

MINUTES OF TOWN OF HULL BOARD MEETING

March 29, 2021

9:00 AM

4550 Wojcik Memorial Dr (ZOOM)

Stevens Point, WI 54482

1. Call to order

- By Acting Chairperson, Dave Pederson
- Present Supervisors: Jan Way, Dave Wilz, John Koshnick
- Absent Chairperson-John Holdridge

2. Jamie Klasinski/Marshfield Clinic

- Owner needs to close on property by March 31st
- Thank you's to Board given by Dave Wilz and Property owner thank Board and staff
- Jan Way explains Plan Commission discussion at Plan commission meeting
- Marshfield Clinic needs for expansion
- Signing of necessary documents
- Motion to Subdivide Lot 2 into 3 parcels, 12.69 acres including John's lake(Family) 5.32 acres(Hull), 1.23 acres (Stevens Point) by Jan Way, 2nd Dave Wilz
- Motion carried by Voice vote

3. Motion to adjourn by Dave Wilz, 2nd by John Koshnick

- Motion carried by Voice vote

Judith Holley, Clerk Town of Hull

MINUTES OF TOWN OF HULL BOARD MEETING

March 23, 2021

4550 Wojcik Memorial Dr

Stevens Point, WI 54482

1. Call to order

- By Chairperson, John Holdridge 5:30 PM
- Present Supervisors: Dave Pederson, Jan Way, Dave Wilz, John Koshnick
- Others Present: Clerk Judy Holley, Deputy Clerk Barb Brilowski (On-Site), Treasurer Jim Kruziki, Fire Chief Ken Sadogierski, Road Foreman Pete Kaminski

2. Pledge-none

3. Minutes

- Motion to Approve Minutes with correction of:
March 8, 2021 –Jan Way, 2nd John Koshnick
- Motion carried by voice vote

4. Motion to Approve Vouchers

- Dave Wilz, 2nd Dave Pederson
- Motion carried by voice vote

5. Public Comments

- None, no public

6. Public Issues

- Plan Commission meeting Thurs March 23 6:00 pm, First Meeting since Sept. 2020

- Annual Meeting April 20, 2021
- Water Committee meeting coming soon
- Jan Way explains American Rescue plan, \$545,000
- Dave Pederson-waiting for response from Solar Grant, could also be financed possibly through American Rescue plan
- Clerk Holley- CT form finished by Accountant, Bill presented to Board

7. 10 Hour work day-Road crew

- How will day off be handled?
Answer: Road crew response, Same as for Sat. or Sun. One person on call per weekend, Notify office of schedule
- Info is tracked back to 2014, 10 instances, occurrences after 3-8 times, Working till 4 would eliminate need of Call-time(Normal Office hrs)
- Air conditioned vehicles
- Joe Wierzba would prefer to work 5 days, Works a lot by himself, Could he work 5 days? Supervision issue?
- Safety is a concern, Pairing up, Needs to be addressed
- Memorial Day through Labor Day, requesting also possible start April 25th for branch pick-up
- Other Townships do it, examples Sharon, Stockton, Albin
- Summer Hours would be 6 AM-4 PM
- Motion to approve 10 hour days for the Road crew starting Brush pick-up (April 25) and ending Labor Day with review to extend or change, amend as needed by Dave Wilz, 2nd by Jan Way
- Amendment to Motion-Trial run basis, Yearly basis, Will not be in Handbook
Coverage schedule needed to be provided to office staff, track data for summer
- John Holdridge-Close office on Friday? Give up Call-Time?(negotiation)
- John Koshnick-Work over 40 Hours, Call-Time should be paid

- Nick Kaminski thanked Board for New tractor!
- Motion with Amendment carried by Voice vote

8. Direct Deposit & Auto Pay

- Jim makes 2 Points concerning Auto pay
 1. More time needed for processing Direct Payroll, can take up to 3 days for bank
 2. Pay Period end date(Not Payroll date) will change, 5 days needed before Payday (First check on Changeover paychecks- adjustment will be needed)
- Start date May 15th (Flexible), Communication needed with employees prior
- Motion to approve direct Deposit and Auto pay by Dave Pederson, 2nd by Dave Wilz
- Motion carried by Voice vote

12. Closed Session

- Request for Mark Fritsch to be included
- Motion to convene in Closed session by Dave Pederson
- Motion unanimous
- Motion to come out of Closed session by Jan Way, 2nd by John Koshnick

9. Transitioning to Appointed Treasurer and Clerk

- Per WTA Cannot lower compensation, benefits, etc. from Elected hire status

Must stay equal, No changes from hire, cannot lower

Treasurer position

- Position will stay "AS IS", Weekly schedule stays the same
- WTA suggests "Letter of Understanding for positions for Annual meeting
- We Need "To Do" job descriptions for employees, Jim has provided his

- Dave Wilz-Pay/Benefits study needed for all positions, Surveys used for info
 - No benefits
 - Hybrid position
 - Letter of Understanding for Annual meeting
 - 1-3 year contract
 - John Holdridge doesn't feel we need contract, Question Required by law? Answer-per WTA no
 - Positions can be combined example- Clerk/Treasurer, Administrator/Clerk with auditing required
 - Motivation for Appointed? Answer- Skills needed for positions
 - Financial assistance/expertise as needed by Jim
 - Mission statement-"Here to Serve"
 - Motion to approve Treasure position to Appointed by Dave Pederson, 2nd by John Koshnick
 - Motion carried by Voice vote
- Clerk position**
- Dave Wilz explains 2 issues-Pay, Benefits plan going forward
 - Electors voted for temporary relief and pay Clerk for over 140 hours of Overtime.Voted on during Annual meeting
 - "Appointed positions were approved at "Annual Meeting"
 - Surveyed Data from "Like" towns, ex population, Benefits
 - Jan surveyed 13 Towns, Dave also researched Appleton and local Plover and Portage county (\$40,000 minimum pay) (Clerk's office Assistant \$54,000)
 - Salaries-based on population, these were used for comparison
 - Benefits vary, State benefits good, Our Union benefits are very good
 - Salaries varied from \$42,000 to \$52,000, Average \$48,000
Population average populations 3453-7691 residents
 - Recommendations for Appointed Clerk position-see handout

- Converting Salaried into Hourly, Covers OT with COVID and Elections
- \$23.08 an hour, \$48,000 per year
- Currently \$18.47 Hour (Based on Salary)
- Overtime will be preapproved
- Benefits will follow Employee Handbook as a guide with the exception of 3 week vacation per year as hired (Commitment)
Accrual of sick days-Add sick days from previous year?
- Future wage increases based on 3rd week of April
- Letter of Understanding to start, continued pay analysis, possible contract in future
- Merit based index-Act 10, Jan 1st 1.56% for all employees
Clerk would increase to \$39,000, 18.75 hr
 - Both Jan and Dave came up with SAME proposed Sala
- John Holdridge questions increase, Need to advertise for candidates to fill position, Questions any Commitments not met?
- Jan Way explains that Job offers are being made from other Towns.
Also explains 2 positions in area that were comparable to position and paid in lower 50's
- Overtime was paid for 2020 per Annual meeting discussion
- Contract not necessary
- Jim Kruziki states replacement and cost to replace position, Businesses pay well for these type of positions, Paying \$50,000 for similar position

What should this position be paying? Don't look at increase
- Research proves recommended salary
- The Clerk is the lowest paid Full-time employee at Town of Hull

- Janet was locked in as an Elected position with salary, 2 year cycle
- Other positions might need adjustments also
- John states Union benefits make a difference, advertise and get better candidates
- Dave Wilz-WI is a Right to Work State, Have to show cause for change
- 40 people applied for Clerk's position, not all Hull residents, 3 eligible candidates, one backed out
- Clerk left, No training, COVID
- Jan Way states "We just spent lots of money; machinery-\$, vs a person's Salary" (Human)
- John Holdridge supports motion but stresses public concerns
- John Koshnick states that "Why pay lower Salary than Competitors?"
- New Salary will start April 20th
- Motion to approve new Clerk's Salary by Dave Pederson, 2nd by John Koshnick
- Motion carried by Voice vote

10. Open Records request November 3, 2020 Election

- No response to my return email, ongoing request, Media request
Cost for copies, OT hours, prepayment needed for response
- Motion to call WTA and work with Judy to respond with cost and plan by Dave Wilz, 2nd by Jan Way
- Motion carried by Voice vote

11. Annual meeting date

- Third Tues in April
- Only 13% of Wisconsin residents vaccinated at this date
- Meet, Then change date due to COVID
- Oaths are only ceremonial

- Notify residents of change
- Setting the salaries for the Elected officials(Jim Kruziki)
- Motion to change date of meeting and notify citizens by Dave Wilz, 2nd by Dave Pederson
- Motion carried by Voice vote

12. Upcoming Meetings

- April 12th Board meeting
- April 14th Parks Commission
- Water Committee TBA

13. Motion to Adjourn by Jan Way, 2nd by Dave Pederson

- Motion carried by Voice vote

Judith Holley, Clerk Town of Hull