

APRIL 10, 2017 - 5:30PM

TOWN OF HULL MUNICIPAL BUILDING

4550 WOJCIK MEMORIAL DR. STEVENS POINT, WI 54482

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1. Call to order:

The Town of Hull Board Meeting was called to order at 5:30pm on April 10, 2017 at the Hull Municipal Building by Chairperson John Holdridge. Present: Supervisors - Dave Pederson, Dave Wilz, Jan Way and Rick Stautz; Deputy Clerk-Barbara Brilowski, Treasurer-Jim Kruziki, Asst. Fire Chief-Mark Fritsche, Road Foreman-Pete Kaminski.

Excused: Clerk - Janet Wolle, Fire Chief-Mark Kluck

2. Pledge of Allegiance3. Minutes: March 13, 2017

Wilz: Move to approve.

Pederson: Second. On page two. The word president needs to be replaced with precedent.

MOTION CARRIED WITH CORRECTION.

4. Vouchers:

**From:** Dave Wilz

**Subject:** Comments/Concerns or Suggestions – Vendor Vouchers (March '17)

I reviewed the vendor purchases and voucher activity for the month of March, 2017. Once again, I was very impressed with the organization, the neatness, the accuracy and the common sense approach taken when performing this activity by Barb and others involved.

Invoice totals and accounts payable checks matched to the penny for the whole month, all invoices were categorized accurately to line items/budget and invoices that were shared by different departments were computed and broken down accurately.

The following comments deal with some question(s) concerning vendor(s), the activity of the office staff and other general concerns.

Questions About Vendors

**Riiser Energy** – Does anyone from the office or road crew verify the amounts put on their load tickets for gallons? If we are not verifying, can we set up a protocol for all fuel deliveries in the future? This was brought up once before.

**NO! No one verifies any amounts. There is not a gallon counter when fuel is put into the tanks. When the road crew is fueling a vehicle there is a gauge indicating the number of gallons taken out of the tank(s). There is a gauge on each tank indicating 1/4, 1/2, 3/4 or full. The only gauge indicating fuel being put into the tanks would be on the fuel truck.**

**(Comment by Barb)**

Pederson: Pete, on page 1 under Cardmember Services, what is "Natural Rod 3.5" diameter?

Kaminski: It is plastic pipe for the inside of the auger on Bill's truck.

(2)

Holdridge: There still does not seem to be a way to determine the number of gallons of fuel delivered to the Town to enable us to verify the invoice.

Wilz: That is true and Barb's comments are correct. There must be a counter on the truck. How do we verify that? Do we go out and see the starting and ending totals?

Holdridge: Can we put a counter on the tanks?

Kaminski: Not that I am aware of.

Wilz: Do they ever deliver during non-operational hours?

Kaminski: No

Wilz: We could go out and watch them. We need to verify this once in a while.

Holdridge: Pete, check with the City and the County to see how they handle this operation.

Wilz: Motion to accept the voucher report.

Way: Second.

MOTION CARRIED!

5. Public Comments: NONE!

6. Opinions of Interest:

Holdridge:

> Dave Wilz and I have been negotiating the Well #11 issue. We would like to schedule a closed session with the Board and Carl Sinderbrand on April 12th at 10:00am.

> Letters went out this week to three public schools - SPASH, PJ Jacobs Jr. High & Bannach Elementary for the Adopt-a-Hwy Program. Plus we have seven (7) households that pick up on various roads in Hull.

> Bob Enright serves on our Plan Commission. He was awarded the Eugene Katz Letters and Science Distinguished Faculty Award from UWSP.

> Scott Plaski would like to see Pioneer Road double seal coated and is interested in donating money toward this project. I would like to explore this further.

> Good Friday - The office will be open in the morning only.

7. Street Sweeping Bids:

Kaminski: Two bids were received.	Precision Seal coating	\$7,100.00
	Fahrner Asphalt	\$7,750.00

I recommend Precision Seal coating - Bid is lowest and they have done a good job in the past.

Stautz: Motion to approve and select Precision Seal coating for \$7,100.00.

Pederson: Second

MOTION CARRIED

8. Propose U.S. Cellular proposed Cell Tower by Hull Municipal Building - update by Jim Weinmann

Holdridge:

- We as a Board have not reviewed the ground lease.
- The question was asked if we plow where the proposed cell tower will be erected. The answer is yes.

D. Glodowski:

We are on the WDNR schedule for the wetland determination early this spring. I reviewed the latest plans from US Cellular and they appear reasonable from an engineering standpoint, other than defining the wetland situation. The shared use with the cell tower site and the fire department, using the same access does not appear to be a significant conflict, as long as there is enough room for parking at the cell tower site for maintenance, without blocking any access for the fire department. The cost for the wetland determination is \$300 which has been paid.

J. Weinmann:

If we are too close to the wetlands we can just move to the east a short distance.

Two issues are:

1. U.S. Cellular would need approval from the Town in order to move forward with the county.
2. The Lease.

U. S. Cellular has been working on this cell tower for over two years. In order for this tower to be built in 2017, we need to get through the zoning process.. If the Board is comfortable, we would request a letter from the Town to the County informing them the Town is comfortable with U.S. Cellular applying for County zoning. The next county meeting is May 15th and I would like to try to be on that agenda.

As far as the lease is concerned I do not know what the Board has seen and not seen. There were a couple of outstanding issues which I believe Bob Konkol is on board with.

- Easement changes.
- Pump house access by the fire department in the event of a fire.
- Appropriate coordination by U.S. Cellular when using driveway to the pump house with the fire department.

Holdridge: How long does it take to build a tower.

J. Weinmann: About one month.

Holdridge: Once the tower is functional, how often do U.S. Cellular personnel visit/inspect the tower?

J. Weinmann: It is typically once per quarter for maintenance.

Holdridge: The Fire Department's training should be off to the side so there should not be a conflict.

M. Fritsche: The training we do is usually between 6:30 and 9:00pm. We have extrication training, pump practice and backing up on a driveway as if going to put out a fire. We utilize the pump house to get water and practice by shooting water into the woods. From what I have heard I see no reason why we cannot work together. If during construction materials would be blocking areas the Fire Department would need to get to that could be questionable.

Weinmann: There are different areas we can stage materials and equipment. The Town has areas where we could stage materials. It is just a matter of coordination. U.S. Cellular will keep that road open.

M. Fritsche: Even when parts of the tower, etc. are being delivered would it ever be unattended?

Weinmann: If U.S. Cellular was in the middle of delivering, backing up on the driveway and there was an emergency where the fire department needed to obtain water, it would be a matter of minutes until the vehicle was moved.

Pederson: Most of your activity (FD) is in the evening so that would take care of most of the conflict unless there is a fire. Is the fence going up before or after the tower construction?

Weinmann: After.

Pederson: It looks like any vehicles can be parked in that area out of the way.

Wilz: If during construction and there is a fire, do you have a backup plan for water? Another option for water?

M. Fritsche: Yes!

Holdridge: Any questions from the board on the location of the tower?

Pederson: I move that we give U.S. Cellular the go ahead on contacting the County Plan Commission and send a letter of approval.

Wilz: Second.

MOTION CARRIED.

Holdridge: Let's talk about the lease. When do you need it to move forward? The organization you represent would want to get on with this project.

Weinmann: Yes! If the contract is signed, they will start ordering all the parts and pieces for the tower. Until then they are not comfortable ordering and will not order until there is a signed contract. The only remaining issue other than the language for the access road is Section 18 --- The Right of First Refusal. Once this is resolved, I could have the contract to you next week.

Holdridge: What is the timeline for the signing of the lease?

Weinmann: As soon as possible. The only hiccup I see is if the Wetland determination indicates we have to move the tower ten or twenty feet. All the work would be done by me and legal to show the revised location. It would just be a quick amendment.

Holdridge: Once this lease is reviewed internally by Hull officials.....we could all meet and review the lease or does the board want to designate two board members to review the lease with our attorney?

We need to fully understand the lease and if there are questions, we need to talk with Bob Konkol.

How about if we review it and meet next Wednesday (19th) at 5:30pm and formally act on it?

Way: I make a motion to meet on the 19th regarding the U.S. Cellular lease.

Stautz: Second.

MOTION CARRIED!

## 9. Proposed Chip Sealing - Summer 2017

Kaminski:

- Driftwood Drive - Double chip
- Pinewood Drive - Double chip
- Granite Ridge Road West from Casimir to Driftwood Dr. - Double chip
- Old Wausau Road from city limits to DuBay Ave. - Single Chip

- If we can find the money, Pioneer Road from North Star Dr. to Town of Dewey Line - Double Chip

Holdridge: This will be on the May agenda.

Stautz: When this is bid out, can you get a separate cost for Pioneer Road?

Kaminski: Yes. Bill from Scott's construction said the cost is about \$17,000 per mile for single chip and \$34,000 for double chip. The cost for all the projects would be about \$91,800.

Pederson: Move to approve.

Wilz: Second.

MOTION CARRIED.

10. Speed/Safety Road Study I-39W (update):

D. Glodowski:

- I submitted plan to the DOT. They were looking for some additional information but was good on the loop suggestions and gave preliminary approval to continue.
- Pete did a speed/user study.
- WisDOT has approved our speed change study for the I39W area. Our next step is to create a Town ordinance for the proposed speed zones. This ordinance along with the signed Municipal Agreement need to be sent to WisDOT for their signature and official completion.

STATE/ MUNICIPALITY AGREEMENT

DATE: \_\_\_\_\_

FOR A

TOWNSHIP: HULL

LOCAL SPEED LIMIT INVESTIGATION

HIGHWAY(S): CASIMIR ROAD, GRANITE RIDGE ROAD, WALKUSH ROAD, BIRCH POINT DRIVE, PINE BLUFF ROAD, DRIFTWOOD DRIVE, PINWOOD DRIVE, AND SHADY OAK LANE

COUNTY: PORTAGE

The signatory, Town of Hull, hereinafter called the municipality, through its undersigned duly authorized officers or officials, hereby requests the State of Wisconsin Department of Transportation, hereinafter called the State, to approve the local highway(s) and or road(s) speed limit change hereinafter described.

Municipality Speed Zone Declaration Number(s).

SZC-49-THULL-CASMR-2017-01

Casimir Road, Town of Hull, Portage County, Wisconsin

*“Thirty-five miles per hour for all vehicles from a point 0.25 miles west of Old Wausau Road, westerly 1.18 miles to the intersection of Walkush Road; thence northerly 1.07 miles to the intersection with Granite Ridge Road.”*

SZC-49-THULL-GRNRG-2017-02

Granite Ridge Road, Town of Hull, Portage County, Wisconsin

*“Thirty-five miles per hour for all vehicles from the intersection of Casimir Road; northerly 1.31 miles to the intersection with Sawmill Road; thence westerly 1.04 miles to its termination”*

SZC-49-THULL-WALKH-2017-03

Walkush Road, Town of Hull, Portage County, Wisconsin

*“Twenty-five miles per hour for all vehicles from the intersection with Casimir Road, westerly 0.70 miles to its termination.”*

SZC-49-THULL-BIRPT-2017-04

Birch Point Drive, Town of Hull, Portage County, Wisconsin

*“Twenty-five miles per hour for all vehicles from the intersection with Casimir Road, easterly 0.26 miles to its termination.”*

SZC-49-THULL-PINBL-2017-05

Pine Bluff Road, Town of Hull, Portage County, Wisconsin

*“Thirty-five miles per hour for all vehicles from the intersection with Casimir Road, westerly 0.27 miles; thence northerly 0.47 miles to the intersection with Granite Ridge Road.”*

SZC-49-THULL-DRFWD-2017-06

Driftwood Drive, Town of Hull, Portage County, Wisconsin

*“Thirty-five miles per hour for all vehicles from the intersection with Granite Ridge Road, northerly and westerly 0.65 miles to its termination.”*

SZC-49-THULL-PINWD-2017-07

Pinewood Drive, Town of Hull, Portage County, Wisconsin

*“Thirty-five miles per hour for all vehicles from the intersection with Granite Ridge Road, northerly 0.82 miles east to its termination.”*

SZC-49-THULL-SHDOK-2017-08

Shady Oak Lane, Town of Hull, Portage County, Wisconsin

*“Thirty-five miles per hour for all vehicles from the intersection with Granite Ridge Road, westerly 0.62 miles west to its termination.”*

This request is subject to the terms and conditions that follow and is made by the undersigned under proper authority to make such request for the designated Municipality and upon acceptance by the State shall constitute agreement between the Municipality and the State.

Signed for and in behalf of the Town of Hull, Portage County, Wisconsin.

NAME	TITLE	DATE

Signed for and in behalf of Wisconsin Department of Transportation

NAME	TITLE	DATE

**TERMS AND CONDITIONS:**

1. The initiation and accomplishment of the local speed limit change will be subject to the applicable State regulations and laws concerning Municipality speed limit changes needing Department approval.

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Glodowski: The two roads not being changed are Sawmill Road at 45mph and Casimir Road coming off of the interstate at 45mph.

Holdridge: One thing Dave G. discovered is that the DOT sets the speed limits, not the sheriff's department.

Stautz: Motion to accept the report.

Pederson: Second.

MOTION CARRIED.

11. Right-of-Way - Cutting of Trees:

Holdridge: Pete has the right to cut dead trees in the right-of-way. Make sure you follow the policy as to what happens to the wood. First the wood is offered to the adjacent land owner. If they do not want it, then it can be brought back to the municipal building. In no case should our staff be taking the wood. We then would take bids from citizens and sell it.

Way: I make a motion to approve this report.

Wilz: Second.

MOTION CARRIED.

12. Re-appointment of Matt Johnson and Mike Bohlman and appointment of Madge Bishop to 3 year terms on the Water Committee:

Wilz: I make a motion to accept your recommendation for these three individuals to serve on the Hull Water Committee.

Stautz: Second.

MOTION CARRIED.

13. A commendation to Rey Vega for his service to the Town of Hull:

Holdridge: Rey was very involved in the 527 Maple Bluff situation. The revised Nuisance Ordinance came out of this situation which I am sure Rey is pleased about. Rey and his wife are leaving Hull. I would request you authorize me to send him a letter thanking him for his service to Hull.

Way: I make a motion allowing John to send Rey a letter thanking him for his service to the Town of Hull.

Pederson: Second.

MOTION CARRIED.

14. Goals/Objectives for 2017 & 2018:

Holdridge: I came up with seven (7) goals. I would like to come back in May and determine what group is responsible for each goal and revise any if needed. They all would eventually come back to the board. Dave Wilz would like to take a look at the Fire Department; their physical needs as well as man power. So we would end up with eight goals. These are two year goals for 2017 and 2018.

1. Complete negotiation and reach a mutually acceptable agreement with the City of Stevens Point on Well #11 water issues impacting current and future Town of Hull households.
2. Review, updating, indexing and distributing of Hull's ordinances and policies after gaining approval by the Hull Board of Supervisors and following a public informational meeting.
3. Grow democracy and civil involvement in Hull by encouraging and promoting increased Hull citizen participation in civic life in a variety of ways (volunteering, committee service, voting, Adopt-a-Roads, citizen use of community facilities, etc).
4. Implement Hull Public Safety Plan to ensure all users of Hull roads including automobiles, truckers, bikers, walkers and runners can safely travel throughout Hull and coordinate with Stevens Point signage, pedestrian lanes, education and enforcement for bikers, runners and walkers.
5. Develop and implement a water monitoring plan for Hull households which tracks and records water quality and quantity over time in a systematic, predictable, sustainable and reliable manner and is available to Hull officials and citizens.
6. Complete review and updating of Hull's Comprehensive Plan and share with Hull officials and citizens after approval by the Town of Hull Board and discuss with Stevens Point officials annexation, detachment and boundary adjustment policies and develop a mutual agreement policy with Stevens Point.
7. Review management structure and practices of Hull government and its institutions to ensure future Hull operations are efficient, cost effective and relevant through an investigation of other towns, alternative management structures, anticipation of future trends and needs and tax money available over time.

Wilz: I will make a motion to take the original seven (7), revise them and bring back for discussion if needed.

Pederson: Second.

MOTION CARRIED.

15. Fire Department Study:

Holdridge: This was covered in item 14.

16. Operator license application from Mackenzie Wallace, Tiffanie VanPatten:

1. (Addenda): Operator license application from Kacey Pennycook:

Wilz: I make a motion to follow Janet Wolle's recommendation to approve their applications.

Way: Second.

MOTION CARRIED.

17. Adjournment:

Wilz: I make a motion to adjourn.

Way: Second.

MOTION CARRIED.

Meeting adjourned at 6:45pm.

Respectfully submitted:

*Barbara Brilowski*

Barbara Brilowski, Deputy Clerk