



**PDF Complete**  
 Your complimentary use period has ended.  
 Thank you for using PDF Complete.

[Click Here to upgrade to Unlimited Pages and Expanded Features](#)

MINUTES  
**REGULAR MEETING**  
**CRIVITZ BOARD OF TRUSTEES**

**Public present:** David Harth, Tom May, Val & Ileen Sikowski, Mike Frievalt, Stew Swanson, Rudi Jensen

- 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 Trustee Dick Kaminski
Trustee Rich Porfilio	Trustee Jo Di Volk
Trustee Janis Porfilio (arrived late)	

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 Rich Porfilio, seconded by Trustee Kostuch, that the agenda be adopted as presented. Vote: Ayes: 5. Motion carried.
  
- 4) **Minutes Approval:** Motion by Trustee Rich Porfilio, seconded by Trustee Kostuch, that the minutes of the regular meeting of February 19<sup>th</sup> be approved as presented. Vote: Ayes: 5. Motion carried.
  
- 5) **Financial Report:** Motion by Trustee Rich Porfilio, seconded by Trustee Kostuch, to accept the financial reports for all funds for the month of February as presented. Vote: Ayes: 5. Motion carried.
  
- 6) **General Fund Vouchers:** Motion by Trustee Rich Porfilio, seconded by Trustee Swanson, to approve payment of general fund vouchers numbered 2440 through 2442, and 17331 through 17439. Vote: Ayes: 4, Abstentions: 1 (Kostuch). Motion carried.

Motion by Trustee Rich Porfilio, seconded by Trustee Kostuch, to approve payment from the general fund to Wiedemeier Garage for Public Works truck repairs in the amount of \$ 1,601.74. Vote: Ayes: 5. Motion carried.

Motion by Trustee Rich Porfilio, seconded by Trustee Kostuch, to approve payment from the general fund to UES Computers for Windows XP Upgrades & Fire Department Power Point system upgrade in the amount of \$651.98, and to transfer \$451.99 from the Fire Department Training Fund to cover their portion of the expense. Discussion: In response to a question from Trustee Volk, Mike Frievalt stated that the Windows XP software can only be used on one computer per the licensing agreement, which states one software program per computer. Vote: Ayes: 5. Motion carried.

- 6a) **Water Fund:** Motion by Trustee Swanson, seconded by Trustee Kaminski, to approve payment of water vouchers numbered 3328 through 3339. Vote: Ayes: 5. Motion carried.

Trustee Kaminski, to approve payment from the water fund to \$100,000 for the Well Site Investigation Report. Discussion: Trustee motions were made to hire Ayres for various contracts for the Well #3 Project. If accepted by the board, it is now just a matter of paying for it.

Vote: Ayes: 5. Motion carried.

- 6b) Sewer Fund:** Motion by Trustee Swanson, seconded by Trustee Kaminski, to approve payment of sewer vouchers numbered 4248 through 4255. Vote: Ayes: 5. Motion carried.
- 6c) Other Vouchers:** Motion by Trustee Volk, seconded by Trustee Swanson, to approve payment of TIF Fund vouchers numbered 222 through 223. Vote: Ayes: 4, Abstentions: 1 (Kostuch). Motion carried.
- 7) Committee & Department Reports:** Copies distributed to board members.
- 8) Comments from Pre-registered Citizens:** David Harth made comments regarding the Police Department rifle purchase. He clarified that although his family owns Hook, Line & Sinker, a local sporting goods store, his comments were his personal opinion. He stated he supports the purchase because the Police Department needs to keep equipment updated to respond to the ever changing environment. He stated it is the obligation of the Police Chief to see to it that officers are equipped with the proper tools to protect residents, businesses and themselves. He recalled an incident involving an armed robbery in New Mexico where the suspect voluntarily and peacefully surrendered, later stating that he did so because he realized his weapon, a pistol, was inferior to the weapons carried by the police officers who responded to the scene. He encouraged the board to approve the purchase.
- 9) Downtown Redevelopment Committee Appointment:** Motion by Trustee Volk, seconded by Trustee Kostuch, to accept the appointment of Amy Sharkey to the Downtown Redevelopment Committee. Vote: Ayes: 5. Motion carried.
- 10) Well #3 Project – Sewer Fund Loan to Water Fund: (Whole)** Motion by Trustee Swanson, seconded by Trustee Kaminski, to approve the \$40,000.00 loan from the Sewer Fund to the Water Fund for Well #3 project expenses. Vote: Ayes: 5. Motion carried.
- 11) Well #3 Project – Approval of Final Application to USDA: (Whole)** Motion by Trustee Swanson, seconded by Trustee Kaminski, to approve the final application to the USDA for the Well #3 Project, with a total project budget of \$1,771,000.00. Vote: Ayes: 5. Motion carried.
- 12) Well #3 Project – Well Drilling Bids.: (Whole)** Motion by Trustee Swanson, seconded by Trustee Kaminski, to advertise for bids for drilling Well #3. (Note: Trustee Janis Porfilio arrived at this point in the meeting) Vote: Ayes: 5. Motion carried.
- 13) Well #3 Project – Approval of Status Report: (Whole)** Motion by Trustee Swanson, seconded by Trustee Kaminski, to approve the project status report submitted by Ayres & Associates. Vote: Ayes: 6. Motion carried.

**Revision: (Public Safety)** Motion by Trustee Rich Porfilio, seconded by Trustee Kostuch, to amend Ordinance #2008-01: An Ordinance Amending the Provisions of the Village Code relating to Fire Prevention. Vote: Ayes: 6. Motion carried.

- 15) **Police Department Rifle Purchase: (Public Safety)** Motion by Trustee Rich Porfilio, seconded by Trustee Kostuch, to purchase 2 rifles and related accessories for the Police Department at a cost not to exceed \$3,500.00 total, and that the Public Safety Committee be authorized to select the vendor from the quotes received. Discussion: The Police Chief was requested to get quotes from all 4 local vendors, which include Hook, Line & Sinkers, Wolverine Outfitters, DJø Cycles and Wittø True Value, who should be getting their license shortly. It was determined that the rifles being purchased would have prism sights, not scopes. Rifle accessories include lock mounts, sling carriers and prism sights. Trustee Volk stated she had contacted the state investigator that handled recent incidents in Crandon and Peshtigo. He had volunteered to come to a meeting and explain what type of equipment is needed and his concern about scopes. However, he was not contacted or notified about the recent Public Safety meeting at which this issue was discussed. Trustee Volk told of her training and experience with such weapons while she was in the military. Roll call vote: Rich Porfilio: Yes, Janis Porfilio: Yes, Kostuch: Yes, Volk: Yes, Swanson: Yes, Kaminski: Yes, Deschane: Yes. Motion carried.
- 16) **Crivitz Rescue Squad Street Use Permit: (Public Safety)** Motion by Trustee Rich Porfilio, seconded by Trustee Kostuch, to issue a street use permit to the Crivitz Rescue Squad for their øCommunity Walkø event to be held on Saturday, June 21<sup>st</sup>, 2008 from 9:00am to 12:00 noon, following the route submitted to the Crivitz Police Department. Vote: Ayes: 6. Motion carried.
- 17) **Police & Fire Dept. Depreciation Schedule Updates: (Public Safety)** Bypassed.
- 18) **2008 Spring Clean-up: (Public Works)** Motion by Trustee Kaminski, seconded by Trustee Rich Porfilio, to hold the 2008 Spring Clean-up on Saturday, May 17<sup>th</sup> and to publish a notice in the newspaper. Vote: Ayes: 6. Motion carried.
- 19) **Cemetery Clean-up: (Public Works)** Motion by Trustee Kaminski, seconded by Trustee Rich Porfilio, to set Monday, April 19<sup>th</sup> as the date for cemetery clean-up and to post a notice in the newspaper that all cemetery decorations must be removed by that date, or the village will dispose of them. Vote: Ayes: 6. Motion carried.
- 20) **WI Property Maintenance – Street Sweeping: (Public Works)** Motion by Trustee Kaminski, seconded by Trustee Rich Porfilio, to contract with Wisconsin Property Maintenance for 2008 street sweeping at a cost not to exceed \$1,200.00. Discussion: Trustee Kaminski explained that the cost is up slightly from previous years due to the new streets in Dyer Business Park. Vote: Ayes: 6. Motion carried.
- 21) **Employee Photo ID's: (Public Works)** Motion by Trustee Kaminski, seconded by Trustee Rich Porfilio, to purchase photo ID's for village employees at a cost not to exceed \$155.00. Vote: Ayes: 6. Motion carried.
- 22) **ADA Accessibility Report for Village Hall: (Public Works)** Motion by Trustee Kaminski, seconded by Trustee Rich Porfilio, to accept the ADA Accessibility report for the Village Hall as prepared by Ayres & Associates. Discussion: Trustee Kaminski explained that the report indicates what would need to be done to make the hall handicapped accessible. Vote: Ayes: 6. Motion carried.

**Recreation)** Motion by Trustee Kostuch, seconded by Trustee for the purchase of brackets for the banners the CBA will be is a reminder that the village will have to look at brackets for tion carried.

- 24) **CBA Easter-Egg Hunt: (Parks & Recreation)** Motion by Trustee Kostuch, seconded by Trustee Kaminski, to sponsor the Crivitz Business Association Easter Egg Hunt at the Crivitz Community Veterans Park on Saturday, March 22<sup>nd</sup>, 2008, at 11:00am. Vote: Ayes: 6. Motion carried.
- 25) **Kamps Land Surveying – Cemetery Restaking: (Parks & Recreation)** Motion by Trustee Kostuch, seconded by Trustee Kaminski, to approve payment to Kamps Land Surveying in the amount of \$8,210.00 for cemetery restaking and to transfer this amount from the Perpetual Care fund to the Cemetery ó Contracted Services account of the general fund to cover the purchase. Vote: Ayes: 6. Motion carried.
- 26) **July 4<sup>th</sup> Fireworks: (Parks & Recreation)** Motion by Trustee Kostuch, seconded by Trustee Kaminski, to authorize the purchase of fireworks for July 4<sup>th</sup> at a cost not to exceed \$3,000.00. Vote: Ayes: 6. Motion carried.
- 27) **Health Insurance Renewal: (Finance)** Motion by Trustee Janis Porfilio, seconded by Trustee Rich Porfilio, to purchase the Blue Preferred Plus Option 04 with RX Option T health insurance plan from Anthem Blue Cross/Blue Shield at a monthly premium cost of \$3,950.31 effective May 1, 2008, for presently insured employees. Discussion: Trustee Janis Porfilio explained that this policy was chosen by the employees and the cost falls under the maximum premium increase allowed by the board. Vote: Ayes: 6. Motion carried.
- 28) **General Insurance Renewal: (Finance)** Motion by Trustee Janis Porfilio, seconded by Trustee Rich Porfilio, to renew general insurance policies with Community Insurance Corporation for the term of April 8, 2008, through April 8, 2009 at a cost not to exceed \$31,425.00. Discussion: Trustee Janis Porfilio explained that the renewal cost is down due to a lower workers compensation experience mod. Vote: Ayes: 6. Motion carried.
- 29) **White Pine Real Estate – DBP Lots 4 & 5: (Finance)** Motion by Trustee Janis Porfilio, seconded by Trustee Rich Porfilio, to list Dyer Business Park Lots #4 and #5 with White Pine Real Estate at a cost of \$2,000.00 per lot, if sold, with all current policies and restrictions to be maintained, and provided that the current potential developer retains first right of purchase on both lots. Vote: Ayes: 6. Motion carried.
- 30) **Operators Licenses: (Finance)** Motion by Trustee Janis Porfilio, seconded by Trustee Swanson, to issue an operators license effective March 18<sup>th</sup> through June 30<sup>th</sup>, 2008, to Amy Jicha, who has received a satisfactory police records check. Vote: Ayes: 5, Abstentions: 1 (Rich Porfilio). Motion carried...

**OLD BUSINESS:** None.

congratulated Dale Guarniere, a high school student who won the Jr. All as the Badger State Science Fair. Stephanie Halek, another Crivitz student, took 2<sup>nd</sup> place at Badger State. Paul Matty, their instructor, won the Outstanding Science Teacher award. Duane Hartkopf was congratulated on taking 1<sup>st</sup> place in the state wrestling tournament, and the boys basketball team on their regional championship. Pres. Deschane expressed condolences to local Peshtigo Times reporter Marie Tomaszewski on the loss of one of her sons, Jack Tomaszewski, who had passed away earlier in the day. Jack had been a member of the fire department in previous years.

**Sign Complaint:** Pres. Deschane received a complaint regarding signs cluttering up USH 141 and referred this issue to the Development Committee. He noted that Jane Meissner has already done some background work on this.

**ISO Certification:** Pres. Deschane asked that the Public Safety Committee address the Town of Stephenson request that the village seek an ISO rating review.

#### CORRESPONDENCE:

**Committee Preference Worksheets:** Pres. Deschane reported that these worksheets, which were distributed to all board members previously, be completed and returned to him or the Clerk's office, no later than April 2<sup>nd</sup>. He noted that he will be changing up committee assignments to avoid complacency.

**Julie Retza:** A letter regarding the Every 15 Minutes program at the school on April 2<sup>nd</sup> was distributed.

**QUESTIONS FROM THE FLOOR:** None.

**ADJOURNMENT:** Motion by Trustee Rich Porfilio, seconded by Trustee Kostuch, that the meeting be adjourned at 8:20pm. Vote: Ayes: 6. Motion carried.

Respectfully submitted,

---

John J. Deschane  
President

---

Marilyn L. Padgett  
Clerk/Treasurer