

**MINUTES**  
**REGULAR MEETING**  
**VILLAGE OF CRIVITZ BOARD OF TRUSTEES**  
**May 19, 2009**

**Public present:** Steven Klein, Brad Walters, 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 Dick Kaminski           Trustee Jo Di Volk  
  Trustee Janis Porfilio
- Members absent:           Trustee Kurt Kostuch (work)  
  Trustee Shirley Keller (jury duty)
- Also present:                Clerk/Treasurer Marilyn Padgett

Pres. Deschane declared a quorum present for the meeting.

- 3) **Adoption of Agenda:** Motion by Trustee Kaminski, seconded by Trustee Porfilio, that the agenda be adopted as presented. Vote: Ayes: 4. Motion carried.
- 4) **Minutes Approval:** Motion by Trustee Kaminski, seconded by Trustee Porfilio, that the minutes of the regular meeting of April 21<sup>st</sup> be approved as presented. Vote: Ayes: 4. Motion carried.
- 5) **Financial Report:** Motion by Trustee Kaminski, seconded by Trustee Porfilio, to accept the financial reports for all funds for the month of April as presented. Vote: Ayes: 4. Motion carried.
- 6) **General Fund Vouchers:** Motion by Trustee Kaminski, seconded by Trustee Porfilio, to approve payment of general fund vouchers numbered 2493 through 2495, and 18741 through 18830. Vote: Ayes: 4. Motion carried.

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

U.S. Postal Service for stamped window envelopes	\$ 530.60.
Crivitz Lumber for supplies for various departments	\$ 595.23

Vote: Ayes: 4. Motion carried.

- 6a) **Water Fund:** Motion by Trustee Swanson, seconded by Trustee Volk, to approve payment of water fund vouchers numbered 3442 through 3448. Vote: Ayes: 4. Motion carried.

Motion by Trustee Swanson, seconded by Trustee Volk, to approve payment from the water fund to Richlen Excavating for a new water lateral at Hook, Line & Sinkers in the amount of \$ 3,724.00, to be reimbursed by the property owner. Vote: Ayes: 4. Motion carried.

- 6b) Sewer Fund:** Motion by Trustee Swanson, seconded by Trustee Volk, to approve payment of sewer fund vouchers numbered 4389 through 4396. Vote: Ayes: 4. Motion carried.

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

Jim's Pumping for pumping out the wastewater treatment facility pit	\$ 550.00
Richlen Excavating for new sewer lateral at Hook, Line & Sinkers (to be reimbursed by property owner)	\$ 3,724.00
Crivitz Lumber for supplies	\$ 584.45

Vote: Ayes: 4. Motion carried.

- 6c) Other Vouchers:** None.

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

**\*\*\*2008 Audit Report – Brad Walters, Kerber Rose & Associates:** Brad Walters presented the 2008 Audit report and explained the various documents contained in the audit. No significant problems were noted. Copies of the audit report were distributed to board members.

- 8) Comments from Pre-registered Citizens:** None.

- 9) Appointment of Attorney:** Motion by Trustee Kaminski, seconded by Trustee Porfilio, to accept the appointment of Frank Calvert as Village Attorney for the term ending April 30, 2011. Vote: Ayes: 4. Motion carried.

- 10) Ordinance No. 2009-07:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Porfilio, to adopt Ordinance No. 2009-07: An Ordinance Amending Title 2 Chapter 2 Section 8 of the Village of Crivitz Code of Ordinances Relating to Officials Salaries. Vote: Ayes: 4. Motion carried.

- 11) Ordinance re: Speed Limit Reduction – F.J. Street West of Henriette Ave:** (Public Safety) Bypassed.

- 12) Ordinance No. 2009-08:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Porfilio, to adopt Ordinance No. 2009-08: regarding Alcohol Licensing Ordinance Change to License Denial Process. Vote: Ayes: 4. Motion carried.

- 13) Resolution No. 236:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Porfilio, to adopt Resolution No. 236: A Resolution Honoring the 25<sup>th</sup> Anniversary of the Twinning Charter Between Seaford, East Sussex, England, and Bonningstedt, Holstein, Germany. Vote: Ayes: 4. Motion carried.

- 14) Resolution No. 237:** (Utilities) Motion by Trustee Swanson, seconded by Trustee Volk, to adopt Resolution No. 237: A Resolution Accepting the Compliance Maintenance Annual Report Dated May 19, 2009, and Setting Forth Actions Necessary to Maintain Effluent Requirements Contained in the WPDES Permit for the Crivitz Wastewater Treatment Facility. Discussion: Pres. Deschane and board members commended Glen Franzen and staff for an outstanding job in running the facility. Vote: Ayes: 4. Motion carried.
- 15) 2009 Budget Adjustment #1:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Porfilio, to approve 2009 Budget Adjustment #1. Vote: Ayes: 4. Motion carried.
- 16) American Legion Picnic License:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Porfilio, to issue a Temporary Class B Fermented Malt Beverage license to the Crivitz American Legion Netzel-Zenz Post #413 for July 4<sup>th</sup>, 2009, at the John Shaffer Pavilion, and to waive fencing requirements and license fees. Vote: Ayes: 4. Motion carried.
- 17) Village Logo:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Porfilio, to accept the quote from Boyle Design Group for the graphic design of the village logo and the provision of the art in multiple digital formats at a cost not to exceed \$270.00. Discussion: Pres. Deschane thanked Trustee Volk for doing the base work on the logo design. Vote: Ayes: 4. Motion carried.
- 18) Warrant & Transport Fees:** (Public Safety) Bypassed.
- 19) Police Policy & Procedures and Fire Department Bylaw Changes:** (Public Safety) Bypassed.
- 20) Summer Police Intern:** (Public Safety) Bypassed.
- 21) Police Auxiliary Program:** (Public Safety) Bypassed.
- 22) Police & Fire Equipment Purchases:** (Public Safety) Motion by Trustee Porfilio, seconded by Trustee Kaminski, to approve the following purchases from the 2009 budget not to exceed the amounts indicated:
- |  |             |
|--|-------------|
| Positive pressure fan for Fire Dept from 5-Alarm | \$ 1,600.00 |
| Ammunition for Police Dept                       | \$ 500.00   |
| Speed laser unit for Police Dept                 | \$ 3,000.00 |
- Vote: Ayes: 4. Motion carried.
- 23) Utilities Equipment Purchases:** (Utilities) Motion by Trustee Swanson, seconded by Trustee Volk, to approve the purchase of various items from USA Blue Book for the utility at a cost not to exceed \$1,000.00. Vote: Ayes: 4. Motion carried.
- 24) Road Project Bid Awards:** (Public Works) Motion by Trustee Swanson, seconded by Trustee Kaminski, to award the bid for the Sarah Street and 5<sup>th</sup> Avenue road projects to Richlen Excavating in the amount of \$27,832.00. Vote: Ayes: 4. Motion carried.

**25) 7<sup>th</sup> Alley Drainage Problem Repair:** (Public Works) Motion by Trustee Swanson, seconded by Trustee Kaminski, to contract with Porfilio Construction to repair the 7<sup>th</sup> Alley drainage problem at a cost not to exceed \$2,598.00. Vote: Ayes: 4 (Note: Pres. Deschane voted), Abstentions: 1 (Porfilio). Motion carried.

**26) Village Hall Remodeling Project & Engineering Fees:** (Public Works) Motion by Trustee Swanson, seconded by Trustee Kaminski, to accept change order #1 to the contract with Ayres & Associates for the Village Hall Remodeling Project, which provides for an additional contract fee of \$8,250.00. Vote: Ayes: 4. Motion carried.

**27) July 4<sup>th</sup> Street Use Permit:** (Public Safety) Motion by Trustee Porfilio, seconded by Trustee Kaminski, to issue a street use permit to the Crivitz American Legion Netzel-Zenz Post #413 for the July 4<sup>th</sup>, 2009, parade. Vote: Ayes: 4. Motion carried.

**28) Operators Licenses:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Porfilio, to issue operators licenses effective 05/19/2009 through 6/30/2010 to Barbara Tobison, Todd Tobison and Tina Garlock, who have received satisfactory criminal records checks. Vote: Ayes: 4. Motion carried.

**OLD BUSINESS:** None.

**NEW BUSINESS:**

**President's Corner:** Pres. Deschane thanked those who helped with the Littleland Park workday on May 8<sup>th</sup>, as well as Kurt Kostuch, Subway and Riverside, who donated food and beverages for the workday.

**Crivitz Rescue Squad Annual Openhouse:** Event reminder: Wednesday, May 20<sup>th</sup> 2pm-6pm

**Spring Clean-up:** Event reminder: Saturday, May 23<sup>rd</sup> at Water Tower 9am-2pm

**Open Book & Board of Review Schedule:** Copies of the notice were distributed to board members.

**CORRESPONDENCE:** None.

**QUESTIONS FROM THE FLOOR:** None.

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

Respectfully submitted,

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John J. Deschane  
President

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Marilyn L. Padgett  
Clerk/Treasurer