

**MINUTES OF TOWN OF HULL BOARD MEETING,
COUNTY OF PORTAGE WI, MEETING
HELD ON MONDAY, June 20, 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 John Holdridge, Supervisors: Dave Wilz, LaVerne Syens, Mel Bembenek. Patty Amman as recording secretary.

Others present: Pete Kaminski, Mark Kluck. Bob Konkol, attorney.
Citizen visitors: Regina Cyran, Bob Bowen, Jerry Koziczowski, Trevor Koziczowski

Absent: Dave Pederson

2. **Pledge of Allegiance**

3. **Citizens wishing to address the Board on non-agenda items. Agenda items are for discussion with possible action. 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.**

Holdridge Anybody here on a non-agenda item that would like to address the Board?

We note that Janet is not here tonight due to health issues so Patty is here tonight to take minutes. LaVerne mentioned that he would be gone around July 10th/11th.

R. Cyran Do we need a permit for fireworks and what would be the cost? If they are going to have them, I'd like to have the information to tell them.

Bembenek The sooner the better to give proper notification.

A copy of the new Hull fireworks ordinance was given to Cyran and John told her to give Barb a call with any questions.

J.Koziczowski I am here regarding what I saw in the agenda about Firkus Road.

Holdridge We have an executive session tonight. That would be a closed session to everybody but the Board and their attorney.

Koziczowski Correct, but after you open it back up, you could take action?

Holdridge Yes, if the Board so desires, we can come back in open session and make a motion.

Koziczowski So how do I know what happens? Do I need to be here for that?

Holdridge I think we might go into executive session around 7 or 7:30. It basically involves a proposal by Hebbe, Broeker, Gawlik and Firkus and what they want to do.

Koziczkowski Did they make any changes?

Holdridge I don't want to get into that. Its public record and you can get a copy from Barb. Their proposal is all there.

Koziczkowski Were we supposed to be notified of that at all?

Holdridge Not that I know of.

Koziczkowski Okay. I'm new to all of this.

Holdridge The action for tonight, you can stick around if you like, when we come out in open session, anything pertaining to what Hebbe, Broeker and Oberthaler propose, that's their proposal, basically its public record.

Koziczkowski Okay, so I can pick that up tomorrow?

Holdridge Sure, you can check with Barb.

Koziczkowski Then the action afterwards?

Holdridge We don't know. We might take some action but we don't have to take any action. It's probably involving them more than it involves you. Is that Bob?

Bob Bowen Yes, I just wanted to present the resolution from the Town of Knowlton, very simple: "The Town of Knowlton Town Board agrees with the resolution created by the Town of Hull that there should be southern access created to establish local access to County Trunk X and I-39 at mile marker 165 in Portage County", and it's signed by their Board.

Bob Bowen gave a copy of the Knowlton agenda item to the Hull Board recording secretary.

Bowen Tomorrow morning I'm meeting with Sandy Curtis from Portage County emergency government and trying to get all the truckers on line with statements.

Holdridge In regards to the danger on North Second.

Bowen Yes, and the economic impact they have suffered the last 4 years. Those were the 2 main things, safety and economic impact. Patty Drier was at the Town of Dewey meeting last Wednesday and almost immediately said yes, 100%, she'll support this. She has all the information and will be writing a statement as the County Executive, similar to what Maslowski did last time around. We're making progress, there's no set date. I have a list of things that Madeline Henry gave me verbally. She said we are not ready yet to talk with the DOT. Tomorrow night the Board of Supervisors for Portage County has it on their agenda and I plan

on being there. I don't think I'll be asked anything. Potocki and Bukowski are carrying the ball there. I would ask how we are coming with Senator Julie Lassa and Representative Amy Sue V., did they respond to your letter?

Holdridge No, I haven't talked with Julie or Amy. Julie was having a baby. We made a commitment to get her over here.

Bowen That was stated in that list of things that Madelane Henry said, make sure those 2 are on board and they're present when we talk to the DOT and everything else.

Holdridge How is she reading the governor?

Bowen I don't know to what extent she is...he's busy with other things. She's very optimistic and very positive so it's a pleasure to work with someone like that in the governor's office that tells you straight forward about these things.

Holdridge I hope she has some clout.

Bowen We're the ones that need the clout and she's behind us. When they realize that the number of municipal bodies that are supporting this and the institutional entities, I think they will pay attention. We've done a little population study and there are 17,000 people that are within a reasonable radius of using that interchange and that's a lot of people. They represent 2 counties. I don't think they can snub us or reject what's being done. I think being well organized and professional about it, which is what we're trying to do, is going to carry the ball.

Holdridge Make the argument.

Bowen Yes.

Holdridge Let me give you some upcoming meeting dates: Tuesday, June 28 is the Plan Commission meeting. Our next Board meeting will be Monday, July 11, then Thursday, July 14 is the first meeting of the Water Study Task Force. On Wednesday, July 20th is the Parks Commission. On July 21, Thursday is the Public Safety Task Force and Tuesday July 28th is the Plan Commission. I don't see us having a second Town Board meeting in July. We can't meet July 4th so we're meeting on the 11th. That's the meeting schedule. On our agenda we need to select a time for that onsite. A couple of other things: we got a memo on this wide band situation from the FCC. I think what we need to do is get somebody who's a non-seller that knows about this requirement and get them to a meeting. That might be a state official or somebody regionally that knows that. That's for our radios. We have a letter of resignation from Barbara Reed of the election group that says: "During the elections, I do registration in the garage where the fire trucks are stored; it's an undesirable place to work for 10-12 hours. It's dirty, smells of oil and has a furnace that's turning on every 5 minutes. Try listening to that for 10-12 hours in a day." So I think we should send her a letter thanking her for her service. Then we have from Dave Glodowski, an old update on Jordan Road. I sent him a note today. He hasn't started on Jordan Road. We thought that would be done the first part or middle of June. I indicated he needed to get that done by July 10th or 15th. Walkush Road, we're just waiting for

the DNR to give a permit for that. Pete, here's one on our Portage County township village budget culvert aid that we need to get back to them by July 15th.

Holdridge This is from Jeff Schuler to Kim Halverson: "Use of holding tank...to serve water treatment plant..." So here's the business on holding tank, we'll make copies and stick one in your box too, Mark. This is what the County has authorized the City to do.

4. Regina Cyran and/or Charlene Cyran for Lakeside Bar re: Operator's License for Ann Caves.

Holdridge There's a memo in here. Where it says "oversight", was that when the person filled out the application, she didn't write it down?

R. Cyran She didn't write it down because she presumed it was 5 years. It was on B, and she considered it for 5 years, in question C. If I would have been not paying attention, I would have done the same thing.

Bembenek I see that C says within the last 5 years and she thought B was also 5 years.

Cyran Right.

Bembenek She's been with you before, right?

Cyran Yes.

Holdridge I think we may have another one with the Country Club who didn't fill out the form appropriately. I'll talk to Janet about that. If we're going to do that, where someone misreads the statement, we need to make sure everyone in similar situations understands it.

Bembenek *I make a motion to approve Ann Caves for bartender license. Second by Dave Wilz. Motion passed.*

5. Letter of Intent to join the Metro Fire District – Mark Kluck, Hull Fire Chief.

Wilz Thanks, Mark, for putting this together. I think the way Mark positioned this is attaching your letter from June 2010 which was very well written. The only thing I would consider changing in Mark's letter would be the 1st paragraph, changing a few words, I re-wrote it to read: "Enclosed is a copy of our June 15, 2010 letter expressing interest in the exploration process of possibly joining the Metro Fire District. At this time, the Town of Hull and the Hull Fire Dept. would like to make an official request to begin this process. Included is also a request to move the waiting period date from 24 months to 12 months out, so the exploration and indoctrination process may begin on July 1, 2012."

Kluck I have no problem with that.

Wilz Other than that, it was a very well written and composed letter, John, and I'm looking at your opinion on the wording.

Holdridge LaVerne, do you have any opinion on that?

Syens I think I like the wording of Dave's letter.

Wilz We're committed; we're just not jumping in.

Holdridge I agree. Do we need to add this letter of June 15, 2010? The key question is from down at the bottom of the 2nd paragraph from my letter where it says "The concept is very appealing to citizens who want and deserve efficient and effectiveness in government services. For Hull, the questions to be explored would include financial savings, gains in training, personnel performance, equipment usage, allocation of direct services in a metropolitan population and relationship to the MABAS system." I'm wondering if we should take your wording and add this little section and do one letter.

Wilz I think you could do that. Mark's letter is very well written and say we want to attach this, but we could do both and combine them. It's on the agenda to talk about what we're formally going to write to alert people.

Holdridge I agree with your language. Maybe we can say something like this is a follow up to our letter of June 15, 2010. Rephrase it, can we do that?

Wilz Sure.

A motion was made by Wilz to take the letter from June 15, 2010 along with Mark Kluck's initial letter along with Wilz's proposed changes and allow Chairman Holdridge to use the combination of the best of the 3 in whatever way he wants to construct it to get a letter of intent out to the parties that are needed. Motion seconded by Syens. Motion passed.

Holdridge We'll get that drafted Mark and you can look it over.

Dave Wilz gave his copy of what we read/changed to Patty.

6. Appointment to the Water Study Task Force.

Holdridge We've got a full house. We did advertise and I think maybe by the middle of the week, they'd need to notify us. That went in last week so I doubt we'll get anybody else. Melvin and I are co-chairman. Tim Zimmerman is very active over the years in the groundwater committee. Bill Devita is a water guy over at the University. Dave Schmidt, Terry Smith, Robert Erdman and Robert Perkins are all from that Riverview Court area which started this whole thing. Russ Prusak has a very active interest in this. Mike Olson will miss the first meeting but he's over off of Regent Street. Gwynne Bablitch is from the area west of I-39. Harry Obremski is over on White Pine. We'll have Paul McGinley and Ray Schmidt as our advisors. We added Phil Gjevre from the Kirschling subdivision area. So we have them from

around different subdivisions. This group will be meeting for the first time on July 14th and then again we'll meet for 6 months at a maximum. If we can do it in 4 meetings, we'll do so. I've talked with all of them and gotten their commitment. One absence would be okay but if they needed 2, they probably shouldn't join. I think it'll be a good group. We have \$5,000 in the budget to hire someone to collect this data. This is to collect data and interpret it. We know we have all kinds of data out there but nobody has interpreted it yet. If they have, they haven't shared it with our Town Board because we don't know hardly anything about our water. We'll send them a letter and a mission statement so they're all aware of it.

A motion was made by Mel Bembenek to approve the appointment of the Water Study Task Force, seconded by Dave Wilz. Motion passed.

7. Distance Measuring Instrument to be used on Hull roads.

Kaminski What this unit does, it'll be mounted on the truck and it measures feet. Right now when I'm out on projects, the pickup truck only measures in 10ths of a mile. I can't get an accurate reading on damaged roads or where we need chip sealing. I found this online. Scotts, Fahrner, everybody's got one. This is the exact same one.

Wilz Is it GPS or does it run off a contact?

Kaminski It's some kind of notation. It can be put on any vehicle. If we trade out the truck, we can take it off and put it on any vehicle.

Holdridge I think it's a good idea.

Wilz Especially when we're having bids of \$50,000-\$100,000 for roads.

Kaminski Whenever we have damage to roads, I've been measuring with a tape measure and it takes two guys to hold it. It will definitely pay for itself. This unit is \$600. It would come out of the roads maintenance budget and I have the money in there.

Holdridge This will make it much more precise.

A motion was made by Mel Bembenek to approve the purchase of the Distance Measuring Instrument, seconded by LaVerne Syens. Motion passed.

8. Automatic Traffic Data Recorder to analyze traffic – speed classification & volume.

Kaminski We talked about this one 2 years ago. Right now we have road counters. That only tells me how many vehicles are going past. This new one does traffic count, speed study, volume of traffic, it'll give you your 85th percentile speed study. That's very important doing these studies. The direction of travel, the gap between vehicles, how fast their going. So it does 4 or 5 things at one time. It has some kind of chip that you can take out and put inside a computer and it can download all the information.

Wilz This is the kind of device that is needed to do those studies for our signage?

Kaminski Yes, for signage, for doing speed studies.

Wilz Does anybody use this right now? What does the City use?

Kaminski I talked with the City and they always hire it out. We did hire Mr. Glodowski about 5 or 6 years ago. He did a traffic count on North Second, it cost us \$5,700 to get the study done.

Bembenek That's why Pete is looking at this, it would cut down on engineering costs.

Holdridge I think David hit the first part though that was, we've got areas in Hull where the DOT is saying the speed limit should be higher and we're saying we have walkers, bikers, joggers and the University using our roads. We fight that battle with the DOT.

Wilz Whether we do it this way or hire it out, we need the signs.

Kaminski When I saw Mr. Becker from the DOT, and Bill and I talked about signage, he said this is a very important tool in doing speed studies. This would come out of my roads budget; I have the money in there right now.

Holdridge Do you feel this will be safe out there in the hinterland?

Kaminski The only thing I can do is lock it up with a chain. Right now, when I stick out my old counters, nobody has stolen them. I have them chained to a post.

Bembenek I think they're more into signs.

Wilz What is it? Is it a machine or a bunch of wires?

Kaminski It is a small square box with 4 tubes on it, tied to a fencepost or tree. As the traffic rolls past, it records the data. This is \$2,700.

Bowen John, I will donate to your general fund \$100 if you will support this. I've got neighbors that I know that I know of 2 or 3 that would donate extra money for that.

Wilz I know we're doing studies all through Hull right now, especially with the Safety Committee, let's just say it's a one-time deal, on a regular basis, how would this be utilized?

Kaminski As soon as I get this thing, I'd like to stick it up on North Second Street to see how many cars are going down there since this X thing. All of my main roads. Set it out a week there, go to another road. Every year....

Wilz You say this is an on-going thing.

Kaminski Also, by doing this, when it comes to road construction, we'll know which roads we need to hit first. There are a 1,000 more cars down there versus Brilowski Road.

Wilz I know you've been trying to use some science with our roads.

Holdridge With this, we get to develop a system that we can build on. Maybe this week you want to collect data on this road and next week another. So you start collecting over time and then you can get a sense of where you need to put the money in road construction.

Kaminski We have snow here for 6 months at a time, so if we're going to use it, it'll be half the year.

A motion was made by Mel Bembenek to approve the purchase of the Trax Appolyon Automatic Traffic Data Recorder, seconded by Dave Wilz. Motion passed.

Bowen John, I would like to encourage Pete to get it and put it to use as soon as possible so we could include this information in our portfolio analysis of need on North Second Drive. That would really be a powerful thing if Don Becker, I think he's retired, so his replacement has said that to you that this is a good instrument, that would carry some weight right there.

9. Sprinkler timer for Hull municipal building grounds.

Holdridge What happened here is I came in at 10:00 one time and there was bright sunshine and I was wondering why the sprinklers were on so I said to Pete, "Don't we have some sort of timer on those things?"

Kaminski I flip them on and then go out to work and it's my intention to be back by 10 or 11 to turn them off, but that day I was working on North Reserve Drive and I got here at noon and they were still on. So John asked me to put together what it would cost to get an electric timer.

Holdridge To trigger it at say 6 a.m.

Kaminski We have 3 zones so we'd probably run them 2 hours each starting at midnight staggered through to 6 am. Midnight to 2, 2 to 4 and then 4 to 6 for the last zone.

Wilz We're supposed to get an inch a week for a healthy lawn.

Kaminski Maybe we'd put them on 2x a week like Tuesday and Friday, but not every day.

Holdridge I think it makes sense around here to have that.

Kaminski We can do the work. I've put together some numbers; it would be roughly \$400.

Wilz Is this a portable unit too like if we ever need to change anything?

Kaminski You can always dig it out. This money would come out of my building maintenance grounds fund.

A motion was made by Mel Bembenek to approve the sprinkler timer, seconded by Dave Wilz, motion passed.

10. Schedule of inspections for – roads, cul-de-sacs, dry hydrants and drainage.

Holdridge We want to go to Granite Ridge Road, Driftwood Road, Ann's Court, Airport Road and then the dry hydrants. We have one for sure.

Mark Kluck We've got 2. One is at Red Bridge on the NW side, the other one is at the end of Len's Drive, across from Second Street.

Bembenek To look at it for the future, how bad it's getting.

Holdridge If we get up there 4, 4:30, 5:00, probably head northwest so that would get Granite Ridge and Driftwood, then we could get those hydrants, then end up at Airport Road.

Kluck What are you looking at?

Holdridge It would be good because most of us haven't seen them. We'll make the rounds to look at the dry hydrants. Is that other hydrant at Len's Drive operational?

Kluck Yes, the third one would be a guy on Scenic Drive just off of Sawmill, he built a new house on the pond the DOT.... He's offered to let us put in a dry hydrant in there. That area would be very easy because the pond is already there. If you're looking for what a dry hydrant looks like, I can bring one in here.

Holdridge Maybe we don't have to do this then. Are you still planning on doing something there?

Kluck I can't do anything until....you were working on the lease agreement.

Holdridge That's what I mean. If we see it and get a sense of it. I suppose we have to talk about lease. These other 2, we have agreements?

Kluck We do not. The one on Red Bridge is on DNR property so that's safe, the other one is on the corner of Jordan and Second, Shuda's. We just need an agreement with him that we won't use that unless we need it for an actual fire. If we're going to do any training, we would use the one on Red Bridge.

Holdridge We don't want to rock the boat on that.

Kluck I would prefer not to on that one.

Bembenek How many do you have right now?

Kluck We have 2 hydrants.

Bembenek And where else do you get your water?

Kluck A pond or a regular fire hydrant from the City. And from here to.

Holdridge Let's go back to Scenic Drive. What do we have to do there?

Kluck We have to get in a backhoe and actually dig it out, lower the boat, put the PVC altogether. There's specific bedding you need to put down. We've done this before so it's not new to us. You need to put a specific type of peat gravel down and you connect everything and the backhoe usually lifts it while we have a crew out in the boat that takes the long pipe and then slowly settle it down and let it go down. Then the backhoe fills in around it. After it settles for a little bit then it's good. What we need to be careful of is to be sure we get below what the ice level would go down to. There's no hole, it's an actual hydrant that sticks out of the ground that goes down below the freeze line. If I had a board, I could show you.

Mark drew a rough drawing to show the Board approximately what he was talking about.

These are 45 degree elbows and this is under the water and out here in the water is a huge strainer that has a cap on the end so if you want to back wash it, the cap flips up and all the debris goes out of it. What you do is to hook a fire engine up to it, it's a 4" PVC pipe and you just pull water out of it. There's no valve on it. Your ground is right here and so this is the only thing out in the water, this is all covered by ground. The water level is only that high.

Bembenek You said you'd need a backhoe for putting it in?

Kluck Yes, we had Gollon do the one at Red Bridge and he also did the one on Len's Drive.

Holdridge I think this came up as an issue because Dave Pederson raised a cost issue and what do we get in return from this guy.

Kluck The other one that you're probably talking about is where we actually dug a pond for guy on Wilshire. It's not active until we talk about it because we considered that a capital project and you kind of put that on hold because it was going to be approximately \$10,000.

Bembenek You said that Gollon brings the backhoe in there?

Kluck Gollon is the one that does it and yes he charges for that. Red Bridge was about \$800 and Len's Drive was about \$1,200.

Bembenek The reason I'm saying it is because we really don't have a backhoe.

Holdridge Let's go back to the Scenic Drive.

Wilz In terms of our road trip, we could include Scenic Drive. We're going to be out in the area of Granite Ridge.

Holdridge Are you going to be able to come with us Mark?

Kluck If I can't, I'll have Nick come with you, he's the contact person.

Holdridge We'll look at Scenic Drive. When you get Scenic Drive and these scattered around Hull, is that a comfortable level for you?

Klucka fire for someplace up on Scenic Drive, we'd have to haul water from Red Bridge which is a long, long way.

Holdridge I was thinking of Wednesday, June 29th, how does that look? It should be 4:30 or 5:00.

Wilz Set it up the best you can for everyone and I will attend based off of my ability to attend. But you have land owners too.

Bembenek We're going to have land owners out and about?

Wilz Absolutely.

Holdridge What we'll do is, if it's 4:30 or 5:00, maybe every half hour, we'll write a letter to those people, Chet Dombrowski and others and say when we'll be there and meet them up there, the same with Stoltz and the person on Airport Road. So by 7:00 easily we should be back. Let them know we want to see what the problem is and I think we should take Dave Glodowski with us and show him and let him listen to the discussion so he can come up with a design for each one of them. Then a week later or so we can get together and take some action.

Wilz That sounds reasonable.

Syens So we'll meet here at 4:30?

Holdridge Why don't we do that. Pete you can come with us and then Mark, maybe you can send somebody at 4:30, Wednesday, June 29th, road trip, this is the on-site. Roads, cul-de-sacs, dry hydrants and drainage. We'll hit the bulk of that stuff.

A motion was made to do the road trip to review the items as discussed above on June 29th. Motion made by Wilz and seconded by Syens, motion passed.

11. Operators license applications for: April Bolton, Victoria Kingstad, Grace Gelhaus, Tyler Voigt, Joseph Farrell, Jeff Hyma, Gina Kaczmarek.

Holdridge April Bolton, May 2011 she had an OWI then she had a disorderly conduct. I think one of the reasons we exclude these people is because they don't report this stuff. We get these back and discover they had this stuff and then they can't reapply for 3 months. I don't know what Janet's recommendation is.

Wilz She wrote it on the bottom, John.

Bembenek She denied 2 of them but not these ones.

Wilz made a motion to approve these license applications based off of Janet's recommendations and let her do the additional processing. Motion seconded by Mel Bembenek. Motion passed.

12. Wage determination for LuAnn Elsinger for Website maintenance.

Holdridge I would suggest that we pay her \$18/hour. This is sort of a technical position. She's the Town Webmaster, done a lot of work. I talked with Barb today about it and she thought \$15 - \$20/hour.

Bembenek There aren't that many hours in that.

A motion was made by Mel Bembenek to approve the \$18/hour rate and payment to LuAnn. Seconded by LaVerne Syens. Motion passed.

Holdridge I'll relay that to Barb. I think we have something on the site that tells us how many people have looked at the site. A counter.

13. Executive session.

At approximately 7:30 p.m. the Board convened in closed session as per WI Statute 19.85(1)(g) conferring with legal counsel regarding Firkus Road development.

Following the closed session, the Hull Town board reconvened in open session as allowed by WI Statute 19.85(2) for possible action on the Firkus Road development.

Motion by Mel Bembenek, seconded by Dave Wilz to convene in closed session.

Roll Call Vote:

Bembenek – Aye

Holdridge – Aye

Syens – Aye

Wilz – Aye

Motion carried.

- Law does not require town to guarantee access to all parcels
- Town has discretion as to whether or not to put in roads to unlock landlocked parcels
- Discussion of proposal letter received from Hebbe/Broecker/Gawlik/Firkus etc.

Motion by Dave Wilz seconded by LaVerne Syens to reconvene in Open Session as allowed by WI Statute 19.85(2).

Roll Call Vote:

Bembenek – Aye

Holdridge – Aye

Syens – Aye

Wilz – Aye

Motion carried.

Action on Firkus Road development – Motion made by Dave Wilz and seconded by LaVerne Syens for the Town of Hull to hold to the previous position that the developer puts in paved roads that are acceptable to the Town of Hull. We would also communicate with Hebbe/Broecker/Gawlik/Firkus etc. on the previous communication regarding landlocked parcel as information. Our attorney to write that letter. A copy would be sent to Oberthaler. Any questions can be addressed to the Chairman of the Town. Motion passed.

John Holdridge gave a copy of the fireworks ordinance to Bob Konkol and pointed out page 3 regarding liability insurance, the policy shall be taken in the name of the Town. The law says the Town has to be named as an additional insured. Bob Konkol felt that was acceptable. Barb has sent it out to all the previous fireworks shooters and so far has not received any feedback.

Adjournment: *Motion by Dave Wilz and seconded by LaVerne Syens to adjourn the meeting. Motion carried. Meeting adjourned at 8:30 p.m.*

Respectfully submitted:

Patty Amman
Hull Recording Secretary