

MINUTES
REGULAR MEETING
VILLAGE OF CRIVITZ BOARD OF TRUSTEES

Public present: Joe Gruszynski, Gene Walters, Vicki Markert, John Downs, Marie 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 Dick Kaminski Trustee Rich Porfilio
 Trustee Jo Di Volk
- Members absent: Trustee Kurt Kostuch (work related)
 Trustee Janis Porfilio (out of town)
- Also present: Attorney Frank Calvert
 Clerk/Treasurer Marilyn Padgett

Pres. Deschane declared a quorum present for the meeting.

Sister City Flag Presentation: Gene Walters presented a Village of Crivitz flag from the Crivitz Area Sister City organization to the village to be flown at Triangle Park.

- 3) **Adoption of Agenda:** Motion by Trustee Rich Porfilio, seconded by Trustee Swanson, that the agenda be adopted as presented. Vote: Ayes: 4. Motion carried.
- 4) **Minutes Approval:** Motion by Trustee Rich Porfilio, seconded by Trustee Swanson, that the minutes of the regular meeting of October 17th and special meetings & public hearings of October 26th and November 16th be approved as presented. Vote: Ayes: 4. Motion carried.
- 5) **Financial Report:** Motion by Trustee Rich Porfilio, seconded by Trustee Swanson, to accept the financial reports for all funds for the month of October as presented. Vote: Ayes: 4. Motion carried.
- 6) **General Fund Vouchers:** Motion by Trustee Rich Porfilio, seconded by Trustee Volk, to approve payment of general fund vouchers numbered 2311 through 2313 and 15810 through 15922. Vote: Ayes: 4. Motion carried.
- Motion by Trustee Rich Porfilio, seconded by Trustee Volk, to approve payment from the general fund to Crivitz Lumber for supplies for various departments in the amount of \$833.82. Vote: Ayes: 4. Motion carried.
- 6a) **Water Fund:** Motion by Trustee Swanson, seconded by Trustee Kaminski, to approve payment of water vouchers numbered 3240 through 3244. Vote: Ayes: 4. Motion carried.
- 6b) **Sewer Fund:** Motion by Trustee Swanson, seconded by Trustee Volk, to approve payment of sewer vouchers numbered 4104 through 4107. Vote: Ayes: 4. Motion carried.

Motion by Trustee Swanson, seconded by Trustee Volk, to approve the following payments from the sewer fund:

Jims Pumping for pumping at the treatment plant	\$ 500.00
Engineered Products for a swing check valve	\$ 1,250.00
Energenecs for treatment plant equipment	\$ 935.33

Vote: Ayes: 4. Motion carried.

6c) **Other Vouchers:** Motion by Trustee Volk, seconded by Trustee Rich Porfilio, to approve payment of TIF vouchers numbered 180 through 183. Vote: Ayes: 4. Motion carried.

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

8) **Comments from Pre-registered Citizens:** Joseph Gruszynski of W8716 Kuchta Road, addressed the board with his concerns about the placement of the Dyer Business Park sign on Mira Avenue. He stated he purchased the property on the north side of Mira and believes the sign will block the view of his building from northbound traffic on USH 141. In response to a question regarding the legality of placing the sign in the right of way, Attorney Calvert explained that local ordinance allows informational signs to be placed in the right of way by the municipality. He also noted that there is no process in place for appealing the decision for the sign placement. Several board members noted that this issue was already discussed in committee.

9) **Resolution No. 211:** (Finance) Motion by Trustee Rich Porfilio, seconded by Trustee Swanson, to adopt Resolution No. 211: A Resolution Designating Public Depositories. Discussion: Pres. Deschane noted that this resolution authorizes funds to be deposited in the new Nicolet Bank. Vote: Ayes: 4. Motion carried.

10) **2006 Budget Adjustments:** (Finance) Motion by Trustee Rich Porfilio, seconded by Trustee Swanson, to approve the following adjustments to the 2006 budget:

Transfer \$20,000 from Streets/Contracted Services to CTH A Savings,
Transfer \$14,350 from the Undesignated Balance to:

Elections/Wages	\$	200
Police/Gas		800
Fire/Wages		3,775
Building Insp/Wages		3,450
Streets/Wages		3,800
Stormwater Control		1,500
Parking Lot/Utilities		300
Animal Control/Supplies		75
Parks/Utilities		450

Vote: Ayes: 4. Motion carried.

11) **Part-Time Summer Employee:** (Parks & Recreation) Motion by Trustee Volk, seconded by Trustee Kaminski, to hire a part time employee for grass cutting in 2007 and to include \$ \$4,521.00 in the 2007 budget for wages and benefits for this purpose. Motion Amended: Motion by Trustee Volk, seconded by Trustee Kaminski, to delete the wording regarding grass cutting and insert wording “to hire a part time summer employee in 2007...” Vote on amendment: Ayes: 4. Motion carried. Vote on main motion as amended: Ayes: 4. Motion carried.

- 12) **Dyer Business Park - Signs:** (Development) Motion by Trustee Volk, seconded by Trustee Rich Porfilio, to accept the quote from Signs & Designs in an amount not to exceed \$ 3,800.00 to install the Dyer Business Park signs. Discussion: It was noted that the sign must be installed before the frost and that Glen should work on exact placement of the sign with Joe Gruszynski. Vote: Ayes: 4. Motion carried.
- 13) **2007 Stephenson Fire Contract:** (Public Safety) Motion by Trustee Rich Porfilio, seconded by Trustee Swanson, to accept the 2007 Stephenson Fire Contract in the amount of \$ 35,700.00. Vote: Ayes: 4. Motion carried.
- 14) **Police Department Software:** (Public Safety) Motion by Trustee Rich Porfilio seconded by Trustee Volk, to purchase license software for the Police Department at a cost not to exceed \$580.00. Discussion: Trustee Porfilio explained that this is an update needed to scramble information so that others cannot access confidential communications. Vote: Ayes: 4. Motion carried.
- 15) **Police Chief Protective Vest:** (Public Safety) Motion by Trustee Rich Porfilio, seconded by Trustee Volk, to purchase a protective vest for Chief Frievalt from the 2006 budget, instead of for Officer Kasten as previously approved. Discussion: Trustee Porfilio explained that Officer Kastens vest would be purchased in 2007. Vote: Ayes: 4. Motion carried.
- 16) **2006 Audit & Clerk Training:** (Finance) Motion by Trustee Rich Porfilio, seconded by Trustee Swanson, to accept the quote from Kerber, Rose & Associates for the 2006 audit at a cost not to exceed \$14,100.00, and for clerk training at \$ 85.00 per hour plus mileage. Vote: Ayes: 4. Motion carried.
- 17) **Hall Roof/East Door:** (Public Works) Motion by Trustee Kaminski, seconded by Trustee Swanson, to install a roof over the east door of the Village Hall at a cost not to exceed \$ 400.00. Vote: Ayes: 4. Motion carried.
- 18) **Barricade Purchase:** (Public Works) Motion by Trustee Kaminski, seconded by Trustee Swanson, to purchase barricades not to exceed \$ 1,400.00. Discussion: Trustee Kaminski explained that these barricades are being purchased to replace damaged equipment. Vote: Ayes: 4. Motion carried.
- 19) **Snow Removal Bid Award:** (Public Works) Motion by Trustee Kaminski, seconded by Trustee Swanson, to award the bid for the 2006/2007 winter season snow removal to Richlen Excavating. Vote: Ayes: 4. Motion carried.
- 20) **Fire Department Bylaws:** (Public Safety) Motion by Trustee Rich Porfilio, seconded by Trustee Volk, to accept the revised Fire Department Bylaws as presented. Discussion: Pres. Deschane explained that changes requested by the committee were already made. Trustee Porfilio commended Rudi Jensen and Luke Deschane on doing a good job on the new bylaws. Vote: Ayes: 4. Motion carried.
- 21) **Fire Department Software:** (Public Safety) Motion by Trustee Rich Porfilio, seconded by Trustee Volk, to purchase management software for the Fire Department at a cost not to exceed \$ 1,000.00. Discussion: Trustee Porfilio explained that this program will allow them to control and monitor equipment, personnel, training, fire calls, etc. Also that the department is required by the state to track this information. Vote: Ayes: 4. Motion carried.
- 22) **Wolverine Outfitters, LLC:** (Finance) Motion by Trustee Rich Porfilio, seconded by Trustee Swanson, to extend the Class A Retail Liquor license for Wolverine Outfitters, LLC, through the spring of 2007, and to waive the ordinance requirement of operating for 150 days during the current licensing term, due to the licensee having shown a good faith effort in commencing construction. Vote: Ayes: 4. Motion carried.

Motion by Trustee Rich Porfilio, seconded by Trustee Swanson, to approve the addition of Chris & Jamie Curran as officers of Wolverine Outfitters, LLC, on the Class A Retail Liquor license. Vote: Ayes: 4. Motion carried.

23) Operators Licenses: (Finance) Motion by Trustee Rich Porfilio, seconded by Trustee Swanson, to issue an operator license effective November 21, 2006, through June 30, 2008, to Wendy Lock, who has received a satisfactory records check. Vote: Ayes: 4. Motion carried.

OLD BUSINESS: None.

NEW BUSINESS:

2007 Budget Hearing & Special Board Meeting: Pres. Deschane reminded members of this meeting on Wednesday, November 29th at 7:00pm.

Employee Duties: Pres. Deschane asked Trustee Kaminski to put employee duties and supervisor relationship on the next Public Works meeting to be discussed in closed session.

President's Corner: Pres. Deschane welcomed Officer Craig Kasten back to patrol duty. Trustee Porfilio noted that he also did a K-9 training in the village with several officers from other counties.

CORRESPONDENCE:

Friends of the Crivitz Airport: A thank you to the Fire Department was received for participation in the 2006 Young Eagles Rally.

Crivitz Business Association: An informational letter was received regarding the "Christmas in the Village" event.

QUESTIONS FROM THE FLOOR:

John Downs: John Downs, who was asked to curb his comments several times, asked the board if they would voluntarily reduce the budget by 50%. He stated that he represents several taxpayers and will be bringing a direct initiative to direct such a reduction whether the board wants it or not.

Joe Gruszynski: Joe Gruszynski asked the attorney about placement of a for sale sign on a vehicle on his property. Atty Calvert replied he would look into this question and get back to him.

ADJOURNMENT: Motion by Trustee Rich Porfilio, seconded by Trustee Kaminski, that the meeting be adjourned at 8:15pm. Vote: Ayes: 4. Motion carried.

Respectfully submitted,

John J. Deschane
President

Marilyn L. Padgett
Clerk/Treasurer