

MINUTES
REGULAR MEETING
VILLAGE OF CRIVITZ BOARD OF TRUSTEES

Public present: Charlie & Ashley DeSmidt, Ken Coddington

1) **Call to Order:** Pres. Deschane called the meeting to order at 7:30PM.

2) **Roll Call:** Present: President John Deschane Trustee Duane Swanson
 Trustee Kurt Kostuch Trustee Janis Porfilio
 Trustee Dick Kaminski Trustee Jo Di Volk

 Also present: Clerk/Treasurer Marilyn Padgett

 Absent: Trustee Shirley Keller
 Attorney Frank Calvert

 Pres. Deschane declared a quorum present for the meeting.

3) **Adoption of Agenda:** Motion by Trustee Kaminski, seconded by Trustee Swanson, that the agenda be adopted as presented. Vote: Ayes: 5. Motion carried.

4) **Minutes Approval:** Motion by Trustee Kaminski, seconded by Trustee Swanson, that the minutes of the public hearing and regular meeting of November 18, 2010, and special meeting of December 1, 2010, be approved as presented. Vote: Ayes: 5. Motion carried.

5) **Financial Report:** Motion by Trustee Kaminski, seconded by Trustee Swanson, that the financial reports for all funds for the month of November be approved as presented. Vote: Ayes: 5. Motion carried.

6) **General Fund Vouchers:** Motion by Trustee Kaminski, seconded by Trustee Swanson, to approve payment of general fund vouchers numbered 2552 through 2553, 4011, and 20664 through 20768. Vote: Ayes: 5. Motion carried.

 Motion by Trustee Kaminski, seconded by Trustee Volk, to approve payment from the general fund to Engebos Heating & Cooling for Fire Station maintenance in the amount of \$ 950.00. Vote: Ayes: 5. Motion carried.

6a) **Water Fund:** Motion by Trustee Volk, seconded by Trustee Swanson, to approve payment of water fund vouchers numbered 3572 through 3580. Vote: Ayes: 5. Motion carried.

 Motion by Trustee Volk, seconded by Trustee Swanson, to approve payment in the amount of \$1,830.00 from the water fund to Richlen Excavating for repairs. Vote: Ayes: 5. Motion carried.

6b) **Sewer Fund:** Motion by Trustee Volk, seconded by Trustee Swanson, to approve payment of sewer fund vouchers numbered 4556 through 4566. Vote: Ayes: 5. Motion carried.

Motion by Trustee Volk, seconded by Trustee Swanson, to approve payment in the amount of \$1,620.00 from the sewer fund to Richlen Excavating for repairs. Vote: Ayes: 5. Motion carried.

6c) Other Vouchers: None.

7) Committee & Department Reports: Copies distributed.

8) Comments from Pre-registered Citizens: None.

9) Ordinance No. 2010-09: (Development) Motion by Trustee Kostuch, seconded by Trustee Kaminski, to adopt Ordinance No. 2010-09: An Ordinance Regulating the Placement of Signs & Billboards in the Village of Crivitz. Vote: Ayes: 5. Motion carried.

10) 2010 General Fund Budget Adjustment #5: (Finance) Motion by Trustee Kaminski, seconded by Trustee Swanson, to approve 2010 General Fund & TIF Fund budget adjustment #5. Vote: Ayes: 5. Motion carried. (Clerk's note: A detailed copy of budget adjustment #5 is attached to and hereby made a part of these minutes.)

11) Charlie's Island Café License Transfer: (Finance) Motion by Trustee Kaminski, seconded by Trustee Swanson, to approve the transfer of the Class B Alcohol and Fermented Malt Beverage license from Charlie's Island Café to Hot Stone Pub, Charlie Desmidt, Agent, for the term ending June 30, 2011. Vote: Ayes: 5. Motion carried.

12) Charlie's Island Café Class B License: (Finance) Motion by Trustee Kaminski, seconded by Trustee Swanson, to issue a Class B Fermented Malt Beverage license to Charlie's Island Café, Charlie Desmidt, Agent, for the term ending June 30, 2011. Vote: Ayes: 5. Motion carried.

13) New Voting Machine Purchase: (Finance) Motion by Trustee Kaminski, seconded by Trustee Swanson, to approve the purchase of a new voting machine from Command Central at a cost not to exceed \$4,515.00 and to transfer necessary funds from the Elections Equipment savings. Vote: Ayes: 5. Motion carried.

14) 2011 Attorney Retainer: (Finance) Motion by Trustee Kaminski, seconded by Trustee Swanson, to approve an annual fee of \$12,000.00 for Calvert Law Firm legal services retainer for 2011. Discussion: Pres. Deschane noted that Atty Calvert had declined an increase of \$650.00 to help the village with revenue shortfalls in 2011 due to the termination of the fire contract with the township. He also noted that Atty Calvert has not raised his retainer fee since he started services with the village. The board expressed sincere appreciation for his generosity. Vote: Ayes: 5. Motion carried.

15) 2011 Assessor Contract: (Finance) Motion by Trustee Kaminski, seconded by Trustee Swanson, to accept the quote from R & R Assessing Services for 2011 assessing services in the amount of \$ 8,040.00. Vote: Ayes: 5. Motion carried.

16) 2011 Audit Contract: (Finance) Motion by Trustee Kaminski, seconded by Trustee Swanson, to accept the contract with Unger & Walters for 2011 audit services in the amount of \$ 15,500.00. Vote: Ayes: 5. Motion carried

- 17) **Fire Station Compressor Wiring:** (Public Safety) Motion by Trustee Porfilio, seconded by Trustee Volk, to accept the quote from Mueller Electric for fire station compressor wiring in an amount not to exceed \$1,000.00. Discussion: Trustee Porfilio explained that Airgas has loaned the department a compressor to fill air packs at no charge, but it needed to be wired to the building electric service. Vote: Ayes: 5. Motion carried.
- 18) **Operators Licenses:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Swanson, to issue an operators license effective 12/21/2010 through 6/30/2012 to Ryann Fuller, who has received a satisfactory records check. Vote: Ayes: 5. Motion carried.

OLD BUSINESS:

Fire Contract with Town of Stephenson: Pres. Deschane reported that effective January 1, 2011, the Crivitz Fire Department will no longer be providing contracted fire protection services to the Town of Stephenson. The Village had requested a 2% raise in the contract fee, and the Township had counter offered a 10% decrease, which the Village declined. The Township terminated the contract in early December in writing, and complimented the department on prior service.

NEW BUSINESS:

President's Corner: Pres. Deschane wished everyone a Merry Christmas and thanked them for their service to the Village. It was noted that the time of the monthly board meeting will change to 7:00pm starting with the January meeting. The Clerk will be conducting a voting machine demonstration on the day of the January meeting and asked that board members who have never used the machine arrive early for the meeting to try it out.

CORRESPONDENCE: None.

QUESTIONS FROM THE FLOOR: Ken Coddington stated he is interested in having a garage built for personal use on a vacant parcel next to his home on North Ave. He had spoken with the Building Inspector and Clerk, who had both informed him that zoning regulations do not allow construction of an accessory building prior to a main building; in this case that would be a home, as the property is zoned residential. Commercial use of the property, except for customary home businesses as described in the ordinances, is also not allowed. Pres. Deschane referred the matter to the Development Committee.

RECESS TO CLOSED SESSION: Bypassed.

ADJOURNMENT: Motion by Trustee Kaminski, seconded by Trustee Volk, that the meeting be adjourned at 7:55pm. Vote: Ayes: 5. Motion carried.

Respectfully submitted,

John J. Deschane
President

Marilyn L. Padgett
Clerk/Treasurer

2010 FINAL BUDGET ADJUSTMENT

Account	Sub-Account	Increase Amount	Decrease Amount	Note
REVENUES				
General Property Tax	Revenue		-1233	
Delinquent Personal	Revenue	1725		
Shared Revenue	Revenue		-112	
State Aids	Revenue	5305		6/23 Storm - Disaster Aid
State Fire Dues	Revenue	180		
Computer Aids	Revenue		-1217	
WDNR Fire Grant	Revenue		-1093	
WI Election Board	Revenue		-106	
Liquor Licenses	Revenue		-675	
Cigarette Licenses	Revenue		-300	
Flea Market Licenses	Revenue		-575	
Other Licenses	Revenue		-476	
Building Permits	Revenue		-2496	
Court Fines	Revenue		-10143	
Fire Protection Fees	Revenue		-150	
Highway Maint Fees	Revenue	1080		
Clerk Fees	Revenue	352		
Public Health-Animals	Revenue	67		
Local Govt Fire Service	Revenue	1942		Fire Inspections
Interest	Revenue		-13000	
Rent	Revenue		-1200	
Donations	Revenue	4600		Benches - Schwarz, Pig, Lutheran Church, School to Aux
Misc Revenue	Revenue	7185		House Razing \$5961 - Excess \$1224
	Revenue Total	22436	-32776	-10340
EXPENSES				
Legal	Contracted Services	900		Ordinance Updates, Congine, etc
Election	Equipment Purchases	2785		Remainder of new machine - paid & transferred from savings
	Other		-300	
Fire	Vehicle Maint		-2000	
	Equip Maint		-2000	
Fire	Other		-12031	Overbudget for hydrant fees
Building/Zoning	Wages		-3235	Unspent funds
	SS/MC		-247	Unspent funds
	Training		-300	Unspent funds
	Other	5348		House razing, etc
Disaster Control	Contracted Services	1546		Storm expenses
	Other	180		Storm expenses
Streets	Contracted Services		-20000	Transfer to savings
Street Lighting	Expense	1220		
Sidewalks	Contracted Services	2195		Hall Hay St - Already paid & transferred from savings
Stormwater Control	Contracted Services	12475		YTD Expenses
Parking	Util & Phone	336		
Garbage	Contracted Services	172		
Waste Disposal	Other/Tipping Fees	226		
Animal Control	Contracted Services	500		
Cemetery	Other	301		Taxes - Krzewina/Beaumont Property
Village Board	Wages		-1500	
	SS/MC		-115	
	Training		-300	
	Other		-200	
Municipal Court	Contracted Services		-500	
	Other		-350	
President	Other		-193	
Info Tech	Wages		-6600	Annual Reallocation
	SS/MC		-505	
	WRS		-330	
	Supplies		-2380	
	Dues/Sub		-3000	
	Training		-500	
	Equip Maint		-2000	
	Equip Purchases		-200	
	Contracted Services		-500	
Clerk	Other (Info Tech)	2066		
Police	Other (Info Tech)	2066		
Fire	Other (Info Tech)	2066		
Court	Other (Info Tech)	2066		
Streets	Other (Info Tech)	1377		
	Expense Total	37825	-59286	-21461