

MINUTES
REGULAR MEETING
VILLAGE OF CRIVITZ BOARD OF TRUSTEES
May 15, 2012

Public present: Bill Keller, Mike Frievalt, Dave & Marie Tomaszewski (Peshtigo Times)

- 1) **Call to Order:** Pres. Deschane called the meeting to order at 7:00pm.
- 2) **Roll Call:** Members present: President John Deschane Trustee Duane Swanson
 Trustee Shirley Keller Trustee Dick Kaminski
 Trustee Jo Di Volk Trustee Janis Porfilio
- Members absent: Trustee Kurt Kostuch
- Also present: Attorney Frank Calvert
 Clerk/Treasurer Marilyn Padgett

Pres. Deschane declared a quorum present for the meeting.

Employee Recognition: Pres. Deschane presented Mike Frievalt with an appreciation plaque and watch, honoring him for reaching 20 years of employment with the Village as Police Chief.

- 3) **Adoption of Agenda:** Motion by Trustee Kaminski, seconded by Trustee Swanson, that the agenda be adopted as presented. Vote: Ayes: 5. Motion carried.
- 4) **Minutes Approval:** Motion by Trustee Kaminski, seconded by Trustee Swanson, that the minutes of the regular meeting of April 17th be approved as presented. Vote: Ayes: 5. Motion carried.
- 5) **Financial Report:** Motion by Trustee Kaminski, seconded by Trustee Swanson, that the financial reports for all funds for the months of April be approved as presented. Vote: Ayes: 5. Motion carried.
- 6) **General Fund Vouchers:** Motion by Trustee Kaminski, seconded by Trustee Swanson, to approve payment of general fund vouchers numbered 2603 through 2604, 4028, 22066 through 22136, and V5257 through V5273. Vote: Ayes: 5. Motion carried.

Motion by Trustee Kaminski, seconded by Trustee Swanson, to approve payment from the general fund to the following:

Dama Plumbing & Heating for repairs at the fire station	\$ 712.55
J & T Electric for cell phone upgrades and equipment repairs	\$ 772.52
Office Depot for supplies for various departments	\$ 520.39

Discussion: Trustee Porfilio explained that the Dama bill was for heating control repairs in the fire station meeting room and the fire chief had notified her of this emergency expenditure. Vote: Ayes: 5. Motion carried.

- 6a) **Water Fund:** Motion by Trustee Keller, seconded by Trustee Volk, to approve payment of water fund vouchers numbered 3688 through 3692. Vote: Ayes: 5. Motion carried.
- 6b) **Sewer Fund:** Motion by Trustee Keller, seconded by Trustee Volk, to approve payment of sewer fund vouchers numbered 4710 through 4717. Vote: Ayes: 5. Motion carried.
- 6c) **Other Vouchers:** None.

- 7) **Committee & Department Reports:** Copies distributed.
- 8) **Comments from Pre-registered Citizens:** None.
- 9) **July 4th Parade Street Permit:** (Public Safety) Motion by Trustee Porfilio, seconded by Trustee Keller, to issue a street permit to the American Legion for the July 4, 2012, parade for the route specified. Vote: 5. Motion carried.
- 10) **Fire Chief's Convention Expenses:** (Public Safety) Motion by Trustee Porfilio, seconded by Trustee Volk, to approve registration and lodging expenses for the Fire Chiefs Convention not to exceed \$896.00. Discussion: Trustee Porfilio noted that this was for the chief and assistant chief for one night. Vote: Ayes: 5. Motion carried.
- 11) **Limited Class A Liquor License – KEAM 2000, LLC:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Swanson, to issue a Limited Class A Liquor License to Keith Hofkens, Agent, for KEAM 2000, LLC, for Little Bit Products, 607 USH 141, effective May 15, 2012 through June 30, 2012. Vote: Ayes: 5. Motion carried.
- 12) **Liquor & Beer License Renewals:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Swanson, to renew Class B Liquor & Fermented Malt Beverage Licenses effective July 1, 2012, through June 30, 2013 to the following:

Trackside, LLC, Vito Congine, Senior, Agent, for Trackside
Fuzzy's Bar, Inc., Dennis Jahnke, Agent, for Fuzzy's Bar
Crivitz Gateway, Ltd., Scott Busick, Agent, for Crivitz Gateway
Dan & Tim's Riverside, LLC, Daniel Piasecki, Agent, for Dan & Tim's Riverside
Charlie's Island Café, LLC, Charlie DeSmidt, II, Agent for Hot Stone Pub

Vote: Ayes: 5. Motion carried.

Motion by Trustee Kaminski, seconded by Trustee Swanson, to renew the Class B Fermented Malt Beverage License effective July 1, 2012, through June 30, 2013 to Charlie's Island Café, LLC, Charlie DeSmidt, II, Agent for Charlie's Island Café. Vote: Ayes: 5. Motion carried.

Motion by Trustee Kaminski, seconded by Trustee Swanson, to renew Class A Retail Liquor & Fermented Malt Beverage Licenses effective July 1, 2012, through June 30, 2013 to the following:

Witt's Foods, Inc., Nicholas Witt, Agent, for Witt's Piggly Wiggly
Rechner, LLC, Martha M. Rechner, Agent, for On a Whim, Boutique Wines & Gifts
Dolgencorp, LLC, Jack Fehrmann, Agent, for Dollar General Store #6637

Vote: Ayes: 5. Motion carried.

Motion by Trustee Kaminski, seconded by Trustee Swanson, to renew Class A Fermented Malt Beverage Licenses effective July 1, 2012, through June 30, 2013 to the following:

Corner Convenience, Inc, Barbara Hock, Agent, for T & B One Stop
LaFaive Crivitz Co., Shane Ellison, Agent, for Northland Mini-Mart
Richard E. Porfilio, Owner, for Crivitz 141 Shell

Vote: Ayes: 5. Motion carried.

Motion by Trustee Kaminski, seconded by Trustee Swanson, to renew Limited Class A Retail Liquor & Fermented Malt Beverage Licenses effective July 1, 2012, through June 30, 2013 to the following

Lori Myszka, Agent, for Pine Cone Home Décor, Inc.
KEAM 2000, LLC, Keith Hofkens, Agent, for Little Bit Products

Vote: Ayes: 5. Motion carried.

- 13) Cigarette License Renewals:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Swanson, to renew cigarette licenses effective July 1, 2012 through June 30, 2013 for the following:
- Crivitz 141 Shell, 13 USH 141S
 - Witt's Piggly Wiggly, 214 USH 141
 - T & B One Stop, 717 USH 141
 - Northland Mini-Mart, 216 Henriette Ave.
 - Citgo Quik Food Mart, 403 USH 141
 - Family Dollar Store #6028, 117 USH 141S
- Vote: Ayes: 5. Motion carried.
- 14) July 4th Picnic License – American Legion:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Swanson, to issue a Temporary Class B Fermented Malt Beverage license to the American Legion for July 4, 2012, at the Shaffer Park Pavilion, provided that wristbands be issued to identify patrons of legal age for the purchase of beer in lieu of fencing. Discussion: Trustee Kaminski pointed out that the fee was not waived. Vote: Ayes: 5. Motion carried.
- 15) 2012 Budget Adjustment #1:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Swanson, to approve 2012 budget adjustment #1 to the TIF and General Funds. Vote: Ayes: 5. Motion carried.
- 16) Copy Machine Lease:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Swanson, to lease a Konica Minolta Demo Bizhub 250 copy machine from Cooper Office Equipment for \$120.49 for a term of 60 months. Vote: Ayes: 5. Motion carried.
- 17) Rosa & Louisa Project Bid Award** (Public Works) Motion by Trustee Swanson, seconded by Trustee Keller, to award the Rosa & Louisa project bid to Richlen Excavating, Inc., for \$2,375.00. Discussion: Trustee Swanson explained that they will be fixing the corners for improved traffic vision. Vote: Ayes: 5. Motion carried.
- 18) Kamps Land Surveying:** (Public Works) Motion by Trustee Swanson, seconded by Trustee Porfilio, to contract with Kamps Land Surveying for survey work on the Rosa & Louisa Project at a cost not to exceed \$500.00. Discussion: Trustee Swanson noted that Kamps will replace the monuments after the project is completed. Vote: Ayes: 5. Motion carried.
- 19) Village Hall Heating System Repairs:** (Public Works) Motion by Trustee Swanson, seconded by Trustee Keller, to contract with Dama Plumbing & Heating for Village Hall heating system repairs not to exceed \$3,000.00. Trustee Swanson reported the repairs consisted of replacing a circulating pump. They may be able to repair the old pump for future use. If possible to fix it, the issue will appear on a future meeting agenda. Vote: Ayes: 5. Motion carried.
- 20) Routine Vehicle Maintenance:** (Public Works) Bypassed.
- 21) Recess to Closed Session:** Motion by Trustee Volk, seconded by Trustee Keller, to recess to closed session for the purpose of conferring with legal counsel regarding current and potential future litigation. Vote: Ayes: 5. Motion carried.
- Pres. Deschane stated:** Closed session is in accordance with WI Statute sec. 19.85(1)(g) which states that "...any meeting of a...governmental body, upon motion duly made and carried, may be convened in closed session under one or more of the exemptions provided in this section...(g)...conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved."
- 22) Reconvene in Open Session:** Motion by Trustee Porfilio, seconded by Trustee Volk, to reconvene in open session at 7:45pm and announce action taken in closed session, if any. Vote: Ayes: 5. Motion carried.

OLD BUSINESS:

Oakwood Haven Apartments: The state building inspector is pursuing condemnation of the building. Although the state handles multi-family buildings, he has been in contact with local building inspector Jane Meissner. The owner contacted Fire Chief Stew Swanson about possibly burning the building.

NEW BUSINESS:

Parks & Recreation Meeting: Thursday, May 17th at 7:00pm.

President's Corner: Pres. Deschane announced that the new Public Works truck was delivered. He welcomed Little Bit Products and Blue Star Gifts to the village and thanked Ruth Hecht for her many years of service as a poll worker.

CORRESPONDENCE: None.

QUESTIONS FROM THE FLOOR: None.

ADJOURNMENT: Motion by Trustee Kaminski, seconded by Trustee Volk, that the meeting be adjourned at 7:50pm.
Vote: Ayes: 5. Motion carried.

Respectfully submitted,

John J. Deschane
President

Marilyn L Padgett
Clerk/Treasurer