

MINUTES
April 17, 2012
REGULAR MEETING
VILLAGE OF CRIVITZ BOARD OF TRUSTEES

Public present: Brad Walters, Mike Frievalt, Bill Keller, Gary & Jane Thompson, Sheriff Terry Sauve, Terry Zimmerman, Marie Tomaszewski (Peshigo Times).

- 1) **Call to Order:** Pres. Deschane called the called meeting to order at 7:00pm.
- 2) **Roll Call:** Members present:
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| President John Deschane | Trustee Duane Swanson |
| Trustee Kurt Kostuch | Trustee Shirley Keller |
| Trustee Dick Kaminski | Trustee Jo Di Volk |
| Trustee Janis Porfilio | |

Also present: Clerk/Treasurer Marilyn Padgett

Pres. Deschane declared a quorum present for the meeting.

- 3) **Adoption of Agenda:** Motion by Trustee Kaminski, seconded by Trustee Kostuch, that the agenda be adopted as presented. Vote: Ayes: 6. Motion carried.
- 3a) **2011 Audit Report – Brad Walters:** Brad Walters distributed copies of the audit report to board members and reviewed several areas, indicating that fund balances are in good shape.
- 4) **Minutes Approval:** Motion by Trustee Kaminski, seconded by Trustee Kostuch, that the minutes of the regular meeting of March 20th and special meeting of March 27th be approved as presented. Vote: Ayes: 6. Motion carried.
- 5) **Financial Report:** Motion by Trustee Kaminski, seconded by Trustee Kostuch, that the financial reports for all funds for the months of February and March be approved as presented. Vote: Ayes: 6. Motion carried.
- 6) **General Fund Vouchers:** Motion by Trustee Kaminski, seconded by Trustee Kostuch, to approve payment of general fund vouchers numbered 2600 through 2602, 6011, 7001, 21962 through 22065, and V5237 through V5256. Vote: Ayes: 6. Motion carried.
- 6a) **Water Fund:** Motion by Trustee Volk, seconded by Trustee Porfilio, to approve payment of water fund vouchers numbered 3684 through 3687. Vote: Ayes: 6. Motion carried.
- 6b) **Sewer Fund:** Motion by Trustee Volk, seconded by Trustee Porfilio, to approve payment of sewer fund vouchers numbered 4698 through 4709. Vote: Ayes: 6. Motion carried.
- 6c) **Other Vouchers:** Motion by Trustee Kostuch, seconded by Trustee Porfilio, to approve payment of TIF fund vouchers numbered 302 through 303. Vote: Ayes: 6. Motion carried.
- 7) **Committee & Department Reports:** Copies distributed.
- 8) **Comments from Pre-registered Citizens:** None.

- 9) **April Appointments:** Motion by Trustee Kaminski, seconded by Trustee Kostuch, to approve committee appointments for the term ending April 16, 2013 as presented by President Deschane. Vote: Ayes: 6. Motion carried. (Copy of appointment attached and hereby made a part of these minutes.)

Motion by Trustee Kaminski, seconded by Trustee Kostuch, to approve the appointment of Duane Swanson as Northwoods Recycling Coalition representative for the term ending April 16, 2013. Vote: Ayes: 6. Motion carried.

Motion by Trustee Kaminski, seconded by Trustee Kostuch, to approve the appointment of Duane Swanson as Employee Facilitator for the term ending April 16, 2013. Discussion: Pres. Deschane referred the continuance of this position to the Finance Committee. Vote: Ayes: 6. Motion carried.

Motion by Trustee Kaminski, seconded by Trustee Kostuch, to approve the appointment of Greg Gocht as Weed Commissioner for the term ending April 16, 2013. Vote: Ayes: 6. Motion carried.

- 10) **Ordinance No. 2012-01:** (Public Works) Motion by Trustee Swanson, seconded by Trustee Keller, to adopt Ordinance No. 2012-01: An Ordinance Amending the Provisions of the Village of Crivitz Code of Ordinances Relating to Snow and Ice Removal from Sidewalks. Discussion: Trustee Swanson explained the ordinance exempts sidewalks located from FJ Street to the Bridge on the south side of Main Ave., and along Triangle Park from the snow and ice removal requirements. Vote: Ayes: 6. Motion carried.
- 11) **USH 141/Old W Ditch Project:** (Public Works) Motion by Trustee Swanson, seconded by Trustee Volk, to contract with Robert E. Lee for bidding and construction services on the USH 141/Old W Ditch project at a cost not to exceed \$10,100.00. Discussion: Trustee Swanson explained that the cost of the contract would be shared equally between the TIF and General Funds. Vote: Ayes: 6. Motion carried.
- 12) **July 4th Fireworks:** (Parks & Recreation) Motion by Trustee Keller, seconded by Trustee Kaminski, to contract with Spielbauer Fireworks Co., Inc. for fireworks on July 4th at a cost not to exceed \$2,550.00. Vote: Ayes: 6. Motion carried.
- 13) **Storm Sewer Plan:** (Utilities) Motion by Trustee Volk, seconded by Trustee Porfilio, to adopt the 10 year Storm Sewer plan as prepared by Kaempfer & Associates. Vote: Ayes: 6. Motion carried.
- 14) **Televisive & Clean Sewer Main:** (Utilities) Motion by Trustee Volk, seconded by Trustee Keller, to contract with Great Lakes T.V. Seal to televisive and clean sewer mains at a cost not to exceed \$3,750.00. Vote: Ayes: 6. Motion carried.
- 15) **Utility Truck Safety Lights:** (Utilities) Motion by Trustee Volk, seconded by Trustee Porfilio, to purchase safety lights for the utilities truck from Caspers Truck Equipment at a cost not to exceed \$775.00. Vote: Ayes: 6. Motion carried.
- 16) **Donation to Fire Department:** (Public Safety) Motion by Trustee Porfilio, seconded by Trustee Kostuch, to donate \$500.00 to the Fire Department for the sprinkler demonstration project. Discussion: Trustee Porfilio explained that this project is being done as part of the 100th anniversary of the fire department. Two furnish rooms will be constructed; one with a sprinkler system and one without. The rooms will be used to demonstrate how well sprinkler systems work. Vote: Ayes: 6. Motion carried.
- 17) **Fireworks Licenses** (Public Safety) Motion by Trustee Porfilio, seconded by Trustee Kostuch, to issue fireworks licenses effective May 1, 2012, through April 30, 2013, to Victory Fireworks, Witt's Piggly Wiggly, T & B One Stop and Joker Fireworks, upon receipt of payment. Vote: Ayes: 6. Motion carried.

- 18) Police Mobile Radios:** (Public Safety) Motion by Trustee Porfilio, seconded by Trustee Kostuch, to purchase 2 mobile radios from Bay Com for the Police Department at a cost not to exceed \$4,000.00, to be funded by the general equipment savings account. Discussion: Board members asked Sheriff Sauve to explain why the new radios that were just purchased 5 years ago for the narrow banding project already needed to be replaced. Sheriff Sauve explained that when Motorola designed the system with linear repeaters, they were not aware that it would not allow digital encrypting capability, which is necessary for officer safety so that others cannot monitor communications. The new mobile radios are needed to fix this problem, and Motorola is giving a reduced cost for the equipment due to the error. He cautioned that if the narrow banding requirement goes to 6-1/4 in the future, which is control by the FCC, the new equipment will not work, however, there is no firm schedule for this new requirement as of yet. Chief Frievalt will install the radios in the squad vehicles and the sheriff's department will do the programming at no cost to the village. There will be no maintenance on the system for the first 3 years. Motion amended: Motion by Trustee Porfilio, seconded by Trustee Kostuch, to change "Bay Com" to "Marinette County". Vote on amendment: Ayes: 6. Motion carried. Vote on main motion as amended: Ayes: 6. Motion carried.
- 19) Police Protective Vest:** (Public Safety) Motion by Trustee Porfilio, seconded by Trustee Kostuch, to purchase a protective vest for Chief Frievalt at a cost not to exceed \$1,000.00, to be funded by the general equipment savings account. Discussion: Trustee Poriflio explained that the vest is needed as the result of an injury to Chief Frievalt when he was attacked by a woman at a wrestling tournament. The doctor wrote a prescription for the vest, which Chief Frievalt will submit to the insurance carrier. Vote: Ayes: 6. Motion carried.
- 20) Dollar General Cigarette License:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to issue a cigarette license effective April 17, 2012 through June 30, 2012 to Dollar General. Vote: Ayes: 6. Motion carried.
- 21) Financial Policy Amendment:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to accept the amendment to the financial policy, which adds Safe Drinking Water Act Testing and Fees for Mandatory Publications to the list of routine purchases. Vote: Ayes: 6. Motion carried.
- 22) Recess to Closed Session:** Bypassed.
- 23) Reconvene in Open Session:** Bypassed.

OLD BUSINESS: Elections: May 8th, June 5th, August and November.

NEW BUSINESS:

President's Corner: Pres. Deschane thanked John Chiclote for painting storm sewer inlets as part of his Eagle Scout project last fall. He extended thanks and appreciation to K.C. Stock for working with the Food Pantry to relocate to his building. He also thanked the Presbyterian Church for allowing the pantry to be located at their building for the past several years. He reminded board members that \$75.00 to \$499.99 can be approved to be spent by committee chairs without have to go through committee. He scheduled a quarterly meeting with department heads for Thursday, April 19th.

CORRESPONDENCE: None.

QUESTIONS FROM THE FLOOR: None.

ADJOURNMENT: Motion by Trustee Kostuch, seconded by Trustee Kaminski, that the meeting be adjourned at 8:10pm. Vote: Ayes: 6. Motion carried.

Respectfully submitted,

John J. Deschane
President

Marilyn L. Padgett
Clerk/Treasurer