

MINUTES
REGULAR MEETING
VILLAGE OF CRIVITZ BOARD OF TRUSTEES

Public present: Marie & David Tomaszewski (Peshtigo Times)

- 1) **Call to Order:** Pres. Deschane called the meeting to order at 7:03 pm.
- 2) **Roll Call:** Members present: President John Deschane Trustee Duane Swanson
 Trustee Kurt Kostuch Trustee Jo Di Volk
 Trustee Dick Kaminski
- Members absent: Trustee Shirley Keller
 Trustee Janis Porfilio
- Also present: Clerk/Treasurer Marilyn Padgett

Pres. Deschane declared a quorum present and noted that he would be voting on all motions, as there were only 5 board members present.

- 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 October 18, 2011 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 all funds for the month of October 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 2585 through 2587, 4022, 21603 through 21671, and V5142 through V5158. Vote: Ayes: 5. Motion carried.

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

NFPA for fire supplies – ½ to be billed to township	\$ 1,479.80
Richlen Enterprises for 2010 spreader repairs	\$ 685.00

Vote: Ayes: 5. Motion carried.

- 6a) **Water Fund:** Motion by Trustee Volk, seconded by Trustee Swanson, to approve payment of water fund vouchers numbered 3652 through 3658. Vote: Ayes: 5. Motion carried.
- 6b) **Sewer Fund:** Motion by Trustee Volk, seconded by Trustee Swanson, to approve payment of sewer fund vouchers numbered 4653 through 4660. Vote: Ayes: 5. Motion carried.

Motion by Trustee Volk, seconded by Trustee Swanson, to approve payment from the sewer fund to Jim's Pumping in the amount of \$3,000.00 for cleaning 10 manholes. Vote: Ayes: 5. Motion carried.

- 6c) Other Vouchers:** None.
- 7) Committee & Department Reports:** Copies distributed.
- 8) Comments from Pre-registered Citizens:** None.
- 9) Resolution No. 250:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to adopt Resolution No. 250: A Resolution Adopting the 2012 Budgets and Corresponding Tax Levies for the Village of Crivitz General Fund and TIF District No. 1 Fund. Vote: Ayes: 5. Motion carried.
- 10) 2012 Water Fund Budget:** (Utilities) Motion by Trustee Volk, seconded by Trustee Swanson, to adopt the 2012 Water Fund budget. Vote: Ayes: 5. Motion carried.
- 11) Financial Policy Amendment:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to accept the amendment to the financial policy regarding timely invoices and billing and shipping requirements. Discussion: Trustee Kaminski explained that the amendment requires bills to be sent and items shipped only to the Village of Crivitz, and invoices must be submitted for payment within 90 days of providing goods or services. Vote: Ayes: 5. Motion carried.
- 12) Employee Handbook Exceptions:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to exempt elected officials from the employee handbook immediately and to add the time clock location at the Public Works shop the next time the handbook is amended. Vote: Ayes: 5. Motion carried.
- 13) Election Day Emergency Plan:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to approve the Election Day Emergency Contingency Plan. Vote: Ayes: 5. Motion carried.
- 14) Property Purchase:** (Finance) Bypassed.
- 15) Police Vehicle Maintenance:** (Public Safety) Motion by Trustee Kostuch, seconded by Trustee Kaminski, to approve new tires for the Police Tahoe for \$611.84, and to approve brake repairs, if needed. Discussion: Pres. Deschane explained that they will not know if the brakes need repair until they are inspected at the time the tires are installed, so no cost estimate was available for this work, if needed. Vote: Ayes: 5. Motion carried.
- 16) Dyer Business Park & Henriette Ave. Parking Zones:** (Public Works) Bypassed.
- 17) Ordinance No. 2011-05:** (Public Works) Motion by Trustee Swanson, seconded by Trustee Volk, to adopt Ordinance No. 2011-05: An Ordinance Amending the Provisions of the Village of Crivitz Code of Ordinances Relating to Stop Signs. Discussion: Trustee Swanson noted that this ordinance reestablishes the stop sign at George St. and Hall Ave. in the northbound lane. Vote: Ayes: 5. Motion carried.
- 18) 2012/13 Road Projects – MSIP Funding:** (Public Works) Bypassed.
- 19) USH 141/CTH W Ditch Project:** (Public Works) Bypassed.

20) CTH A Project Costs: (Public Works) Bypassed.

21) 2011 Plow Truck & Sander Repairs: (Public Works) Motion by Trustee Swanson, seconded by Trustee Volk, to approve plow truck and sander repairs at a cost not to exceed \$900.00. Vote: Ayes: 5. Motion carried.

22) Operators Licenses: (Finance) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to issue operators licenses effective 11/15/11 through 6/30/12 to Kathy Guarniere, Sharon Manz, Amber Sekey and Savannah Kowalski, all having received satisfactory records checks. Vote: Ayes: 5. Motion carried.

OLD BUSINESS: None

NEW BUSINESS:

President's Corner: None

Public Works Truck: Trustee Swanson reported that the Public Works Committee is looking into replacing the 1997 1 ton truck, as the frame is cracked in 4 to 5 spots. It should hold up for the remainder of this season, but they will be soliciting for bids in January, with an estimated cost of \$70 - \$90,000.00 for a bigger truck with a plow wing. This truck would be similar to the new Porterfield truck and would not require CDL operators. With the wing the crew can plow with 1 truck and 2 passes, instead of 2 trucks and 4 passes. Various funding sources are being considered, including approximately \$9900 from the Well #3 grant and the balance of the Public Works Truck savings fund. They will keep the current sander to be mounted on the new truck.

CORRESPONDENCE: None.

QUESTIONS FROM THE FLOOR: None.

Recess to closed session: Bypassed.

ADJOURNMENT: Motion by Trustee Volk, seconded by Trustee Kostuch, that the meeting be adjourned at 7:25pm. Vote: Ayes: 5. Motion carried.

Respectfully submitted,

John J. Deschane
President

Marilyn L. Padgett
Clerk/Treasurer