

MINUTES OF HULL BOARD MEETING,  
COUNTY OF PORTAGE, WI  
HELD ON WEDNESDAY NOVEMBER 28, 2018

01) Call to order by Chairperson John Holdridge at 10 a.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 John Koshnick.

Others present: Clerk Janet Wolle, Road Foreman Pete Kaminski.

Excused: Treasurer Jim Kruziki.

02) Vouchers

Motion Supervisor Pederson, **approve payment of vouchers presented.** Second by Supervisor Wilz. Motion carried by voice vote.

03) Appointment of Hull Road Committee

Motion Supervisor Wilz, **approve appointment to the Hull Road Committee: John Holdridge, John Koshnick, Larry Barikmo, Dan Dieterich, Brett Boehnlein Jim Kalpinski, Madelin Putz, Jim Pozniak and Mary Olson.** Second by Supervisor Way. Motion carried by voice vote.

04) Salary for elected clerk and elected treasurer for the 2019-2020 term

Motion Supervisor Wilz, **accept action taken in 2016 giving the board action to set salaries for elected clerk and elected treasurer - approve 2.25% increase in wages for elected clerk and elected treasurer beginning April 2019 and CPI index increase beginning April 2020.** Second by Supervisor Pederson. Motion carried by voice vote.

05) Review of format for Status Report of Hull Policy Development

Motion Supervisor Pederson, **approve format of Status Report for Hull Policy Development.** Second by Supervisor Wilz. Motion carried by voice vote.

06) Policy – Hull Adopt-A-Road program

Barb Brilowski – send a copy of the policy to each group doing the Adopt-A-Road program as some just pick up refuse along roadway not using safety flags and vests provided by Hull.

Motion Supervisor Way, **approve the revised Hull Adopt-A-Road program policy with addition of item 7 and 10.** Second by Supervisor Pederson. Motion carried by voice vote.

The Plaski adopt-a-road sign needs to be changed.

07) Policy – Hull protocol for plowing Hull roads

Barb Brilowski suggestion based on phone calls received, add Granite Ridge Rd N north to Saw Mill Road; Saw Mill Road to “all main roads are plowed if there is less than one (1) inch of snow”.

Under Mailbox – correct 37 hour window to read 3 day window.

Motion Supervisor Wilz, **accept the new protocol for plowing Hull roads with changes recently made**. Second by Supervisor Koshnick. Motion carried by voice vote.

08) Policy – Brush pickup – Curbside

Motion Supervisor Wilz, **accept the Brush pickup policy without changes**. Second by Supervisor Way. Motion carried by voice vote.

09) Policy – Disposal of Materials and Small Equipment

Board member - what about sale of large equipment?

Pete Kaminski – trucks are auctioned or put on Craig’s list for sale.

Chair Holdridge – oppose large equipment run through Pete.

Motion Supervisor Pederson, **table action**. Second by Supervisor Way. Motion carried by voice vote.

10) Policy – Disposal of Wood

Discussion:

Wrote a policy that road crew or staff could not take wood

Create soft wood pile and hard wood pile

Policy on wood going to adjacent landowners if they want

Motion Supervisor Pederson, **table action**. Second by Supervisor Wilz. Motion carried by voice vote.

11) Information distributed with 11-28-18 Board Meeting

Chair Holdridge:

- Kyle Kluck is continuing with the city of Stevens Point to see what they want regarding his proposed subdivision. City is now saying ¾ acre lots okay.
- 527 Maple Bluff Rd – Hull’s attorney is again contacting Ms. Bohne’s attorney who is in Wisconsin Rapids
- Solid waste tipping rates are increasing in 2019
- Pete Kaminski wrote a memo relating to carbon monoxide issue in the garage. Pete was authorized to receive cost on repairing the problem. Cost is \$3,500 to put in changes needed.

- Job description information will be taken up with Pete Kaminski, Barbara Brilowski, Patty Amman and the treasurer. Will start with Pete next week. Any change comes back to the board.

Supervisor Wilz – he and Patty Fritsche will go on a field trip in Stevens Point. The city yard waste site collects recycables and other things.

12)Adjournment: Motion Supervisor Way, **adjourn the meeting**. Second by Chair Holdridge. Motion carried by voice vote. Meeting adjourned at 11:10 a.m.

---

Janet Wolle, Clerk

Vouchers approved:

Vendor	Amount	Purpose	Credit Card
American Asphalt of Wisconsin	\$397.80	RD - Materials: HFE Mix 6 tons	
Brightguy.com	\$416.96	FD-Eqp Repair & Maint: Nightstick instand Angle; Nightstick Duel-Light	X
Central Wisconsin Auto Parts	\$39.98	RD-Main&Rpr/Parts&Eqp: Battery;Solenoid	X
Harbor Freight Tools	\$14.97	RD-Main&Rpt/Parts&Eqp: Gloves; circuit testers	X
Fleet Farm	\$49.86	RD-Bldg Maint: 25 lt comm LED; electric timer	X
Fleet Pride Truck & Trailer Parts	\$2.23	RD-Main&Rpr/Parts&Eqp: Front Hub Seals	X
Fleet Pride Truck & Trailer Parts	\$5.79	RD-Main&Rpr/Parts&Eqp:Stemoco Hub Cap Gasket; Vented Hub cap plug	X
IamResponding.com	\$300.00	FD-Unclassified; Subscription renewal	
Jewell Associates Engineers, Inc	\$11,120.84	Cap Outlay-Engineering N 2nd Dr project	
Kwik Trip	\$55.04	FD-Fuel: NL Premium 16.338 gal	X
Ladick Road Materials, Inc	\$378.00	RD-Materials: Granite - 84 ton	
Oshkosh Fire & Police	\$75.00	FD-Supplies: Case of 4 gallon fresh gear respirator cleaner	
PSOL	\$171.50	RD-Computer Service:full screen firefox pop-up some malicious;connect to server 2016 data drive accessible to domain users	
	\$245.00	FD-Computer Service: Problem w/email Gen Adm-Computer Service: email storage	
	\$73.50	limit used up; website use	
	\$196.00	Gen Bldg-Computer Service All: Town of Hull website issues	

Riiser Energy	\$599.62	RD-Fuel: NL gas 226.7 gallons
Riiser Energy	\$947.78	RD-Fuel: Diesel fuel 315.4 gallons
Hackett, Terry	\$89.18	Gen Adm-Elec Unclassified:Post-Election Audit 7.25 hrs 11-19-18
Hannon, Karen	\$95.33	Gen Adm-Elec Unclassified:Post-Election Audit 7.75 hrs 11-19-18
Pederson, Trudy	\$95.33	Gen Adm-Elec Unclassified:Post-Election Audit 7.75 hrs 11-19-18
Szachnit, Lorna	\$95.33	Gen Adm-Elec Unclassified:Post-Election Audit 7.75 hrs 11-19-18
	\$9.74	Gen Adm-Election Bd: 1 hr Electronic Eqp test on 10-31-18
<b>Deffenbaugh, Phil</b>	\$2,775.21	Building Inspector-Payment to-19 inspec
	\$18,249.99	

### **POLICY #02017-12-11**

#### **Hull Adopt-A-Road Program**

The purpose of the Hull Adopt-A-Road Program is to engage Hull citizens, households and public or private improvement groups to pick up trash twice annually along Hull roads. Their involvement to keep Hull roadways clean represents a high level of citizen commitment to the Town of Hull civil life.

The Hull Town Board approves the following guidelines for Hull Adopt-A-Road Program:

1. Citizen, households and groups complete an application to establish an Adopt-A-Road program in their neighborhood.
2. Citizen, household or group designates a leader or contact person with address, e-mail and phone number.
3. Three-year commitment required from applicant(s).
4. Only non-profit or not-for-profit groups are eligible to participate. Groups may include families, churches and public service improvement groups.
5. Hull provides a street sign with name suggested by group to designate the road for trash pickup.
6. Hull provides bags, gloves, vests and safety signs. Hull Road Crew will pick up filled trash bags.
7. **Group provides members and agrees to do roadside pickup twice annually – spring and fall and to use Hull provided safety flags and vests during roadside pickup.**

8. Most routes would be approximately two miles but some may be longer or shorter. All routes would be mutually agreed upon between the applicant and the Town of Hull.
9. Roads in Adopt-A-Road program should be through roads and not dead-end roads.
10. **Annually, Hull official will contact Adopt-A-Road participant for input and feedback on proper implementation of safety concerns.**

Town of Hull Board Policy  
[Protocol for Plowing Hull Roads](#)

All Town of Hull roads are plowed if there is one (1) inch or more of snow. If there is less than one (1) inch of snow, the intersections, curves and hills are sanded. All main roads are plowed if there is less than one (1) inch of snow. These roads include:

Brilowski Road	North Reserve (south end)	Torun Road
Casimir Road (up to church)	North Second Drive	Wilshire Drive
Golla Road	Old Highway 18	Wojcik Memorial Drive
Jordan Road	Old Wausau Road	<b>Granite Ridge Rd. N. north to Sawmill Sawmill Road</b>

These roads get salt/sand in entirety including the intersections which get salt/sand plus 100-200 feet prior to the intersection. In the subdivisions, it is preferred to plow the main outlet and sand so there is not a buildup of ice. The remaining is sanded at intersections.

If there is an ice storm, the grader is used to cut ice on the main roads only. Main roads are salted with an 8-1 mixture of sand to salt. Use of straight (100%) salt on Hull roads will be documented with road name and application date and reported in a timely manner to Hull’s chairperson.

Special Circumstances

**Turf “damage”** – Removing snow from Town road surfaces requires snow be moved to the roadside right-of-way. Heavy snowfalls accumulating in the Town right-of-way requires the use of the snowplow’s nine-foot (9’) wing to move snow back from the driving surface. **The wing effective plowing distance is 3 to 6 feet beyond the 11 to 12-foot main plow.** The snowplow wing may peel the turf if the ground is soft and/or throw gravel from the shoulder off the road with snow. Such “damage” often appears after plowing.

**Mailbox “damage”** – A Town snowplow may knock over or break off a mailbox.

Damage Resolution

**Turf** – The Town Board establishes the right of the Town snowplows to use the first nine (9) feet from the edge of the paved surface for snow storage. Any perceived “damage” within those nine (9) feet will be the responsibility of the adjacent landowner to correct. The Town will take responsibility for repairing lawn damage caused by the snowplow beyond the nine (9) feet from the road surface. The homeowner is responsible for notifying the Town of such damage. The Town will repair the damage when the work can be scheduled.

**Mailbox** – The Town will repair and/or replace a mailbox damaged or broken off by a snowplow wing. If replacement is needed, a comparable box and/or post will be provided by the Town. Hull costs not to exceed \$75. It is the responsibility of the homeowner to notify the Town of such damage within 3 days. **However, homeowners who are away from Hull on vacation, gone during the winter months or not available in the 3-day window, shall notify Hull officials when they return and discover mailbox damage.** The Town will repair/replace the mailbox when the repair/replacement can be scheduled.

This policy is a consolidation of two previous polices: Protocol for Plowing Hull Roads, and draft Policy on Snowplowing of Subdivisions and right-of-way.

### BRUSH PICKUP – CURBSIDE POLICY

For a number of years, the Town of Hull has picked up curbside brush piles during the annual spring cleanup.

The following procedures apply:

1. The maximum dimension of the brush pile cannot exceed 12'Lx12'Wx6'H. Brush piles larger will not be picked up by the Hull road crew (see #4 below).
2. The following additional requirements apply:
  - a. Only one pile per land parcel
  - b. Branches must be piled in one direction with butt end toward the road
  - c. Branches must be placed at least 15 feet from mailbox, signs or trees
  - d. Branches can be no longer than 12 feet in length
  - e. Branches can be no wider than 6 inches in diameter
  - f. No scrap lumber or pallets will be picked up
3. Other provisions of policy:
  - a. No tree stumps or tree roots will be in the pile. The pile will not be picked up if tree stumps or roots are present
  - b. Branches cut for resale as pulp will not be picked up
4. Inspection of pile:
  - a. Brush piles will be inspected prior to pick-up. Those exceeding dimensions will be flagged by the Town of Hull to notify resident of policy violation. Those branch piles will not be picked up

Exception to this policy requires approval by Hull Board of Supervisors.