

SUMMARY OF BOARD ACTION - minutes of the July 11, 2011 Town of Hull 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 and Dave Wilz.

Others present: Clerk Janet Wolle, Treasurer Jim Kruziki, Road Foreman Pete Kaminski, Assistant Fire Chief Mark Fritsche.

Excused: Supervisor LaVerne Syens and Fire Chief Mark Kluck.

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 citizen(s) present regarding non-agenda items.

4. **Minutes of June 6, 13 and 20 board meetings**

Motion Wilz, second Bembenek, approve the minutes of the June 6, 2011 board meeting. Motion carried.

Chairperson Holdridge suggests action of the June 13 minutes be taken at the August 1, 2011 board meeting.

Motion Wilz, second Bembenek, approve the minutes of the June 20, 2011 board meeting. Motion carried.

5. **Vouchers**

Following discussion motion Wilz, second Bembenek, approve the vouchers presented and discussed. Motion carried.

6. Announcements – Chairperson and Supervisors

7. **Goals and Objections for next 6 month time frame**

Motion Wilz, second Pederson, accept the report. Motion carried.

8. **Certified Survey Map for Marvin & Janet Keen, Land in Section 5, T24N, Range 8E, abutting Rocky Ridge Road**

Motion Pederson, second Wilz, refer the Keen certified survey map to the Plan Commission for study. Motion carried.

9. Selection of Credit Card Vendor

Motion Wilz, second Pederson, refer selection of credit card vendor to budget/finance group. Motion carried.

10. Paying for Background checks conducted by Portage County Sheriff's Department

Motion Pederson, second Bembenek, accept the memo from the Portage County Sheriff's Department – keeping in mind should the cost exceed what Hull charges in license fees we will relook at the fee schedule. Motion carried.

11. Property Information Request

Motion Bembenek, second Pederson, approve the Property Information Request correspondence to be sent to Realtors, Appraisers, Etc.. Motion carried.

12. Selling of the MRF Report of John Gardner

Motion Wilz, second Pederson, table until after the meeting in Hull with towns and villages on July 27, 2011. Motion carried.

13. CPR and Automated Defibrillators

Motion Wilz, second Pederson, accept the report. Motion carried.

14. Warning Sirens Serving Town of Hull

Motion Bembenek, second Wilz, table action. Motion carried.

15. Allowable Reimbursements for Hull Officials and Staff for Meals and Travel

Motion Bembenek, second Pederson, table action to the August 1, 2011 board meeting. Motion carried.

16. Reappointment to Plan Commission John Holdridge and LaVerne Syens to 2 year terms

Motion Wilz, second Pederson, reappoint John Holdridge and LaVerne Syens to the Hull Plan Commission for a 2 year term. Motion carried.

17. Appointment of Gladys Laug Water Study Task Force

Motion Bembenek, second Pederson, appoint Gladys Laug to the Water Study Task Force. Motion carried.

18. "Knowing More About American History than 12th Graders" (Take Home Test for Hull Board of Supervisors)

19. Operator's license application(s): Kristen Waklee

Motion Bembenek, second Wilz, grant an Operator's License to Kristen Waklee. Motion carried.

20. Reports:

- a. Clerk
- b. Treasurer
- c. Road Foreman
- d. Fire Chief
- e. EMS Administrator/President

21. **Adjournment:** Motion Wilz, second Bembenek, adjourn the meeting. Motion carried. Meeting adjourned at 8:25 p.m.

MINUTES OF THE MEETING OF THE TOWN OF HULL
BOARD, COUNTY OF PORTAGE, MONDAY JULY 11, 2011

UNOFFICIAL

1. Call to order by Chairperson 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 Wilz and LaVerne Syens.

Others present: Clerk Janet Wolle, Treasurer Jim Kruziki, Road Foreman Pete Kaminski, Assistant Fire Chief Mark Fritsche.

Excused: Supervisor LaVerne Syens and Fire Chief Mark Kluck.

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 citizen(s) present regarding non-agenda items.

4. Minutes of June 6, 13 and 20 board meetings

June 6

Motion Wilz, second Bembenek, approve the minutes of the June 6, 2011 board meeting. Motion carried.

June 13

Action on the June 13 minutes will be taken at the August 1, 2011 board meeting.

June 20

Motion Wilz, second Bembenek, approve the minutes of the June 20, 2011 board meeting.
Motion carried.

5. Vouchers

Dave Wilz:

- Page 2 County Materials – 36” culverts for North Reserve Drive.
- Page 3 Harter’s Fox Valley Disposal – item on bill Tire Charge - during spring clean up fee for tires
- Page 6 Rental Bukolt Park – FD September picnic

Dave Pederson:

- Page 2 Clifton Gunderson – postini – filter on Barb’s computer and Janet’s computer
- Page 3 Fastenal Co – Parks Utility vise – purchased to remain in truck for repairs made on parks equipment
- Page 4 Mid State Truck Service – HME Fire Truck (DOT required check of vehicle) – the FD mechanic takes care of minor issues on vehicles

Motion Wilz, second Bembenek, approve the vouchers presented and discussed. Motion carried.

6. Announcements – Chairperson and Supervisors

John Holdridge – future meetings/date:

- **July 14** - Water Study Task Force
- **July 20** - Parks Commission (Dave Wilz)
- **July 21** – Public Safety Task Force
- **July 26** – Plan Commission
- **July 27** – Towns and Village meeting to discuss the selling of the MRF
Mel Bembenek inquires as to why this meeting is not being held at the County Annex.
Holdridge – Hull has held previous meeting regarding Solid Waste Issues – this meeting is being held for the Wisconsin Town’s Association.
- **July 28** 4:30 p.m. (tentative meeting with Amy Sue Vruwink, Julie Lassa and Bob Bowen
- **Aug 1** – Board meeting
- **Aug 11** – Water Study Task Force
- **Aug 15** – Board meeting (tentative
- **Aug 18** – Public Safety Task Force
- **Aug 23** – Plan Commission

- Harter’s Fox Valley Disposal made a deposit in to the Reserve Transitional Fund – making the balance one month average billing.
- Notice from the Department of Workforce Development re: Wisconsin Unemployment Fund force to borrow from the Federal Unemployment Trust Fund to continue paying benefits – outstanding loan balance \$1.3 billion.
 - o Interest accruing January 1, 2011 with schedule payment to be made on September 30, 2011 –estimate payment \$48 million.
 - o Employers will be assessed separately for the payment of interest due on these loans.
- Road crew will install culverts on July 12, 13 & 14 of this week
- Notice from Patty Dreier regarding surplus equipment with UWSP
- Received P.C. Emergency Medical Services Newsletter

- Bids on electrical work at F.D. received
- Report Hull FD had 4 fires in June
- Correspondence from Rural Insurance after annual audit Hull not eligible for dividend payment
- Thank you to Hull EMS from a very great full Hull resident

Mark Fritsche – Assistant Fire Chief

With recent Wisconsin shortfalls, Hull FD will not utilize the following funds in the 2011 budget:

- Dry Hydrant Project – Wilshire Dr \$10,500
- FEMA grant not received - \$52,138 (\$49,650 Federal funds/ \$2,488 local funds)
 - The father of a new member of the Fire Department, owns Dive Point Scuba
 - Sold 3 rescue life vests to the FD for 1/3 the cost or \$90 a piece. Within a week of receiving the vests they were use for a water rescue at Jordan Pond.

J Holdridge:

- Septic system at FD resolved and understanding by Mel Bembenek and Pete Kaminski
- Firkus Road is back in play – they are not concerned about the prevailing wage – John received call from Tiffany Broecker
- July 12 Highway X meeting in Rapids
- Metro letter signed by Mark Kluck – John will sign the letter when he understands the letter/contract
 - o If a member of Metro will:
 - Share resources
 - Backup for fire fighters
 - Training

Dave Wilz – the FD wanted us to ask to join and we wanted wording to say explore.

J Holdridge:

- John, Janet and Pete will meet with the Assistant DA Thursday July 14 at 11 a.m.
 - o Court date July 15 at 8:30 a.m. regarding speeding on Regent Street
- Plan received from Dave Glodowski regarding drainage on Jordan Road
- Need rundown of collective bargaining
- Voting changes at future meeting
- Low-band radios at future meeting

7. Goals and Objections for next 6 month time frame – John Holdridge, Chairperson Town of Hull

Specific Task	Responsible Person(s)	Status Report Date	Completion Date
Review of Town Ordinance	John/Dave P/Janet	Sept 1, 2011	Dec 15, 2011
Review Assessment & Building Insp. Service	John/LaVerne Phil	Aug. 30, 2011	Nov. 15, 2011
Hull Management Plan	John/LaVerne	Aug. 15, 2011	Oct. 1, 2011
Staff Handbook	Dave W	Aug. 15, 2011	Oct. 1, 2011
30 Month Financial Plan for Hull Operation	Janet/John/LaVerne/Jim Financial/Budget Group	Aug.15, 2011	Nov. 15, 2011

Land Division / Subdivision Ordinance	John & Hull Plan Commission	Sept. 1, 2011	Dec. 15, 2011
Water Study Task Force	John/Melvin Task Force	Oct. 15, 2011	Dec. 15, 2011
Public Safety Task Force	John/Dave W Task Force	Sept. 15, 2011	Dec. 15, 2011
I-39/Hwy X Adhoc Task Force	Hull Citizens and Officials	Sept. 15, 2011	Nov. 1, 2011
Develop Policy on Records Retention Storage	Janet/Barb/Marilynn	Aug. 15, 2011	Oct. 2, 2011

J Holdridge:

- Review of Goals
- Clerk to check on date Assessor/Building Inspector contract ends

Bob Bowen, 2139 North Second Drive – email sent to J Holdridge stating with local government concerned about safety and local economy due to closing of on-off ramps from County Rd X – this would be a good goal as we have good support from the governor’s office.

Holdridge:

- Hold to status dates

Motion Wilz, second Pederson, accept the report. Motion carried.

8. Certified Survey Map for Marvin & Janet Keen, Land in Section 5, T24N, Range 8E, abutting Rocky Ridge Road

J Holdridge – have questions about the right-of-way on Rocky Ridge Road.

Motion Pederson, second Wilz, refer the Keen CSM to the Plan Commission for study.

Holdridge – invite Surveyor Dale Rosicky to attend the meeting.

Motion carried.

9. Selection of Credit Card Vendor

Jim Kruziki suggests talking to top 3 banks regarding banking services and have a credit card from our major bank. Data received from the following financial institutions: Chase; Citizens; River Cities; Community First; US Bank; Bull’s Eye Credit Union.

J Holdridge – refer to budget/finance group.

- Set up time for interviews
- Bring back to board

Motion Wilz, second Pederson, refer selection of credit card vendor to the budget/finance group.
Motion carried.

10. Paying for Background checks conducted by Portage County Sheriff's Department

Janet Wolle:

- Due to increased costs not surprised about the cost for background checks
- Expect Stevens Point PD and Plover PD to follow suit
- Hull has been sending a self-addressed stamped envelope for years to law enforcement agencies.
- One thing that would cut down on cost is if the board would limit the checks to a 5 year period on all questions
- Will limit the request for establishment record checks to 3 years

Motion Pederson, second Bembenek, accept the memo from Portage County Sheriff's Department – keeping in mind should the cost exceed what hull charges in license fees we will relook at the fee schedule. Motion carried.

11. Property Information Request

J Holdridge – have been in the office when calls come in requesting information from realtors, etc. At times this can become detailed.

J Wolle:

- The requests can be time consuming
- A call is returned to realtors, etc and we find their initial request was not complete and in certain cases that means pulling file(s) again
- Receiving the data in written form will assist in interruptions during the day
- If we would decide to charge, it would be for the same reason as Portage County Sheriff Department

Nick Proulx – for the city of Stevens Point one can get the data wanted on-line.

J Wolle – Hull does have property data in a program that can go on-line, however we have a program in house with inputting of info, I think could go on-line.

D Wilz – Market Drive.

Wolle – that is correct.

Motion Pederson, second Pederson, approve the Property Information Request correspondence to be sent to Realtors, Appraisers, Etc. Motion carried.

12. Selling of the MRF Report of John Gardner

J Holdridge:

- Veolia has asked the Solid Waste Board if they would consider selling the MRF building to Veolia.
- The building was constructed in 1992

➤ MRF had 4,000 ton of recycling materials per year vs. 20,000 tons a year in Madison
D Wilz – issue we might not have to subsidize if we well the MRF. Concern – if sell both building
and location are lost.

B Bowen – has a lease agreement been discussed?

Holdridge – no.

Wilz – some information is missing, need to get idea from Veolia as to what their intentions are.

Motion Wilz, second Pederson, table until after the meeting in Hull with towns and villages on July 27, 2011. Motion carried.

13. CPR and Automated Defibrillators -

J Holdridge – should we have more defibrillators available?

M Fritsche:

- EMS has 3 defibrillators
- Easy to use with no training
- If no training turn machine on and it will give you step by step instructions
- AEDs are in all ambulances and Stevens Point fire trucks
- Cost for an AED is between \$1,600 and \$1,800

N Proulx – suggest writing a grant for a defib.

Motion Wilz, second Pederson, accept the report. Motion carried.

14. Warning Sirens Serving Town of Hull

J Holdridge – information in the Stevens Point Journal about sirens serving the area.

M Fritsche – Hull has the T128 weather siren.

- ✓ Both Stevens Point and the Village of Plover are adding sirens

N Proulx – could apply for a grant through the Fire Prevention and Safety Grant process.

Holdridge – this item could be presented to the Public Safety Task Force.

Motion Bembenek, second Wilz, table action. Motion carried.

15. Allowable Reimbursements for Hull Officials and Staff for Meals and Travel – John

Motion Bembenek, second Pederson, table to the August 1, 2011 board meeting. Motion carried.

16. Reappointment to Plan Commission John Holdridge and LaVerne Syens to 2 year terms – John Holdridge

Motion Wilz, second Pederson, reappoint John Holdridge and LaVerne Syens to the Hull Plan Commission for a 2 year term. Motion carried.

17. Appointment of Gladys Laug Water Study Task Force – John Holdridge and Mel Bembenek Co-Chairpersons

Motion Bembenek, second Pederson, appoint Gladys Laug to the Water Study Task Force. Motion carried.

18. “Knowing More About American History than 12th Graders” (Take Home Test for Hull Board of Supervisors) – John Holdridge

Presented to board members.

19. Operator’s license application(s): Kristen Waklee

Motion Bembenek, second Wilz, grant an Operator’s License to Kristen Waklee. Motion carried.

20. Reports:

- a. Clerk – No report
- b. Treasurer
 - i. 3 reports are in the board packet.
 - ii. Revenue and expenses are in line.
 - iii. Last tax payment will be received in August from Portage County.
 - iv. Holdridge budget well.
- c. Road Foreman
 - i. Fahrner will start chip sealing tomorrow or Wednesday
 - ii. Bulk salt went down 30¢ a ton for the 2011-12 season
- d. Fire Chief – Not present
- e. EMS Administrator/President
 - i. In June EMS had 9 calls
 - ii. Total calls to date 62
 - iii. Total fire calls to date 40

21. Adjournment: Motion Wilz, second Bembenek, adjourn the meeting. Motion carried. Meeting adjourned at 8:25 p.m.

Janet Wolle, Clerk

