

MINUTES
REGULAR MEETING
VILLAGE OF CRIVITZ BOARD OF TRUSTEES

Public present: Greg & Jean Behrendt, Glen Franzen, Herald Porfilio, James Bublitz, Mary Smith, Marie & Dave Tomaszewski (Peshtigo Times)

- 1) **Call to Order:** Pres. Deschane called the meeting to order at 7:30pm.
- 2) **Roll Call:** Members present: President John Deschane Trustee Duane Swanson
 Trustee Kurt Kostuch Trustee Trustee Dick Kaminski
 Trustee Rich Porfilio Trustee Jo Di Volk
 Trustee Janis Porfilio

Also present: Clerk/Treasurer Marilyn Padgett

Pres. Deschane declared a quorum present for the meeting.

- 3) **Adoption of Agenda:** Motion by Trustee Janis Porfilio, seconded by Trustee Rich Porfilio, that the agenda be adopted as presented. Vote: Ayes: 6. Motion carried.

2006 Audit Report – Mary Smith, Kerber Rose & Associates: Mary Smith reviewed various sections of the audit report and stated that in 2006 there were significant improvements in assets, including a 10% increase in the overall fund balance. She felt this was largely due to good cost controls. Copies of the audit report and managerial letter were distributed to board members.

- 4) **Minutes Approval:** Motion by Trustee Janis Porfilio, seconded by Trustee Rich Porfilio, that the minutes of the regular meeting of March 20, 2007, be approved as presented. Vote: Ayes: 6. Motion carried.
- 5) **Financial Report:** Motion by Trustee Janis Porfilio, seconded by Trustee Rich Porfilio, to accept the financial reports for all funds for the month of March as presented. Discussion: The clerk noted that the report now indicates both the ledger and bank statement balances. Vote: Ayes: 6. Motion carried.
- 6) **General Fund Vouchers:** Motion by Trustee Janis Porfilio, seconded by Trustee Rich Porfilio, to approve payment of general fund vouchers numbered 2327 through 2326, and 16297 through 16391, except for #16375 to be voided. Vote: Ayes: 6. Motion carried.

Motion by Trustee Janis Porfilio, seconded by Trustee Rich Porfilio, to approve payment from the general fund for the following:

WI Supreme Court for continuing judicial education	\$	550.00
Elias Auto for vehicle parts and repairs	\$	856.70
Crivitz Lumber for supplies for various departments	\$	778.11
J & T Electric for office remodel	\$	1,227.87
WDNR for fire equipment (1/2 to be reimbursed by grant)	\$	1,794.50
Five Star Fireworks for fireworks	\$	3,000.00

Motion amended: Motion by Trustee Janis Porfilio, seconded by Trustee Rich Porfilio, to amend the main motion to withhold payment to Five Star Fireworks in the amount of \$3,000 for further review by the Parks & Recreation Committee. Vote on amendment: Ayes: 6. Motion carried. **Vote on main motion as amended:** Ayes: 6. Motion carried.

- 6a) **Water Fund:** Motion by Trustee Swanson, seconded by Trustee Kaminski, to approve payment of water vouchers numbered 3261 through 3262. Vote: Ayes: 6. Motion carried.
- 6b) **Sewer Fund:** Motion by Trustee Swanson, seconded by Trustee Kaminski, to approve payment of sewer vouchers numbered 4140 through 4146. Vote: Ayes: 6. Motion carried.
- 6c) **Other Vouchers:** None.
- 7) **Committee & Department Reports:** Copies distributed.
- 8) **Comments from Pre-registered Citizens:** None.
- 9) **April Appointments:** Motion by Trustee Janis Porfilio, seconded by Trustee Rich Porfilio, to accept *committee appointments* as submitted by President Deschane:

Public Safety:	Chair: Rich Porfilio	Members: Jo Di Volk & Kurt Kostuch
Parks & Recreation:	Chair: Kurt Kostuch	Members: Dick Kaminski & Jo Di Volk
Finance:	Chair: Janis Porfilio	Members: Duane Swanson & Rich Porfilio
Utilities:	Chair: Duane Swanson	Members: Janis Porfilio & Dick Kaminski
Public Works:	Chair: Dick Kaminski	Members: Rich Porfilio & Duane Swanson
Development:	Chair: Jo Di Volk	Members: Janis Porfilio & Kurt Kostuch

Vote: Ayes: 6. Motion carried.

Motion by Trustee Kaminski, seconded by Trustee Kostuch, to accept the appointment of Duane Swanson as *Employee Facilitator and Recycling Coalition Representative*, for a one-year term beginning 4/17/07. Vote: Ayes: 6. Motion carried.

Motion by Trustee Kaminski, seconded by Trustee Kostuch, to accept the appointment of Greg Gocht as *Weed Commissioner* for a one-year term beginning 5/1/07. Vote: Ayes: 6. Motion carried.

Motion by Trustee Rich Porfilio, seconded by Trustee Kostuch, to accept the appointment of Stewart Swanson as *Fire Chief* for a two-year term beginning April 17, 2007. Vote: Ayes: 6. Motion carried.

Motion by Trustee Volk, seconded by Trustee Swanson, to accept *Zoning Board of Appeals* appointments as submitted by President Deschane for a three-year term beginning April 17, 2007:

Herald Porfilio, Chair
 Paul Dyer
 James Bublitz
 Randy Atwood
 Robin Hanson
 Luke Deschane, 1st Alternate
 Gene Golla, 2nd Alternate

Discussion: Trustee Janis Porfilio expressed concern that a previous ZBA member was not appointed, stating she had spoken with him recently and he was interested in serving another term. Pres. Deschane replied that he was contacted along with the other ZBA members, but was the only one that did not respond. Trustee Kaminski asked about a zoning problem at one of the proposed ZBA members businesses. Pres. Deschane replied that the problem was immaterial to that persons' appointment to serve on the ZBA. Roll call vote: Vote: Kostuch: No, Janis Porfilio: No, Rich Porfilio: No, Swanson: Yes, Volk: No, Kaminski: No. Motion failed for lack of voting requirement.

- 10) **Ordinance No. 2007-03:** (Development) Motion by Trustee Volk, seconded by Trustee Rich Porfilio, to adopt Ordinance No. 2007-03: An Ordinance Revising the River Setback for Stairs and Landings. Vote: Ayes: 6. Motion carried.
- 11) **Ordinance No. 2007-04:** (Development) Motion by Trustee Volk, seconded by Trustee Janis Porfilio, to refer Ordinance No. 2007-04: An Ordinance Amending the Provisions of the Zoning Ordinance and Official Zoning Map of the Village of Crivitz Relating to the Rezoning of Property. Vote: Ayes: 6. Motion carried.
- 12) **Ordinance No. 2007-05:** (Development) Motion by Trustee Volk, seconded by Pres. Deschane, to refer proposed Ordinance No. 2007-05: An Ordinance Amending the Provisions of the Zoning Ordinance of the Village of Crivitz Relating to Conditional Use back to the Development Committee. Roll call vote: Kostuch: Yes, Janis Porfilio: No, Rich Porfilio: No, Swanson: Yes, Volk: Yes, Kaminski: No, Deschane: Yes. Motion carried.
- 13) **Ordinance No. 2007-06:** Motion by Trustee Volk, seconded by Trustee Janis Porfilio, to adopt Ordinance No. 2007-06: An Ordinance Amending the Provisions of the Zoning Ordinance as to Variance Requests. Vote: Ayes: 6. Motion carried.
- 14) **Certified Survey Map:** (Development) Motion by Trustee Volk, seconded by Trustee Rich Porfilio, to approved Certified Survey Map #2007-3590 submitted by Rob Kamps Land Surveying, for the LML, LLC, property. Vote: Ayes: 6. Motion carried.
- 15) **LML Developers Agreement Amendment:** (Development) Motion by Trustee Volk, seconded by Trustee Rich Porfilio, to amend the TIF District #1 Developers Agreement with LML, LLC, to change the description of the development site to Lots 3 & 4 of Rob Kamps Land Surveying Certified Survey Map #2007-3590. Vote: Ayes: 6. Motion carried.
- 16) **Thunder River Log Homes:** (Development) Motion by Trustee Volk, seconded by Trustee Rich Porfilio, to change the address of Thunder River Log Homes to 701 Dyer St., upon completion of the building renovation shown in the elevation drawing submitted by James Bublitz and dated April 6, 2007. Discussion: It was noted that the renovation would include building a 6'x10' wide entrance on the Dyer Street side of the building, which will be used as the primary entrance. Vote: Ayes: 6. Motion carried.

Motion by Trustee Volk, seconded by Trustee Rich Porfilio, to grant a 6month extension to October 15, 2007, to Thunder River Log Homes for completion of the building in Dyer Business Park, including compliance with zoning ordinances, and to consider reimbursement of the lot purchase price when the work is completed. Discussion: It was noted that blacktop work is scheduled for May. Vote: Ayes: 6. Motion carried.

- 17) **Fireworks Licenses:** (Public Safety) Motion by Trustee Rich Porfilio, seconded by Trustee Kostuch, to issue fireworks licenses for a one-year term beginning on May 1, 2007, to T & B One Stop and Witt's Piggly Wiggly. Vote: Ayes: 6. Motion carried.

Motion by Trustee Rich Porfilio, seconded by Trustee Kostuch, to renew fireworks licenses for American Fireworks and Joker Fireworks for the term ending 4/30/2009. Vote: Ayes: 6. Motion carried.

- 18) **Fire Equipment Purchases, Repairs & DNR Grant:** (Public Safety) Motion by Trustee Rich Porfilio, seconded by Trustee Kostuch, to purchase hose and other fire equipment at a cost not to exceed \$3,634.00, with ½ this cost to be reimbursed by a WDNR grant. Vote: Ayes: 6. Motion carried.

Motion by Trustee Rich Porfilio, seconded by Trustee Kostuch, to approve Fire Department communications equipment repairs at a cost not to exceed \$652.05. Vote: Ayes: 6. Motion carried.

- 19) **Crivitz School District/Ballfield Use:** (Public Works) Motion by Trustee Kostuch, seconded by Trustee Kaminski, to approve use of the ball field for the High School Girls Softball team for the 2007 season. Vote: Ayes: 6. Motion carried.
- 20) **Spring Clean-up:** (Public Works) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to hold the 2007 annual spring clean-up on May 19th. Vote: Ayes: 6. Motion carried.
- 21) **Street Sign Purchases:** (Public Works) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to replace missing street signs at a cost not to exceed \$600.00. Vote: Ayes: 6. Motion carried.
- 22) **Utilities Sign Purchase:** (Public Works) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to purchase road work signs from Lange Enterprises at a cost not to exceed \$800.00, to be paid by the utilities funds. Vote: Ayes: 6. Motion carried.
- 23) **Street Sweeping:** (Public Works) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to contract with Wisconsin Property Maintenance for street sweeping at a cost not to exceed \$1,500.00. Vote: Ayes: 6. Motion carried.
- 24) **Cemetery Project Bid Award:** (Parks & Recreation) Motion by Trustee Kostuch, seconded by Trustee Kaminski, to award the bid for the cemetery project to Richlen Excavating in the amount of \$59,025.30. Vote: Ayes: 6. Motion carried.
- 25) **Triangle Park Sign:** (Parks & Recreation) Motion by Trustee Kostuch, seconded by Trustee Kaminski, to purchase a granite sign for Triangle Park from Fairway Stone at a cost not to exceed \$5,600.00, and to transfer this amount from the Undesignated Funds to cover the purchase. Discussion: It was determined that the price did not include installation and that the village crew will not be able to do this. Vote: Ayes: 5, Nays: 1 (Rich Porfilio). Motion carried.
- 26) **Public Works Assistant:** (Parks & Recreation) Motion by Trustee Kostuch, seconded by Trustee Kaminski, to hire Bill Keller as Public Works Assistant, effective April 23, 2007, at an hourly wage of \$7.00, not to exceed 600 hours per year and contingent upon a satisfactory background check. Vote: Ayes: 6. Motion carried.
- 27) **Cigarette License – On a Whim:** (Finance) Motion by Trustee Janis Porfilio, seconded by Trustee Rich Porfilio, to issue a cigarette license effective April 17, 2007 through June 30, 2007, to On a Whim. Vote: Ayes: 6. Motion carried.
- 28) **Operators Licenses:** (Finance) Motion by Trustee Janis Porfilio, seconded by Trustee Rich Porfilio, to issue operators licenses effective 4/17/07 through 6/30/08 to Chris Curran, Lukas Deschane, Karen Pillath, and Justin Ulsh, who have received satisfactory criminal records checks. Vote: Ayes: 5, Abstentions: 1(Kostuch). Motion carried.

OLD BUSINESS: None.

NEW BUSINESS:

President's Corner: Pres. Deschane made the following announcements: Employees Glen Franzen, Greg Gocht and Rudi Jensen were complimented on their work in the front office, which came in within the budget. Charlie DeSmidt was thanked for food he provided for lunch for the pollworkers at the April election and for the work he did in getting information about the Triangle Park sign. The crew that built the Triangle Park waterfall, including Kip Knudson, Rick Smith, Jeff Mursau, and others, were thanked for returning \$778.82 to the village,

which was left from the initial amount donated toward the project. New businesses Wolverine Outfitters, the Grapevine Café and Ladies Choice Apparel were welcomed to the village. The Banaszaks were complimented on the renovation of the storefront of Oak Hill Treasurers. Witt Auto Sales was congratulated on their move to the new building on the highway. Trustee Janis Porfilio commended the Clerk and Deputy Clerk on their good work that was noted in the 2006 audit report.

CORRESPONDENCE: None.

QUESTIONS FROM THE FLOOR: None.

ADJOURNMENT: Motion by Trustee Rich Porfilio, seconded by Trustee Volk, that the meeting be adjourned.
Vote: Ayes: 6. Motion carried.

Respectfully submitted,

John J. Deschane
President

Marilyn L. Padgett
Clerk/Treasurer