

SUMMARY of the minutes of the August 1, 2011 Town of Hull Board Meeting.

5:00 p.m. – Call to order by Chairperson Holdridge at 5 p.m. at the Town Municipal Building, 4550 Wojcik Memorial Dr., Stevens Point WI 54482.

Meet with area residents to discussion, review and act on engineering study conducted by Dave Glodowski, Hull's engineer, re: surface water flow on Jordan Road in vicinity of Wilshire Drive.

6:10 p.m. break taken until the 6:30 board meeting.

1. Call to order by Chairperson John Holdridge at 6:30 p.m. at the Town Municipal Building, 4550 Wojcik Memorial Dr., Stevens Point WI 54482

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

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

2. Pledge of Allegiance

3. Citizens wishing to address the board non-agenda items. Agenda items are for discussion with possible action. (This opportunity for citizens to ask questions, express opinions is a 21st Century version of the opportunity citizens had in the historic New England town meetings.) 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.

No citizens present regarding non-agenda items.

4. Minutes of June 13 and July 11 board meetings

June 13, 2011 – Motion Wilz, second Syens, approve minutes of the June 13, 2011 board meeting. Motion carried.

July 11, 2011 – Motion Wilz, second Syens, approve as corrected, the minutes of the July 11, 2011 board meeting.

D Pederson: typo on page 2

Thank you to Hull EMS from a very ~~great full~~ **grateful** Hull resident.

Typo on page 5

D Wilz – issue we might not have to subsidize if we ~~well~~ **sell** the MRF.

Motion carried.

5. Vouchers
D Wilz:
Page 2 Dorshorst Trucking – P Kaminski the \$400 amount was arranged for prior to the spring branch clean up
Jamar Technologies Inc – P Kaminski road counters purchased in order to get accurate vehicle traffic count
Page 4 Northway Communication – M Kluck headsets to wear inside of truck
Northwest Petroleum – P Kaminski replace key pad – after awhile they wear out

D Pederson:

- Page 2 Forward Electronic – J Wolle the internal phone service went down after the storm
Page 4 Pete Kaminski – M Bembenek canvas for disc mower – getting a canvas from Swiderski Implement would cost \$736
Mid-State Truck Service – M Kluck the exhaust fell off of the F450 one night
In order to operate vehicle each vehicle must have an annual DOT inspection for safety
Page 5 Office Supplies 2 U – M Kluck it is as noted a Roll up keyboard
Oshkosh Fire & Police – M Kluck repairs to prime valve
Paul Conway Shields – M Kluck 6” helmet shields

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

6. Announcements – Chairperson and Supervisors

7. Jordan Road/Wilshire Drive area Ground Water Drainage Plan
Motion Bembenek, second Wilz, accept the recommendations as per engineer Dave Glodowski and as discussed. Motion carried.

8. Certified Survey Map for Marvin and Janet Keen land in Section 6, Town 24 North, Range 8 East, abutting Rocky Ridge Road

Motion Bembenek, second Pederson, conditionally approve the Certified Survey Map for Marvin and Janet Keen land in Section 6, Town 24 North, Range 8 East, abutting Rocky Ridge Road based on resolving the ROW issue with the Town of Dewey – Clerk Wolle to talk with Maurice King. Motion carried.

9. Firkus Road Development – Developers contract between Town of Hull and John Oberthaler, Broeckers and Hebbes

Motion Bembenek, second Syens, approve conditionally based on Chairperson Holdridge discussion with Attorney Konkol regarding the change of paragraph 4 in the Developers Contract. Motion carried.

10. Justice Works Run/Walk – September 3, 2011

Motion Wilz, second Syens, approve use of Hull roads for Justice Works Run/Walk – September 3, 2011. Motion carried.

11. Contract review of Metro Fire District

Motion Wilz, second Bembenek, authorize the letter of intent be redone to reflect Hull's interest in joining the Metro Fire District. Motion carried.
12. Remodeling of the Hull Municipal Building-Town Hall
13. Filing Plan and Policy on Town of Hull Records

Motion Syens, second Pederson, refer to Budget/Finance Group. Motion carried.
14. Purchase of reserve generator for Fire Department and Hull Town Hall

Motion Bembenek, second Pederson, table to August 15 in order to get necessary information. Motion carried.
15. Concealed carry law in Wisconsin

Motion Bembenek, second Syens, table to the September 15 meeting. Motion carried
16. Speed Zone Ordinance for Pioneer Road (45MPH) – Pete Kaminski, Hull Road Foreman

Motion Bembenek, second Pederson, approve the Speed Zone Ordinance for Pioneer Road (45MPH) from Willow Springs Drive north to the Town of Dewey line. Motion carried.
17. Wards/Redistricting Resolution

Motion Bembenek, second Pederson, approve the redistricting/wards resolution following the 2010 census. Motion carried.
18. Declaration of State of Emergency from Recent Storm – Possible Reimbursement

Motion Syens, second Bembenek, accept the report. Motion carried.
19. Operators license application(s) Kassidy Karch

Motion Bembenek, second Pederson, approve an operator's license for Kassidy Karch. Motion carried.
20. Reports:
 - a. Clerk
 - b. Treasurer
 - c. Road Foreman
 - d. Fire Chief
 - e. EMS President

21. Adjournment: Adjournment: Motion Wilz, second Bembenek, adjourn the meeting. Motion carried. Meeting adjourned at 8:52 p.m.

MINUTES OF THE TOWN OF HULL BOARD MEETING,
COUNTY OF PORTAGE WI ON
MONDAY AUGUST 1, 2011

5:00 p.m. – Call to order by Chairperson John Holdridge at 5:00 p.m. at the Town Municipal Building, 4550 Wojcik Memorial Dr., Stevens Point WI 54482

This meeting is with area residents to discussion, review and act on engineering study conducted by Dave Glodowski, Hull's engineer, re: surface water flow on Jordan Road in vicinity of Wilshire Drive.

Present: Chairperson John Holdridge, Supervisors Mel Bembenek, Dave Pederson, Dave Wilz and LaVerne Syens.

Others present: Clerk Janet Wolle, Hull's Engineer Dave Glodowski, Road Foreman Pete Kaminski

Residents present: Joe & Sue Studinski, 3323 Jordan Rd; Frank Sniadajewski, 3328 Jordan Rd; Richard Zurawski, 3425 Jordan Rd; Ted Stoltz, 3627 Jordan Rd; Wayne Glen, 2325 Frosty Pine Ct.; Dennis Reeve, 1777 Wilshire Dr.

Dave Glodowski reviewed his correspondence of June 30, 2011 sent to John Holdridge re: Jordan Road Drainage. **(See attachment at end of minutes)**.

Ted Stoltz and Frank Sniadajewski indicated the water used to run to Hay Meadow Creek until people over the years privately filled in the ditch going north.

Discussion:

- 2' of fill was taken out by whoever built the private road (now owned by Wayne Glen and accessing his property)
- Fall of 2010 very wet no absorption
- 200 acres drain to Wilshire/Jordan Road
- 1993 drainage improved with outlet to Moses Creek
- 1998 Jordan Road reconditioned
- Recommended improvements by Dave Glodowski:
 - o Clean out all existing culverts and the ditch areas adjacent to all culvert ends
 - o Re-grade 1,000 feet of the existing ditch, north side of Jordan Road and east of Wilshire Drive
 - o Improvements to the Moses Creek drainage way (minor grading/private easements/culvert reviews).
- Private road needs to be raised
- Owner Wayne Glen does not object if someone wants to supply fill. He does not feel responsible as he was not the person who built the road it was the person he bought the property from who built the road.
- Pond built off Wilshire Drive picks up water, sits and then gradually goes north
- Low spots need outlet

- Ditches on both side of Jordan need to be open
- Moses Creek originates a 40 north of Jordan
 - o Double culvert crosses Jordan
 - o There is also double culvert crossing Wilshire
 - o Drainage areas need to be maintained

Dave Glodowski – there are drainage laws & rules regarding taking out of a berm and changing the natural drainage.

Continued discussion:

- Neighbors need to work together
- If ditches can't handle water, that becomes Hull's problem
- Hull will handle 16" culvert at end of private road
- A ditch was built to be adequate to go to Moses Creek – culvert by Lasky's taken out
- Culvert work required on ALL culverts

Ted Stoltz, Hull cracked culvert by his place when putting rocks in – can it be cut and coupling used?

P Kaminski – that will work.

Dennis Reeve – flow of water used to go north. Water has now been pooled in front of his home for 2 to 3 weeks.

6:10 p.m. Chairperson Holdridge – take a break until 6:30 p.m.

6:30 p.m. Board meeting as follows:

1. Call to order by Chairperson John Holdridge, at 6:30 p.m. at the Town Municipal Building, 4550 Wojcik Memorial Dr., Stevens Point WI 54482.

Present: Chairperson Holdridge, Supervisors Melvin Bembenek, Dave Pederson, Dave Pederson and LaVerne Syens.

Others present: Clerk Janet Wolle, Treasurer Jim Kruziki, Road Foreman Pete Kaminski, Fire Chief Mark Kluck, EMS President Mark Fritsche, Hull's Engineer Dave Glodowski.

2. Pledge of Allegiance

3. Citizens wishing to address the board non-agenda items. Agenda items are for discussion with possible action. (This opportunity for citizens to ask questions, express opinions is a 21st Century version of the opportunity citizens had in the historic New England town meetings.) 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.

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Motion carried.

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Motion Bembenek, second Syens, approve vouchers as presented and discussed.

Motion carried.

6. Announcements – Chairperson and Supervisors

J Holdridge:

August 11 – Water Study Task Force at 6:30 p.m.

August 15 – Board meeting at 6:30 p.m.

August 18 – Public Safety Task Force at 6:30 p.m.

August 23 – Plan Commission

D Wilz – the end of August or first part of September a Parks Committee meeting will be held.

J Holdridge:

- Towns of Portage County will continue to explore possible sale of MRF

- Good meeting with Julie Lassa, Amy Sue Vruwink and Louie Molepske regarding Hwy X and I-39 on/off ramps

D Pederson – reason to be hopeful as there are people working to put Hwy X/I-39 project together

J Holdridge:

- Picking up of tree limbs is moving along
- Collective bargaining – LaVerne Syens will look at and how it affects Hull
- Memo received from M Kluck re: addition in 2012 to Fire Department
- Review of goals
- Memo from Jim Kruziki re: violation of open meeting laws

7. Jordan Road/Wilshire Drive area Ground Water Drainage Plan

- Recommended improvements by Dave Glodowski:
 - Clean out all existing culverts and the ditch areas adjacent to all culvert ends, up stream & down on Jordan Rd
 - Re-grade 1,000 feet of the existing ditch, north side of Jordan Road and east of Wilshire Drive
 - Improvements to the Moses Creek drainage way (minor grading/private easements/culvert reviews) – long range project regarding Moses Creek
- Homeowners on south side of Jordan will strike a deal to raise the private driveway
- Hull will upsize the culvert and possibly do some ditch work

Motion Bembenek, second Wilz, accept the recommendations as per engineer Dave Glodowski and as discussed. Motion carried.

8. Certified Survey Map for Marvin and Janet Keen land in Section 6, Town 24 North, Range 8 East, abutting Rocky Ridge Road

Motion Bembenek, second Pederson, conditionally approve the Certified Survey Map for Marvin and Janet Keen land in Section 6, Town 24 North, Range 8 East, abutting Rocky Ridge Road based on resolving the ROW issue with the Town of Dewey – Clerk Wolle to talk with Maurice King. Motion carried.

9. Firkus Road Development – Developers contract between Town of Hull and John Oberthaler, Broeckers and Hebbes

Paragraph 4 of the agreement has been changed from a line of credit to an escrow interest bearing account with a title company located in Portage County, Wisconsin listing the Town as the beneficiary of the escrowed amount and authorizing disbursement by the title company to the Town if Developer fails to properly blacktop and should the Road upon the earlier of the following occurring: (a) six (6) homes to be serviced by the Road are substantially completed, or (b) two (2) years have elapsed from the date of the Town's acceptance of the dedication of the Road. Upon default under this paragraph, the escrowed funds shall be immediately disbursed to the Town upon the Town's Chairperson certifying by letter sent to the title company of the default with a copy to the Developer.

John Oberthaler – we expect to pave the road this year.

Motion Bembenek, second Syens, approve conditionally based on Chairperson Holdridge discussion with Attorney Konkol regarding the change of paragraph 4 in the Developers Contract. Motion carried.

10. Justice Works Run/Walk – September 3, 2011

Motion Wilz, second Syens, approve use of Hull roads for Justice Works Run/Walk – September 3, 2011. Motion carried.

11. Contract review of Metro Fire District

Chairperson Holdridge – the Metro contract has not been reviewed by the board. During a phone conversation Dan Mahoney inquired if the board had reviewed the Metro contract. A copy of the contract was received.

M Bembenek presented past correspondence received regarding the Metro Fire District.

- Formal power point presentation and current Metro contract agreement was presented to the town of Hull Board on May 27, 2010

D Wilz confirmed the contract had not been reviewed by the board.

Holdridge:

- ✓ If we pass something (Metro contract) and something else comes up that affects the town of Hull I will try to get to the bottom of it.
- ✓ The contract is what is binding

Chairperson Holdridge read for the boards review the Metro Aid Agreement as follows:

**Metropolitan Portage County Fire Protection District
AUTOMATIC AID AGREEMENT
FOR FIRE PROTECTION AND OTHER EMERGENCY SERVICES**

THIS AGREEMENT, is made and entered into by and between the municipalities and jurisdictional entities enumerated on the signature page of this agreement through the duly authorized representatives of the respective governing bodies, to provide for automatic assistance for fires and other emergency incidents as described under the terms of this agreement.

WITNESSETH:

WHEREAS, agreements for automatic assistance in fire protection and response to other emergencies have existed between specific municipalities and governmental jurisdictions; and

WHEREAS, it is the desire of the Automatic Aid System participants joining in this agreement to continue and improve the nature and coordination of emergency assistance to incidents that threaten loss of life or property within geographic boundaries of their respective jurisdictions; and

WHEREAS, it is further the determination of each of the parties hereto that the decision to enter into this Automatic Aid Agreement constitutes a fundamental governmental policy of the parties hereto which is automatic in nature, and includes the determination of the proper use of the resources available with respect to the providing of governmental services and the utilization of existing resources of each of the parties hereto, including the use of equipment and personnel.

WHEREAS, Wisconsin Statutes 66.03125 authorizes fire departments to engage in mutual assistance within a requesting fire department's jurisdiction; and

WHEREAS, it is the desire of these municipalities and governmental jurisdictions to initiate and/or renew an "Automatic Aid Agreement" for fire department services.

NOW, THEREFORE, BE IT RESOLVED,

1. The geographical area to be governed under this agreement shall be known as the Metropolitan Portage County Fire Protection District, also known as the Metro Fire District.
2. The parties hereto acknowledge that this Agreement is being entered into pursuant to the Wisconsin Statutes regarding intergovernmental agreements.
3. That the Automatic Aid System participants executing this agreement agree to be dispatched through a Computer Aided Dispatch (CAD) system operated by the Portage County Sheriff's Department and/or Stevens Point Police Department.
4. It is agreed that the scope of this agreement includes automatic assistance in responding to fires, medical emergencies, hazardous material incidents, rescue and extrication situations, and other types of emergency incidents that are within the standard scope of services provided by fire departments in the Automatic Aid System.
5. This agreement shall encourage the development of cooperative procedures and protocols, including but not limited to the possibility of joint purchasing, communications, coordination, training, health and safety, fire prevention, public education, fire investigations, and other activities that will enhance the ability of the fire departments to fulfill their missions.
6. Nothing in this agreement shall limit the ability of any party from agreeing to participate in more specific contracts for services, or mutual assistance and automatic response agreements; nor shall this agreement prohibit any party from providing emergency assistance to another jurisdiction which is not a participant in this agreement.
7. Each participating municipality shall retain ownership of any equipment or property it brings to the performance of this agreement and shall retain ultimate control of its employees.
8. Each participating municipality agrees to participate in the State of Wisconsin, Portage County, Division 110, Mutual Aid Box Alarm System (MABAS), as created under section 166.03(2)(a)3 of the Wisconsin Statutes.

9. Each participating municipality further agrees to follow standard service criteria as the primary response elements of this automatic aid agreement, including but not limited to the following;
- Utilization of the Computer Aided Dispatch (CAD) system;
 - Develop communication protocols for; communication frequencies, tactical frequencies, paging personnel, etc.;
 - Operate under the National Incident Management System (NIMS) and the Incident Command System (ICS) for efficient management of the emergency and for the safety of firefighters through; standard terminology, reporting relationships, and support structures including the use of the Safety Officer at emergency scenes;
 - Develop annual joint training exercises for fire officers and firefighters to ensure efficient and effective operations at emergency incidents;
 - To ensure compatibility of equipment, participants should maintain an inventory of equipment available to the other municipality including, but not limited to; apparatus, hoses, gas meters, thermal imaging cameras, rescue tools, communications equipment, etc;
 - Participants shall utilize the approved Portage County apparatus numbering system and standardized terminology for apparatus as developed and adopted by the Portage County Fire Chief's Association;
 - Participants shall use standardized response criteria (i.e. pre-established type and number of apparatus that will automatically respond on the type of call) based upon the "three plus one system" resulting in the ultimate response of three engine companies and one ladder company to any structure fire.
 - Given the utmost importance of service delivery and personnel safety, participants recognize that the minimum staffing level for engines and ladder companies is four trained members. Responding companies shall conform to the NIMS standard resource type 1 for engine companies and type 1 or 2 for ladder companies.
 - Participants agree to the use of specialized unit resources. This assignment of a specialized unit to an incident relies on predefined response levels to specific types of incidents, and/or any special call for resources made by an Incident Commander that is not pre-determined. This includes, but is not limited to; hazardous materials support, technical rescue support, loss control, rehab, command, utility, brush, and tenders.
 - Participants agree that the automatic aid is reciprocal. While automatic aid does not ensure that a community will receive the exact same amount of assistance as it gives, it does mean that all participants will provide some assistance outside its jurisdictional boundaries and that the level of service delivered within the Automatic Aid Agreement will be comparable.
 - Participants shall be responsible for completing a National Fire Incident Reporting System (NFIRS) fire report following each incident response. While the report may be developed by another

municipality's fire officer, and/or combination of fire officers from multiple jurisdictions, the final report shall be submitted to the municipal Fire Chief responsible as the Authority Having Jurisdiction (AHJ).

10. The protocols and procedures established for the response to calls within the Metro Fire District shall be established and maintained by a governing committee consisting of the Fire Chief from each participating department, each with an equal status, and changes requiring agreement of all members.
11. No term or provision of this Agreement is intended to, or shall, create rights in any person, firm, corporation, or other entity not a party hereto, and no such person or entity shall have cause of action hereunder.
12. Except as specifically agreed to by both parties for a particular incident, neither party shall be reimbursed by the other party for any costs incurred pursuant to this agreement. In the event of declared disasters, participants may apply for reimbursements from County, State and Federal agencies.
13. The parties further agree that this agreement supersedes all previous Automatic Aid Agreement between the parties.
14. The Automatic Aid Agreement shall commence upon the approval of each municipality's governing body, and shall automatically renew each year thereafter. The agreement shall continue in force until terminated by formal act of the parties. If any party wishes to terminate its participation in this agreement, 180 days written notice in writing of intention to terminate shall be given to the other parties.
15. The parties to this agreement hereby agree that other departments may be added to this Automatic Aid Agreement upon approval of their governing body and following approval of the existing parties.
16. This Automatic Aid Agreement shall be reviewed by all parties every two years or as deemed necessary.
17. It is the stated goal of the member municipalities that a period of not less than 24 months from the start of this agreement be allowed prior to the integration of any additional members. A lesser period may be permitted upon agreement of all participating member municipalities.

Metropolitan Portage County Fire Protection District

AUTOMATIC AID AGREEMENT

FOR FIRE PROTECTION AND OTHER EMERGENCY SERVICES

IN WITNESS WHEREOF, this Agreement is executed and joined on the year and date written herein.

For the Village of Plover

President

Date

ATTEST:

Title

Date

For the City of Stevens Point

Mayor

Date

ATTEST:

Title

Date

For the Village of Whiting

President

Date

ATTEST:

Title

Date

Item number 9 – bullet point 8

Given the utmost importance of service delivery and personnel safety, participants recognize that the minimum staffing level for engines and ladder companies is four trained members.

Responding companies shall conform to the NIMS standard resource type 1 for engine companies and type1 or 2 for ladder companies.

M Kluck – a ladder company would be like an aerial ladder. The city and the Village of Plover both have aerial ladders.

D Pederson – regarding bullet point 9

This is essentially saying no truck will go out without 4 members?

M Fritsche – correct.

Pederson – bullet point 10

What is meant by loss control and rehab?

Kluck – loss control would be preventing further damage to personnel, to the building, whatever you are going through.

- Rehab is an entity set up in the command system
 - o Fire fighters come out of a burning building or whatever and their air packs are empty – they go to a rehab station

Holdridge – bullet point 11

Participants agree that the automatic aid is reciprocal. While automatic aid does not ensure that a community will receive the exact same amount of assistance as it gives, it does mean that all participants will provide some assistance outside its jurisdictional boundaries and that the level of service delivered within the Automatic Aid Agreement will be comparable.

This means we might get more aid or another municipality might get more aid depending on the incident?

Fritsche – the aid can fluctuate from one year to another.

Kluck – it can also fluctuate from the kind of call. Hotel fire, Hull would probably give a little extra, car fire we might not give them anything.

Holdridge item #10

The protocols and procedures established for the response to calls within the Metro Fire District shall be established and maintained by a governing committee consisting of the Fire Chief from each participating department, each with an equal status, and changes requiring agreement of all members.

Kluck – everybody has an equal vote.

Holdridge item #13

The parties further agree that this agreement supersedes all previous Automatic Aid Agreement between the parties.

This doesn't mean you do not stay on the MABAS system?

Fritsche – the signature page is for an Automatic Aid Agreement, it is not for the Mutual Aid Box Alarm System (MABAS) agreement. When Metro first started out it only had Plover and

Whiting. Stevens Point then came in. Once this went in to effect the other METRO agreement between Whiting and Plover is null and void.

Kluck – we would continue the box alarm system with Dewey, Rosholt, etc.

Holdridge – if you become sole fledged members of Metro you won't have the box system.

Kluck & Fritsche - Not for Metro.

Fritsche, yes we will. The initial call will be the automatic aid call which is the Metro. On the hotel call in Stevens Point the other night, they called a second alarm which is part of the Box Alarm system, but it was called on a Metro card. That brought in Stockton, Amherst and Park Ridge.

Kluck – there are a lot of things in the Metro agreement that are already happening. The buying/purchasing – Hull bought new fire hose last year, we emailed a link to the Metro chiefs and county wide and asked who else in buying? The more we buy the bigger price break we can get.

- We are required to do a ladder test on all of the ladders annually. Great Lakes Ladder Company with Wood, Portage and Waushara Counties all get together and come up with a schedule. They then give us a price. This was done on Thursday July 28. We got a good price rather than trying to do it on our own.
- A lot has been done because we have had the Box System and MABAS system in place.
- Metro is the next step up – it is Automatic Aid

Holdridge, once you become part of Metro, we can still have the Box System with Dewey, etc. They can still utilize Hull.

Kluck – absolutely.

Fritsche, Dewey can still call for Mutual Aid and just Hull NOT Metro would respond.

Holdridge, what is the training situation in Whiting?

Kluck, I understand this is on hold.

L Syens, Item #7

Each participating municipality shall retain ownership of any equipment or property it brings to the performance of this agreement and shall retain ultimate control of its employees.

Item #5 – discusses joint purchasing (joint purchasing of hoses and ladders has been discussed)

- ✓ In previous meetings you have also discussed purchasing of apparatus.
- ✓ In the event of joint purchase of equipment such as a command vehicle – who owns the equipment? This is not covered in the contract.

Kluck, this is outside of the contract. Item #6 stated – Nothing in this agreement shall limit the ability of any party from agreeing to participate in more specific contracts for services or mutual assistance and automatic response agreements; nor shall this agreement prohibit any party

from providing emergency assistance to another jurisdiction which is not a participant in this agreement.

- Point, Plover and Whiting signed this agreement
- Point went to Plover stating they have a failing aerial ladder. Plover also has a failing aerial ladder. Point requested half a million dollars this year, and they will replace 2 of their trucks and in 10 years Point will give you (Plover) half a million dollars and you can replace your truck. That's outside of the Metro contract.
- Because Plover covers the Town of Plover and part of Buena Vista they have to maintain tankers (water carriers) which is what Hull has to do.
- Is there a possibility that we could work a deal with Plover and split the cost on tanker and either house it in Plover or in Hull? Yes that is a possibility but that is not in the Metro agreement.

Holdridge, a November memo received from Mark Kluck indicated there is a good possibility Stevens Point, Plover; etc would participate in purchasing a van. This would be another side deal?

Kluck – yes it would be.

Holdridge, the reason they would want to participate is that van would serve all of the departments when you have an incident.

Kluck – correct. They would be asking Hull if we would be interested in participating. We have every right to say no but that particular vehicle, they will move forward on.

Holdridge, this means we may be asked to contribute to a van and this means we do not have to purchase our own van.

Kluck, we have to have something for a Hull fire that we can haul hose and personnel in. My memo said rather than spending \$150,000 we could buy a used ambulance for twenty-five or thirty thousand and cover what we need. We could then rely on the larger vehicle for the command portion of it.

D Pederson, they would talk to us about the possibility of going in on the command vehicle but we might say no, but they would still purchase it and it would still respond to our Metro fires?

Wilz – if we were part of Metro.

Kluck – yes, they would have to approve it. Even if you are with the MABAS Box Alarm system, I have had a request for Hull to send two engines into the city and I've said no. We need to keep our main equipment here. I will send you one but I cannot afford to send you 2.

D Wilz – we are trying to make this agreement very complicated, it is simply about working together, using manpower, holding hands and getting the job done. Anything beyond the contract needs to be talked about and the board has a vote on it. It is pretty simple.

- ✓ When the chiefs gave the presentation, they were throwing stuff out. We have this going; we have half a million flying here.
- ✓ It came across as being very intricate and very complicated and it really wasn't

J Holdridge – the letter of intent will be redone and resigned by himself and Fire Chief Mark Kluck.

Motion Wilz, second Bembenek, authorize the letter of intent be redone to reflect Hull's interest in joining the Metro Fire District. Motion carried.

12. Remodeling of the Hull Municipal Building-Town Hall

J Holdridge:

- Was in the building and saw Al Hucke measuring up the doors
- Al Hucke is a member of the Building Committee
- Was wondering what was happening as he had never heard anything about this
- As far as Chair Holdridge knew board members didn't know anything about this
- Early on we had an architect who muscled himself on to the committee and we ended up paying him \$5,000
- This person (Hucke) does this work and then you have some obligation
- I believe if we are going to do some remodeling the board ought to signal that and we ought to come up with a plan and talk about it

J Wolle:

- We (Janet, Barb and Marilynn) were trying to be proactive so we had data, including costs, to present to the board so if elections are down here the board would know this is the minimum of what will be needed

Holdridge:

Outline of 2012 elections received from Clerk Wolle

- February (if necessary)
- April (Presidential preference, county board, local)
- September (partisan primary)
- November (Presidential)
- My thought is this building and fire station be a primary goal for 2012
- Investigation of the septic system at the FD is happening – not all information received yet
- If we had an election here we would close the building down
- Parking, we would have some safety concerns, but there is a big parking lot across the road (city cooperation with Hull as people from the disc golf course park in Hull's parking lot)

M Bembenek:

- In the future we are holding elections at the municipal building, yes or no
- If we are going to wait until 2012, the way this building is right now without doing some remodeling, are we capable of handling it before we do any carpenter work?

Holdridge – I do not know.

Bembenek:

- February of 2012 if we have to have the elections here this is in the winter
- We can't put things on hold

Wolle:

- February of 2012 is primary if necessary
- The next large election is in April being the Presidential Preference which would be larger than the election in September

Bembenek:

- As far as I am concerned the entire front has to be changed, windows are following out and siding looks terrible
- All I am saying is we have to get something going for the elections if we are going to conduct them here

Holdridge:

- If you looked at the primary, you could have it at the fire station

M Kluck:

- There would be no construction or anything, there would be no problem having an election at the FD

Holdridge, every time we get a new board member a lot of them ask why don't we hold the elections at the Municipal Building? For one thing Janet has not been supportive of that. We have had conflicts at the FD and I feel we should look at switching the location of elections. The argument is how do you do it? If we have an election day you literally close down the office.

Bembenek:

- That was brought up before because we said we have to close it down
- Others said we should have the office open

Wolle:

- I feel we need to keep the office open
- We have been talking about what we could do
- The office part has to be out of mind/out of the way
- When you are here on election, that is election
- When Marge and I were working at old municipal building, now the fire station, and there was an election, we would go in the back room so we could continue to answer the phone and work
- With facility the way it is set up here now, it is not going to be that easy to do however we have been talking about it. Keeping things down at the fire station will become more difficult with federal guidelines and room we have to have between tables, even the area here is not perfect
- We have talked with Pete as we would have to be out in the bay
- We would put something up to screen off the office area
- We talked about the doors coming in to the building, there would be a chain separating the doors – one door would be marked for Office only, the other for election

Kluck – if you would put another double door in here, the room capacity on the sign would go from 38 to about 70. You would have that extra exit capability.

M Fritsche – it has to do with how much square footage you have from that room in case of an emergency. If you double the exit capability you are going to be allowed more people inside.

Wolle – it would have to be a double door?

Kluck – not necessarily. A double door would give you twice the capacity. A single door would add about 15 additional people.

Holdridge, Janet are you going to give us a report in September on the new voting requirements.

Wolle – yes. The Government Accountability Board (G.A.B.) will update items following the recall elections this summer.

Holdridge, the Wisconsin Towns Association should also be having something.

At request of Mel Bembenek, Clerk Wolle read the following correspondence from Marilyn Kranig.

To: Town of Hull Board
From: Marilyn Kranig, Chief Inspector of Elections and Member of the Building Committee

As Chief Inspector, I feel it is important to relay conditions at the Fire Station to the Town Board. I have lost one of my very valuable election workers due to the conditions at the Fire Station. She will be hard to replace. We have an excellent crew doing elections and I would hate to see more leaving because of these horrible conditions. We also have state mandates which we do not meet, because of space restraints. We all know that the fire department has wanted the elections out of the fire station for a long time. We also believe they should no longer be held there. That means remodeling the current municipal building to meet the needs of the poll workers and office staff. We have had some residents ask why we don't have a nicer place for elections. My concerns include noisy, cold and dirty work areas for those doing voter registration in the truck bay. In the meeting area, the election inspectors are exposed to cold drafts all day long when the weather is cold. When the weather is hot, the air conditioner in that area is not efficient. When it's time for a lunch break, we have to eat in the main truck bay. As I've stated previously this is unacceptable because of the filthy condition.

I took it upon myself to contact Alan Hucke for some information on remodeling the municipal building because it seems this project is in limbo. If the meetings for the building committee had moved along at a faster pace, we would have a new building and fire station in place. As it is we all realize a new building is probably out of reach, even with the economy picking up. Mr. Hucke could not provide us with the information we needed. We asked him about replacing the window in the municipal building (the one that is about to fall out), with an exit door. I do know that I am not authorized to contact Mr. Grunwaldt about a rough estimate for a shell for a remodel. Is it possible for the Board to contact Mr. Grunwaldt about this? We've already invested a large amount of money into this, I think it is irresponsible not to check into this. I am hoping this project will finally move forward.

As someone who works in this office, we are buried in paper and records that we are mandated to keep. When we empty one space, it is quickly filled with other things. The work flow is also very inefficient.

I invite the entire Board to come in one day and follow us around to see what conditions we work in. Please feel free to come to work at the polls to see exactly what my very capable poll workers must endure. Just because it has worked for 40 some years, doesn't mean it will continue to do so. Get this project moving forward.

Bembenek – if we are going to do something..... My concern is when are we going to do anything, such as with the voting? If you put it on hold, you can't do much in the winter time.

Holdridge, looking at 10 goals and have a full plate and others have a full plate because they are involved in the goals. My view is at this point I do not have the energy.

D Wilz:

- I wasn't aware that the elections mandated by the federal or state government made a building unsuitable for use
- I'm guessing there are a lot of people in the same kind of situation
- I understand where Marilyn is coming from
- The place is not getting any better, it is getting dirtier, it is getting older (just like all of us)!
- On the other hand I think John makes a good point. We put the renovation for the future plans on hold. I thought we as the board decided to do that.
- If they have another issue called voting, and they want to see if they can run it through here with what we have, existing in this building, then experiment with that.
- But I don't think that all of a sudden we remodel something because we have to make a quick decision to move the voting

Wolle that was all we were doing. We were wondering about a door as I remembered a previous discussion about that.

- We talked about the fact that the meeting room will not be large enough for everything so we will also have to use the bay
- Because of that we talked about a sidewalk going out along the west side of the building so people could get to their vehicles
- At the very least this is what we would need

Wilz, but the letters don't frame it that way.

L Syens, we have started looking at the budget for the remainder of 2011 but also 2012 to 2015.

- We know we will receive a reduction in Shared Revenue of 26%
- We also know there is a hold on revenues but there is a way in the bill of exceeding your tax levy. For the Town of Hull that means an all day referendum. We have to bring it to the voters.
- We have about \$430,000 in funds that are designated but not put on hold which could allow us to maintain the same spending level that we are at today and reducing our revenue by 26%. We could have 2 to 4 years of dollars to maintain our current expenditure budget

- We have not gotten into a lengthy discussion on that during our meetings at this point
- About remodeling, where do we get the money?

Wilz, that is certainly part of it, but as of right now this is more process than anything else.

- I hear what you are saying Janet, that you are trying to do an experiment to see if it would work but then all of the rest of the stuff jumps on and all of a sudden it is push

Wolle, we were just trying to think about what can we do? Because that question has come up for a number of years about moving elections down here and I know it is not going to work with the way it is right here.

Pederson, this bay can be kept warm on an election can't it?

Wolle/Wilz – yes. It is real warm.

Pederson we would run part of the process through the meeting room and part of it in the bay and they would exit out either east or west to make it work.

Wolle, that is what we talked about. We talked with Pete and I think Pete came up with exiting out the west side.

P Kaminski, on account of parking going out the west would be the best.

Wolle, exiting out the east we have the town trucks going in and out of the driveway.

Pederson, even a gravel path to start with.

Bembenek:

- I agree if we don't have funds we cannot do a project
- Was not that long ago that the Fire Department was to come up with things that were wrong in the building and what we could repair to keep that going
- Staffs at the Municipal Building and Garage were to do the same thing, what could we keep? What could we repair?

Holdridge, I do not think it is black and white.

Bembenek, the Fire Department was told to make a list of what has to be done in order to keep that building going. The office staff and road crew did the same.

Holdridge, was this prior to the notice from the state there was a cut in shared revenue?

Bembenek – yes, it was not that long ago when we decided we are not going to build.

Holdridge – number 5 of the Goals reads: 30 month financial plan for Hull's operation. Janet, John, LaVerne and Jim – Financial/Budget Group.

- No state financial commitment for the next 2 ½ years
- September 1 we plan to come up with something
- September 15 we plan to have a final report for the board

- The state budget is set through 6-30-2013
- Maybe the Building Committee should be the Town Board – we are the ones that are on the line. We have to provide the financing.
- It's easy for people who are not in this situation to make these demands on us – that doesn't mean we don't listen to people
- Ultimately the Town Board has to make a decision – we are the duly elected members of this community
- We have all of these goals – we aren't going to get all of them done
- Maybe the Fire Station should remain in its current location – not have combined facilities
- Pine Grove building expense was about \$800,000 – Hull's projection was a little over \$3,000,000

Kluck – the first plan drawn up by Jackson Case was for the Fire Department to stay there. I'm not saying it was right or wrong but, it was a good plan.

Pederson – the cost was far less than three million dollars.

Kluck – I think it was about \$850,000. The idea to combine everything was more or less a board directive, if I remember right. FD has a copier, you have a copier; FD has a fax, you have a fax; FD has a phone system, you have a phone system.

- We are spending money duplicating.
- At some point tonight we are going to talk about probably two generators and with a combined building we would only need one.

Wilz, it was partly that but it was also because of Jackson Case or Todd Grunwaldt recommending that doing the buildings separately would cost more, greater than the combining of one building. We will save money, expand one building and have an extra building for cold storage. The cost then went from 1.8 million up to 4.2 million and then came back to 3 million something. It just got out of hand.

Syens, when we were visiting Pine Grove, they eliminated 2 bays on their building. The cost for the 2 bays was an additional \$150,000 to \$200,000.

Kluck, I believe the cost was \$225,000 for the extra bays. If we are accepted by Metro, we have a serious possibility of reducing the fleet, and then we would not need an extra bay if we built new, that is quarter million. A hose and training tower was dropped from the building, which was another quarter of a million.

Syens, the Pine Grove building with an extra bay seemed more than adequate to handle the current apparatus you now have and the equipment.

Kluck, if it is configured correctly.

Syens, now you are talking about a million dollars in what Pine Grove built and we are saying 2 million or 3 million for Hull's building. I cannot get the numbers to equate.

Kluck, in the Pine Grove building they had a good size meeting area. The meeting area we were talking about here was four times that size, because you were talking about opening it up to the public, renting it out, having a kitchen. There were a lot of extras.

Holdridge, from my perspective I have a full load in 2011. After seeing Pine Grove building, Hull FD complains about trucks jammed in and they have wide isles, very functional. Then a memo about a town, the third largest municipality in Portage County, the largest town, 5,600 population. We ought to have something better than what we have. We look at the Municipal Building and we are being pushed by the voting now. We have had voting at the FD. I don't know why we can't move voting down here. We need to get a financial plan. The five board members are the ones who are making the financial decision whether anyone likes it or not. Others can come in and lobby us all they want but when it gets right down to it we vote on the budget, we have a public hearing and that is where it is at.

13. Filing Plan and Policy on Town of Hull Records

J Holdridge – my question about filing is who does this? We know the clerk in any municipality is responsible for records. But there is more to it than that.

Finance/Budget Information – is that something that Treasurer Jim Kruziki should keep?
Assessor/Building Inspector

Firkus Road – has been going on since February. John has a couple files and we will have more added. I'm climbing the walls with paperwork. Numerous memos are received from Mark Kluck. John suggests:

- When we get the memos, we read it and Barb puts it on and stores on the computer
- Get rid of all the paper
- Have a backup
- Scan docs in and if we want to pull it up we can
- Files on the Pipe
- Put things aside and in 2 months the item returns
- File on Ron Gollon
- I need help – I will not come in to the office and do filing
- We have a full-time Town Clerk and Secretary; Marilyn Kranig and Patty Amman and we ought to figure out a filing system that works for us
- The memo from Janet, Barb and Marilyn is a good start but I want more details on who is going to do the work and what is going to happen
- The mention of WORKING FILES – this is probably what I have

M Bembenek – the women in the office have files – everyone has them.

Holdridge – we have to get on top of it. I have a whole file of collective bargaining.

D Pederson – aren't computers today's microfiche. Is there anything in the statute that would prohibit us from keeping our records on computer files as opposed to paper files? Maintain paper copies of contracts, etc.

M Kluck – the hospital system is all going electronic filing systems and there are pros and cons to that. Where there used to be a mistake once in a while is now quite often.

Wolle - getting back to John's comments about receiving memos from Mark Kluck. Many of the items are sent via email and Barb then makes copies for the board. If the items are saved in a file, not just in Microsoft Outlook, the emails I would think would be backed up.

Pederson – I am counting on the town having copies of all of this stuff because I am not keeping all of it either.

The vault would be reserved for original contracts, ordinances, policies, property information, etc. The originals should not be taken outside of this office as it may be the only original as well as the original signed document. A copy can be made if necessary. The filing within the vault is currently filed by category and is alphabetized.

L Syens – you could get information on what needs to be maintained from the attorneys from the Wisconsin Town's Association. The law has changed over the years to accept copies of scanned documents.

Holdridge – personnel would be the clerk which includes union information.

Get the people who are supposed to do it to have the documents.

Fire Department – would be the Fire Chief

Finance – Treasurer

Syens – As computer sophistication improved, so they could go paperless, the production of copy paper went up.

M Fritsche, everyone feels they have to have a hard copy.

J Kruziki, this is generational. The younger generation do not deal with paper.

D Wilz – we are the problem!!

Holdridge – refer to the Budget/Finance group to take up and come back with a recommendation.

Motion Syens, second Pederson, refer to Budget/Finance Group. Motion carried.

14. Purchase of reserve generator for Fire Department and Hull Town Hall

J Holdridge has read email from Mark Kluck about doors at the FD.

M Kluck, I'm not expecting something to be done this year but it is something that has to be looked at as this has been an ongoing issue for a lot of years. I'm fighting to find fire fighters that will sleep at the FD because the doors are open.

- ✓ FD has a generator that could possibly do the job we need it to do, but we don't have any place to plug it in.
- ✓ You have to have separate circuits that run to plug the generator in to assigned doors and lights (not all)

P Kaminski issue is the same as the FD – doors.

Kluck: storm in Jurgella Subdivision that broke the gas line. Pete was called. He arrived at the garage but could not lift the door himself. He had to wait for someone else to arrive. That was a delay of 10 minutes.

M Bembenek the office also needs power.

M Fritsche around 10 a.m. the following morning came to Municipal Building to drop some stuff off and thought maybe the office wasn't open. Walked up the door was unlocked and there was Barb sitting in the dark, by herself, with her cell phone.

Holdridge, it is not just opening doors. Barb was working, and probably Janet, hotter than hot and nothing works.

Bembenek was here 3 times that day and Barb was sitting there all day and ran in to garage when the phone rang as it worked in the garage.

D Pederson if it is just doors they could be wired so a switch could be flipped, take it off of the grid and run the generator. Now we are talking about air conditioning?. Some things will have to go but you need to work at the essentials.

- Need to size it
- Look at what is needed number of amps

Fritsche, FD has to run 1 radio, the doors and a few lights in each bay. In my opinion at the Municipal Building you need to power up the office. That was a storm with at least 12 to 16 hours without power, what if it was a tornado like in Merrill and you were without power in the offices for a week.

- ✓ When the people in the town need resources and people to talk to you say SORRY we are CLOSED?
- ✓ You have to look at the Municipal Building

L Syens you can buy stand alone generators from \$1,700 to \$113,000.

Kluck a number of years ago the FD looked at a 5,200 kilowatt - \$62,000. This would have been run off of LP gas.

- If you run diesel you will run out of gas

Pederson when the Building Committee was operating I found a used generator on Craig's list that would have been more than adequate for about twenty-five hundred dollars. The information was passed on to Todd Grunwaldt but we were not at that stage yet.

- ✓ We could find good used units that will do what we need

Holdridge – we need to define the function.

Kluck – you have to decide what you want up and running. Then get an electrician to size, etc.

Wilz – so it operates safely when it switches over.

Pederson, you could find out what size you need by what kind of load you are going to put on it and then the electrician will.....

Syens, there is a formula as you have to add in the surge, because when something kicks in and draws more.....

Kluck – we are not talking about running all 8 doors. We could open a door, pull one vehicle out and back the other one out.

- Could we have one generator to operate both buildings?

Bembenek – you can find generators, if it is over loaded, it will shut itself off.

Syens, a stand alone has a 15 second delay from the time the current goes off until the generator starts.

Holdridge, is this an issue we need to be concerned about?

Bembenek, maybe Mark and Pete can get together to get more information on commercial generators.

Kluck, you need to have somebody come in to tell you what your load is going to be so you know what size generator.

Fritsche – Grunwaldt might have some of that work done as he was working with some of the numbers and estimating a size of a generator that would have been needed for a combined building.

Kluck – he was talking about operating the entire building with one generator.

Fritsche – from the night of the storm in particular, if that turned in to a few days, you would want to power up the office area, Pete’s doors, some lights in the bays and the fuel pumps.

Holdridge – you need to say what function do we have to have.

Kluck – Pete, Mark, Janet and Barb could do a list.

Holdridge – you would look at a generator for the Municipal Building/Garage and one for the FD.

Pederson – unless your suggestion Mark where we got one generator that was adequate to cover both buildings and we bury a line.

Kluck – what do you run in to when you have to cross the pipeline? Possibly you could run it down a power pole.

- ✓ First step is to find out what we absolutely have to run

Define function
Size needed
Electrician

Motion Bembenek, second Pederson, table to August 15 in order to get necessary information.
Motion carried.

15. Concealed carry law in Wisconsin

J Holdridge, how does concealed carry differ from what we have now?

M Kluck – concealed carry means you can have a loaded gun on your person.

- ✓ Portage County is working on an ordinance
- ✓ Possibly Hull could copy
- ✓ You have to post signage – No concealed or open carried weapons
- ✓ Article by Dan Kontos in the newspaper

D Wilz, we are under the government section. It makes it a non-issue for those who are trying to follow the law.

Holdridge – the Wisconsin Towns Association will have something. Permits will start to be issued in November 2011.

Pederson – hope the WTA will come up with a model ordinance.

Motion Bembenek, second Syens, table to the September 15 meeting. Motion carried

16. Speed Zone Ordinance for Pioneer Road (45MPH) – Pete Kaminski, Hull Road Foreman

Motion Bembenek, second Pederson, approve the Speed Zone Ordinance for Pioneer Road (45MPH) from Willow Springs Drive north to the Town of Dewey line. Motion carried.

17. Wards/Redistricting Resolution

J Wolle – the wards/redistricting resolution needs to get in to Portage County.

- ✓ Other information with the resolution:
 - The census block numbers
 - Ward boundaries
 - Map showing boundaries

J Holdridge – is this basically for the County Board of Supervisors?

Wolle – yes.

Holdridge:

- ✓ The new District 11 includes Dewey and part of Hull
 - Current Supervisors Don Butkowski for Hull and Stan Potocki for Dewey
- ✓ The new District 12 will include 2 current Supervisors
 - Don Butkowski and Mike Splinter
- ✓ District 10 is combined with Ward 8 in the Town of Hull, the Village of Park Ridge and a ward in the city of Stevens Point

Wolle – there have been changes as the County Board reduced their size by 4 members (29 down to 25).

- ✓ When there is a County Board of Supervisors election we will vote by Supervisor District
- ✓ We have been running elections by district and has worked fine until now
- ✓ In April of 2012 due to the **County Board Election** tables will be set up as follows:
 - District 10 – Ward 8 – 734 (population)
 - District 11 – Wards 1, 2 & 3 – 1,862 (population)
 - District 12 – Wards 4, 5, 6 & 7 – 2,750 (population)
- ✓ Other Elections we will combine wards:
 - Wards 1, 2 & 3
 - Wards 4 & 5
 - Wards 6, 7 & 8

Holdridge – how many people are to be in each district?

Wolle:

- Total of 70,019 people in the census
- Divided by 25 Districts = 2,801
- District 10 including Hull (734), Park Ridge (491) and Point (1,585) total 2,810
- District 11 portion of Hull (1,862) and all of Town of Dewey (932) total 2,794
- District 12 – all Hull 2,750

As previously mentioned, for voting purposes, other than for County Board, we will set things up the way we do now, as that works well. We can get people through. If we would vote by District, we would have one long line and Dave, LaVerne and Jim could just whiz on through!

Holdridge, in terms of District 10, I and Tom Gloude-mans are concerned about it as that representative has always represented Hull and Park Ridge. And maybe it is not a bad idea to have the city in there because if a city person gets elected he is going to be influenced by Hull people.

D Wilz, I look at it as an opportunity.

Motion Bembenek, second Pederson, approve the redistricting/wards resolution following the 2010 census. Motion carried.

18. Declaration of State of Emergency from Recent Storm – Possible Reimbursement

J Holdridge, at the Portage County Unit meeting of the Wisconsin Town's Association we learned we can get \$3.27 per population. Barb is collecting the records.

J Wolle – Pete is keeping track of the information. I received a call from Sandy Curtis today. She will email me the information needed. Question can regular time be used or only overtime? From what Sandy indicated the very first part was overtime, but for the cleanup it appears regular time can be used, plus all of the equipment and fuel. As of this date I do not have the info from Sandy.

Holdridge, evidently the state has a pot of money and when that is used up it is gone.

Motion Syens, second Bembenek, accept the report. Motion carried.

19. Operators license application(s) Kassidy Karch

Motion Bembenek, second Pederson, approve an operator's license for Kassidy Karch.
Motion carried.

20. Reports:

- a. Clerk – No report
- b. Treasurer
 - Presented bank account balances as per end of July
 - Includes state shared revenue payment; ½ of recycling grant and 1 building permit
 - There is an attachment from the Fire Department requesting payment to Fred Hoffman for stamps and envelopes – there is no receipted documentation. Going forward will need receipts
 - Will meet with representative from Chase Bank, River Cities Bank and Citizens Bank on August 9
- c. Road Foreman
 - Busy with brush pickup
 - Taking 14 to 16 loads a day to Zblewski in Plover
- d. Fire Chief
 - Busy month – have had 13 calls
 - Lost major structure in Hull – weather related
- e. EMS President
 - 10 EMS calls in July
 - 72 calls to date

21. Adjournment: Motion Wilz, second Bembenek, adjourn the meeting. Motion carried. Meeting adjourned at 8:52 p.m.

Janet Wolle, Clerk

Rev 7-22-11

June 30, 2011

Town of Hull
4550 Wojcik Memorial Drive
Stevens Point, WI 54482

Attention: John Holdridge, Town Chairman

Subject: Jordan Road Drainage
Engineering Review

Dear Mr. Holdridge:

As a result of some recent drainage concerns along Jordan Road in the Town of Hull, the Town has requested that I review the stormwater drainage in the vicinity of the Jordan Road/Wilshire Drive intersection. Following is information from my review:

Existing Drainage System

The existing drainage system for this segment of Jordan Road consists of a combination of roadside ditches and culverts, which drain the Jordan Road corridor from about 2,000 feet west of Wilshire Drive to the east, with the discharge point being Moses Creek (about 2,000 feet east of Wilshire Drive).

The existing ditch slope is less than desirable, but the roadway corridor does provide mostly positive drainage from the high point to the outlet location. The existing ditch slope is 0.06% which is less than the desired minimum of 0.3%, but with sandy soils, this typically does not create significant issues.

This segment of Jordan Road's ditch system was regraded and numerous culverts were installed in the fall of 1993. At that time, the positive (relatively flat) drainage was improved with the outlet to Moses Creek. In 1998, Jordan Road was reconditioned, with plans showing some ditch work within this segment.

We performed a field survey to confirm the current grades of the ditch and culverts system to confirm if positive drainage was still being provided. Based on this survey data, the existing drainage system is close to the appropriate grades, except in a couple locations identified below.

Recommended Improvements

The following should be considered to improve the existing drainage system for this segment of Jordan Road:

1. Clean out all existing culverts and the ditch areas adjacent to all culvert ends.
2. Regrade 1,000 feet of the existing ditch, north side of Jordan Road and east of Wilshire Drive. See the attached plan details.
3. Improvements to the Moses Creek drainage way (minor grading/private easements/culvert reviews).

House No. 3323 (Rich Studinski)

Specific to House No. 3323, which is about 1,000 feet west of Wilshire Drive, south side of Jordan Road:

Any runoff causing drainage issues with this home site appears to be coming from the south (backyard) location, not as a result of the drainage of the Jordan Road corridor. The existing drainage basin for this home site consists of about 200 acres of private land to the south of Jordan Road and to the west of Wilshire Drive. This drainage basin flows to the north towards Jordan Road and House No. 3323, as well as House No. 3425. As this drainage approaches Jordan Road, the basin is very flat with the lowest area within the basin being near House No. 3323 and 3425. Surface water runoff during times of wet conditions and high flows appear to pond in the back and side yard locations of both house locations, prior to reaching an elevation high enough to begin to drain to the Jordan Road ditch system.

Since this appears to be a private drainage issue situation, I do not recommend any revisions to the Jordan Road drainage system, other than the maintenance items listed above. During our field survey, the owner of House No. 3425 said they installed an underdrain system at the home site to remedy backyard drainage issues.

Since this appears to be a private drainage situation, we did not analyze anymore of the existing conditions or conduct any stormwater calculations.

Other Outlet Locations

We did review the possibility for alternative outlets for the existing drainage basin mentioned above. Following are the alternatives:



- Outlet north to Hay Meadow Creek

The existing terrain continues to be very flat, in fact slightly up hill, to the north of Jordan Road. Creating a drainage swale would require almost a mile of ditch grading, clearing and grubbing, and private drainage easements. This alternative does not appear feasible.

- Outlet west to North Reserve Drive

The proposed ditch would still end up relatively flat (0.08%), require over a mile of ditch work along Jordan Road and North Reserve Street, and would require about a 5-foot cut through a high point along Jordan Road. This alternative does not appear feasible.

Please contact me at (715) 341-4363 if you have any questions, comments, would like any additional information, or if you would like to meet to discuss this matter.

Sincerely,

GREMMER & ASSOCIATES, INC.



David L. Glodowski, PE
Project Manager

DLG/jlc