

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

**Public present:** Joe Callow

- 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 Kurt Kostuch           Trustee Dick Kaminski  
  Trustee Fred Franzen           Trustee Janis Porfilio  
  
                                  Members absent:       Trustee Shirley Keller  
  
                                  Also present:            Attorney Frank Calvert  
  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: 5. Motion carried.
  
- 4) **Minutes Approval:** Motion by Trustee Kaminski, seconded by Trustee Kostuch, that the minutes of the regular meeting of August 20<sup>th</sup> be approved as presented. Vote: Ayes: 5. Motion carried.
  
- 5) **Financial Report:** Motion by Trustee Kaminski, seconded by Trustee Kostuch, that the financial reports for August for all funds be approved as presented. Vote: Ayes: 5. Motion carried.
  
- 6) **General Fund Vouchers:** Motion by Trustee Kaminski, seconded by Trustee Kostuch, to approve payment of general fund vouchers numbered 2650 through 2652, 4044, 6027, 23214 through 23274 and V5761 through V5784. Vote: Ayes: 5. Motion carried.
  
- 6a) **Water Fund:** Motion by Trustee Franzen, seconded by Trustee Swanson, to approve payment of water fund vouchers numbered 3795 through 3800. Vote: Ayes: 5. Motion carried.  
  
Motion by Trustee Franzen, seconded by Trustee Swanson, to approve payment from the water fund to Sessler Plumbing in the amount of \$3,402.96 for installation of large meters. Vote: Ayes: 5. Motion carried.
  
- 6b) **Sewer Fund:** Motion by Trustee Franzen, seconded by Trustee Swanson, to approve payment of sewer fund vouchers numbered 4873 through 4882. Vote: Ayes: 5. Motion carried.
  
- 6c) **Other Vouchers:** Motion by Trustee Kostuch, seconded by Trustee Porfilio, to approve payment of TIF Fund vouchers numbered 353 through 354. Vote: Ayes: 5. Motion carried.
  
- 7) **Committee & Department Reports:** Copies were distributed to board member prior to the meeting.

- 8) **Comments from Pre-registered Citizens:** None.
- 9) **Ordinance No. 2013-02:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Swanson, to adopt Ordinance No. 2013-02: An Ordinance Amending License Quotas. Vote: Ayes: 5. Motion carried.
- 10) **Falling Waters Winery, LLC – TIF Developers Agreement:** (Development) Motion by Trustee Kostuch, seconded by Trustee Porfilio, to accept the TIF Developers Agreement with Falling Waters Winery, LLC, for a business development on a portion of Lot #4 in Dyer Business Park. Discussion: Pres. Deschane noted that the business would be located on the southern portion of Lot #4 and welcomed Joe Callow to the Village. Vote: Ayes: 5. Motion carried.
- 11) **Kamps Land Surveying CSM:** (Development) Motion by Trustee Kostuch, seconded by Trustee Porfilio, to accept Kamps Land Surveying certified survey map #13-4678 for Dyer Business Park Lot #4. Vote: Ayes: 5. Motion carried.
- 12) **Crivitz Youth Baseball Easement:** (Development) Motion by Trustee Kostuch, seconded by Trustee Porfilio, to approve the easement on the west side of Louisa St. for Crivitz Youth Baseball. Vote: Ayes: 5. Motion carried.
- 13) **2013 Homecoming Parade Street Use Permit:** (Public Safety) Motion by Trustee Porfilio, seconded by Trustee Kostuch, to issue a street use permit for the 2013 Homecoming Parade to be held on Friday, October 11<sup>th</sup>. Vote: Ayes: 5. Motion carried.
- 14) **Fire Dept. Training DVD's:** (Public Safety) Motion by Trustee Porfilio, seconded by Trustee Kostuch, to approve the purchase of Fire Dept. training DVD's from Working Fire Solutions at a cost not to exceed \$850.00. Vote: Ayes: 5. Motion carried.
- 15) **Fire Dept. Pump Service & Testing:** (Public Safety) Motion by Trustee Porfilio, seconded by Trustee Kostuch, to approve service and testing of two Fire Dept. trucks by RM Services not to exceed a total of \$700.00. Vote: Ayes: 5. Motion carried.
- 16) **Fire Chief 40<sup>th</sup> Anniversary:** (Public Safety) Motion by Trustee Porfilio, seconded by Trustee Kostuch, to approve expenses not to exceed \$700.00 for the Fire Chief's 40<sup>th</sup> anniversary celebration. Discussion: Pres. Deschane reported that this will also include his retirement. The event will be held in December at the Village Hall. Vote: Ayes: 5. Motion carried.
- 17) **2013 Halloween Trick-or-Treat Hours:** (Public Safety) Motion by Trustee Porfilio, seconded by Trustee Kostuch, to set 2013 Halloween Trick-or-Treat hours for Thursday, October 31<sup>st</sup> from 3:00pm to 6:00pm. Vote: Ayes: 5. Motion carried.
- 18) **Employee Wage Raises Effective 01/01/14:** (Whole)
- Motion by Trustee Kaminski, seconded by Trustee Kostuch, to approve a \$1.00 per hour wage raise for Rudi Jensen effective 01/01/2014 in accordance with current policies. Vote: Ayes: 5. Motion carried.
- Motion by Trustee Kaminski, seconded by Trustee Kostuch, to approve a \$1.00 per hour wage raise for Greg Gocht effective 01/01/2014 in accordance with current policies. Vote: Ayes: 5. Motion carried.

Motion by Trustee Kaminski, seconded by Trustee Kostuch, to approve a \$1.00 per hour wage raise for Barbara Uhl effective 01/01/2014 in accordance with current policies. Vote: Ayes: 5. Motion carried.

Motion by Trustee Kaminski, seconded by Trustee Kostuch, to approve a \$0.50 per hour wage raise for Barb Tobison effective 01/01/2014 in accordance with current policies. Vote: Ayes: 5. Motion carried.

Motion by Trustee Kaminski, seconded by Trustee Kostuch, to approve a \$0.75 per hour wage raise for Bill Keller effective 01/01/2014 in accordance with current policies. Vote: Ayes: 5. Motion carried.

- 19) **2014-16 Assessors Contract:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to approve the 2014-16 contract with R & R Assessing at a cost of \$11,040.00 per year, which includes annual maintenance and an external review revaluation. Discussion: Pres. Deschane noted that there is an approximate \$1800.00 per year increased due to the external revaluation process. Vote: Ayes: 5. Motion carried.
  
- 20) **2013 Audit Contract:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Swanson, to approve the 2013 audit contract with Unger & Walters at a total cost not to exceed \$16,500.00. Vote: Ayes: 5. Motion carried.
  
- 21) **2014-2016 Garbage Pick-up Contract:** (Public Works) Motion by Trustee Swanson, seconded by Trustee Franzen, to contract with G & S Refuse for 2014-2016 garbage pick-up at a cost of \$30,936.00 per year. Discussion: Trustee Franzen noted that the hauler misses a few spots several times a year. Pres. Deschane replied that G & S was the only bidder and directed the clerk's office to continue to contact them with any problems received. A note will be put in the monthly newsletter for residents to contact the office with any problems experienced with garbage pickup. Vote: Ayes: 5. Motion carried.
  
- 22) **2013-14 Snow Removal Contract:** (Public Works) Motion by Trustee Swanson, seconded by Trustee Franzen, to contract with Richlen Excavating for 2013-14 season snow removal at prices indicated in their bid dated 09-12-13. Discussion: Trustee Swanson noted the contract is at the same prices as the prior year. Vote: Ayes: 5. Motion carried.
  
- 23) **Rosa Ave. Drainage Project:** (Public Works) Motion by Trustee Swanson, seconded by Trustee Franzen, to contract with Richlen Excavating for the Rosa Ave. drainage project at a cost not to exceed \$1,650.00. Vote: Ayes: 5. Motion carried.
  
- 24) **Spur St. Project:** (Public Works) Motion by Trustee Swanson, seconded by Trustee Franzen, to contract with Kamps Land Surveying to find elevations between Henriette Ave and Hall Ave on Spur St for future road work at a cost not to exceed \$1,600.00. Discussion: Trustee Swanson explained that the village is in the process of getting an agreement signed with ELS Railroad as to the ownership of the street. The Public Works Committee intends to apply for MSIP funding in the future to reconstruct the road, but this will probably not be for a couple of years. Vote: Ayes: 5. Motion carried.
  
- 25) **Recess to Closed Session:** Bypassed
  
- 26) **Reconvene in Open Session:** Bypassed.

**OLD BUSINESS:** None.

**NEW BUSINESS:**

**Presidents Corner:** Pres. Deschane congratulated the Fire Dept on their Fun in the Field event, which he was told was not as well attended as last year due to less advertising. He complimented the committee on an outstanding job on the High School Centennial celebration. Trustee Kostuch thanked the rescue squads for their response to the many heat related calls during the event. Pres. Deschane read a thank you letter from Ginger Deschane to the Crivitz Police officers for their participation in the event. Pres. Deschane announced that a July 4, 2014 planning meeting was scheduled for Sept 18 at 10am and invited all board members to attend.

**CORRESPONDENCE:** None.

**QUESTIONS FROM THE FLOOR:** None.

**ADJOURNMENT:** Motion by Trustee Kaminski, seconded by Trustee Kostuch, that the meeting be adjourned at 7:34pm. Vote: Ayes: 5. Motion carried.

Respectfully submitted,

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John J. Deschane  
President

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Marilyn L. Padgett  
Clerk/Treasurer