

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

**Public present:** Jerry Schmidt, Bank North and Dan Peterson, Stephenson Bank

- 1) **Call to Order:** The Clerk called the meeting to order at 7:00pm.
- 2) **Roll Call:** Present: Trustee Shirley Keller Trustee Stew Swanson  
Trustee Dick Kaminski Trustee Fred Franzen
- Absent: President John Deschane Trustee Duane Swanson  
Trustee Kurt Kostuch
- Also present: Attorney Frank Calvert  
Clerk/Treasurer Marilyn Padgett

The Clerk declared a quorum present for the meeting.

**Temporary Chair:** Motion by Trustee Keller, seconded by Trustee Franzen, that Trustee Kaminski act as chair of the meeting in the absence of President Deschane. Vote: Ayes: 4. Motion carried.

- 3) **Adoption of Agenda:** Motion by Trustee Kaminski, seconded by Trustee Keller, that the agenda be adopted as presented. Vote: Ayes: 4. Motion carried.

**BANK NORTH/STEPHENSON NATIONAL BANK MERGER PRESENTATION:** Jerry Schmidt, President of Bank North, introduced Dan Peterson, President of Stephenson National Bank and announced that the two banks would merge on October 27th. Bank North has been in existence for 111 years and Stephenson Bank for 140 years. Bank North will take the Stephenson Bank name and will keep it's current staff.

- 4) **Minutes Approval:** Motion by Trustee Kaminski, seconded by Trustee Keller, that the minutes of the regular meeting of May 20, 2014, be approved as presented. Vote: Ayes: 4. Motion carried.
- 5) **Financial Report:** Motion by Trustee Kaminski, seconded by Trustee Keller, that the financial reports for May for all funds be approved as presented. Vote: Ayes: 4. Motion carried.
- 6) **General Fund Vouchers:** Motion by Trustee Kaminski, seconded by Trustee Keller, to approve payment of general fund vouchers numbered 2680 through 2682, 6036, 23817 through 23881 except for 23861, V942 and V943, and V5933 through V5952. Vote: Ayes: 4. Motion carried.

Motion by Trustee Kaminski, seconded by Trustee Keller, to approve payment of general fund voucher number 23861 to MJB Industries in the amount of \$3,375.50 for street sweeping. Discussion: Trustee Franzen explained that the cost was considerably over budget due to an excess amount of sand being put on the roads over the extended winter. Trustee Swanson had mentioned this possibility in the original motion awarding the contract. Vote: Ayes: 4. Motion carried.

- 6a) **Water Fund:** Motion by Trustee Keller, seconded by Trustee Franzen, to approve payment of water fund vouchers numbered 3858 through 3866. Vote: Ayes: 4. Motion carried.
- 6b) **Sewer Fund:** Motion by Trustee Keller, seconded by Trustee Franzen, to approve payment of sewer fund vouchers numbered 4957 through 4963. Vote: Ayes: 4. Motion carried.

Motion by Trustee Keller, seconded by Trustee Franzen, to approve the following payments from the sewer fund:

P.J. Kortens for flow meter calibration	\$ 546.04
WDNR for environmental fees	\$ 1,386.93

Vote: Ayes: 4. Motion carried.

- 6c) Other Vouchers:** Motion by Trustee Franzen, seconded by Trustee Keller, to approve payment of TIF fund vouchers numbered 367 through 368. Vote: Ayes: 4. Motion carried.
- 7) Committee & Department Reports:** Copies distributed.
- 8) Comments from Pre-registered Citizens:** None.
- 9) Ordinance No. 2014-03: Amending Parking Ordinance:** (Public Works) Motion by Trustee Franzen, seconded by Trustee Keller, to adopt Ordinance No. 2014-03: An Ordinance Amending Section 10-1-27 of the Village of Crivitz Code of Ordinances Relating to Specific Parking Prohibited Zones. Discussion: Trustee Franzen explained that this ordinance will prohibit parking on the west side of Louisa Street by the baseball park during the summer due to children being present during games. Vote: Ayes: 4. Motion carried.
- 10) Resolution No. 261:** (Public Safety) Motion by Trustee Kaminski, seconded by Trustee Keller, to adopt Resolution No. 261 A Resolution Adopting the Marinette County Natural Hazards Mitigation Plan. Vote: Ayes: 4. Motion carried.
- 11) Resolution No. 262:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Keller, to adopt Resolution No. 262: A Resolution Amending the Investment Policy for the Village of Crivitz. Vote: Ayes: 4. Motion carried.
- 12) Employee Handbook Amendments:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Keller, to accept the employee handbook amendments regarding residency, residency incentive and other minor changes. Discussion: Trustee Kaminski explained that this amendment defines emergency personnel and requires them to live within 15 miles of the village and provides a health insurance premium incentive for employees who choose to live within the village limits. Vote: Ayes: 4. Motion carried.
- 13) 2014 Road Projects Bid Award:** (Public Works) Motion by Trustee Franzen, seconded by Trustee Keller, to award the bid for 2014 road projects to Anderson Construction in the amount of \$46,398.09. Vote: Ayes: 4. Motion carried.
- 14) Tree Removal on 1st Ave.:** (Public Works) Motion by Trustee Franzen, seconded by Trustee Keller, to contract with T & T Tree Removal to remove trees on the south side of 1st Ave at a cost not to exceed \$1,800.00 Discussion: Trustee Keller noted that the trees were being removed because they had reached maturity and could fall in the near future. Also it would be best to take them during the 1st Ave. project when the roadway is widened. Trustee Swanson did not agree that the roadway was being widened, felt they would not interfere with the property or roadway and should not be removed. Vote: Ayes: 3, Nays: 1 (S. Swanson). Motion carried.
- 15) Surveying on Wisner Ave.:** (Public Works ) Motion by Trustee Franzen, seconded by Trustee Keller, to contract with Kamps Land Surveying to survey Wisner Ave. for curb, gutter and sidewalks at a cost not to exceed \$1,000.00. Discussion: It was noted that the TIF fund would pay for this expense. Vote: Ayes: 4. Motion carried.
- 16) Blacktopping on North Ave.:** (Public Works) Motion by Trustee Franzen, seconded by Trustee Keller, to contract with Northeast Asphalt to pave the center of North Ave. east of FJ Street at a cost not to exceed \$5,000.00. Discussion: Trustee Keller noted that the blacktop in the center of the roadway is peeling. Vote: Ayes: 4. Motion carried.
- 17) Plow Truck Wing Extension:** (Public Works) Motion by Trustee Franzen, seconded by Trustee Keller, to purchase a wing extension for the plow truck from Richlen Enterprises at a cost not to exceed \$1,600.00. Vote: Ayes: 4. Motion carried.

- 18) **Street Use Permit - 'Miracle for Mike':** (Public Safety) Motion by Trustee Kaminski, seconded by Trustee Keller, to issue a street use permit to close a portion of Louisa St. to Mike Frievalt for the 'Miracle for Mike' benefit on July 12, 2014. Vote: Ayes: 4. Motion carried.
- 19) **Police Officer Drug Interdiction Training:** (Public Safety) Motion by Trustee Kaminski, seconded by Trustee Keller, to authorize Officer Spencer Elias to attend drug interdiction training on June 24-26 in Milwaukee. Vote: Ayes: 4. Motion carried.
- 20) **DNR Grant for Fire Dept. UTV:** (Public Safety) Motion by Trustee Kaminski, seconded by Trustee Keller, to apply for a WDNR grant to purchase equipment for the utility terrain vehicle in the amount of \$1,500.00, with the grant to fund 1/2 the cost. Vote: Ayes: 4. Motion carried.
- 21) **Fire Dept. Unit #6 Repairs:** (Public Safety) Motion by Trustee Kaminski, seconded by Trustee Keller, to authorize valve repairs to Fire Dept. Unit #6 from Pomasl at a cost not to exceed \$1,000.00. Vote: Ayes: 4. Motion carried.
- 22) **Fire Dept. & Utility Generator Maintenance Contract:** (Utilities) Motion by Trustee Keller, seconded by Trustee Franzen, to contract with Cummins for Fire Station and Utility generator maintenance for a period of 5 years at a total cost of \$13,850.90. Vote: Ayes: 4. Motion carried.
- 23) **Sewer Utility Generator Purchase:** (Utilities) Motion by Trustee Keller, seconded by Trustee Franzen, to purchase a generator from the Town of Goodman at a cost not to exceed \$7,000.00, if upon inspection Glen Franzen finds it to be in satisfactory condition. Discussion: Trustee Keller noted that this generator is for the main lift station and will need a shelter with a fence. The generator will be purchased and brought here. If it does not work, it will be returned and a full refund given. Vote: Ayes: 4. Motion carried.
- 24) **Utility Customer Water Lateral Repairs:** (Utilities) Motion by Trustee Keller, seconded by Trustee Franzen, to contract with Richlen Excavating to repair the Edwards water lateral on Anderson Ave. at a cost not to exceed \$2,500.00, not including asphalt repair if needed. Discussion: Trustee Franzen explained that there is a kink in the lateral that has to be straightened so that it can be thawed in the future, if needed. Vote: Ayes: 4. Motion carried.
- 25) **Trackside, LLC, Class B Liquor/Beer License Renewal:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Keller, to renew the Class B Alcohol and Fermented Malt Beverage license for Trackside, LLC, Jacqueline Kaminski, Agent, for Trackside for the term 7/1/14 through 6/30/15. Vote: Ayes: 4. Motion carried.
- 26) **Pelkin's Smokey Meat Market Class A Beer License:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Keller, to grant a Class A Fermented Malt Beverage license to Pelkin's Smokey Meat Market, LLC, Dennis Pelkin, Agent, for Pelkin's Smokey Meat Market for the term 7/1/14 through 6/30/15. Vote: Ayes: 4. Motion carried.
- 27) **Operator's Licenses:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Keller, to grant operator's licenses effective from 7/1/14 through 06/30/16 to the following persons who have received satisfactory background checks:

KAYLA ARTS  
 ROXANNE BRAUN  
 PAULA CHRISTENSEN  
 KATHRYN FIEDOROWICZ  
 ALAISHA GRIBBEN  
 MICHAEL JACOBSEN  
 JOAN KASTENDIECK  
 ELIZABETH KUNTZ  
 HANNAH LIGHTFIELD  
 LIZA MACHA  
 JESSE MAYE  
 CHRISTINE NYMAN  
 KAREN PILLATH

LISA BELLIVEAU  
 LYNNE BYWATER  
 SHELLY CRAMER  
 MONICA FLINT  
 ANN HOFKENS  
 NORELLA JAHNKE  
 MALLORY KOSTREVA  
 TERRI KUNTZ  
 BRENDA LONG  
 JULIE MAHR  
 LYNN MEYER  
 MELISSA OLECK  
 SARA PORFILIO

DAVID BOVEE  
 LINDSAY CALLOW  
 DEA DUDKIEWICZ  
 JUDITH GERLACH  
 BRIANNA HUITING  
 KATHLEEN JAMES  
 KIM KOSTUCH  
 AMANDA LAFAVE  
 CAROL LUITZE  
 JENNIFER MANDE  
 BETH NASH  
 AMBER PELKIN  
 SHAUN REINKE

RUSSELL SCHENK  
LEWIS STRUPP  
NORA SWANSON  
JACOB WAGNER  
ALEXIA WEISSGERBER  
VICTORIA WILUND  
RONALD YUNKE  
WENDY WEGNER-SWANSON

JEANNETTE SIKOWSKI  
KELLIE STUMBRIS  
LYNN THOMPSON  
TERESA WALLACE  
PATTI WILLOUGHBY  
DEBBIE WOMACK  
REBECCA ZILLGES

NICOLE SIMON  
JEROME SWANSON  
LAURIE TOMASZEWSKI  
MELISSA WASHULESKI  
CYNTHIA WILUND  
ROBERT WOULF  
ANGELIQUE TARANTOLA

Vote: Ayes: 4. Motion carried.

**28) Recess to Closed Session:** Bypassed.

**29) Reconvene in Open Session:** Bypassed.

**OLD BUSINESS:** None.

**NEW BUSINESS:**

**July 4th Garbage Pickup rescheduled for July 7th.**

**July 4th Events:** An informational flyer was distributed and board members were asked to post it wherever they could. The clerk can provide extra copies upon request.

**July 12th - 'Miracle for Mike' Benefit:** The benefit is scheduled for Saturday, July 12th from 12 noon to 8pm at Crivitz Community Veteran's Park. Board members were asked to volunteer for as many hours as possible. There is a sign up sheet in the clerk's office.

**CORRESPONDENCE:** None.

**QUESTIONS FROM THE FLOOR:** None.

**ADJOURNMENT:** Motion by Trustee Keller, seconded by Trustee Franzen, that the meeting be adjourned at 7:45pm.  
Vote: Ayes: 4. Motion carried.

Respectfully submitted,

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Dick Kaminski  
Trustee/Acting Chair

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Marilyn L. Padgett  
Clerk/Treasurer