

MINUTES OF THE TOWN OF HULL BOARD MEETING
COUNTY OF PORTAGE WI HELD ON MONDAY MAY 6, 2013

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

Present: Chairperson Holdridge, Supervisors Mel Bembenek, David Pederson, and LaVerne Syens.

Excused: Supervisor Dave Wilz.

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

- 2) Pledge of Allegiance
- 3) Minutes April 8, 2013 meeting

Page 2 Cardmember Services
~~Wind~~–Wing Cylinder Repair - \$175.66

Page 3 D Pederson – means not required to pay union ~~wages-dues~~

Motion Supervisor Syens, second Supervisor Bembenek, approve as corrected the April 8, 2013 board meeting minutes. Motion carried unanimously.

- 4) Vouchers

D Pederson:

Page 1 ACS-Firehouse Software \$110.00	M Kluck – fire house software for reports
Cardmember Services	
Board of Review Certification \$9.00	Janet Wolle – attended training for
Board of Review in the Village of Plover.	
Scrapers for FD	M Kluck – Ken Sadiogerski used for getting oil off
Acrylic sheets for FD	Plexiglas for maps
P Blocks (2) for RD \$23.98	P Kaminski – to sharpen knives
(2) cutting edges, end edges \$851.26	For budget loader
Olynpus Recorder for FD \$35.99	Tape recorder for interviews

Pg 2

Erika's Embroidery 32 T-shirts \$380.15 This is a pass through

Pg 3

Town of Hull FD	FD Supplies \$25.53 – Stuffed Animal	A Town of Hull firefighter
	has a 5 year old on the heart transplant list	
Lakeland Overhead Door	FD Labor/install two closers \$758	Automatic door
		losures

M-B Companies Inc 32"x8' wiper combo 633.86 Refill for New Holland tractor sweeper
Oshkosh Fire & Police Eqp FD: Leather Boots (1pr) \$227 Firefighter needed a larger size boot

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Rent A Flash Safety Vests RD P Kaminski – some of road crew wanted lime green vests

Pg 5

Stevens Point Water Dept FD City Water Charges - \$66.08 M Kluck – everyone gets billed for size of water meter for Public Fire Protection Service.

Motion Supervisor Bembenek, second Supervisor Syens, approve the vouchers as presented and discussed. Motion carried unanimously.

- 5) Citizens wishing to address the board non-agenda items. Agenda items are for discussion with possible action.

No one present regarding non-agenda items.

- 6) Topics, Issues, Opinions of Interest – Citizens, Hull Staff, Hull Elected or Appointed Officials

Chairperson:

- Two letters from citizens re: Harter's and how pick up is done on streets (should carts be on one side of the street)
- Article need motivation declare a deadline
- ISO letter
- Letter to Andy Gayhart of Harter's re: lids not closed on carts
- Monica King Village of Plover re "Celebrate Safety Day" to kick off EMS week May 20 to May 24
- WTA legal agenda 1) towns improve on local highways 2) withdraw from county zoning
- Letter from Mike Hill re: Charter areas in Hull
- Board of Review to be held May 13 at 5:30 p.m.
- WTA in-service on May 14 at Holiday Inn in Stevens Point
- Five-Year Budget Plan meeting May 20 at 5:30 p.m.
- June 3 Town Board meeting
- June 25 – Plan Commission meeting
- LaVerne Syens & John Holdridge will meet with Attorney Gary Dreier re development on wetlands
- American Asphalt doing work on I-39 from Highway 54 to North Second the week of May 13

7) Reports

- a. Clerk – Governor Walker proclaimed the week of May 5-11, 2013 Municipal Clerk’s Appreciation Week
- b. Treasurer
 - o Presented April 30 cash balances
- c. Road Foreman
 - o Sweeping of streets started today
 - o Brush pick up will begin next week
 - o Three brush piles have been flagged for no pick up
 - o Snow fence down
- d. Fire Chief
 - o Show for 125-150 Boy Scouts at Camp Fletcher
 - o School demo tomorrow at Washington School
 - o Will be at Walk Wisconsin on June 1
- e. EMS President/Administrator – No report

8) Award bids for chip sealing of roads – Wilshire Dr, Harmony La, Frosty Pine Ct, Ed’s Dr, Cortland La, Eden La, Prairie Dr, Woodland Cir, Gerald’s Rd, Robert’s Dr, Kathy’s Dr, Mary’s Dr, Old Wausau Road (shoulders), Old Highway 18

Bids received from:

Fahrner \$108,850

Scott Construction \$105,748

P Kaminski – goal is to take off 1 or 2 roads to meet the budget.

- Suggest remove old Highway 18 – chip seal in 2014

M Bembenek – recommend Scott Construction as they are low bid

Motion Supervisor Bembenek, second Supervisor Pederson, accept the bid from Scott Construction in the amount of \$105,748 for chip sealing of roads.

Chip seal will be done end of June or beginning of July

Motion carried unanimously.

9) YMCA Triathlon Saturday July 13, 2013

Nick Proulx:

- Portage County Sheriff’s Department will take care of people on corners
- Triathlon will wrap up by 11 or 11:30 a.m.
- Road won’t be totally closed

- Event: Swimming; Running; Biking
Barb Brilowski – with chip sealing being done coordinate with Pete Kaminski.

N Proulx – guys will deal with any seal coating.

Motion Supervisor Bembenek, second Supervisor Pederson, approve YMCA Triathlon using Hull roads on Saturday July 13, 2013. Motion carried unanimously.

- 10) Certified Survey Map for John Oberthaler land in Section 4, T24N, R8E, lands abutting North Reserve Drive and Firkus Road – Recommendation from Plan Commission

Motion Supervisor Bembenek, second Supervisor Pederson, approve the certified survey map for John Oberthaler as recommended by the Hull Plan Commission, lands abutting North Reserve Drive and Firkus Road. Motion carried unanimously.

- 11) Preliminary Plat For Legacy Estates in Section 4, T24N, R8E, lands abutting Legacy Lane and Firkus Road – Recommendation from Plan Commission

Motion Supervisor Syens, second Supervisor Bembenek, approve the preliminary plat for Legacy Estates, land abutting Legacy Lane and Firkus Road, as recommended by the Hull Plan Commission. Motion carried unanimously.

- 12) Timber Ridge Estate Third Addition in Section 10, T24N, R8E, land abutting Willow Springs Drive – Recommendation from Plan Commission

Motion Supervisor Bembenek, second Supervisor Syens, approve as recommended by the Hull Plan Commission, Timber Ridge Estate Third Addition in S10, T24N, R8E abutting Willow Springs Dr. Motion carried unanimously.

- 13) Municipal Building remodel and addition – Consideration of Request for Proposals

D Pederson:

- Hand out of narrative to Request for Proposals
- Contractors will get copy of information
- Then get dollar amounts
- Select vendors
- Review contracts

Marilynn Kranig – when will get input from staff?

D Pederson – will when contractor's respond.

Mark Kluck – why not use plans from architect – use some and scale down. Hull spent a lot of money on architect plans.

J Holdridge – this is the best way to go.

B Brilowski – Mr. Marslander indicated would require an elevator if second story added to building – have to accommodate employees current and future with handicaps.

David Pederson's son-in-law is an architectural engineer – he is checking on elevator.

M Kranig – are doing anything about air conditioning?

M Bembenek:

- Talked with Pete re air conditioning
- Pete on roof today – air is not working

J Holdridge:

- Look at air condition unit sized accordingly to handle current building and addition.

D Pederson:

- Met with a resident of Hull regarding geo-thermal
- Put pipes in wet sand will handle heating and cooling
- Put wall aid conditioner in garage

J Holdridge:

- Resolve air conditioning and target fall for construction
- How long will take to do remodel?

D Pederson:

- Three weeks sounds good but

M Bembenek – start project no later than July 1

P Kaminski – will get estimates for air tomorrow

J Holdridge – will meet with Dave Glodowski regarding RFPs

Motion Supervisor Syens, second Supervisor Pederson, move forward with project.
Motion carried unanimously.

14) Plan to review Fire Department Operation (July 2013 completion date)

To: Hull Board of Supervisors
Fire Chief Mark Kluck
Assistant Fire Chief Mark Fritsche

From: John Holdridge

Subject: Review of Hull Fire Department and Future Plans

Date: May 7, 2013

Below I have outlined a process to better understand the Fire Department origin and current operation but also future operation and direction. This review is more

comprehensive than only looking at the Metro fire concept. Many of us realize the Hull Board has not had a comprehensive review of the Hull Fire Department and its operation for sometime (if ever). We have a self imposed deadline of July 9, 2013 to determine Hull's participation in the Metro concept. That date has been agreed to by both the Village of Plover and the city of Stevens Point.

Below is a suggested review process. I would invite your recommendations on how our approach could be improved. The primary investigators and reviewers would be Fire Chief Mark Kluck, Assistant Fire Chief Mark Fritsche, Assistant Fire Chief Ken Sadogierski, Janet Wolle Town Clerk, John Holdridge, Town Chairperson and board members as available would be similarly involved. I would envision a bench mark report at the June board meeting. We should have an informed discussion with the Fire Department and EMT personnel. A final report would be submitted at the July board meeting. I submit the following scope of the investigation:

A. Authority/Legal Background

- 1) Origin of Hull Fire Department – Legal status and social need
Wisconsin law and Hull Board action
- 2) Relationship between Hull Town Board and Fire Department -administration and operations – Authority and legal status of both
- 3) Contractual relationship to other area Fire organizations including MABAS, Mutual Aid and other intergovernmental commitment. Are there informal arrangements or formal agreements?
- 4) State and Federal laws relating to operational policies, administrative structure standard operating procedures, training and other rules regulations and requirements

B. Operational Background

- 1) Hull Fire Department operations, trucks, equipment, training, staffing level, compensation, state highway accident intervention, water and other needs
- 2) Emergency Medical personnel and operation (ask same questions as in #1 above)
- 3) Federal, State, County, Local funding for Fire Dept/EMT operations
- 4) Assistance to other Fire Department and emergency personnel
- 5) ISO insurance rating and cost impact on households in terms of insurance rates
- 6) Fire Response time for Hull households
- 7) Monthly and annual data on Fire and EMT runs for 2011 and 2012

C. The Future Challenges – The Out Years

- 1) Major Issue – staffing, equipment, financing, training going forward
- 2) The role and availability of the volunteers particularly during work days

- 3) Role of Hull Road Crew in emergency services (Fire/EMT responses)
- 4) Relations and involvement with Stevens Point Fire Department
- 5) Explore remodeling of Hull Fire Station
- 6) Potential new development and direction
- 7) The Metro concept and implementation, the contractual relationship, and other issues

D. Summary/Conclusion/Recommendations

All final recommendation require approval by the Hull Board of Supervisors

Review of Hull Fire Department And Future Plan

Motion Supervisor Syens, second Supervisor Pederson, approve. Motion carried unanimously.

15) Repair of Fire Dept. army 6X6 – use of reserve funds

- Gearing boxes
- Wheels rubbing together
- Tork rods
- Work needs to be done so certified by Department of Transportation

J Holdridge – how often truck used?

M Kluck – it always hauls water to fires

Motion Supervisor Bembenek, second Supervisor Syens, repair army 6x6 – take funds out of Fire Department operational budget as first source. Motion carried unanimously.

16) Purchase of Heart defibrillator for Town Municipal Building and Fire Department

EMS have 3 defibrillators

Jim Kruziki – suggest using \$750 plus from Bruce Wiza towards payment of defibrillators.

J Holdridge – take funds out of contingency fund.

Cost of each defibrillator \$1,123.

Motion Supervisor Bembenek, second Chairperson Holdridge, approve purchase of heart defibrillator for the Hull Municipal Building and Fire Department.

M Bembenek – rescind motion if \$750 not used.

Motion Chairperson Holdridge, use \$1,123 from the contingency fund for the defibrillator. Motion dies for lack of second.

Motion Supervisor Bembenek, second Supervisor Syens, use the \$750+ with remainder from the contingency fund to purchase a defibrillator.

Opposed – John Holdridge

Motion carried.

17) Top 25 Best Practices in Municipal Government from Wisconsin Towns Lawyer Conference

See attachment from Wisconsin Towns Lawyer Conference.

Motion Supervisor Pederson, second Supervisor Syens, accept the report.
Motion carried unanimously.

18) Request summer work hours - Melvin Bembenek and Pete Kaminski

Pete Kaminski – crew would work 4 10 hour days (6 a.m. to 4 p.m.)

M Bembenek:

- Get more accomplished
- Cost factor savings
- Try and see how it works

L Syens:

- We've seen a ton of snow in October
- If emergency on Friday do they then receive call-in pay?

J Holdridge – need to look at best interest of citizens

Motion Supervisor Bembenek, try 4 10 hour days for road crew. Motion dies for lack of second.

19) Application for salvage yard license from Daniel Firkus for licensing James Firkus Auto Wrecking, 310 Casimir Road E

Motion Supervisor Pederson, second Supervisor Bembenek, grant a salvage yard license to Daniel Firkus to operate James Firkus Auto Wrecking, 310 Casimir Road E.
Motion carried unanimously.

20) Application for operating a manufactured home community from:

- Robert Fitzgerald for Evergreen Villa Mobile Home Park at 1905 North Second Drive
- Joanne Tork for Recre Acres Mobile Home Park at 1540 Torun Road

Motion Supervisor Bembenek, second Supervisor Syens, grant license for operation of manufactured home community/mobile home park to: Robert Fitzgerald for Evergreen Villa Mobile Home Park at 1905 North Second Dr; and Joanne Tork for Recre Acres Mobile Home Park at 1540 Torun Road. Motion carried unanimously.

- 21) Renewal Class B Alcohol Beverage License application from:
Chester Salvinski for Knotty Pines Bar & Grill – 1511 North Second Dr.
Robert Cyran and Conrad Cyran for Lakeside Bar – 736 Old Wausau Rd.
Morey & Cote LLC, Brenda Cote Agent for Morey's Bar, 3601 E Maria Dr.

Motion Supervisor Bembenek, second Supervisor Pederson, grant renewal Class B Alcohol Beverage License to: Chester Salvinski for Knotty Pines Bar & Grill – 1511 North Second Dr Robert Cyran and Conrad Cyran for Lake Side Bar – 736 Old Wausau Rd Morey & Cote LLC, Brenda Cote Agent for Morey's Bar – 3601 E Maria Dr Motion carried unanimously.

- 22) Operator's license applications from: James Salvinski, Marcella Salvinski, Susan Bonney, Charlene Cyran, Regina Cyran, Larissa Raykowski, Sara Pionkowski, Tracey Steele, Tammy Kucharzak, Carmen Coey, Lisa Perlak, Leeloni Herrera, Amanda Bielen, Megan Schultz, Becky Myhre, Gina Kaczmarek, Cynthia O'Sullivan, Stephanie O'Keefe, Alexander Miller, Cassandra Krum, Amanda Cleven, Benjamin Landowski, Grace Gelhaus

Motion Supervisor Bembenek, second Supervisor Syens, grant conditionally Operators Licenses to Amanda Cleven and Benjamin Landowski. Condition being receipt of class attendance certificate or proof of license held within the past 2 years. Motion carried unanimously.

Motion Supervisor Pederson, second Supervisor Syens, grant Operator's Licenses to James Salvinski, Marcella Salvinski, Susan Bonney, Charlene Cyran, Regina Cyran, Larissa Raykowski, Sara Pionkowski, Tracey Steele, Tammy Kucharzak, Carmen Coey, Lisa Perlak, Leeloni Herrera, Amanda Bielen, Megan Schultz, Becky Myhre, Gina Kaczmarek, Cynthia O'Sullivan, Stephanie O'Keefe, Alexander Miller, Cassandra krum and Grace Gelhaus. Motion carried unanimously.

- 23) Cigarette license application from:
Robert Cyran and Conrad Cyran for Lakeside Bar – 736 Old Wausau Rd
Brenda Cote for Morey's Bar – 3601 E Maria Dr.

Motion Supervisor LaVerne, second Supervisor Bembenek, grant cigarette license to: Robert Cyran and Conrad Cyran for Lakeside Bar – 736 Old Wausau Road and Brenda Cote for Morey's Bar – 3601 E Maria Dr. Motion carried unanimously.

24) Refuse/Recycle license application from:

a. Harter's Fox Valley Disposal – W17620 Cty Rd Q, Wittenberg WI 54499

Motion Supervisor Syens, second Supervisor Bembenek, grant a refuse/recycle collection license to Harter's Fox Valley Disposal – W17620 Cty Rd Q, Wittenberg WI 54499. Motion carried unanimously.

25) Adjournment: Motion Supervisor Pederson, second Supervisor Syens, adjourn the meeting. Motion carried unanimously. Meeting adjourned at 7:20 p.m.

Janet Wolle, Clerk