

MINUTES
REGULAR MEETING
VILLAGE OF CRIVITZ BOARD OF TRUSTEES

Public present: Bob & Audrey Kosmeder, Mike Logan, Debbie Womack & Children, Marie & David Tomaszewski (Pesh 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 Dick Kaminski Trustee Rich Porfilio
 Trustee Jo Di Volk Trustee Janis Porfilio
- Members absent: Trustee Kurt Kostuch (work related)
- Staff present: Attorney Frank Calvert
 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: 5. Motion carried.
- 4) **Minutes Approval:** Motion by Trustee Janis Porfilio, seconded by Trustee Rich Porfilio, that the minutes of the regular meeting of June 19th and special meeting of July 12th, 2007, be approved as presented. Discussion: Pres. Deschane noted that the official minutes were changed to correct item #9 to reflect that Pres. Deschane had abstained on the vote. This was the day before the meeting, but after the draft minutes were distributed to board members and no motion was needed to correct the minutes. Vote: Ayes: 5. 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 June as presented. Vote: Ayes: 5. Motion carried.
- 6) **General Fund Vouchers:** Motion by Trustee Janis Porfilio, seconded by Trustee Rich Porfilio, to approve payment of general fund vouchers numbered 2335 to 2338 and 16573 through 16673. Vote: Ayes: 5. Motion carried.

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

Richlen Excavating for repairing a catch basin	\$ 3,361.00
Crivitz Firefighter Association for training expenses	\$ 560.00

Vote: Ayes: 5. Motion carried.

- 6a) Water Fund:** Motion by Trustee Swanson, seconded by Trustee Kaminski, to approve payment of water vouchers numbered 3276 through 3280. Vote: Ayes: 5. Motion carried.

Motion by Trustee Swanson, seconded by Trustee Kaminski, to approve payment from the water fund to Richlen Excavating in the amount of \$850.00 for replacing a fire hydrant. Discussion: Trustee Swanson explained that this hydrant is at the ballfield and was damaged by over tightening by people maintaining the ballfield. The new hydrant has a feature that prevents over tightening. Vote: Ayes: 5. Motion carried.

- 6b) Sewer Fund:** Motion by Trustee Swanson, seconded by Trustee Kaminski, to approve payment of sewer vouchers numbered 4176 through 4183. Vote: Ayes: 5. Motion carried.

Motion by Trustee Swanson, seconded by Trustee Kaminski, to transfer \$4,127.17 from the Clean Water Fund Replacement account to the Sewer Fund to cover eligible July expenses. Vote: Ayes: 5. Motion carried.

- 6c) Other Vouchers:** Motion by Trustee Volk, seconded by Trustee Janis Porfilio, to approve payment of TIF fund vouchers numbered 196 through 197. Vote: Ayes: 5. Motion carried.

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

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

- 9) Ordinance No. 2007-07 – Sexual Offenders:** (Public Safety) Motion by Trustee Rich Porfilio, seconded by Trustee Volk, to adopt Ordinance No. 2007-07: An Ordinance Creating Section 11-2-18 of the Village of Crivitz Code of Ordinances Regarding Sexual Offender Residency Restrictions, and to approve the corresponding “Child Safety Zone” map dated 7/17/2007. Discussion: The clerk noted that a letter would be sent to landlords advising them of the new ordinance, which prohibits them from renting to registered offenders. Vote: Ayes: 5. Motion carried.

- 10) Ordinance No. 2007-08 – Road Weight Limits:** (Public Works) Motion by Trustee Kaminski, seconded by Trustee Swanson, to adopt Ordinance No. 2007-08: An Ordinance Amending the Provisions of the Village of Crivitz Code of Ordinances Relating to Road Weight Limits. Discussion: Pres. Deschane explained that the ordinance sets a 15-ton vehicle limit on Hall Ave from Louisa to George and on all of Spur St. It does not affect Lakes Gas, and loggers can still access the railroad property from Hall or Henriette; just not from Spur St. Vote: Ayes: 5. Motion carried.

- 11) Finelli Ave Completion Project:** (Public Works) Motion by Trustee Kaminski, seconded by Trustee Swanson, to advertise for bids for the Finelli Ave. completion project. Vote: Ayes: 5. Motion carried.

- 12) Curb Striping:** (Public Works) Motion by Trustee Kaminski, seconded by Trustee Swanson, to do curb striping at a cost not to exceed \$750.00. Vote: Ayes: 5. Motion carried.

13) Tree Debris Removal: (Public Works): Motion by Trustee Kaminski, seconded by Trustee Rich Porfilio, to remove trees in the alley on the east side of the elementary school. Vote: Ayes: 5. Motion carried.

14) Aramark Contract Renewal: (Public Works) Motion by Trustee Kaminski, seconded by Trustee Swanson, to renew the contract with Aramark for 12 months. Vote: Ayes: 5. Motion carried.

15) Village Hall Equipment Purchases: (Public Works) Motion by Trustee Kaminski, seconded by Trustee Swanson, to purchase replacement letter boards and a trash can for the village hall at a total cost not to exceed \$350.00. Vote: Ayes: 5. Motion carried.

16) Village Hall – Restroom Repairs: (Public Works) Motion by Trustee Kaminski, seconded by Trustee Swanson, to repair the men’s restroom in the Village Hall at a cost not to exceed \$ 400.00. Vote: Ayes: 5. Motion carried.

17) Cora’s Wooded Acres Subdivision: (Development) No action necessary.

18) Wolverine Outfitters Lot Purchase Refund: (Development) Motion by Trustee Volk, seconded by Trustee Janis Porfilio, to refund the Dyer Business Park lots #9 & 10 purchase of \$5,000.00 to Kurt Kostuch of Wolverine Outfitters. Vote: Ayes: 5. Motion carried.

19) Resolution #214 - Emergency Fund Policy: (Finance) Motion by Trustee Janis Porfilio, seconded by Trustee Rich Porfilio, to adopt Resolution #214 – A Resolution Adopting an “Emergency Fund Policy” for the Crivitz General Fund. Discussion: All board members were encouraged to read this resolution closely, particularly the sections regarding voting requirements for using money from this fund. Vote: Ayes: 5. Motion carried.

20) Computer Equipment Purchases: (Finance) Motion by Trustee Janis Porfilio, seconded by Trustee Rich Porfilio, to approve the purchase of a new computer for the Clerk’s office from CDWG in an amount not to exceed \$600.00. Vote: Ayes: 5. Motion carried.

Motion by Trustee Janis Porfilio, seconded by Trustee Rich Porfilio, to approve the purchase of a server backup system from CDWG in an amount not to exceed \$ 1,200.00. Vote: Ayes: 5. Motion carried.

Motion by Trustee Janis Porfilio, seconded by Trustee Rich Porfilio, to approve the purchase of 3 drives and 2003 Business Server software in an amount not to exceed \$1,400.00, and to transfer \$500.00 from the General Insurance portion of the 2007 budget to cover the portion of the expense that was not included in the original 2007 budget. Discussion: Pres. Deschane explained that the previous two motions are for equipment that will ensure efficient back-ups of all programs and documents, and to allow for these back-ups to be stored off-site at a location to be determined later. Vote: Ayes: 5. Motion carried.

21) 2007 Budget Adjustments: (Finance) Motion by Trustee Janis Porfilio, seconded by Trustee Rich Porfilio, to accept 2007 budget adjustments numbered 8 through 15. Vote: Ayes: 5. Motion carried.

22) Tahoe Police Squad Tires: (Public Safety) Motion by Trustee Rich Porfilio, seconded by Trustee Volk, to approve the purchase of tires for the Tahoe squad car in an amount not to exceed \$700.00. Vote: Ayes: 5. Motion carried.

23) Police Officer Training: (Public Safety) Motion by Trustee Rich Porfilio, seconded by Trustee Volk, to approve training for Office Craig Kasten. Discussion: Trustee Volk explained that this is for the same annual K-9 training that Craig missed last year due to his accident, and that this training counts toward his law enforcement continuing education requirement for the year. No dollar amount was specified. Vote: Ayes: 5. Motion carried.

24) Operators Licenses: (Finance) Motion by Trustee Janis Porfilio, seconded by Trustee Rich Porfilio, to issue operators licenses effective 7/17/07 through 6/30/08 to Randall Parks and Mary Hanson, who have received satisfactory criminal records checks. Vote: Ayes: 5. Motion carried.

OLD BUSINESS:

Park Pavilion: Members agreed to direct the village crew to tape off access to the area surrounding 3 sides of the pavilion that has not been leveled in an effort to keep people off of the area and avoid injuries. The crew would also be requested to remove the electrical panel from the July 4th celebration into the storage building. Pres. Deschane was asked to contact the American Legion and request that they finish the landscaping as soon as possible.

NEW BUSINESS:

President's Corner: Pres. Deschane thanked the Crivitz Fire Department, CBA and Women's Club for their donations to the July 4th fireworks; the American Legion for the parade; and the downtown business that provided free parking for parade spectators. He announced that Witt Ford would have their grand opening on August 23-25, the CBA would host a circus at the elementary school on August 1st, and he requested that the Public Safety Committee stay abreast of updating the emergency response plan so it does not get delayed.

Historical Society: Trustee Janis Porfilio reported that she had recently attended a Historical Society meeting and noticed that a lot of good things are being done by a very few people. She encouraged people to get involved with this group, especially those who were board and raised in the area and want to preserve their heritage.

CORRESPONDENCE:

John Dory: A proposal to sell property to the village was referred to the Development Committee.

QUESTIONS FROM THE FLOOR:

Debbie Womack: Complained that curfew signs are not posted and requested that the village do so as soon as possible, especially at parks. This matter was referred to the Public Safety Committee.

Mike Logan: Asked about the new road limits. The board replied that they go into effect immediately, the affected roadways will be signed as soon as possible, and notices will be sent to loggers.

ADJOURNMENT: Motion by Trustee Rich Porfilio, seconded by Trustee Volk, that the meeting be adjourned at 8:27pm. Vote: Ayes: 5. Motion carried.

Respectfully submitted,

John J. Deschane
President

Marilyn L. Padgett
Clerk/Treasurer