

## MINUTES OF TOWN OF HULL BOARD MEETING

March 23, 2021

4550 Wojcik Memorial Dr

Stevens Point, WI 54482

### **1. Call to order**

- By Chairperson, John Holdridge 5:30 PM
- Present Supervisors: Dave Pederson, Jan Way, Dave Wilz, John Koshnick
- Others Present: Clerk Judy Holley, Deputy Clerk Barb Brilowski (On-Site), Treasurer Jim Kruziki, Fire Chief Ken Sadogierski, Road Foreman Pete Kaminski

### **2. Pledge-none**

### **3. Minutes**

- Motion to Approve Minutes with correction of:  
March 8, 2021 –Jan Way, 2<sup>nd</sup> John Koshnick
- Motion carried by voice vote

### **4. Motion to Approve Vouchers**

- Dave Wilz, 2<sup>nd</sup> Dave Pederson
- Motion carried by voice vote

### **5. Public Comments**

- None, no public

### **6. Public Issues**

- Plan Commission meeting Thurs March 23 6:00 pm, First Meeting since Sept. 2020

- Annual Meeting April 20, 2021
- Water Committee meeting coming soon
- Jan Way explains American Rescue plan, \$545,000
- Dave Pederson-waiting for response from Solar Grant, could also be financed possibly through American Rescue plan
- Clerk Holley- CT form finished by Accountant, Bill presented to Board

## **7. 10 Hour work day-Road crew**

- How will day off be handled?  
Answer: Road crew response, Same as for Sat. or Sun. One person on call per weekend, Notify office of schedule
- Info is tracked back to 2014, 10 instances, occurrences after 3-8 times, Working till 4 would eliminate need of Call-time(Normal Office hrs)
- Air conditioned vehicles
- Joe Wierzba would prefer to work 5 days, Works a lot by himself, Could he work 5 days? Supervision issue?
- Safety is a concern, Pairing up, Needs to be addressed
- Memorial Day through Labor Day, requesting also possible start April 25<sup>th</sup> for branch pick-up
- Other Townships do it, examples Sharon, Stockton, Albin
- Summer Hours would be 6 AM-4 PM
- Motion to approve 10 hour days for the Road crew starting Brush pick-up (April 25) and ending Labor Day with review to extend or change, amend as needed by Dave Wilz, 2<sup>nd</sup> by Jan Way
- Amendment to Motion-Trial run basis, Yearly basis, Will not be in Handbook  
Coverage schedule needed to be provided to office staff, track data for summer
- John Holdridge-Close office on Friday? Give up Call-Time?(negotiation)
- John Koshnick-Work over 40 Hours, Call-Time should be paid

- Nick Kaminski thanked Board for New tractor!
- Motion with Amendment carried by Voice vote

#### **8. Direct Deposit & Auto Pay**

- Jim makes 2 Points concerning Auto pay
  1. More time needed for processing Direct Payroll, can take up to 3 days for bank
  2. Pay Period end date(Not Payroll date) will change, 5 days needed before Payday (First check on Changeover paychecks- adjustment will be needed)
- Start date May 15<sup>th</sup> (Flexible), Communication needed with employees prior
- Motion to approve direct Deposit and Auto pay by Dave Pederson, 2<sup>nd</sup> by Dave Wilz
- Motion carried by Voice vote

#### **12. Closed Session**

- Request for Mark Fritsch to be included
- Motion to convene in Closed session by Dave Pederson
- Motion unanimous
- Motion to come out of Closed session by Jan Way, 2<sup>nd</sup> by John Koshnick

#### **9. Transitioning to Appointed Treasurer and Clerk**

- Per WTA Cannot lower compensation, benefits, etc. from Elected hire status

Must stay equal, No changes from hire, cannot lower

##### **Treasurer position**

- Position will stay "AS IS", Weekly schedule stays the same
- WTA suggests "Letter of Understanding for positions for Annual meeting
- We Need "To Do" job descriptions for employees, Jim has provided his

- Dave Wilz-Pay/Benefits study needed for all positions, Surveys used for info
- No benefits
- Hybrid position
- Letter of Understanding for Annual meeting
- 1-3 year contract
- John Holdridge doesn't feel we need contract, Question Required by law? Answer-per WTA no
- Positions can be combined example- Clerk/Treasurer, Administrator/Clerk with auditing required
- Motivation for Appointed? Answer- Skills needed for positions
- Financial assistance/expertise as needed by Jim
- Mission statement-"Here to Serve"
- Motion to approve Treasure position to Appointed by Dave Pederson, 2<sup>nd</sup> by John Koshnick
- Motion carried by Voice vote

#### **Clerk position**

- Dave Wilz explains 2 issues-Pay, Benefits plan going forward
- Electors voted for temporary relief and pay Clerk for over 140 hours of Overtime.Voted on during Annual meeting
- "Appointed positions were approved at "Annual Meeting"
- Surveyed Data from "Like" towns, ex population, Benefits
- Jan surveyed 13 Towns, Dave also researched Appleton and local Plover and Portage county (\$40,000 minimum pay) (Clerk's office Assistant \$54,000)
- Salaries-based on population, these were used for comparison
- Benefits vary, State benefits good, Our Union benefits are very good
- Salaries varied from \$42,000 to \$52,000, Average \$48,000  
Population average populations 3453-7691 residents
- Recommendations for Appointed Clerk position-see handout

- Converting Salaried into Hourly, Covers OT with COVID and Elections
- \$23.08 an hour, \$48,000 per year
- Currently \$18.47 Hour (Based on Salary)
- Overtime will be preapproved
- Benefits will follow Employee Handbook as a guide with the exception of 3 week vacation per year as hired (Commitment)  
Accrual of sick days-Add sick days from previous year?
- Future wage increases based on 3<sup>rd</sup> week of April
- Letter of Understanding to start, continued pay analysis, possible contract in future
- Merit based index-Act 10, Jan 1<sup>st</sup> 1.56% for all employees  
Clerk would increase to \$39,000, 18.75 hr
  - Both Jan and Dave came up with SAME proposed Sala
- John Holdridge questions increase, Need to advertise for candidates to fill position, Questions any Commitments not met?
- Jan Way explains that Job offers are being made from other Towns.  
Also explains 2 positions in area that were comparable to position and paid in lower 50's
- Overtime was paid for 2020 per Annual meeting discussion
- Contract not necessary
- Jim Kruziki states replacement and cost to replace position, Businesses
- pay well for these type of positions, Paying \$50,000 for similar position  
What should this position be paying? Don't look at increase
- Research proves recommended salary
- The Clerk is the lowest paid Full-time employee at Town of Hull

- Janet was locked in as an Elected position with salary, 2 year cycle
- Other positions might need adjustments also
- John states Union benefits make a difference, advertise and get better candidates
- Dave Wilz-WI is a Right to Work State, Have to show cause for change
- 40 people applied for Clerk's position, not all Hull residents, 3 eligible candidates, one backed out
- Clerk left, No training, COVID
- Jan Way states "We just spent lots of money; machinery-\$, vs a person's Salary" (Human)
- John Holdridge supports motion but stresses public concerns
- John Koshnick states that "Why pay lower Salary than Competitors?"
- New Salary will start April 20<sup>th</sup>
- Motion to approve new Clerk's Salary by Dave Pederson, 2<sup>nd</sup> by John Koshnick
- Motion carried by Voice vote

#### **10. Open Records request November 3, 2020 Election**

- No response to my return email, ongoing request, Media request  
Cost for copies, OT hours, prepayment needed for response
- Motion to call WTA and work with Judy to respond with cost and plan by Dave Wilz, 2<sup>nd</sup> by Jan Way
- Motion carried by Voice vote

#### **11. Annual meeting date**

- Third Tues in April
- Only 13% of Wisconsin residents vaccinated at this date
- Meet, Then change date due to COVID
- Oaths are only ceremonial

- Notify residents of change
- Setting the salaries for the Elected officials(Jim Kruziki)
- Motion to change date of meeting and notify citizens by Dave Wilz, 2<sup>nd</sup> by Dave Pederson
- Motion carried by Voice vote

## **12. Upcoming Meetings**

- April 12<sup>th</sup> Board meeting
- April 14<sup>th</sup> Parks Commission
- Water Committee TBA

## **13. Motion to Adjourn by Jan Way, 2<sup>nd</sup> by Dave Pederson**

- Motion carried by Voice vote

---

Judith Holley, Clerk Town of Hull