

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

**Public present:** Bill Keller, Spencer Elias, John Trombley, Tom May, Cheryl Parks, Briana White, Adreana White, Moriah White, Elijah White, Rich Porfilio

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 Shirley Keller  
  Trustee Dick Kaminski       Trustee Fred Franzen  
  Trustee Janis Porfilio

                                  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: 6. Motion carried.

4) **Minutes Approval:** Motion by Trustee Kaminski, seconded by Trustee Kostuch, that the minutes of the regular meeting of October 15<sup>th</sup> 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 October for all funds 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 2657 through 2660, 4046, 6029, 23341 through 23411 and V5798 through V5821. Vote: Ayes: 6. Motion carried.

Motion by Trustee Kaminski, seconded by Trustee Kostuch, to approve the following payments from the general fund:

Chase Card Services for supplies for various departments	\$ 589.35
Carl Greene for 2 Judicial Education trainings	\$ 781.42

Vote: Ayes: 6. Motion carried.

6a) **Water Fund:** Motion by Trustee Franzen, seconded by Trustee Keller, to approve payment of water fund vouchers numbered 3807 through 3812. Vote: Ayes: 6. Motion carried.

6b) **Sewer Fund:** Motion by Trustee Franzen, seconded by Trustee Keller, to approve payment of sewer fund vouchers numbered 4892 through 4903. Vote: Ayes: 6. Motion carried.

6c) **Other Vouchers:** Motion by Trustee Kostuch, seconded by Trustee Porfilio, to approve payment of TIF Fund vouchers numbered 356 through 359. Vote: Ayes: 6. Motion carried.

7) **Committee & Department Reports:** Copies distributed.

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

9) **Appointment of Election Inspectors for 2014/15 Term:** Motion by Trustee Kostuch, seconded by Trustee Swanson to approve the appointment of the following persons as Election Inspectors for the term of January 1, 2014 through December 31, 2015.

Mary Bemis	Debby Pincon	Sharon Swanson
Helen Franzen	Dee Kaminski	Ileen VandeWalle
Frances Wolf	Dawn Behrendt	Dorothy Franzen
Lois Dyer	Candy Deschane	Christine VerKuilen
Barbara Uhl	Joan Wolfe	Marilyn Padgett

Vote: Ayes: 5, Abstentions: 2 (Kaminski & Deschane). Motion carried.

10) **Resolution No. 257:** (Public Safety) Motion by Trustee Porfilio, seconded by Trustee Keller, to adopt Resolution No. 257: Addendum C to Mutual Aid Box Alarm System. Vote: Ayes: 6. Motion carried.

11) **Resolution No. 258:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to adopt Resolution No. 258: A Resolution Adopting the 2014 Budgets and Corresponding Tax Levies for the Village of Crivitz General Fund and TIF District #1 Fund. Vote: Ayes: 6. Motion carried.

12) **Police K-9:** (Public Safety) Trustee Janis Porfilio stated that the issue would be bypassed to the next Public Safety Committee meeting.

13) **Fire Station Storage:** (Public Safety) Motion by Trustee Porfilio, seconded by Trustee Keller, to approve installation of storage shelving in the fire station at a cost not to exceed \$2,000.00, to be funded from the undesignated balance, if needed. Vote: Ayes: 6. Motion carried.

14) **Falling Waters Winery Reduction of Required Parking Stalls:** (Development) Motion by Trustee Kostuch, seconded by Trustee Kaminski, to allow Falling Waters Winery to install 12, rather than the 16 required parking stalls at their business at 721 Dyer St, due to the actual amount of net retail floor space. Discussion: Atty Calvert stated that the ordinance doesn't distinguish between production or wholesale floor space and retail floor space. This business includes a significant amount of production floor space and he felt 12 stalls would be sufficient for the actual net retail floor space. Vote: Ayes: 6. Motion carried.

15) **Dilapidated Building Razing Costs:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to write off the razing costs in the amount of \$6,567.00 for 1407 Main Ave applied as a special assessment to the 2011 tax roll. Vote: Ayes: 6. Motion carried.

**16) Operators Licenses:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to issue operators licenses effective November 19, 2013 through June 30, 2014 to Thomas Skovera, Jennifer Wilkinson, Suzanne Geimer, Angela Kirkpatrick, and Nancy Perry, who have received satisfactory background checks. Vote: Ayes: 6. Motion carried.

**17) Recess to Closed Session:** Motion by Trustee Kaminski, seconded by Trustee Keller, to recess to closed session for the purpose of conferring with legal counsel regarding current and future potential litigation. Vote: Ayes: 6. Motion carried.

Pres. Deschane stated that 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."

**18) Reconvene in Open Session: Motion by Trustee Kaminski, seconded by Trustee Keller,** to reconvene in open session at 7:32pm and announce action taken in closed session, if any. Vote: Ayes: 6. Motion carried.

**OLD BUSINESS:** None.

**NEW BUSINESS:**

**Presidents Corner:** None.

**CORRESPONDENCE:** None.

**QUESTIONS FROM THE FLOOR:** None.

**ADJOURNMENT:** Motion by Trustee Kaminski, seconded by Trustee Keller, that the meeting be adjourned at 7:34pm. Vote: Ayes: 6. Motion carried.

Respectfully submitted,

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John J. Deschane  
President

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Marilyn L. Padgett  
Clerk/Treasurer