

MINUTES
REGULAR MEETING
VILLAGE OF CRIVITZ BOARD OF TRUSTEES

Public present: Bill Keller, Ileen & Val Sikowski, Axel Rodriguez, Bryan Birkes, Phyllis Kanitz, Vito Congine, Sr., Dave & 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 Kurt Kostuch Trustee Shirley Keller
 Trustee Rich Porfilio 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 Janis Porfilio, seconded by Trustee Kostuch, that the agenda be adopted as presented. Vote: Ayes: 6. Motion carried.

4) **Minutes Approval:** Motion by Trustee Janis Porfilio, seconded by Trustee Kostuch, that the minutes of the regular meeting and public hearing of February 24th be approved as presented. Vote: Ayes: 6. Motion carried.

5) **Financial Report:** Motion by Trustee Janis Porfilio, seconded by Trustee Kostuch, to accept the financial reports for all funds for the month of February as presented. Vote: Ayes: 6. Motion carried.

6) **General Fund Vouchers:** Motion by Trustee Janis Porifilio, seconded by Trustee Kostuch, to approve payment of general fund vouchers numbered 2486 through 2488, and 18550 through 18634. Vote: Ayes: 6. Motion carried.

Motion by Trustee Janis Porfilio, seconded by Trustee Kostuch, to approve payment from the general fund to Marinette County Highway Commission in the amount of \$2,294.43 for gas, sand and salt. Vote: Ayes: 6. Motion carried.

6a) **Water Fund:** Motion by Trustee Swanson, seconded by Trustee Rich Porfilio, to approve payment of water fund vouchers numbered 3425 through 3431. Vote: Ayes: 6. Motion carried.

Motion by Trustee Swanson, seconded by Trustee Rich Porfilio, to approve the following payments from the water fund:

Richlen Excavating for frozen water lines	\$ 2,831.00
USA Bluebook for various supplies and equipment	\$ 653.99

Vote: Ayes: 6. Motion carried.

6b) **Sewer Fund:** Motion by Trustee Swanson, seconded by Trustee Rich Porfilio, to approve payment of sewer vouchers numbered 4374 through 4381. Vote: Ayes: 6. Motion carried.

- 6c) **Other Vouchers:** Motion by Trustee Volk, seconded by Trustee Janis Porfilio, to approve payment of TIF fund vouchers numbered 241 through 244. Vote: Ayes: 6. Motion carried.

Motion by Trustee Swanson, seconded by Trustee Rich Porfilio, to approve payment of Well #3 Project fund vouchers numbered 1026 through 1032. Vote: Ayes: 6. Motion carried.

- 7) **Committee & Department Reports:** Copies distributed.
- 8) **Comments from Pre-registered Citizens:** None.
- 9) **Resolution No. 234:** (Finance) Motion by Trustee Janis Porfilio, seconded by Trustee Kostuch, to adopt Resolution No. 234: A Resolution Authorizing Participation in the Wisconsin Local Government Property Insurance Fund. Vote: Ayes: 6. Motion carried.
- 10) **Ordinance No. 2009-04:** (Utilities) Motion by Trustee Swanson, seconded by Trustee Rich Porfilio, to adopt Ordinance No. 2009-04: An Ordinance Amending Title 9 Chapter 2 of the Village of Crivitz Code of Ordinances Relating to Sewer Use and User Charge System. Vote: Ayes: 6. Motion carried.
- 11) **Ordinance No. 2009-05:** (Development) Motion by Trustee Volk, seconded by Trustee Keller, to adopt Ordinance No. 2009-05: An Ordinance Amending Title 15 Chapter 1 Section 14 of the Village of Crivitz Code of Ordinances Relating to Building Permit Fees. Vote: Ayes: 6. Motion carried.
- 12) **Local Purchasing Preference Policy:** (Finance) Motion by Trustee Janis Porfilio, seconded by Trustee Kostuch, to adopt the Local Purchasing Preference Policy as presented. Vote: Ayes: 6. Motion carried.
- 13) **Employee Handbook Revisions:** (Finance) Motion by Trustee Janis Porfilio, seconded by Trustee Kostuch, to adopt the Employee Handbook Amendments as presented. Discussion: Trustee Janis Porfilio explained that this motion adopts decisions made to date by the Finance Committee. There may be further changes to the employee handbook in the near future, depending on the Public Safety Committee review of Police & Fire policies. Vote: Ayes: 6. Motion carried.
- 14) **2009 Spring Clean-up:** (Public Works) Motion by Trustee Rich Porfilio, seconded by Trustee Keller, to schedule the 2009 Spring Clean-up for Saturday, May 23rd. Vote: Ayes: 6. Motion carried.
- 15) **Street Sweeping Services:** (Public Works) Motion by Trustee Rich Porfilio, seconded by Trustee Keller, to contract with Wisconsin Property Maintenance for street sweeping services in an amount not to exceed \$1,000.00. Vote: Ayes: 6. Motion carried.
- 16) **Crack Filling Services:** (Public Works) Motion by Trustee Rich Porfilio, seconded by Trustee Keller, to contract with Crack Filling Service Corp. for street crack filling services in an amount not to exceed \$5,000.00. Vote: Ayes: 6. Motion carried.
- 17) **General Insurance Renewal:** (Finance) Motion by Trustee Janis Porfilio, seconded by Trustee Kostuch, to renew current insurance policies at an annual cost of approximately \$31,438.00. Vote: Ayes: 6. Motion carried.
- 18) **Street Use Permit:** (Public Safety) Motion by Trustee Kostuch, seconded by Trustee Janis Porfilio, to issue a street use permit to Todd & Barbara Tobison effective Saturday, June 6th. Vote: Ayes: 6. Motion carried.
- 19) **Firefighter Application – Axel Rodriguez:** (Public Safety) Motion by Trustee Kostuch, seconded by Trustee Janis Porfilio, to confirm the appointment of Axel Rodriguez as a member of the fire department. Discussion: Trustee Rich Porfilio noted that physical exams are also a requirement of joining the fire department. Vote: Ayes: 5, Nays: 1(R. Porfilio). Motion carried.

20) 2009 WDNR Fire Grant Equipment Purchases: (Public Safety) Motion by Trustee Kostuch, seconded by Trustee Rich Porfilio, to approve the following fire equipment purchases with ½ the cost to be reimbursed by the 2009 WDNR Fire Grant program:

Fire-Rescue Supply, LLC	\$ 1234.20
WI Dept. of Natural Resources	\$ 2027.00

Vote: Ayes: 6. Motion carried.

21) Fire Tahoe Vehicle Re-painting (Public Safety) Motion by Trustee Kostuch, seconded by Trustee Janis Porfilio, to accept the quote from Able Auto for re-painting the Tahoe in an amount not to exceed \$2,400.00. Discussion: Trustee Kostuch reported the vehicle will be red and funding will come from the 2009 budget. Vote: Ayes: 6. Motion carried.

22) Police K-9 Unit Advertising: (Public Safety) Motion by Trustee Kostuch, seconded by Trustee Rich Porfilio, to accept the donation from J & T Electric for the K-9 Unit and to have the Police Chief select the location of decal placement on the vehicle. Discussion: This motion would result in the vehicle having J & T Electric and Cellcom advertising and “K-9 Unit – Keep Back” on the vehicle. Adding Village of Crivitz marking on the vehicle will be reviewed by the committee again in August. Trustee Janis Porfilio was concerned about situations in other areas where people are being scammed by vehicles pulling them over that appear to be squad cars, but are not. She felt that advertising should be put on the vehicle at the same time as Village of Crivitz lettering. Trustee Kostuch and Officer Kasten noted that when a vehicle is being stopped from behind, the driver can’t see the Police lettering or identification on the vehicle anyway. Officer Kasten added that the State of Wisconsin allows unmarked squad vehicles, and citizens have the right to demand any officer to show their identification. Roll call vote: Kostuch: Yes, J. Porfilio: No, R. Porfilio: Yes, Swanson: No, Volk: Yes, Keller: Yes. Motion carried. Ayes: 4, Nays: 2. Motion carried.

23) Ballfield Use Agreements: (Parks & Recreation) Motion by Trustee Keller, seconded by Trustee Kostuch, to allow the Crivitz High School Girls Softball team and Crivitz Mens Softball League to use the ballfield at Crivitz Community Veterans Park per the schedules requested, and to allow the high school to install a temporary 200 foot fence. Discussion: Trustee Keller explained that the girls softball regulations require a fence to be installed 200 feet from home plate. The school will take care of installing and removing the fence. Vote: Ayes: 6. Motion carried.

24) Park Pavilion Use Fees: (Parks & Recreation) Motion by Trustee Keller seconded by Trustee Kostuch, to waive pavilion use fees for non-profit groups. Vote: Ayes: 6. Motion carried.

25) CBA Easter Egg Hunt: (Parks & Recreation) Motion by Trustee Keller, seconded by Trustee Kostuch, to allow the Crivitz Business Association to hold their annual Easter Egg Hunt at Crivitz Community Veterans Park on April 11th. Vote: Ayes: 6. Motion carried.

26) Operators Licenses: (Finance) Motion by Trustee Janis Porfilio, seconded by Trustee Kostuch, to issue an operators license effective 03/17/2009 through 6/30/2010 to Lance Maye, Kaytie Roetinger, Constance Bellin, Mindy Swick, Trina Close, Ashlie Wagner, and Brittany Sarnowski, who have received satisfactory criminal records checks. Vote: Ayes: 6. Motion carried.

OLD BUSINESS: None.

NEW BUSINESS:

President's Corner: Pres. Deschane congratulated Dale Guarniere on winning 4th place at the state Science Fair and thanked Dale Paust for donating a radio for the Fire Department 4 x 4 and J & T Electric for their contribution for the K-9 Unit. He asked that committee preference worksheets be submitted to the clerks office by March 31st. Board members agreed to have the formal audit presentation take place at the April 15th Finance meeting instead of the April board meeting, as the auditor will be out of town at that time. The clerk thanked President Deschane for building and donating the new corner display cabinet in the front office in honor of his family.

Upcoming Meetings:

Wednesday, March 18th at 10:00am: Public hearing regarding water rate increase,
Thursday, March 19th at 1:00pm: Public Works Committee,
Thursday, March 19th at 7:00pm: Utilities Committee.

CORRESPONDENCE: None.

QUESTIONS FROM THE FLOOR: The clerk will drop off a supply of Spring Clean-up fliers at the Recycling Center, per the request of Dave Tomaszewski.

ADJOURNMENT: Motion by Trustee Kostuch, seconded by Trustee Rich Porfilio, that the meeting be adjourned at 8:04pm. Vote: Ayes: 6. Motion carried.

Respectfully submitted,

John J. Deschane
President

Marilyn L. Padgett
Clerk/Treasurer