

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

**Public present:** Betty Congine, Vito Congine, Jr., Marlene Gerbenskey, Vito Congine, Sr., Cindy Newberry, Lois Kirby, Mike Frievalt, Jim Clark, Rose Shambaugh, Dave and 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 Kurt Kostuch  
  Trustee Shirley Keller           Trustee Rich Porfilio  
  Trustee Jo Di Volk               Trustee Janis Porfilio

Members absent:           Duane Swanson (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 Janis Porfilio, seconded by Trustee Kostuch, that the agenda be adopted as presented, except to move #9 to after #3 and refer #10, 11 and 12 to a Committee of the Whole meeting at a later date per the advice of the attorney. Vote: Ayes: 5. Motion carried.

3a) **Resolution No. 230:** Motion by Trustee Kostuch, seconded by Trustee Janis Porfilio, to adopt Resolution No. 230: A Citizen Commendation Resolution. Vote: Ayes: 5. Motion carried. Cindy Newberry and Lois Kirby, both employees of Citgo Quik Food Mart were presented with framed resolutions and honored for their excellent observation and quick actions that played a direct role in the apprehension and arrest of suspects involved in the recent burglary of a local business.

4) **Minutes Approval:** Motion by Trustee Janis Porfilio seconded by Trustee Kostuch, that the minutes of the regular meeting of September 16<sup>th</sup>, and Public Hearing and Special Board Meeting of October 9<sup>th</sup> be approved as presented. Vote: Ayes: 5. 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 September as presented. Vote: Ayes: 5. Motion carried.

6) **General Fund Vouchers:** Motion by Trustee Janis Porfilio, seconded by Trustee Kostuch, to approve payment of general fund vouchers numbered 2460 through 2463, and 18023 through 18140. Vote: Ayes: 5. Motion carried.

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

CDW-G for Computer Network Repairs	\$ 990.94
NFPA for Fire Prevention Week Supplies (1/2 billed to Township)	\$ 1,424.40
Rent-a-Flash for traffic control signs	\$ 560.13

Discussion: Trustee Kostuch noted that he would speak with the Fire Chief about the NFPA bill, as this was not formally brought to the committee. Vote: Ayes: 5. Motion carried.

- 6a) **Water Fund:** Motion by Trustee Rich Porfilio, seconded by Trustee Keller, to approve payment of water fund vouchers numbered 3390 through 3399. Vote: Ayes: 5. Motion carried.

Motion by Trustee Rich Porfilio, seconded by Trustee Keller, to approve payment from the water fund to Northern Lake Service for Safe Drinking Water Act testing in the amount of \$1,799.85. Vote: Ayes: 5. Motion carried.

- 6b) **Sewer Fund:** Motion by Trustee Rich Porfilio, seconded by Trustee Keller, to approve payment of sewer vouchers numbered 4318 through 4327. Vote: Ayes: 5. Motion carried.

- 6c) **Other Vouchers:** None.

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

- 8) **Comments from Pre-registered Citizens:** Vito Congine, Sr., was registered to speak regarding the license application from VTC Tavern, LLC, however, per Atty Calvert, those items were removed from the agenda and comments could no longer be accepted. He stated it would be appropriate for Mr. Congine to appear and speak at the Committee of the Whole meeting when the subject is discussed.

- 9) **Resolution No. 230:** See agenda item #3a.

- 10) **Class "B" Reserve Liquor & Fermented Malt Beverage License:** Referred to Committee of the Whole (see "Adoption of Agenda").

- 11) **Economic Grant Agreement:** Referred to Committee of the Whole (see "Adoption of Agenda").

- 12) **Cigarette License – VTC Tavern, LLC:** Referred to Committee of the Whole (see "Adoption of Agenda").

- 13) **Wage Raise – Officer Craig Kasten:** (Public Safety) Motion by Trustee Kostuch, seconded by Trustee Rich Porfilio, to approve an increase of \$2,000 to Officer Craig Kasten's annual salary effective 1/1/09. Discussion: Trustee Janis Porfilio said this issue was discussed in Finance, but she feels merit raises should be given only when more responsibility is taken and is opposed to the raise, especially in current economic times. Police Chief Michael Frievault was given permission to address the board by unanimous consent. He

said that Craig Kasten does extra things beyond his normal duties, such as coming in on days off. The current procedure for wage raises was followed, starting with a performance evaluation in committee, then to Finance for funding consideration, and then to the board for approval. He noted there was nothing negative brought up during the process and believes the employee needs to be compensated for the extra work he has done. Trustee Keller noted he also helps other communities, such as Niagara and Crandon, who both experienced serious tragedies in recent months. Roll call vote: Kostuch: Yes, Janis Porfilio: No, Rich Porfilio: Yes, Volk: Yes, Keller: Yes. Motion carried.

- 14) **Public Records Policy Amendment:** (Finance) Motion by Trustee Janis Porfilio, seconded by Trustee Kostuch, to approve the amendment to the Public Records Policy. Vote: Ayes: 5. Motion carried.
- 15) **Halloween Trick or Treat Hours** (Public Safety) Motion by Trustee Kostuch, seconded by Trustee Rich Porfilio, to set Halloween Trick or Treat Hours for Friday, October 31<sup>st</sup>, from 3:00pm to 6:00pm. Vote: Ayes: 5. Motion carried.
- 16) **7<sup>th</sup> Alley Improvements:** (Public Works) Motion by Trustee Rich Porfilio, seconded by Trustee Keller, to accept the proposal from Porfilio Construction in the amount of \$1,125.00 for 7<sup>th</sup> Alley improvements. Vote: Ayes: 4, Abstentions: 1 (Janis Porfilio). Motion carried.
- 17) **Triangle Park Sign Policy:** (Parks & Rec) Motion by Trustee Keller, seconded by Volk, to approve the Triangle Park sign policy. Vote: Ayes: 5. Motion carried.
- 18) **Lawn Tractor Purchase:** (Parks & Rec) Bypassed.
- 19) **Park Pavilion Landscaping:** (Parks & Rec) Motion by Trustee Keller, seconded by Trustee Volk, to accept the proposal from Porfilio Construction Co. for landscaping around the John Shaffer Pavilion in an amount not to exceed \$1,475.00. Vote: Ayes: 4, Abstentions: 1 (Janis Porfilio). Motion carried.
- 20) **TIF Developers Agreement & CSM – John Dory Property:** (Development) Bypassed.
- 21) **Dyer Business Park Improvements:** (Development) Bypassed.
- 22) **CTH W Storm Sewer & Sidewalks – Sarah St. to USH 141:** (Development) Bypassed.
- 23) **TIF Designated Funds:** (Development) Motion by Trustee Volk, seconded by Trustee Keller, to approve the TIF Designated Funds Schedule. Vote: Ayes: 5. Motion carried.
- 24) **Operators Licenses:** (Finance) Motion by Trustee Janis Porfilio, seconded by Trustee Keller, to issue operators licenses effective 10/21/08 through 6/30/10 to Melissa Oleck, Joseph Moser, and Jeanie Welch, all having received satisfactory records checks. Vote: Ayes: 4, Abstentions: 1 (Kostuch). Motion carried.

**25) 2009 Fire Contract:** (Public Safety) Motion by Trustee Kostuch, seconded by Trustee Rich Porfilio, to accept the 2009 Fire Contract with the Town of Stephenson in the amount of \$37,800.00. Vote: Ayes: 5. Motion carried.

**OLD BUSINESS:** None.

**NEW BUSINESS:**

**President's Corner:** Pres. Deschane thanked Jeff Banaszak and Ginger Deschane for their hard work on the park movie screen project. Also Fuelle Painting, who donated labor for part of the project. He noted that a memo regarding the budget is in the board members meeting packets and that committees whose departments have been changed by the proposed budget cuts need to have meetings to revise their worksheets before the public hearing. He reminded board members that a budget must be adopted at the hearing.

**Allen Brey:** District Attorney candidate Allen Brey spoke briefly.

**CORRESPONDENCE:**

**WI Dept. of Administration:** Jan 1, 2008 population estimate of 1,035.

**QUESTIONS FROM THE FLOOR:** None.

**ADJOURNMENT:** Motion by Trustee Rich Porfilio, seconded by Trustee Kostuch, that the meeting be adjourned at 7:59pm. Vote: Ayes: 5. Motion carried.

Respectfully submitted,

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John J. Deschane  
President

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Marilyn L. Padgett  
Clerk/Treasurer