

MINUTES OF THE HULL BOARD MEETING
COUNTY OF PORTAGE, WISCONSIN HELD
ON MONDAY – SEPTEMBER 11, 2017

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

Present: Chair Holdridge, Supervisors David Pederson, Dave Wilz, Jan Way and Rick Stautz.

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

- 02) Pledge of Allegiance

- 03) Minutes: August 14, 2017 Board Meeting

Motion Supervisor Pederson, second Supervisor Wilz, **approve minutes of the August 14, 2017 board meeting.**

Motion carried.

- 04) Vouchers

Pederson – Pg 4 Fire number on Willow Springs.

Kaminski – put address up in that way for the cell tower

Motion Supervisor Pederson, second Supervisor Way, **approve the vouchers as presented/discussed (vouchers previously paid).** Motion carried.

Motion Supervisor Way, second Supervisor Wilz, **approve payment of vouchers as presented (vouchers to be paid).** Motion carried.

Motion Supervisor Wilz, second Supervisor Stautz, **approve payment of registration for WTA workshop to be held on September 13, 2017 at the Holiday Inn in Stevens Point. Cost \$375 (@ \$75 each).** Motion carried.

- 05) Public Comments. Agenda items are for discussion with possible action. Non-agenda items may be raised under Opinions of Interest (Item 6 below)

Chair Holdridge:

- August 18 good presentation by governor and others at the meeting in Hull relating to broadband grant received by Amherst Telephone/Town of Hull

- Water subcommittee meeting to be held September 12 at 11 a.m.
- Met last week re: Harter's contract – looking at 5 year contract – will make modifications
- September 13 Wisconsin Town's Association workshops at the Stevens Point Holiday Inn

Chief Sadogierski:

- New email address is usable
- Chris Kluck, FD Town of Stockton, is updating list of firefighters
- 2% dues audit being done on October 3rd at the Fire Department
 - o \$19,500 2% dues received from Department of Commerce in 2017

Supervisor Way:

- Meeting of mayors of Wood and Marathon Counties (Mayor's summit) re mining – looking for phone calls to be made to legislatures to ensure local control is not taken away
- Fredrick LaRosa passed away

Clerk Wolle – presented a report on 4 year voter maintenance

Jim Warner of St Ann Ct – foresees additional traffic on Highway 66 in the future to avoid U.S. Highway 10 E. DOT has to do something

06) Opinions of Interest – citizens, Hull staff, Hull elected officials or appointed officials

- \$4,200 donation received from Scott Plaski to assist with cost of sealing coating Pioneer Road
- Hull received a working report on the Country Club Dr/Hoover Drive railroad overpass
- Complaint received from former Recre Acres resident. She owns her mobile home. The lot decreased in size in violation of the Town of Hull Mobile Home Ordinance.

07) Petition to Amherst Telephone Company and Town of Hull requesting broadband (fiber optic cable) expansion service for Wilshire Dr. south off of Jordan Road

The Town of Hull received a petition from residents/landowners along Wilshire Drive requesting Amherst Telephone Company install fiber optic cable on Wilshire Drive to enable receiving broadband services.

The petition has 47 signatures.

Motion Supervisor Stautz, **accept petition and give strong support for extension of broadband on Wilshire Drive.** Motion seconded by Supervisor Pederson. Motion carried.

08) Resolution to Create a Nonpartisan Procedure for the Preparation of Legislative and Congressional Redistricting Plans

Supervisor Way:

- A lot of counties are using the same resolution
- Last census redistricting found to be illegal and remains in the court
- The resolution is as follows:

WHEREAS, Pursuant to Article VI, Section 3 of the Wisconsin Constitution, the Wisconsin Legislature is directed to redistrict legislative districts “according to the number of inhabitants” at its next session following the decennial federal census. At the same intervals, the legislature also reapportions congressional districts pursuant to federal law, and

WHEREAS, historically legislative and congressional plans in Wisconsin have been subject to partisan influence that put the desires of politicians ahead of the electoral prerogative of the people, and

WHEREAS, the state and congressional districts belong to the citizens of Wisconsin and should be designed with the best interest of Wisconsin’s democracy and its citizens, and not be a tool used by those in power to protect and bolster their power, and

WHEREAS, a panel of federal district court judges has ruled that the redistricting done in Wisconsin in 2011 was unconstitutional. Legal cost in defense of the 2011 redistricting has already cost taxpayers in excess of \$2.1 million, with still continued litigation at the Supreme Court,

BE IT RESOLVED, that the Town of Hull Board of Supervisors, County of Portage, Wisconsin, calls upon the State Legislature, prior to Election Day of November 6th, 2018, to pass legislation that creates a fair, nonpartisan procedure for the preparation of legislative and congressional redistricting plans, that promote more accountability and transparency, and prohibits the consideration of voting patterns, party information, and incumbents’ residence information or demographic information in drawing maps, except as necessary to ensure minority participation as required by the United States Constitution.

BE IT FURTHER RESOLVED, that the Town of Hull Clerk is hereby directed to send a copy of this resolution to the Governor of the State of Wisconsin, the Wisconsin Counties Association, the Wisconsin Towns Association, the Wisconsin League of Municipalities, all members of the state legislature, and to each Wisconsin County.

Motion Supervisor Way, second Supervisor Pederson, **adopt the Resolution to create a Nonpartisan Procedure for the Preparation of Legislative and Congressional Redistricting Plans.** Motion carried.

- 09) Application for Hull Adopt a Road program - North Second Dr. (1 mile) from the Intersection of N. Second Dr & Evergreen Dr to Rocky Ridge Rd. - Group Name: Stevens Point/Esteli Partner Cities Wisconsin/Nicaragua Partners

Stevens Point/Esteli Partner Cities Wisconsin/Nicaragua Partners applied to become part of Hull's Adopt-a-Road program by adopting North Second Drive from the Intersection of North Second Dr. & Evergreen Dr. to Rocky Ridge Rd.

Patti Rous, group member was present and stated they plan to clean this section of North Second Drive twice a year.

Motion Supervisor Way, **approve Hull Adopt A Road program by Stevens Point/Esteli Partner Cities Wisconsin/Nicaragua Partners on North Second Dr. (1 miles) from the intersection of N. Second Dr. & Evergreen Dr. to Rocky Ridge Rd.** Second by Supervisor Stautz. Motion carried.

- 10) Certified Survey Map for Carmen Coey, land in Section 19, Town 24N, Range 8 E, abutting Old Wausau Road

Carmen Coey present.

Motion Supervisor Wilz, second Supervisor Stautz, **approve the certified survey map for Carmen Coey, land in Section 19, Town 24N, Range 8E, abutting old Wausau Road. Approval of the CSM recommended by the Hull Plan Commission following their meeting held on August 15, 2017.** Motion carried.

- 11) North Second Drive timetable and process for road reconstruction

Discussion:

- ✓ Rick Stautz and John Holdridge have met several times to come up with a timetable for the North Second Drive project
- ✓ Engineer to be hired by October 15, 2017
- ✓ Project completion by October 1, 2019
- ✓ Rick will work with Nathan Check, Portage County Highway Commissioner re: RFPs
- ✓ Pete Kaminski, Hull Road Foreman, wants to replace the culvert on North Second in 2018
 - Receive \$5,000 from Portage County Highway Bridge Aid
 - In 2019 put overlay on with the North Second Drive project

Motion Supervisor Pederson, **approve the time line for North Second Drive project.** Motion seconded by Supervisor Wilz. Motion carried.

12) Resurfacing of Torun Road and the impact on abutting driveways – John Lawlis

John Lawlis was called out of town and requested via Barb Brilowski, the resurfacing of Torun Road and the impact on abutting driveways be tabled tonight and placed on the October agenda.

Discussion:

- Correspondence was sent to all residing on Torun Road having cement driveways
- Unfortunately John Lawlis who resides in Stevens Point did not receive the correspondence.

Email from Dave Glodowski, Hull engineer reads as follows:

Following is some date / history for concrete driveways in Hull:

- Per State Statute Chapter 82 – The Town of Hull is the maintaining authority for roadways and has the ability to maintain as needed and as determined, for roadway purposes and for the good of the traveling public.
- The typical width of maintenance authority is 66', 33' from the existing centerline
- Based on my 25 years of road designing and construction management experience, it is standard practice to replace the existing surface of driveways with the same material as the new mainline roadway surface. This is especially true within the limits of the existing right-of-way
- Many towns restrict the driveway surface material to be gravel or asphalt, within the existing right-of-way. Concrete driveway connections to the town roadway is not allowed, or is at the owner's risk to not be replaced with future roadway improvements
- Recent Town of Hull examples of this:
 - In 2017, there were approximately 7 concrete driveways on Torun Road that were replaced with asphalt for the driveway connection, as the roadway was resurfaced with an asphaltic overlay. This work was all within the existing right-of-way.
 - In 2016, on Pinewood Drive, there was an existing concrete driveway replaced with a double sealcoat surface for the driveway connection, as the new roadway was surfaced with a double sealcoat
 - For the past 10-years of bidding and building roadway projects in the Town of Hull, I do not recall ever bidding out or hiring a contractor to replace a concrete driveway with concrete. All

driveways impacted by the road projects were resurfaced with gravel, sealcoat, or asphalt.

Please contact me with any questions, comments, or if you would like anything else.

Thanks,
Dave
David Glodowski, P.E.
Gremmer & Associates, Inc.

Discussion continued:

- John Lawlis called Dave Wilz
- Dave explained John can put gravel in now or Hull will put blacktop in when Torun Road paved
- John Lawlis wants cement

Motion Supervisor Stautz, **agenda item was discussed and no action taken.**
Motion seconded by Supervisor Wilz. Motion carried.

13) Ken Sadogierski's Fire Chief start date for wages

Fire Chief start date for wages was added to this agenda as action was not taken in open session at the August 14, 2017 board meeting.

Motion Supervisor Wilz, **as per consensus of the board during closed session on August 14, 2017, payment of wages for new Fire Chief Ken Sadogierski to begin August 15, 2017 – prorated payment on August 30 with full chief wages to be paid beginning September 29, 2017** Motion seconded by Supervisor Pederson. Motion carried.

14) 2018 Budget Schedule

Budget schedule as prepared by Supervisor Wilz:

2018 BUDGET SCHEDULE

- o **9/5/17→9/15/17** - Budget team meets and performs following:
Lays out process for budget preparation, reviews and researches all revenue streams & potential changes.

Review & researches all expense lines & potential changes, meets with department heads to project year end for 2017 & talk about limitations &

requests for 2018. Update large equipment & project list for planning purposes. Prepare 2018 operational budget.

- **9/28/17** – First run at 2018 budget based on above factors. Review numbers, check for accuracy & begin revision if necessary.
- **10/2/17, 10/3/17 or 10/4/17** – pick one of these dates for entire board to review proposed budget, make recommendations. (2-3 hours)
- **10/12/17** – 2nd chance for board to give input on 2018 budget changes if needed.
- **10/16/17 → 10/20/17** – Final budget revision if needed & preparation of summary for publication.
- **10/23/17 → 10/27/17** – need to publicize in various papers and post to meet requirements for Thursday 11/16/17 public budget hearing/special town meeting/board meeting

Motion Supervisor Way, second Supervisor Stautz, **accept the 2018 budget schedule as prepared by Supervisor Wilz.** Motion carried.

15) Operator's license application(s): Jenna Rowe

Motion Supervisor Wilz, **grant an Operator's License to Jenna Rowe as per recommendation of Clerk Wolle.** Motion seconded by Supervisor Way.

J Holdridge - Jenna Rowe did not include a conviction on her application. It states on the application if incomplete or omission of law violation is cause for denial.

J Wolle – that's true, however her violation has nothing to do with tending bar.

Aye – 4

Nay – 1

Motion carried.

ADDENDA #1

01) Resolution Addressing Climate Change

The following resolution was presented by Supervisor Pederson:

WHEREAS, scientists worldwide recognize climate change as a threat to life on this planet as it now exists;

WHEREAS, the United Nations and countries worldwide recognize the effects of climate change;

WHEREAS, state and municipal governments across the United States recognize climate change and are taking steps to slow and reverse climate change;

WHEREAS, the Town of Hull has been called on to assist in the clean up and repair caused by more severe weather;

WHEREAS, climate change is affecting town infrastructure and the lives of Hull citizens;

THEREFORE RESOLVED, the Town of Hull Board of Supervisors, County of Portage, Wisconsin, will consider climate change effects in the decisions it makes. The Town of Hull Board further supports and encourages the citizens of Hull in their efforts to slow and reverse climate change. It further supports the efforts of our county, state and national governments in addressing climate change.

D Pederson – seeing more violent storms in Hull.

Motion Supervisor Way, second Supervisor Stautz, **approve the resolution Addressing Climate Change**. Motion carried.

02) Hull Administrative/Executive Committee Revision/Update

Revision/update as recommended by Chair Holdridge:

Additional functions may review personnel issues and make recommendation to the town board.

Motion Supervisor Pederson, second Supervisor Wilz, **accept the revision/update as recommended by Chairperson Holdridge**. Motion carried.

ADDENDA #2

03) Review of pay request for Torun Road project and approval of payment

A pay request was received from Dave Glodowski, Hull's Engineer, for American Asphalt, for the Torun Road project in the amount of \$154,376

Review contract for payment requirements.

Motion Chairperson Holdridge, **subject to talking with Dave Glodowski, looking at the contract and the TRIP program, if all works out we can go ahead and make payment to American Asphalt for the Torun Road project.**
Motion seconded by Supervisor Wilz. Motion carried.

ADDENDA #3

- 04) Ordinance Authorizing Alternative Claims Procedure (payment of bills/vouchers)

Clerk Wolle presented the Alternative Claims Procedure ordinance as follows:

2017-0911

60.44(2) WI. Stats. Ordinance Authorizing Alternative Claims Procedure

SECTION I – TITLE AND PURPOSE

This ordinance is entitled the Town of Hull Alternative Claims Procedure ordinance. The purpose of this ordinance is to authorize an alternative procedure for approving financial claims against the town that are in the nature of bills and vouchers.

SECTION II – AUTHORITY

The Town Board of the Town of Hull, Portage County, Wisconsin, has the specific authority under s. 60.44(2), Wis. stats., to adopt this ordinance.

SECTION III – ADOPTION OF ORDINANCE

This ordinance, adopted by a majority of the town board on a roll call vote with a quorum present and voting and proper notice having been given, establishes an alternative procedure for approving financial claims against the town that are in the nature of bills and vouchers as provided in this ordinance.

SECTION IV – APPLICABILITY

Payments of claims against the town may be made from the town treasury under the procedure established in Section V for bills or vouchers that are of a routine nature, namely: payroll, payroll taxes, retirement, health insurance premium, life insurance premium, Income Continuation Insurance, deferred compensation, union dues, utilities, fuel, refuse/recycling/transfer station, assessor, credit card bill, water. Or such vouchers that arrive that must be paid before the next board meeting.

SECTION V – PROCEDURE

- A. Subject to the restrictions under Section IV, the payment of a claim against the town may be made from the town treasury if the town clerk approves in writing the claim as a proper charge against the town treasury. A claim against the town is a proper charge

against the town treasury if the clerk determines that all of the following conditions have been met:

1. Funds are available under the town budget to pay the bill or voucher.
 2. The item or service covered by the bill has been duly authorized by the town board, or an authorized town official, agent, or employee.
 3. The item or service covered by the bill or voucher has been supplied or rendered in conformity with the authorization.
 4. The claim appears to be a valid claim against the town.
- B. The town clerk may require submission of proof to determine compliance with the conditions under subsection A prior to approval. *(For example, the clerk may require verification of quantity, quality, etc, by another town official or employee.)*
- C. After determining that the conditions under subsection A have been met, the clerk shall indicate approval of the claim by placing his or her signature on the bill or voucher. Upon approval of a bill or voucher under this procedure, the clerk shall prepare and sign a check and have it countersigned by the town treasurer and town chairperson, pursuant to s. 66.0607, Wis. stats. The treasurer shall then mail or deliver the completed checks to the appropriate parties.
- D. At least monthly the town clerk shall file with the town board a written list of claims approved pursuant to this ordinance. The list shall include the date paid, name of claimant, purpose, and amount.

SECTION VI – SEVERABILITY

If any provision of this ordinance or its application to any person or circumstance is held invalid, the invalidity does not affect other provisions or applications of this ordinance that can be given effect without the invalid provision of application, and to this end the provisions of this ordinance are severable.

SECTION VII – EFFECTIVE DATE

This ordinance is effective upon posting in three places.

Treasurer Jim Kruziki, the bill paying procedure has been an on-going issue for over a year. Hull has been in violation of state law. This procedure allows for payment of bills/vouchers that are of specific nature prior to board approval.

All checks are signed by the clerk and treasurer. Unless the board approves otherwise, all checks must also be signed by the Chairperson.

Motion Supervisor Pederson, **adopt the Ordinance Authorizing Alternative Claims Procedure**. Motion seconded by Supervisor Stautz. Motion carried.

Chairperson Announcement: 7:07 p.m.

- 16) The Town of Hull Board will convene in closed session as allowed by Wisconsin State Statute 19.85(1)(g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. To be discussed outdoor area at 527 Maple Bluff Road.

The Board will reconvene in open session as allowed by Wisconsin State Statute 19.85(2). Agenda item: possible legal action relating to outdoor area of 527 Maple Bluff Road, Rebecca Bohne, owner.

- 17) Motion Supervisor Pederson, second Supervisor Way, **Town of Hull Board will convene in closed session as allowed by Wisconsin State Statute 19.85(1)(g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. To be discussed outdoor area at 527 Maple Bluff Road.**

Holdridge – Aye
Pederson – Aye
Stautz - Aye
Way – Aye
Wilz – Aye

Motion carried by roll call vote.

Present – Attorney Brian Formella

Motion Supervisor Way, second Supervisor Stautz, **the Board will reconvene in open session as allowed by Wisconsin State Statute 19.85(2). Agenda item: possible legal action relating to outdoor area of 527 Maple Bluff Road, Rebecca Bohne, owner.**

Holdridge – Aye
Pederson – Aye
Stautz – Aye
Way – Aye
Wilz – Aye

Motion carried by roll call vote.

Agenda Possible legal action relating to outdoor area of 527 Maple Bluff Road, Rebecca Bohne, owner.

Motion Supervisor Pederson, **based on having received complaint about blight in the Maple Bluff Road neighborhood of 527 Maple Bluff Road, request the assessor investigate and determine whether neighborhood is blighted as defined by Hull's Public Nuisance Ordinance.** Motion seconded by Supervisor Stautz. Motion carried.

Motion Chairperson Holdridge, **direct Attorney Formella to talk with Jeremy Kurtzweil, Hull's assessor, and request he do an on sight inspection relating to blighted conditions.** Motion seconded by Supervisor Way. Motion carried.

- 18) Adjournment: Motion Supervisor Pederson, second Supervisor Stautz, **adjourn the meeting.** Motion carried. Meeting adjourned at 7:50 p.m.

Janet Wolle, Clerk



120 Wilshire Boulevard North
Stevens Point, WI 54481
(715) 341-4363
(715) 341-1856

September 6, 2017

Town of Hull
4550 Wojcik Memorial Drive
Stevens Point, WI 54481

Attention: John Holdridge, Town Chairperson

Subject: Torun Road
Roadway Resurface Project
Construction Pay Request No. 1 (Final)

Dear Mr. Holdridge:

Following is a summary of payments for construction work on the Torun Road Roadway Resurface Project. We recommend that the Town pay American Asphalt of Wisconsin, the amount of \$154,376.07 as first and final payment.

Original unit price bid: \$171,388.40

Pay Request No. 1 (Final): \$154,376.07 (Retained amount of \$0)

Please mail payment to American Asphalt of Wisconsin, P.O. Box 98, Mosinee, WI 54455-0098. Enclosed is a breakdown of all cost items. If you have questions, comments, or if you would like any additional information, please contact me at (715) 341-4363.

GREMMER & ASSOCIATES, INC.

A handwritten signature in black ink, appearing to read 'David L. Glodowski'.

David L. Glodowski, PE
Project Manager

TOWN OF HULL - TORUN ROAD RESURFACE PROJECT (CITY LIMITS TO JORDAN RD)

Construction Phase - PAY REQUEST Breakdowns

				American Asphalt of WI Original Bid - June 8, 2017		Pay Request No. 1 - September 6, 2017 American Asphalt of WI		
ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	AMOUNT	QUANTITY COMPLETED	PERCENT COMPLETE	AMOUNT
1	Mobilization	1	LS	\$ 4,000.00	\$ 4,000.00	1.00	100.00%	\$4,000.00
2	HMA Pavement 4 LT 58-28 S	2,300	Ton	\$ 69.50	\$ 159,850.00	2,055.27	89.36%	\$142,841.27
3	Pavement Marking Epoxy 4-inch (warranty to November 1, 2017)	10,470	LF	\$ 0.72	\$ 7,538.40	10,465.00	99.95%	\$7,534.80
				Total Original Bid	\$171,388.40			
						Pay Request No. 1 Subtotal		\$154,376.07
						0.00%	Retainage	\$0.00
						Total Amount		\$154,376.07
						Bid vs Current Constr. Amount		-\$17,012.34