

**MINUTES  
REGULAR MEETING  
VILLAGE OF CRIVITZ BOARD OF TRUSTEES  
December 20, 2011**

**Public present:** Bill Keller, Dave & Marie Tomaszewski (Peshtigo Times)

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 Jo Di Volk
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 public hearing and regular meeting of November 15, 2011 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 all funds for the month of November 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 2588 through 2591, 4023, 6006 and 6007, 21672 through 21748, and V5159 through V5182. Vote: Ayes: 6. Motion carried.

6a) **Water Fund:** Motion by Trustee Volk, seconded by Trustee Porfilio, to approve payment of water fund vouchers numbered 3659 through 3663. Vote: Ayes: 6. Motion carried.

Motion by Trustee Volk, seconded by Trustee Porfilio, to approve payment from the Water fund to Ferguson Waterworks in the amount of \$1,000.00 for painting 10 fire hydrants and \$1,235.71 for hydrant repairs, to be reimbursed by Veolia Environmental. Vote: Ayes: 6. Motion carried.

6b) **Sewer Fund:** Motion by Trustee Volk, seconded by Trustee Porfilio, to approve payment of sewer fund vouchers numbered 4661 through 4671. Vote: Ayes: 6. Motion carried.

6c) **Other Vouchers:** Motion by Trustee Kostuch, seconded by Trustee Porfilio, to approve payment of TIF fund voucher number 297. Vote: Ayes: 6. Motion carried.

- 7) **Committee & Department Reports:** Copies distributed.
- 8) **Comments from Pre-registered Citizens:** None.
- 9) **2012-13 Election Inspector Appointments:** Motion by Trustee Kaminski, seconded by Trustee Kostuch, to accept the appointment of the following persons as Election Inspectors for the term of January 1, 2012 through December 31, 2013.

Bernardine Steffen	Mary Bemis	Debby Pincon
Helen Franzen	Dee Kaminski	Ileen VandeWalle
Frances Wolf	Audrey Kosmeder	Dorothy Franzen
Lois Dyer	Candy Deschane	Ruth Hecht
Gene Cichon	Jean Behrendt	Joan Wolfe

Discussion: Atty Calvert noted that Pres. Deschane and Trustee Kaminski would not have to abstain from voting on the appointments. The board thanked Margaret Swanson for her many years of service as an election inspector and welcomed new inspector Joan Wolfe. Vote: Ayes: 6. Motion carried.

- 10) **2011 TIF & General Fund Budget Adjustment:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to approve budget adjustment #5 to the 2011 TIF and General Fund budgets. Vote: Ayes: 6. Motion carried.
- 11) **2012 Workhorse Support Fees:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to approve payment of 2012 Workhorse Software support fees in the amount of \$3,075.00. Vote: Ayes: 6. Motion carried.
- 12) **Special Assessment Letters:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to charge \$15.00 for special assessment letters beginning immediately. Vote: Ayes: 6. Motion carried.
- 13) **Fire Tanker Bid Award:** (Public Safety) Motion by Trustee Porfilio, seconded by Trustee Kostuch, to accept the bid in the amount of \$ 141,373.00 from the Town of Lamartine for the 2004 Peterbuilt Fire Tanker, and to deposit the money in the Fire Capital Improvements savings fund. Vote: Ayes: 6. Motion carried.
- 14) **Fire Department Bylaw Amendment:** (Public Safety) Motion by Trustee Porfilio, seconded by Trustee Kostuch, to approve the amendment to the Fire Department bylaws. Discussion: Board members discussed whether new firefighters should be required to appear before the whole board or just the committee. An informal consensus was taken with 3 in favor of the full board and 4 in favor of the committee. **Motion amended:** Motion by Trustee Volk, seconded by Trustee Keller, to amend the main motion to add that new firefighters would be required to come before the full board after committee approval. Roll call vote: Kostuch: No, Porfilio: No, Kaminski: No, Deschane: No, Swanson: Yes, Volk: Yes, Keller: Yes. Motion failed. **Vote on main motion:** Ayes: 3, Nays: 2, Abstentions: 1 (Swanson). Motion carried.
- 15) **Utilities Generator Load Bank Breakers:** (Utilities) Motion by Trustee Volk, seconded by Trustee Swanson, to contract with Total Energy Systems for purchase and installation of generator load bank breakers at Well #2 and #3 at a cost not to exceed \$3,400.00, to be funded from the Well #3 project fund. Vote: Ayes: 6. Motion carried.

**16) Hydrant Pumps & Flushing Equipment:** (Utilities) Motion by Trustee Volk, seconded by Trustee Swanson, to purchase a hydrant pump and flushing elbows from USA Bluebook at a cost not to exceed \$825.00 from the water fund. Vote: Ayes: 6. Motion carried.

**17) Utility Truck Tires:** (Utilities) Motion by Trustee Volk, seconded by Trustee Swanson, to purchase tires for the Utility truck from Witt Auto at a cost not to exceed \$500.00 installed. Discussion: Pres. Deschane noted the tires are for the truck that Rudi Jensen uses. Vote: Ayes: 6. Motion carried.

**18) Storm Water Drainage Plan:** (Utilities) Motion by Trustee Volk, seconded by Trustee Swanson, to contract with Kaempfer & Associates to finalize the storm water drainage plan at a cost not to exceed \$4,800.00, to be funded from the undesignated balance. Vote: Ayes: 6. Motion carried.

**OLD BUSINESS:** None.

**NEW BUSINESS:**

**President's Corner:** Pres. Deschane thanked board members and staff for everything they do for the community and wished everyone a Merry Christmas.

**Blue Books:** Trustee Swanson expressed appreciation to Sen. Holperin and Rep. Mursau for distributing 2012 Blue Books to board members.

**Retail Beer & Liquor Change:** It was reported that a new state law allows sales of alcohol at Class A retail establishments from 6am to 9pm, and beer from 6am to 12 midnight.

The Clerk thanked Trustee Kostuch for the pointsettia plants and Christmas tree in the office. Also for participating in the Angel Tree program again this year.

**CORRESPONDENCE:** None.

**QUESTIONS FROM THE FLOOR:** None.

**ADJOURNMENT:** Motion by Trustee Kostuch, seconded by Trustee Volk, that the meeting be adjourned at 7:31pm. Vote: Ayes: 6. Motion carried.

Respectfully submitted,

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John J. Deschane  
President

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Marilyn L. Padgett  
Clerk/Treasurer