Pederson – like the idea of starting locally.

D Wilz – continue discussion of energy management and put on our project list.

Motion Supervisor Pederson, second Supervisor Syens, Pete Kaminski to pursue information on energy management for Hull's buildings and vehicles and develop expertise and knowledge. Motion carried.

20. Rural Insurance Loss Control Survey 1-5-11

Barb Brilowski:

- ✓ The review was done at John's request following Patty Amman having a problem with her wrists. A new retractable keyboard tray has been installed at the desk that Patty Amman and Marilyn Kranig use.
- ✓ Barb had an issue with her arm and wrist after spending hours inputting data for FEMA following the flooding.
- ✓ Barb's screen and keyboard are located at the end of the desk and does not allow room for a document holder to the left of the screen.
- ✓ Lee Columbus, Safety and Loss Control Consultant for rural Mutual Insurance, suggested Barb's desk and that of Treasurer Jim Kruziki be replaced.

Jim Kruziki does not have a problem with his desk and does not want it replaced.

Janet Wolle the 2011 budget in General Administration has \$4,000 for Office Furniture and Equipment.

Motion Supervisor Pederson, second Supervisor Wilz, Barb Brilowski is to come up with recommendation on what office furniture she needs and come back to the board with a proposal. Motion carried.

21. Reports:

- a. Clerk – Janet Wolle No Report
- b. Treasurer – Jim Kruziki
Year End Report (12/31/10) of Town funds at Chase Bank and River Cities Bank
Year End Notes (12/31/10) showing interest earned on investments plus dog licenses issued in 2010 (479 licenses – total fee \$4,580/Portage County share \$3,626/Hull share \$954
Report of Designated funds for quarter ended 12/31/10
Treasurer's Report 1/31/11 of Town fund at Chase Bank and River Cities Bank
- c. Road Foremen – Pete Kaminski
 - For this winter season good with salt supply.
 - Have used approximately 100 ton
 - To date the town has plowed 12 times
- d. Fire Chief – Mark Kluck
 - Advocate for Metro System
 - Would like to get ball rolling to have meetings to specify gains and what this means to Hull.

This item will be on the agenda of the February 21, 2011 board meeting.

Exhaust system for fire trucks will try with a FEMA grant this year.

- e. EMS Administrator – Mark Fristche not present

22. Adjournment: Motion Supervisor Wilz, second Supervisor Pederson, to adjourn the meeting.
Motion carried. Meeting adjourned at 9:30 p.m.

Janet Wolle, Clerk