

MINUTES OF TOWN OF HULL BOARD MEETING,
COUNTY OF PORTAGE, WISCONSIN,
HELD ON MONDAY JUNE 12, 2017

01) Call to order by Chairperson John Holdridge at 5:30 p.m. at the Hull Municipal Building, 4550 Wojcik Memorial Dr., Stevens Point, WI 54482.

Present: Chair Holdridge, Supervisors David Pederson, Dave Wilz, Jan Way and Rick Stautz.

Others present: Clerk Janet Wolle, Treasurer Jim Kruziki, Road Foreman Pete Kaminski, EMS Administrator Mark Fritsche.

Excused: Fire Chief Mark Kluck.

02) Pledge of Allegiance

03) Minutes: May 8, 15 & 25, 2017 Board Meetings

Motion Supervisor Pederson, second Supervisor Wilz, **approve as corrected the minutes of the May 8, 2017 Hull Board meeting.**

Page 9 Received ~~prices~~ **prices** on white boards:

Holdridge: Have talked with ~~Aaron~~ **Erin** Andrews.

Motion carried.

Motion Supervisor Way, second Supervisor Pederson, **approve of the minutes of the May 15, 2017 Hull Board meeting.**

Board members questioned whether the information provided in closed session relating to 527 Maple Bluff Road, is to be in the minutes.

Clerk Wolle – the information read by me and the information read by Attorney Konkol were all from the Public Nuisance Ordinance revised on March 13, 2017 and published.

There was nothing inappropriate.

Motion carried.

Motion Supervisor Wilz, second Supervisor Stautz, **approve the minutes of the May 25, 2017 Hull Board meeting.** Motion carried.

04) Vouchers

No questions about the vouchers.

Comments from Supervisor Stautz of voucher review for May, 2017:

- 1) Was glad to see an invoice for random drug testing as this is a requirement of the DOT.
- Also the random testing is handled correctly by Hull staff

2) Mailbox Replacement: would like to comment on the process followed in Shawano.

- Get price for mailbox and post
- Have citizen bring in receipt – will pay \$50.00 towards mailbox replacement
- Do not do replacement mailboxes
- Do not stock mailboxes

Pete Kaminski:

- ✓ Hull buys mail boxes with expensive no greater than \$85.00
- ✓ Hull replaces mailbox

Something to discuss in the future.

Motion Supervisor Pederson, second Supervisor Stautz, **approve the vouchers as presented and discussed**. Motion carried.

05) Public Comments. Agenda items are for discussion with possible action. Non-agenda items may be raised under Opinions of Interest (Item 6 below)

No Public Comments

06) Opinions of Interest – citizens, Hull staff, Hull elected officials or appointed officials

Kaminski:

- Lost 1 phase power from front breaker box – welder and air compressor are out

07) Selection of bid for Torun Road project

One bid received: American Asphalt of Wisconsin \$270,740.70

Dave Glodowski, Hull's engineer:

- Different application than what in project prepared
 - Two (2) 10' paved lanes plus two (2) 3' paved shoulders
- Two (2) 11' paved lanes, two (2) 3' paved shoulders, two (2) 2' gravel shoulders (this is the TRIP application information)
 - Dave did not assist with this application

Holdridge – recommend bid go to budget/finance committee.

Glodowski:

- Suggest going to two (2) 10' lanes with two (2) 3' paved shoulders
- Do a modification to the application
- Projected cost for the Torun Road project with the modification \$160,000
- Going this route will remove the gravel work
- Would be going from 2,900 tons of blacktop to 2,000 tons of blacktop
- Dave has already talked with representatives of American Asphalt about a modification
- Should receive approval from WDOT within 2-3 weeks; also need approval from Nathan Check of PC Highway Department

Motion Supervisor Way, **authorize Dave Glodowski to go to WDOT to get authorization for modification of Torun Road project to two (2) 10' lanes and two (2) 3' paved shoulders; also for Dave Glodowski to talk with American Asphalt re: the proposed changes.**
Motion seconded by Supervisor Pederson. Motion carried.

- 08) Petitions received from residents in the Maple Bluff/Golla Road neighborhoods re: conditions at 527 Maple Bluff Road

Wallace and Linda Check, 5366 Golla Road, were present and had presented a petition signed by 45 individuals at 29 different addresses.

Correspondence from Check's read by Clerk Wolle as follows:
Dear Mr. Holdridge and Supervisors,

"We have enclosed a Petition signed by Maple Bluff & Golla Road citizens & property owners and are neighbors of 527 Maple Bluff Road, Town of Hull. The reason for the petition signatures is to complain of a public nuisance that has developed over several years and has only gotten worse as time passes. The owner of this property is Ms. Rebecca Bohne & party residing with her, Mr. William Konopacky. This property, since the time the above parties assumed occupancy, has commenced accumulating miscellaneous materials piled up and covered with tarps or just left uncovered. They did obtain building permits for a garden shed, storage garage & gazebo. In 2015 Mr. Konopacky constructed the garden shed which has a ground floor, walls constructed of plastic piping and covered with various tarps of different colors. The garage has a ground floor, walls partially completed with old wood material, a roof without shingles, no doors and both buildings filled with stuff. There are also piles outside of the buildings covered and uncovered items, such as wood pallets, metal pipe, scrap metal, plastic pipe, assorted bricks and parts from old machinery as best we can tell. The garden shed has been extended a few times already by Mr. Konopacky by adding additional plastic piping and tarp cover as the wall. There are two different type wire fencing surrounding some of the back yard as well as a third fence surrounding the back yard which consists of metal poles much taller than the plastic green & white striped material. Mr. Konopacky continues to be allowed to store a fork lift machine in his yard which he uses to move his junk from one place to another. We believe the years of storing some of the old lumber and other materials & rubbish outdoors and now some under only partial cover may provide for nesting of menacing varmints, if not already. That could lead to a definite health hazard for the neighborhood.

We respectfully request the attached Petition consisting of five pages, signed by neighboring residents, be considered a complaint in violation of the Town of Hull's nuisance ordinance recently revised in March, 2017. The property on 527 Maple Bluff Road, Town of Hull, has been an eye sore and continues to be in noncompliance. It is an embarrassment to those of us who reside in this neighborhood as well as a definite detriment for anyone who might consider selling their property. The buildings as currently constructed definitely have an adverse effect on surrounding property. We are a residential subdivision of home owners who respect their property and appearance of their own and other property in the neighborhood.

Thank you for your attention in this matter. We understand this matter will be placed on the next meeting of the Town of Hull Supervisors. Please feel free to contact any of us if further questions.

Submitted by Wallace & Linda Check, 5366 Golla Road, Town of Hull.”

Also read by Clerk Wolle, the heading on the Petition as follows:

“We the undersigned, citizens and property owners in the Town of Hull residing in the Maple Bluff & Golla Road neighborhood, request the Hull Board of Supervisors review the land use conditions of a property located at **527 Maple Bluff Road, Town of Hull**, Stevens Point. That property is regulated by the Portage County zoning code (administered by Portage County Planning and Zoning Department) and a Public Nuisance Ordinance (revised/adopted March 13, 2017 and administered by the Town of Hull Board). Again, this property is located at **527 Maple Bluff Road, Town of Hull**. Please sign below to indicate your concern and your desire to have the Hull Board of Supervisors review the land use and conditions at the named property.”

Introduced and read by Chairperson Holdridge, a memo received from Attorney Konkol regarding action the Hull Board can take using the revised Public Nuisance Ordinance.

Steps that should be taken concerning investigation and enforcement of an alleged public nuisance violation:

1. A complaint is made to the Town Board of Supervisors
2. The Town Board decides by a simple majority vote if the complaint merits further investigation.
3. If further investigation is appropriate, the Town Chair, Town Committee or other agents of the Town Board such as the assessor, building inspector or anyone else so designated by the Town Board to enforce Town ordinances shall:
 - a. Promptly inspect or cause to be inspected the premises complained of; and
 - b. Make a written report of its findings to the Town Board, with such report to include photographs of the premises where practicable.
4. As an initial step in the investigation, the owner of the premises complained of should be contacted for permission to enter upon the premises for inspection purposes. If such consent is refused, the investigators are authorized to obtain a special inspection warrant under §66.0119, Wis. Stat., to enter upon the premises in order to conduct an inspection of the alleged violation. The investigators may enlist the aid of the Portage County Sheriff's Department to assist in keeping the peace during such inspection. The special inspection warrant process is initiated after the owner refuses permission to enter the premises by an affidavit of the investigator charged with inspecting the alleged public nuisance violation. After review of the affidavit, a Portage County Circuit Court Judge then executes the warrant authorizing such inspection.
5. After the investigative report is filed, the Town Board then determines whether or not a violation of the public nuisance ordinance has occurred.
6. If the Town Board concludes that a violation has occurred, the Town Board then decides on whether to take legal action to enforce compliance with the public nuisance ordinance. This action requires a unanimous vote.
7. If legal action is authorized, the Town Board should then issue an order notifying the alleged violator of the violation and granting such person a reasonable period of time to remedy the public nuisance violation.
8. If such period of time lapses without corrective action being taken by the alleged violator, legal action in Portage County Circuit Court may be stated by the Town seeking among other things, forfeiture of \$100.00 to \$500.00 per day until the violation is corrected,

permanent injunctive relief restraining any future violations and the statutory costs of such lawsuit.

9. In addition to the above, an expedited procedure is authorized where a complaint is made about an alleged public nuisance that in the estimation of the Town Chair or the Chair's designee, poses a great, immediate and substantial danger or threat to the public health or safety, then the Town Chair or such Chair's designee is authorized to promptly inspect or cause to be inspected the complained of premises without obtaining Town board approval to do so.

Dave Pringle, 450 Maple Bluff Road, has lived in the area since 1971. Everyone with the exception of one (1) party has kept up their property.

Don Ward, 5384 Golla Road, one (1) wall of a building that was put up at 527 Maple Bluff has fallen down already.

Motion Supervisor Stautz, **accept the petition from residents in the Maple Bluff/Golla Road neighborhoods re: conditions at 527 Maple Bluff Road AND to approve Hull Chairperson or Clerk to contact the resident at 527 Maple Bluff regarding the inspection of said property as outlined in Hull's Revised Public Nuisance Ordinance adopted on March 13, 2017/as outlined in memo from Attorney Robert Konkol.** Motion seconded by Supervisor Pederson. Motion carried unanimously.

Chairperson Holdridge stated he will contact, via phone, owner Rebecca Bohne and follow-up with a letter by certified mail.

Note by Clerk Wolle: Due to storm, electricity went out at 6:15 p.m. Continued meeting via emergency lighting, battery operated LED lanterns and other small LED lighting brought in. Tape recorder was not on as no "C" batteries available. Pete called out by Fire Fighter to get tree off Torun Road. House had tree fall on and people trapped. Fire Fighter needed to assist Pete in opening the large overhead garage doors as Hull does not have a generator that will automatically kick in.

- 09) YMCA Duathlon on July 15, 2017

Motion Supervisor Way, second Supervisor Pederson, **approve use of Hull's roads by YMCA for their Duathlon to be held on July 15, 2017.** Motion carried.

- 10) Discussion and possible action on proposed broadband WPSC grant application for Amherst Telephone Company and Town of Hull for Jordan Rd/portion of North Reserve/Hay Meadow/portion of N Second connecting to Casimir Road and Casimir Road area west of I-39 – Rick Letto of Amherst Telephone Company

- 1.5 million dollar grant available statewide in 2017 for broadband – grant deadline is June 30
- Hull participated with Amherst Telephone in 2016 for a grant successfully received
- Another 7 million available this fall and next year for broadband
- Get letters of support for the grant
 - Senator Patrick Testin resides in Hull

- Supervisor Way feels the Wilshire Drive area is being by-passed, there are 32 residents not on the grant list
- The proposed broadband expansion begins on Jordan Road/portion of North Reserve/Hay Meadow/portion of N Second connecting to Casimir Road and Casimir Road area west of I-39
- The problem with first mile of Wilshire Drive off of Jordan Road is the interested people are on the south end of Wilshire – will encourage looking in to Wilshire area
- Have study to lean on now re: need for broadband in rural areas
- Competitive grant program
- Factor in the partnership between public and private

Motion Supervisor Pederson, **obtain letters of support needed for the grant and move the grant application along**. Motion seconded by Supervisor Way. Motion carried.

11) Well monitoring plan for the Town of Hull – Pete Arntsen

Pete Arntsen of Sand Creek Consultants, Inc. was present.

- ❖ Final portion of the monitoring well plan is to identify monitoring wells location
- ❖ Narrow down from initial draft
- ❖ Be more precise
 - Suggest 2 monitoring wells – 1 of which would be in a subdivision
 - Supplement with existing wells
- ❖ Unclear where groundwater is going
- ❖ Scope – sample 20 wells from throughout Hull
 - See how many individuals many agree to having wells sampled again
- ❖ Watch the change in groundwater

Motion Supervisor Pederson, **accept the report (final draft) and be in contact. Refer to the Water Committee**. Motion seconded by Supervisor Stautz. Motion carried.
Scope of Work & Cost Estimate for Phase 1 (end of minutes)

12) Resolution of Hull Water Committee on future direction of well monitoring plan

Supervisor Stautz:

- Water Committee met and reviewed the proposal
- Look at things most important
- Two (2) wells & monitor wells
- No time table set
- Build on from there
- Look at the budget

Resolution from the Water Committee:

A motion was made by Rick Stautz, for a 1st phase for this year, put in 2 new monitoring wells in the suggested location of the Northeast Sector, surveying the elevation of those 2 new monitoring wells plus the other 9 existing monitoring wells, then sample those 2 new monitoring wells plus the other 9 monitoring wells at least once this year and collect that data. Motion was seconded by Matt Johnson. Motion carried.

Motion Supervisor Stautz, second Supervisor Way, **accept the resolution**. Motion carried.

- 13) Employment Torun Road projects - employment of Dave Glodowski of Gremmer & Associates to be engineering supervisor for Torun Road

Discussion re: engineering costs for project. Total not to exceed \$4,000????? (Clerk's note, not sure \$4,000 is correct number)

Motion Supervisor Stautz, **to employ Dave Glodowski of Gremmer & Associates as engineering supervisor for the Torun Road project.** Motion seconded by Supervisor Way. Motion carried.

- 14) Ordinance Relating to Confidentiality of Income and Expenses Provided to Assessor for Assessment Purposes

Motion Supervisor Way, second Supervisor Stautz, **approve the ordinance relating to Confidentiality of Income and Expenses Provided to Assessor for Assessment Purposes.** Motion carried.

- 15) Hull Board of Supervisors Leadership Plan

Hull Leadership Plan as proposed by Chairperson Holdridge:

1. Finance/Budget Leadership Group – consisting of Dave Wilz, John Holdridge and Jim Kruzicki.
2. Ordinance/Policy Leadership Group – consisting of John Holdridge, Dave Pederson and Janet Wolle
3. Road Leadership Group – consisting of John Holdridge, Rick Stautz and Pete Kaminski
4. Representative Democracy and Town Management Group – consisting of John Holdridge, Jan Way and Barb Brilowski
5. Personnel Leadership Group – consisting of two Hull Board members, one of which would be John Holdridge, Chairperson, and the other to be selected
6. Administration/Executive Leadership Group – consisting of John Holdridge, a board member who would rotate and Janet Wolle

The memo from Chairperson Holdridge states, these groups are not official meetings groups subject to Wisconsin open meeting law but they are three-member groups made up of at least two elected Hull Board members plus one Hull staff member. They would keep notes for potential distribution to other Hull officials and staff members. They would probably meet irregularly, as issues come up and discussion of a particular topic is required. (They would have a chairperson and be subject to a short notice of call into action).

Motion Supervisor Wilz, second Supervisor Pederson, **accept the Leadership Plan,** Motion carried.

- 16) Future tasks for Hull Board of Supervisors and Staff

To be discussed at another meeting.

Motion Chairperson Holdridge, **table action on Future tasks for Hull Board of Supervisors and Staff.** Motion seconded by Supervisor Stautz. Motion carried.

17) Mail box placement standards via the U.S. Postal Service

Discussion:

- Need for review of Post Office standards relating to mail box placement
- New service in rural areas mailboxes put together at one location, not in front of each home
- How deal with location of homes for emergency when mail boxes not in front of homes

Motion Chairperson Holdridge, **refer mail box placement standards to the Ordinance/Policy Group**. Motion seconded by Supervisor Wilz. Motion carried.

18) Operator's (bartender's) license applications: Phillip Janowski, Chelsie Flees, Tina Palmgren, Jeff Stelk, Chelsea Aicher, Kimberly Friday, Jessica Arnold, Alyssa Ryskoski, Tiffanie VanPatten, Cassandra Lepak, John Tengowski, Noreen Stigen

Motion Supervisor Wilz, **take recommendation of Clerk Wolle to grant Operator's (bartender's) licenses to Phillip Janowski, Chelsie Flees, Tina Palmgren, Jeff Stelk, Chelsea Aicher, Kimberly Friday, Jessica Arnold, Alyssa Ryskoski, Tiffanie VanPatten, Cassandra Lepak, John Tengowski, Noreen Stigen**. Motion seconded by Supervisor Way. Motion carried.

19) Renewal mobile home community license (Matthew Ricciardella) for Recreacres MHC, LLC, 1540 Torun Road

Motion Chairperson Holdridge, second Supervisor Wilz, **grant a renewal mobile home community license to Matthew Ricciardella for Recreacres MHC, LLC, 1540 Torun Road**. Motion carried.

ADDENDA

1) Request approval to purchase 1ton truck as budgeted – Pete Kaminski, Road Foreman

Discussion:

- Quotes received from two (2) vendors for Ford 1 ton pickup
- \$77,187
- \$77,292
- Road Foreman took specifications to one location in town and then drove to Marshfield
- Typically requests for quotes/bids should go through the clerk

Supervisor Stautz:

- ✓ The state bids out trucks (state contract)
- ✓ Recommend use of the state contract
- ✓ Can find a truck completely through the state bid process – can look on-line

Motion Supervisor Pederson, **to table, at this point in time, the purchase of a 1 ton pickup truck**. Motion seconded by Supervisor Way. Motion carried.

Motion Supervisor Stautz, **when looking at equipment prices look at state bid contract and run the process through the clerk's office.**

Supervisor Stautz will work with Clerk Wolle at reviewing the state bid/contract procedure.
Motion carried.

Adjournment: Motion Supervisor Pederson, second Supervisor _____, **to adjourn the meeting.** Motion carried. Meeting adjourned at 6:56 p.m.

Janet Wolle, Clerk

Sand Creek Consultants, Inc.

June 6, 2017

Mr. John Holdridge, Chairman

Town of Hull

4550 Wojcik Memorial Drive

Stevens Point, WI 54482

Re: Town of Hull Groundwater Monitoring Plan

Portage County, Wisconsin

Subject: Scope of Work and Cost Estimate for Phase I Implementation

Dear Mr. Holdridge:

The purpose of this letter is to provide a scope of work and cost estimate for the Phase I implementation of the activities included in the motion that was approved by the Hull Water Committee at their meeting on May 23, 2017, and for recommended supplemental actions based on my meeting with you and Rick Stautz on June 1, 2017.

Phase I Scope of Work

Water Committee

The motion approved by the Water Committee included installing two groundwater monitoring wells, surveying the elevation of the two new wells and nine existing groundwater monitoring wells, and collecting water samples from the eleven wells. Data review and summary were assumed to be implied in the motion approval.

The locations of existing wells and proposed locations of new wells are shown on the enclosed **figure**.

Supplemental Recommendations

During our discussions on June 1, specific concerns were presented regarding a potential change in land use north of the Emerald Forest and Stroik Subdivisions. It was suggested to document existing groundwater conditions in the subdivisions to better define pre-development baseline conditions. One of the proposed new monitoring wells is intended to be installed in the Emerald Forest subdivision, and an existing monitoring well (MW-C) is present near the northeast corner of the Stroik subdivision. It is recommended that water samples be collected from private wells in the two subdivisions, and that depth and location information be obtained for the wells.

Mr. John Holdridge/Town of Hull

Scope of Work and Cost Estimate for Phase Implementation

Town of Hull, Wisconsin June 2017

Sand Creek Consultants, Inc. Page 2 of 3

Estimated Costs

Well Installation

As described in the *Groundwater Monitoring Plan* (Sand Creek, 2017₁), two groundwater monitoring wells will be installed to depths of approximately 30 to 40 feet. Specifics regarding the well installation contractor and well construction details have yet to be determined, but the costs included in the *Groundwater Monitoring Plan (Plan)* are considered reasonable estimates.

Drilling Contractor \$4,000

Consultant Coordination/Supervision \$2,000

Total \$6,000

Well Survey

The two new wells and nine existing wells (MW-1, MW-2, MW-3, MW-4, MW-7, MW-B, MW-C, McD, and DeV) will be surveyed to establish their location within a consistent coordinate system and their elevations relative to mean sea level. Bids and alternatives regarding completing the work are incomplete, but as with the well installation, the estimated costs included in the *Plan* are considered reasonable.

Surveying Contractor \$1,500

Consultant Coordination/Review \$600

Total \$2,100

Groundwater Monitoring

The recommendation for groundwater monitoring is modified somewhat from that described in the *Plan*. The current recommendation is to measure water levels and collect water samples from the two new wells (MW-Z and MW-Y), six research wells (MW-B, MW-C1, MW-C2, MW-C3, McD, and DeV), and five City wells (MW-1, MW-2, MW-3, MW-4, and MW-7). Instead of collecting five private well samples from each of the four "groundwater evaluation sectors," it is recommended that water samples be collected from 20 private wells in the Emerald Forest/Stroik subdivisions.

Sampling Contractor \$2,800

Laboratory \$2,000

Consultant Coordination/Review \$600

Total \$5,400

Data Review and Summary

After the laboratory analysis results are received, all data will be reviewed, summarized, and presented in letter format to the Town.

Consultant Review and Evaluation \$1,800

Total \$1,800

¹Arntsen, P.D. and Besyk, N.R., 2017, *Groundwater Monitoring Plan for the Town of Hull, Sand Creek Consultants, Inc., Amherst, Wisconsin.*

Mr. John Holdridge/Town of Hull

Scope of Work and Cost Estimate for Phase Implementation

Town of Hull, Wisconsin June 2017

Sand Creek Consultants, Inc. Page 3 of 3

Meetings and Quarterly Consulting

Tasks that are recommended to be carried over from the original Sand Creek proposal (July 2016) include meetings and quarterly assistance.

Meetings/Supplemental Consulting \$1,400

Quarterly Assistance \$2,200

Total \$3,600

Cost Summary

Well Installation \$6,000

Well Survey \$2,100

Groundwater Monitoring \$5,400

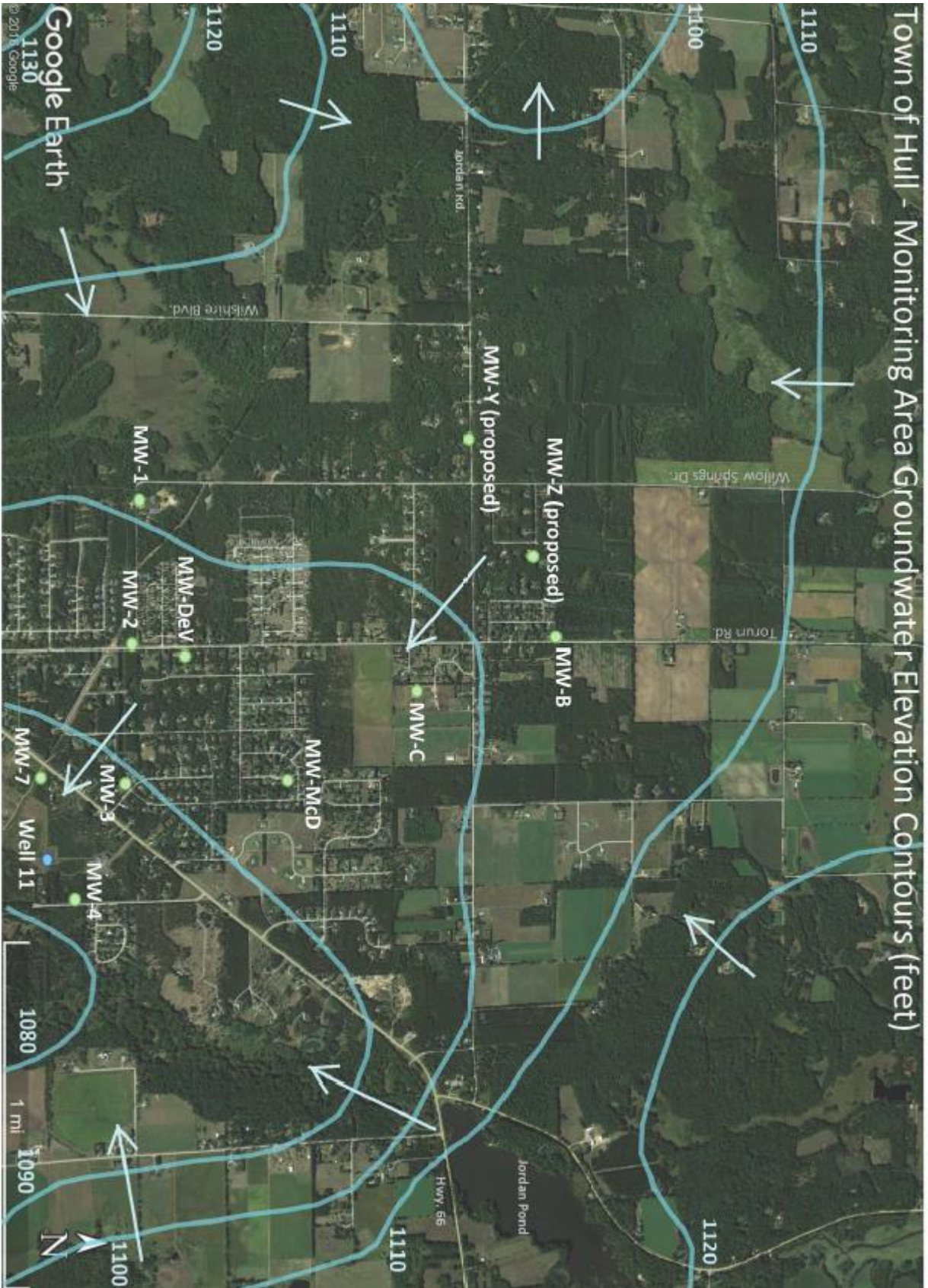
Data Review and Summary \$1,800

Meetings and Quarterly Consulting \$3,600

Total \$18,900

I trust that the items presented in this letter are consistent with our discussions of the Town's intent for implementing the first phase of the *Plan*. Obviously the scope and cost can be modified based on Town needs and budgets. Please contact me by phone (715.824.5969) or email

(pete.arntsen@sand-creek.com) if you have questions or would like to discuss. Sincerely, **SAND CREEK CONSULTANTS, INC.** Pete Arntsen, MS, PH, PG Project Manager/Senior Hydrologist Enclosure: Figure - Town of Hull- Monitoring Area Groundwater Elevation Contours (feet)



Town of Hull - Monitoring Area Groundwater Elevation Contours (feet)