

MINUTES
JUNE 17, 2008
REGULAR MEETING
VILLAGE OF CRIVITZ BOARD OF TRUSTEES

Public present: Joel & Karen Supita, Bill Keller, Bob Kosmeder, 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 (arrived at 7:40)
- Members Absent: Trustee Janis Porfilio (out of town)
- 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 Swanson, seconded by Trustee Rich Porfilio, that the agenda be adopted as presented. Vote: Ayes: 4. Motion carried..
- 4) **Minutes Approval:** Motion by Trustee Swanson, seconded by Trustee Rich Porfilio, that the minutes of the regular meeting of May 20th and Board of Review of June 10th be approved as presented. Vote: Ayes: 4. Motion carried.
- 5) **Financial Report:** Motion by Trustee Swanson, seconded by Trustee Rich Porfilio, to accept the financial reports for all funds for the month of May as presented. Vote: Ayes: 4. Motion carried.
- 6) **General Fund Vouchers:** Motion by Trustee Swanson, seconded by Trustee Rich Porfilio, to approve payment of general fund vouchers numbered 2448 through 2449, and 17649 through 17735. Vote: Ayes: 4. Motion carried.
- 6a) **Water Fund:** Motion by Trustee Swanson, seconded by Trustee Keller, to approve payment of water fund vouchers numbered 3364 through 3371. Vote: Ayes: 3, Abstentions: 1 (Rich Porfilio). Motion carried.
- 6b) **Sewer Fund:** Motion by Trustee Swanson, seconded by Trustee Keller, to approve payment of sewer vouchers numbered 4275 through 4288. Vote: Ayes: 3, Abstentions: 1 (Rich Porfilio). Motion carried.
- 6c) **Other Vouchers:** Motion by Trustee Swanson, seconded by Trustee Keller, to approve payment of Well #3 Project voucher numbers 1001 through 1006. Vote: Ayes: 4. Motion carried.

Motion by Trustee Kostuch, seconded by Trustee Keller, to approve payment of TIF fund voucher number 225. Vote: Ayes: 4. Motion carried.

- 7) **Committee & Department Reports:** Copies distributed.
- 8) **Comments from Pre-registered Citizens:** None.
- 9) **Appointment of Board of Review Replacement Member:** Motion by Trustee Swanson, seconded by Trustee Kostuch, to accept the appointment of Trustee Jo Di Volk to the 2008 Board of Review to replace Trustee Janis Porfilio, who will be out of town. Vote: Ayes: 4. Motion carried.
- 10) **Ordinance No. 2008-03:** (Public Safety) Motion by Trustee Kostuch, seconded by Trustee Rich Porfilio, to adopt Ordinance No. 2008-03: An Ordinance Amending Section 1-1-8 of the Village of Crivitz Code of Ordinances Regarding the Uniform Local Bond Schedule. Vote: Ayes: 4. Motion carried.
- 11) **Resolution No. 224:** (Finance) Motion by Trustee Swanson, seconded by Trustee Kostuch, to adopt Resolution No. 224: A Resolution Designating Public Depositories. Vote: Ayes: 4. Motion carried.
- 12) **Resolution No. 225:** (Public Safety) Motion by Trustee Kostuch, seconded by Trustee Rich Porfilio, to adopt Resolution No. 225: A Resolution Adopting the Marinette County Natural Hazards Mitigation Plan. (Note: Trustee Volk arrived at this point in the meeting.) Vote: Ayes: 5. Motion carried.
- 13) **Resolution No. 226 - Investment Policy:** (Finance) Motion by Trustee Swanson, seconded by Trustee Kostuch, to adopt Resolution No. 226: A Resolution Establishing an Investment Policy for the Village of Crivitz. Discussion: Trustee Swanson explained that this is not going with any of the investment consulting firms previously interviewed. It is a policy that has been recommended to be adopted in the audit report for the last several years. It is not an investment plan. Vote: Ayes: 5. Motion carried.
- 14) **2008 Budget Adjustment #2:** (Finance) Motion by Trustee Swanson, seconded by Trustee Kostuch, to approve 2008 budget adjustment number two. Vote: Ayes: 5. Motion carried.
- 15) **Operators Licenses:** (Finance) Motion by Trustee Kostuch, seconded by Trustee Swanson, to issue operators licenses effective July 1, 2008, through June 30, 2010 to the following persons, who have all received satisfactory records checks:

Lisa Belliveau	Janine Budzinski	Cindy Bushey	Lynne Bywater
Samantha Cinquepalmi	Kathy Fiedorowicz	Karla Gossen	Judith Guth
Jody Hackbarth	Stacey Hartman	Diane Heyrman	Norella Jahnke
Tara Jakups	Loraine Kniskern	Corrine Kowalski	Nicole Ledvina
Brenda Long	Julie Mahr	Mary Matz	Jessica Miller
Cassandra Nicholson	Virginia Novak	Sheila Ouradnik	Deborah Perry
Karen Pillath	Norman Porfilio	Michelle Maye	Jeannette Sikowski
Lewis Strupp	Kellie Stumbris	Nora Swanson	Amanda Thomas
Denise Tomaszewski	Terri Vandenheuvel	Teresa Wallace	Dana Walters

Kathleen Watson
Jennifer Weiss
Ashley Wojcik

Christopher Weber
Wendy Wesoloski
Robert Woulf

David Weber
Nancy Wilson
Lynn Meyer

Ryan Weber
Sally Witt

. Vote: Ayes: 5. Motion carried.

Motion by Trustee Kostuch, seconded by Trustee Keller, to issue operators licenses effective July 1, 2008, through June 30, 2010 to the following persons, who have all received satisfactory records checks:

Kathleen James Savannah Schwarz Sara Porfilio Kimberly Dudkiewicz

Vote: Ayes: 4, Abstentions: 1(Rich Porfilio). Motion carried.

Motion by Trustee Swanson, seconded by Trustee Rich Porfilio, to issue operators licenses effective July 1, 2008, through June 30, 2010 to the following persons, who have all received satisfactory records checks:

Kim Kostuch Chris Curran Jamie Curran Justin Ulsh
Mindy Jungblut Lukas Deschane

Vote: Ayes: 4, Abstentions: 1(Kostuch). Motion carried.

- 16) **Street Use Permit – American Legion:** (Public Safety) Motion by Trustee Kostuch, seconded by Trustee Rich Porfilio, to issue a street use permit to the Crivitz American Legion for the July 4th Parade per the details specified in their application. Vote: Ayes: 5. Motion carried.
- 17) **Street Use Permits – 125th Anniversary Celebration:** (Public Safety) Motion by Trustee Kostuch, seconded by Trustee Rich Porfilio, to issue street use permits to Ginger Deschane for the 125th Anniversary Celebration Kiddie Parade on July 31st and Main Parade on August 2nd, per the details specified in the application. Vote: Ayes: 5. Motion carried.
- 18) **Hall Tables:** (Public Works) Motion by Trustee Rich Porfilio, seconded by Trustee Keller, to give the Knights of Columbus 10 of the old village hall tables. Discussion: Trustee Rich Porfilio explained that the committee had also discussed giving some chairs, but there were not as many as originally thought, so this is not included in the motion. He noted that last year the board had decided not to loan out tables and chairs anymore. Vote: Ayes: 5. Motion carried.
- 19) **Street Crack Filling:** (Public Works) Motion by Trustee Rich Porfilio, seconded by Trustee Keller, to have street cracks filled at a cost not to exceed \$ 5,000.00. Vote: Ayes: 5. Motion carried.
- 20) **Air Compressor** (Public Works) Motion by Trustee Rich Porfilio, seconded by Trustee Keller, to purchase an air compressor at a cost not to exceed \$780.00. Vote: Ayes: 5. Motion carried.
- 21) **Well #3 Project – Change Order Procedure:** (Utilities) Motion by Trustee Swanson, seconded by Trustee Volk, to authorize Glen Franzen plus two Utilities Committee members to approve change orders up to \$2,000.00 on the Well #3 Project prior to actual board approval. Vote: Ayes: 5. Motion carried.

- 22) **Well #3 Project – Engineering Contracts:** (Utilities) Motion by Trustee Swanson, seconded by Trustee Volk, to accept reallocation of services contained in the Well #3 Project engineering contracts with Ayres & Associates with no change to the total cost, provided the USDA-RD also accepts the reallocation. Vote: Ayes: 5. Motion carried.
- 23) **Sewer Rate Review & Water Rate Increase Application:** Bypassed.
- 24) **Dyer Business Park – Lot Sales & Developers Agreement:** (Development) Motion by Trustee Volk, seconded by Trustee Keller, to sell Lot 5 of Dyer Business Park to Joel & Karen Supita, contingent upon receipt of a signed developers agreement. Discussion: Pres. Deschane noted that the Supitas would be building a dental clinic on the lot. If the lot were not large enough for their project, due to the drainage ditches, the down payment would be refunded to the Supitas. Vote: Ayes: 5. Motion carried.
- 25) **Dyer Business Park – Stormwater Retention Pond:** (Development) Motion by Trustee Volk, seconded by Trustee Keller, to purchase a level control device for the stormwater retention pond in Dyer Business Park at a total cost not to exceed \$3,000.00, including installation, to be paid from the TIF fund. Discussion: Pres. Deschane explained that this should prevent water from the highway from backflowing into the pond. Vote: Ayes: 5. Motion carried.
- 26) **Unique Transitions – Partial Lot Purchase Refund:** (Development) Bypassed.
- 27) **Crivitz Logo:** (Development) Motion by Trustee Volk, seconded by Trustee Keller, to use the Village of Crivitz logo, color and shield, with verbage noted, for letterhead, cards, vehicles, village clothing, etc. Vote: Ayes: 4 (Deschane, Volk, Keller, Swanson), Nays: 2 (Kostuch, Porfilio). Motion carried.

OLD BUSINESS: None.

NEW BUSINESS:

President’s Corner: Pres. Deschane welcomed Willow Bend Mall, which recently opened, and congratulated businesses in the mall, including Figaro’s Pizza & Cousin’s Subs, On a Whim Boutique Wines & Gifts, The Cedar Branch, and Parks Cheese & Candy. He also thanked Wisconsin Public Service for donating \$1,000 for the 125th Anniversary waterski shows and \$600 to the Crivitz Youth Center.

Board of Review Schedule: Tuesday, June 24, 7-9pm.

CORRESPONDENCE: None.

QUESTIONS FROM THE FLOOR: None.

ADJOURNMENT: Motion by Trustee Rich Porfilio, seconded by Trustee Kostuch, that the meeting be adjourned at 8:05pm. Vote: Ayes: 5. Motion carried.

Respectfully submitted,

John J. Deschane
President

Marilyn L. Padgett
Clerk/Treasurer.