

MINUTES OF HULL TOWN BOARD MEETING
COUNTY OF PORTAGE, WISCONSIN HELD
ON MONDAY JANUARY 14, 2019

01. Call to order by Acting Chairperson David Pederson at 5:30 p.m. at Hull Municipal Building, 4550 Wojcik Memorial Dr., Stevens Point, WI 54482.

Present: Acting Chair Pederson, Supervisors Dave Wilz, Jan Way and John Koshnick.

Excused: Chairperson John Holdridge

Others present: Clerk Janet Wolle, Treasurer Jim Kruziki, Road Foreman Pete Kaminski, Fire Chief Ken Sadogierski and EMS Administrator Mark Fritsche.

02. Pledge of Allegiance

03. Vouchers presented for approval

Motion Supervisor Wilz, **approve for payment vouchers presented**. Second by Supervisor Way. Motion carried by voice vote.

04. Public Comments. Agenda items are for discussion with possible action. Those in attendance, who would like to talk to an agenda item, please indicate now. Non-agenda items may be raised under Opinions of Interest (Item 7 below)

No Comments

05. Report of public issues facing Town of Hull:

a. Hull Acting Chairperson

No Comments

b. Hull Supervisors

No Comments

c. Hull Clerk – Spring Primary will be held on February 19, 2019 (School Board members)

J Way – Primary is eliminating 1 of 7 is that correct

J Wolle – that is correct

- 2019 Town Calendars included in the packet. Only meeting not on the calendar right now is Board of Review. With the reassessment taking place, Jeremy was not yet sure of BOR date.

J Way – wondered about adding the Portage County Wisconsin Towns Association Unit meetings to the calendar.

J Wolle – will be added

06. Opinions of Interest – citizens, Hull elected and appointed officials

Barbara Brilowski – Recre Acres Mobile Home Park sold as of December 20, 2018

- Hope to move forward in positive manner
- Hull's mobile home ordinance very old. Please update as soon as possible
- Corporate office is out of California
- Regional manager is out of Michigan

07. Possible action on bids received on the North Second Drive project – Scott Whitsett of Jewell Associates, Wisconsin Rapids, WI

Scott Whitsett:

- Bids opened at 1 p.m. on 01-11-2019 at Jewell Associates in Wisconsin Rapids
- 4 bids received
- Musson Brothers lowest bidder - \$2,138,985.96
- Engineering cost - \$115,016.43
- Wetlands cost - \$35,000.00
- Total cost \$2,289,002.39
- One of the subcontractors Highway Landscapers is currently on Wisconsin Department of Transportation (WDOT) barred list from a project they did, posts were too short
 1. Talked with representative of WDOT to make sure town would not be affected – Hull will not be affected
- A-1 Excavating bid - \$2,381,560.28
- Earth Inc. bid - \$2,249,709.76
- S&N, Inc. bid - \$2,301,472.41
- Budget for project - \$2,514,000.00
- Cost savings - \$224,997.61 (\$112,498.81 for both WisDOT and the Town of Hull)
- Musson Brothers is from Rhinelander, WI
- DOT will only reimburse 50% of the project (eligible costs)

D Wilz:

- ✓ 1.22 million limit of award from the state

Whitsett:

- Need to finalize permits
 - a. Wetlands
 - b. Culverts

c. Real estate

- Right-of-way not part of the contract but will do for Hull

J Koshnick – Knows Musson Brothers. Do excellent work

Whitsett – Hull will now get a performance bond for the project

Motion Supervisor Way, **accept the bid from Musson Brothers, the lowest qualified bidder, for the North Second Dr. project.** Second by Supervisor Koshnick. Motion carried by voice vote.

08. Discussion regarding ATV trails by Pok-A-Snoz Snowmobile Club – LeRoy Pukrop

LeRoy Pukrop, president of the Pok-A-Snoz Snowmobile Club was present.

- Drove Hull roads and found traffic during the day was not bad
- Speed limit for ATVs 35 mph
- Town of Dewey residents would like ATV trails to happen
- Proposed routes are from business to business
- Pok-A-Snoz is willing to become a snowmobile/ATV club
- ATV's don't have signals
- ATV's have license or tag
- Only asking for 4-wheeler trails on public roads

J Way:

- ✓ Has concerns with the amount of bikers, walkers and runners Hull has on Wilshire Dr.

Citizen from Torun Road – vehicle has to give right-of-way to bikers, walkers and runners

L Pukrop – Wilshire Drive is not a destination road

J Way – do not want war between 4-wheelers, bikers and cars

- Should go to Hull's Plan Commission for review

Resident – in summer listen to Harley Davidsons on roads. 4-wheelers are quiet.

D Wilz – at a Wisconsin Town's Association meeting in November, the sheriff was present and stated noise is more of a factor than speed.

- Need to explore thoroughly
- Need data, road counts
- Hull also has Green Circle Trail
- Hull also has Road Committee that needs to review the request

Motion Supervisor Wilz, **table action on ATV trails until run through Hull committees. Get ordinances from other municipalities for further study. Get road counts to study.** Second by Supervisor Way. Motion carried by voice vote.

09. Purchase of boots for Hull road crew

D Wilz – shop around for boots

Pete Kaminski – will take money from roads maintenance budget

Motion Supervisor Wilz, **approve purchase of insulated work boots for Hull road crew and purchase of ice cleats. Before purchase bring costs back for Dave Wilz or John Holdridge to look at costs. Funding covered within the road maintenance budget.** Second by Supervisor Koshnick. Motion carried by voice vote.

10. Policy review possible approval

a. Disposal of Materials and Small Equipment

D Wilz – remove Staff in paragraph 2 and replace with Department

J Wolle – is this policy taking away the Fire Department ability to sell items to other Fire Departments?

Board - yes

D Pederson – idea behind this policy was to have a full-time person responsible.

Wolle – the Fire Department has specialized equipment/items and should be doing descriptions.

✓ Pete are you going to do all of the work as outlined in the policy or is Barb going to end up doing the work

P Kaminski – do not put things on Hull’s website or Craig’s list, Barb would have to do that

P Kaminski – have never heard of municipalities selling their street signs and do not think it is a good idea.

J Wolle - Currently we have one person who has purchased street signs. I believe sales of street signs should not be made to individuals. The town should take signs to businesses that recycle aluminum-we receive funds for the aluminum by weight.

Paragraph 3 of policy, end of first sentence should add “and also use expertise of other department heads”.

Jim Kruziki – need to word the policy correctly and coordinate disposal of equipment.

Mark Fritsche – fire hoses are tested. When no longer usable the department gets rid of them. Can we continue to do that? We can cut up the hose and cut off the end pieces for sale.

Motion Supervisor Wilz, **table action on policy re: Disposal of Materials and Small Equipment and take back to Ordinance/Policy Group.** Second by Supervisor Way. Motion carried by voice vote.

b. Disposal of Wood

D Wilz – this has been Hull’s practice for a while. Are the underlined sentences new?

D Pederson – yes

J Wolle – what are by-products as mentioned in paragraph 2?

Board – remove by-products.

Motion Supervisor Wilz, **approve as corrected, by removing reference to by-products, the “Disposal of Wood” policy.** Second by Supervisor Koshnick. Motion carried by voice vote

11. Proposal to renegotiate designated reserve funds to obtain higher interest rates – Jim Kruziki, Treasurer

Clerk’s note – **items in blue information presented at meeting by Jim Kruziki.**

TO: Town Board of Supervisors
FROM: Jim Kruziki
DATE: **1/8/2019**
SUBJECT: INVESTMENT PLAN FOR RESERVE FUNDS

The balances of funds on 12/31/18 are:

Designated Reserves	\$754,004	Established in previous years. Balances carried forward are w/addition of interest earned
General Reserves	\$328,603	Excess from prior years that have accumulated
Current Operating funds	<u>\$236,784</u>	Strictly from budget
	\$ 1,319,391	

The balance excludes tax collections.

These funds are invested as follows:	<u>CURRENT</u>	<u>PROPOSED</u>
River Cities Bank Money Market (1.5%)	\$538,237	\$ 380,236 (2.5%)
River Cities Business Savings (.15%)	\$ 19,227	4,227 (.15%)
Investors Bank Money Market (2.37%)	\$406,370	406,370 (2.37%)
Chase Business Checking	\$ 28,558	28,558
Chase General Business Savings (.15%)	\$326,999	100,000 (.15%)
Hunting Bank CD (2.5%)	_____	<u>400,000 (2.5%)</u>
	\$ 1,319,391	\$1,319,391

Verified insurance coverage - \$250,000 (FDIC) per account holder per bank

State insurance 400,000 per account holder per bank

\$650,000 per account holder per bank

I propose we make the following changes:

1. River Cities--close the Money Market account and and transfer \$380,236 to open a 24 month CD which pays 2.5% interest; transfer \$158,000 from Money Market and transfer General savings of \$15,000 to new Hunting CD. **Jim – suggest transfer bulk of savings and convert to CD’s**
2. Huntington Bank-- Open a 19 month CD account paying 2.6% interest; deposit \$400,000 using funds from River Cities and Chase Banks. **Jim - learned that Huntington Bank is being bought out by Associated Bank.**
3. Investors Bank--keep the Money Market account open with the balance of \$406,370. **Jim - suggests depositing an additional \$200,000 in Investors Bank.**
4. Chase Bank-- transfer \$227,000 from General Business Savings to Hunting Bank CD; keep any remaining daily working balances in Chase Checking;

Interest we earned in 2018 totaled \$14,358. If the interest rates remain fixed at current levels we could expect to earn \$29,293 in 2019, an increase of \$14,935.

J Way – pursue the goal to achieve increase in interest as noted on the memo.

D Wilz – Jim to advise when move is made between Huntington and Associated.

Motion Supervisor Way, **table to January 23, 2019 meeting.** Second by Supervisor Koshnick. Motion carried by voice vote.

12. Operator's license applications – Kelsie Estes, Matthew Weiss

Motion Supervisor Way, upon recommendation of Clerk Wolle, approve Operator's Licenses for Kelsie Estes and Matthew Weiss. Second by Supervisor Koshnick.
Motion carried by voice vote.

13. Adjournment: Motion Supervisor Wilz, adjourn the meeting. Second by Supervisor Koshnick. Motion carried by voice vote. Meeting adjourned at 7:07 p.m.

Janet Wolle, Clerk

Vouchers

Vendor	Amount	Purpose	Credit Card
All Seasons Repair Service LLC	\$469.48	RD-Maint&Repair: Echo power pruner trimmer	
Anderson O'Brien	\$225.00	Legal: Copps Corp. Lease	
Assessment Technologies LLC	\$945.08	Fin Adm: Assmt Computer Software	
Casper's Truck Equipment	\$325.85	RD-Maint&Repair: Motor, hyd; Bracket for V Box 07 Sterling plow truck	
Casper's Truck Equipment	\$6.92	RD-Maint&Repair: O-Rings for 02 Sterling V Box	
EO Johnson Business Tech	\$32.49	Gen Adm - Billable copies Lanier copier	
Fleet Farm	\$29.98	RD-Bldg Maint: Filtrete filter	X
	\$29.97	RD-Maint&Repair: Blue DEF	
Fleet Farm	\$53.98	RD-Maint&Repair: Discharge hose	X
	\$62.51	RD-Mailbox replacement	
Frank's Hardware Co Inc	\$10.99	RD-Maint&Repair: 2" LB Access Fitting	X
Harter's Fox Valley Disposal	\$4,701.12	Recycle collection	
	\$12,099.84	Refuse collection	
Horton Insurance	\$1,282.00	Ins-Other: Renewal Accident & Sickness Fire Department	
Johnson's Septic Klitzman, Norman L & Darlene L	\$150.00	Gen Bldg: Pumping holding tank	
	\$209.25	Reimburse taxes on land leased by Hull	
Per Mar Security	\$891.84	Gen Bldg: Security System	
Pitney Bowes	\$105.00	Gen Adm - Postage meter rental	
Portage County Finance/ Solid Waste	\$6,076.61	PC tipping fee	
Portage County Treasurer Off.	\$4,319.60	Fin Adm: PC Tax Collection	

Portage County Treasurer's Off.	\$14,006.90	Public Health Services- Portage County Animal Control Program	
PSOL	\$675.00	Gen Bldg-Computer Support: 2019 Anti-virus 10 PC's & 1 server	
Rent-A-Flash of WI, Inc	\$187.92	RD-Posts: Gr Ch Post 3# 12'	
Riiser Fuels LLC	\$963.80	RD-Fuel: 411 gal diesel fuel	
Rural Mutual Insurance Co	\$26,922.75	Insurance - Highway	
	\$8,974.25	Insurance - Other	
SAGE	\$1,886.95	Gen Adm - Financial software: Annual prem	X
Swiderski Equipment Inc	\$1,420.88	RD-Maint&Repair: New Tiger Mower, etc on New Holland tractor (review attached invoice)	X
Transmotion, LLC	\$98.45	RD-Maint&Repair: see attached invoice for New Holland tractor	
Wisconsin Dept of Revenue	\$12.01	Fin Adm-Unclassified:Annual fee for manufacturing property	

Amended

5 Alarm	\$65.95	FD-Fire Protection Eqp-2% Dues Letter patch, velcro,snaps 3" Scotchlit name	
Eagle Engraving Inc	\$261.95	FD-FireFighter Appreciation: 20 oz stainless polar tumblers and shipping	
Sadogierski, Ken	\$183.83	FD-Mileage: Fire Chief 337.3 Oct - Dec 2018	

\$87,688.15

Disposal of Materials & Small Equipment – Action tabled.

**POLICY FOR
DISPOSAL OF MATERIALS
AND
SMALL EQUIPMENT**

It shall be the policy of the Hull Board of Supervisors to dispose of unused materials and small equipment by listing for sale on the Town of Hull website and other sites offering items for sale. All items must be available for **public sale**.

The Town of Hull Road Foreman shall be in charge of and manage the disposal of all material and small equipment to be disposed of including but not limited to Road

Department, Fire Department and Office Staff. Small equipment will be defined as having an established value of \$1,000 or less. Equipment valued over \$1,000 shall be disposed of at the discretion of the Hull Board of Supervisors.

It shall be the responsibility of the Hull Road Foreman to determine the cost of items for sale. When possible, cost of a like item shall be obtained from two dependable sites/individuals.

In addition, the Hull Road Foreman shall write a description of the item(s) to be placed up for sale.

Furthermore, it shall be the responsibility of the Hull Road Foreman to determine the length of time items will be available for public sale. After that time, it shall be the Road Foreman's responsibility to determine how to dispose of the items at the best price(s) available to the Town of Hull.

Discarded Hull street signs shall be made available for sale to the public at \$5 each and marked to indicate no discarded sign can be used for official use. All receipts from the sale of equipment will go to the Town of Hull.

Disposal of Wood – approved with removal of BY-PRODUCTS

Policy for Disposal of Wood

The Hull Road Crew will periodically cut trees from Hull Parks and Right-of-Way. Such cutting will be done selectively and after careful review by the Hull Road Crew. Contiguous landowners will first be offered the wood.

Trees and wood by-products will be taken to the Hull Municipal Building. After collection of trees and by-products reach a sufficient quantity, the pile will be advertised and sold to the highest bidder. Separate piles for sale, will be established, for hardwood and softwood.

Hauling of wood will be done by the successful bidder. There will be no cutting, splitting or sawing of wood at the Hull Municipal Building or lot. Loading and hauling of wood will be done by the successful bidder.

No Hull staff will take disposed wood for their personal use.

Hull Road Foreman will be in charge of the collection and the disposal process.