

**MINUTES**  
**REGULAR MEETING**  
**VILLAGE OF CRIVITZ BOARD OF TRUSTEES**

**Public present:** None.

- 1) **Call to Order:** President Deschane called the meeting to order at 7:00pm.
- 2) **Roll Call:** Members present:           President John Deschane           Trustee Duane Swanson  
  Trustee Kurt Kostuch           Trustee Amy Deschane  
  Trustee Dick Kaminski       Trustee Fred Franzen  
  Trustee Stew Swanson

                  Also present:           Attorney Dick Boren  
  Clerk/Treasurer Marilyn Padgett

Pres. Deschane declared a quorum present for the meeting.

- 3) **Adoption of Agenda:** Motion by Trustee Franzen, seconded by Trustee Kaminski, that the agenda be adopted as presented. Vote: Ayes: 6. Motion carried.
- 4) **Minutes Approval:** Motion by Trustee Franzen, seconded by Trustee Kaminski, that the minutes of the regular meeting of March 21st be approved as presented. Vote: Ayes: 6. Motion carried.
- 5) **Financial Report:** Motion by Trustee Franzen, seconded by Trustee Kaminski, that the financial report for the month of March be approved as presented. Vote: Ayes: 6. Motion carried.
- 6) **General Fund Vouchers:** Motion by Trustee Franzen, seconded by Trustee Kaminski, to approve payment of general fund vouchers numbered 2785 through 2787, 4088, 6070, 26296 through 26375, and V6626 through V6647. Vote: Ayes: 6. Motion carried.

Motion by Trustee Franzen, seconded by Trustee Kaminski, to approve payment from the general fund to Dama Plumbing & Heating for Fire Dept. garage door repairs in the amount of \$532.75. Vote: Ayes: 6. Motion carried.

- 6a) **Water Fund:** Motion by Trustee Deschane, seconded by Trustee Franzen, to approve payment of water fund vouchers numbered 4079 through 4082. Vote: Ayes: 6. Motion carried.

Motion by Trustee Deschane, seconded by Trustee Franzen, to approve the payment from the water fund to Ferguson Waterworks in the amount of \$755.00 for supplies. Vote: Ayes: 6. Motion carried.

- 6b) **Sewer Fund:** Motion by Trustee Deschane, seconded by Trustee Franzen, to approve payment of sewer fund vouchers numbered 5238 through 5242. Vote: Ayes: 6. Motion carried.

- 6c) **Other Vouchers:** Motion by Trustee Kostuch, seconded by Trustee Franzen, to approve payment of TIF fund voucher number 5026. Vote: Ayes: 6. Motion carried.

- 7) **Committee & Attorney Reports:** Committee reports were distributed to members prior to the meeting. Trustee Deschane reported that there was a water main break on Robert St. north of North Ave on Easter, which caused sink holes and took a long time to fix. Trustee Stew Swanson reported that the Parks & Recreation Committee met with VandeWalle at Crivitz Community Veterans Park and they will be presenting a preliminary master plan at the May 10th meeting. Attorney Boren reported that the Gateway lawsuit was finally dismissed by the judge for lack of progress.

- 8) **Comments from Pre-registered Citizens:** None.

- 9) **Committee Appointments:** Motion by Trustee Franzen, seconded by Trustee Kostuch, to approve committee appointments as presented by President Deschane. Vote: Ayes: 6. Motion carried.
- 10) **April Appointments:** Motion by Trustee Franzen, seconded by Trustee Kostuch, to approve the appointment of Duane Swanson as Northwoods Recycling Coalition representative for the 1-year term of 4/18/17 through 4/17/18 as presented by President Deschane. Vote: Ayes: 6. Motion carried.  
  
Motion by Trustee Franzen, seconded by Trustee Kostuch, to approve the appointment of Rudi Jensen as Fire Chief for the 2-year term of 4/18/17 through 4/16/19 as presented by President Deschane. Vote: Ayes: 6. Motion carried.
- 11) **Part-Time Public Works Employee Position:** (Public Works) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to hire William Faulkner as a part-time Public Works employee for approximately 20 hours per week year round at \$10.00 per hour effective 4/18/2017 . Vote: Ayes: 6. Motion carried.
- 12) **Public Works Shop Roof Damage Repairs & Insurance Claim:** (Public Works) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to approve repairs to the roof of the Public Works shop portion of the Village Hall at a cost not to exceed \$9,000.00 pending the insurance claim, and to fund the expense from the unassigned balance as needed. Discussion: Pres. Deschane explained the damage was from a storm and the roof will be replaced with rubber roofing and more insulation. Vote: Ayes: 6. Motion carried.
- 13) **Driveway Width Exception:** (Public Works) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to approve a 30' driveway width exception on F. J. St. for property owned by Marty Reiter at 1002 7th Alley. Vote: Ayes: 6. Motion carried.
- 14) **Street Sweeping Contract:** (Public Works) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to contract with Mid-Wisconsin Super Vac for street sweeping services at a cost not to exceed \$1,700.00. Vote: Ayes: 6. Motion carried.
- 15) **Street Crack Filling Contract:** (Public Works) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to contract with Crack Filling Services for street crack filling at a cost not to exceed \$7,500.00 . Vote: Ayes: 6. Motion carried.
- 16) **CTH W Project Drainage Easements:** (Public Works) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to contract with Kamps Land Surveying for two drainage easement surveys relative to the CTH W project at a cost not to exceed \$750.00. Vote: Ayes: 6. Motion carried.
- 17) **Spring Clean-up Date:** (Public Works) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to schedule spring clean-up for Saturday, May 20th from 9am - 3pm at the water tower shop. Vote: Ayes: 6. Motion carried.
- 18) **Sewer Main Repair Engineering Contract:** (Public Works) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to contract with Reukert Mielke for engineering services for the sewer main repair project at a cost not to exceed \$19,400.00. Vote: Ayes: 6. Motion carried.
- 19) **Storm Sewer Televising & Cleaning:** (Public Works) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to contract with Great Lakes TV Seal for storm sewer televising and cleaning on Fritzie & Mira at a cost not to exceed \$1,620.00. Vote: Ayes: 6. Motion carried.
- 20) **Catch Basin Repair:** (Public Works) Motion by Trustee Kaminski, seconded by Trustee Deschane, to accept the proposal from Richlen Excavating for storm sewer catch basin repair in the area of Hall Hay and Fritzie at a cost not to exceed \$7,365.00. Vote: Ayes: 6. Motion carried.
- 21) **WWTF - Sample Room Refrigerator:** (Utilities) Motion by Trustee Deschane, seconded by Trustee Franzen, to approve the purchase of a refrigerator for the wastewater treatment plant sample room from Crivitz Lumber Appliance in an amount not to exceed \$600.00. Vote: Ayes: 6. Motion carried.

- 22) **WWTF - pH Meter:** (Utilities) Motion by Trustee Deschane, seconded by Trustee Franzen, to approve the purchase of a pH meter for the wastewater treatment facility lab from North Central Labs in an amount not to exceed \$600.00. Vote: Ayes: 6. Motion carried.
- 23) **Fireworks License Renewals:** (Public Safety) Motion by Trustee Duane Swanson, seconded by Trustee Franzen, to renew fireworks licenses for Victory Fireworks, T & B One Stop, DeSmidt Oil, Owner, and Witt's Piggly Wiggly, Witt's Foods, Owner. Vote: Ayes: 6. Motion carried.
- 24) **Street Use Permit:** (Public Safety) Motion by Trustee Duane Swanson, seconded by Trustee Franzen, to approve the street use permit for the American Legion for the 2017 July 4th parade. Vote: Ayes: 6. Motion carried.
- 25) **Dyer Business Park Catch Basin Repair:** (Development) Motion by Trustee Kostuch, seconded by Trustee Stew Swanson, to accept the proposal from Richlen Concrete Foundations for catch basin repair in Dyer Business Park in an amount not to exceed \$1,560.00 to be funded by the TIF. Vote: Ayes: 6. Motion carried.
- 26) **Triangle Park Irrigation:** (Parks & Recreation) Motion by Trustee Stew Swanson, seconded by Trustee Deschane, to contract with M & M Irrigation for triangle park irrigation system spring and fall maintenance in the amount of \$225.00. Vote: Ayes: 6. Motion carried.
- 27) **July 4th Fireworks:** (Parks & Recreation) Motion by Trustee Stew Swanson, seconded by Trustee Deschane, to accept the proposal from Spielbauer Fireworks for July 4th fireworks in the amount of \$8,600.00, with \$5,000.00 to be funded by a contribution from Witt's Piggly Wiggly. Vote: Ayes: 6. Motion carried.
- 28) **July 4th Band:** (Parks & Recreation) Motion by Trustee Stew Swanson, seconded by Trustee Deschane, to approve payment of \$1,350.00 to Brass Differential to play for the July 4th event, with the entire cost to be funded by a contribution from New Care, Inc . Vote: Ayes: 6. Motion carried.
- 29) **Wage Scale Amendment - Building Inspector/Zoning Administrator:** (Finance) Motion by Trustee Franzen, seconded by Trustee Kaminski, to adjust the wage scale for the Building Inspector/Zoning Administrator to \$15.00 to \$25.00 per hour. Vote: Ayes: 6. Motion carried.
- 30) **Temporary Class B Beer & Wine License - Crivitz Fire Dept.:** (Finance) Motion by Trustee Franzen, seconded by Trustee Kaminski, to grant a temporary Class B beer and wine license to the Crivitz Firefighters Association, Luke Deschane, Manager, for the Red, White & Music event to be held at the John Shaffer Pavilion on May 27th from 11:00am to 11:59pm. Vote: Ayes: 6. Motion carried.
- 31) **Temporary Class B Beer License - Netzel-Zenz American Legion.:** (Finance) Motion by Trustee Franzen, seconded by Trustee Deschane, to grant a temporary Class B beer license to the Netzel-Zenz American Legion, Natasha Hanson, Manager, for the PTSD Run for Recovery event to be held at the John Shaffer Pavilion on June 24th from 11:00am to 4:00pm. Vote: Ayes: 6. Motion carried.
- 32) **Temporary Class B Beer License - Netzel-Zenz American Legion.:** (Finance) Motion by Trustee Franzen, seconded by Trustee Deschane, to grant a temporary Class B beer license to the Netzel-Zenz American Legion, Natasha Hanson, Manager, for July 4th at the John Shaffer Pavilion from 11:00am to 11:00pm. Vote: Ayes: 6. Motion carried..
- 33) **Operators Licenses:** (Finance) Motion by Trustee Franzen, seconded by Trustee Deschane, to grant operators licenses to Mark Tisler, Rebecca Williams and Susan Verdine, all having received satisfactory background checks. Vote: Ayes: 6. Motion carried.

**OLD BUSINESS:** None.

**NEW BUSINESS:** None.

**CORRESPONDENCE:** None.

**QUESTIONS FROM THE FLOOR:** None.

**ADJOURNMENT:** Motion by Trustee Kostuch, seconded by Trustee Franzen, that the meeting be adjourned at 7:30pm.  
Vote: Ayes: 6. Motion carried.

Respectfully submitted,

---

John J. Deschane  
President

---

Marilyn L. Padgett  
Clerk/Treasurer