

AGENDA
REGULAR MEETING
VILLAGE OF CRIVITZ BOARD OF TRUSTEES

PLEDGE OF ALLEGIANCE

NOTE: If you are participating remotely, please mute the microphones on your phone, computer or device until such time as you wish to speak. This helps to cut down on background noise considerably. Thank you.

Public present:

1) **Call to Order:** President Grandaw will call the meeting to order at 6:00pm.

2) **Roll Call:** Members present: President Amy Grandaw Trustee Michael Strandt
 Trustee George R. Gocht Trustee Ross Behrendt
 Trustee Stew Swanson
 Trustee Jeff Dorschner

 Also present: Attorney Frank Calvert
 Clerk/Treasurer Marilyn Padgett

3) **Adoption of Agenda:** Motion by Trustee _____, seconded by Trustee _____, that the agenda be adopted as presented. Discussion. Roll call vote: G. Deschane: ____, S. Swanson: ____, J. Dorschner: ____, M. Strandt: ____, G. Gocht: ____, R. Behrendt: ____, A. Grandaw: ____.

4) **Minutes Approval:** Motion by Trustee _____, seconded by Trustee _____, to approve the minutes of the regular board meeting of April 19th. Discussion. Roll call vote: G. Deschane: ____, S. Swanson: ____, J. Dorschner: ____, M. Strandt: ____, G. Gocht: ____, R. Behrendt: ____, A. Grandaw: ____.

5) **Financial Report:** Motion by Trustee _____, seconded by Trustee _____, to approve the financial report for the month of April 2022. Discussion. Roll call vote: G. Deschane: ____, S. Swanson: ____, J. Dorschner: ____, M. Strandt: ____, G. Gocht: ____, R. Behrendt: ____, A. Grandaw: ____.

6) **General Fund Vouchers:** Motion by Trustee _____, seconded by Trustee _____, to approve payment of general fund vouchers numbered 2963 through 2968, 4151, 6130, 7053, 29930 through 29997, and V8017 to V8056. Discussion. Roll call vote: G. Deschane: ____, S. Swanson: ____, J. Dorschner: ____, M. Strandt: ____, G. Gocht: ____, R. Behrendt: ____, A. Grandaw: ____.

6a) Motion by Trustee _____, seconded by Trustee _____, to approve payment from the general fund to the following:

Sherwin Industries, Inc for street paint - \$978.85
Lange Enterprises, Inc for street signs - \$965.14
Cardmember Services for various training and office related expenses - \$2,297.22
Graese Electric for softball light rewiring - \$1920.95
Witt Auto Sales for vehicle maintenance - \$665.22
Frank Porth Chevrolet for police vehicle maintenance - \$828.18
Marinette County Highway Commission for manhole cover repair- \$686.50

Discussion. Roll call vote: G. Deschane: ____, S. Swanson: ____, J. Dorschner: ____, M. Strandt: ____, G. Gocht: ____, R. Behrendt: ____, A. Grandaw: ____.

6b) **Water Fund:** Motion by Trustee _____, seconded by Trustee _____, to approve payment of water fund vouchers numbered 4484 through 4491. Discussion. Roll call vote: G. Deschane: ____, S. Swanson: ____, J. Dorschner: ____, M. Strandt: ____, G. Gocht: ____, R. Behrendt: ____, A. Grandaw: ____.

6c) **Sewer Fund:** Motion by Trustee _____, seconded by Trustee _____, to approve payment of sewer fund vouchers numbered 5753 through 5763. Discussion. Roll call vote: G. Deschane: ____, S. Swanson: ____, J. Dorschner: ____, M. Strandt: ____, G. Gocht: ____, R. Behrendt: ____, A. Grandaw: ____.

6e) **Other Fund Vouchers:** Motion by Trustee _____, seconded by Trustee _____, to approve special revenue fund vouchers numbered 1010 through 1012. Discussion. Roll call vote: G. Deschane: ____, S. Swanson: ____, J. Dorschner: ____, M. Strandt: ____, G. Gocht: ____, R. Behrendt: ____, A. Grandaw: ____.

6f) **Other Fund Vouchers:** Motion by Trustee _____, seconded by Trustee _____, to approve payment of TIF fund voucher numbered 5086. Discussion. Roll call vote: G. Deschane: ____, S. Swanson: ____, J. Dorschner: ____, M. Strandt: ____, G. Gocht: ____, R. Behrendt: ____, A. Grandaw: ____.

7) **Committee & Attorney Reports:**

8) **Comments from Pre-registered Citizens & Taxpayers: Note: Citizens & taxpayers must register with the Clerk before the meeting is called to order and comments must relate to a matter that is on the agenda.**

9) **Zoning Board of Appeal Appointment:** Motion by Trustee _____, seconded by Trustee _____, to appoint Damon Roman to the Zoning Board of Appeals. Discussion. Roll call vote: G. Deschane: ____, S. Swanson: ____, J. Dorschner: ____, M. Strandt: ____, G. Gocht: ____, R. Behrendt: ____, A. Grandaw: ____.

10) **Recess Closed Session* to discuss Clerk/Treasurer Retirement (Admin):** Motion by Trustee _____, seconded by Trustee _____, to convene in closed session to discuss Clerk/Treasurer Retirement. Discussion. Roll call vote: G. Deschane: ____, S. Swanson: ____, J. Dorschner: ____, M. Strandt: ____, G. Gocht: ____, R. Behrendt: ____, A. Grandaw: ____.

*Closed session is in accordance with WI Statute sec. 19.85(1)(c) which states that "...any meeting of a...governmental body, upon motion duly made and carried, may be convened in closed session under one or more of the exemptions provided in this section... (c)...Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

- 11) **Reconvene an Open Session, announce action taken if any (Admin):** Motion by Trustee _____, seconded by Trustee _____, to reconvene in open session. Discussion. Roll call vote: G. Deschane: ____, S. Swanson: ____, J. Dorschner: ____, M. Strandt: ____, G. Gocht: ____, R. Behrendt: ____, A. Grandaw: ____.
- 12) **Operation Bandshell Street Use Permit (Operations):** Motion by Trustee _____, seconded by Trustee _____, to approve the street use permit for the Operation Bandshell parade, August 13th, 2022. Discussion. Roll call vote: G. Deschane: ____, S. Swanson: ____, J. Dorschner: ____, M. Strandt: ____, G. Gocht: ____, R. Behrendt: ____, A. Grandaw: ____.
- 13) **Security Cameras for Softball Field, Don Brooks Park and Control Hub for Village Hall (Operations):** Motion by Trustee _____, seconded by Trustee _____, to accept the proposal from M & M Automated Services for the purchase and installation of security cameras and monitoring station in an amount not to exceed \$12,500, to be funded from the Parks Fund. Discussion. Roll call vote: G. Deschane: ____, S. Swanson: ____, J. Dorschner: ____, M. Strandt: ____, G. Gocht: ____, R. Behrendt: ____, A. Grandaw: ____.
- 14) **New 65 Gallon Garbage Cans for Playscape (Operations):** Motion by Trustee _____, seconded by Trustee _____, to purchase 8 garbage cans and trash bags from Quill in an amount not to exceed \$1,100, to be funded from the Parks Fund. Discussion. Roll call vote: G. Deschane: ____, S. Swanson: ____, J. Dorschner: ____, M. Strandt: ____, G. Gocht: ____, R. Behrendt: ____, A. Grandaw: ____.
- 15) **Playscape Landscaping (Operations):** Motion by Trustee _____, seconded by Trustee _____, to accept the proposal from Fiedorowicz Landscaping for landscaping and bush removal in an amount not to exceed \$_____, to be funded from the _____ Fund. Discussion. Roll call vote: G. Deschane: ____, S. Swanson: ____, J. Dorschner: ____, M. Strandt: ____, G. Gocht: ____, R. Behrendt: ____, A. Grandaw: ____.
- 16) **Parking and No Parking Signs for Don Brooks Park (Operations):** Motion by Trustee _____, seconded by Trustee _____, to purchase parking and no parking signs for Don Brooks Park in an amount not to exceed \$1,500, to be funded from the _____ Fund. Discussion. Roll call vote: G. Deschane: ____, S. Swanson: ____, J. Dorschner: ____, M. Strandt: ____, G. Gocht: ____, R. Behrendt: ____, A. Grandaw: ____.
- 17) **ATV/UTV Signage (Operations):** Motion by Trustee _____, seconded by Trustee _____, to purchase ATV/UTV signs in an amount not to exceed \$_____, to be funded from the _____ Fund. Discussion. Roll call vote: G. Deschane: ____, S. Swanson: ____, J. Dorschner: ____, M. Strandt: ____, G. Gocht: ____, R. Behrendt: ____, A. Grandaw: ____.
- 18) **Designated Representative for Sludge Storage Facility Project (Operations):** Motion by Trustee _____, seconded by Trustee _____, to make Kaitlin Deschane the designated Representative for the Sludge Storage Facility Project. Discussion. Roll call vote: G. Deschane: ____, S. Swanson: ____, J. Dorschner: ____, M. Strandt: ____, G. Gocht: ____, R. Behrendt: ____, A. Grandaw: ____.
- 19) **Compliance Maintenance Annual Report (Operations):** Motion by Trustee _____, seconded by Trustee _____, to accept the Compliance Maintenance Annual Report without final audited financial numbers. Discussion. Roll call vote: G. Deschane: ____, S. Swanson: ____, J. Dorschner: ____, M. Strandt: ____, G. Gocht: ____, R. Behrendt: ____, A. Grandaw: ____.

- 20) **Rescinding Offer to Purchase 10 Acres of Land from Town of Stephenson (Operations):** Motion by Trustee _____, seconded by Trustee _____, to rescind the offer of \$10,000 to purchase 10 acres of land from the Town of Stephenson. Discussion. Roll call vote: G. Deschane: ____, S. Swanson: ____, J. Dorschner: ____, M. Strandt: ____, G. Gocht: ____, R. Behrendt: ____, A. Grandaw: ____.
- 21) **Oak St. Deed for West half of Right of Way from CSD to Village (Operations):** Motion by Trustee _____, seconded by Trustee _____, to purchase half the right of way for Oak Street from the Crivitz School District to use for the Walking/Bike Path for \$_____ to be paid from the _____ Fund. Discussion. Roll call vote: G. Deschane: ____, S. Swanson: ____, J. Dorschner: ____, M. Strandt: ____, G. Gocht: ____, R. Behrendt: ____, A. Grandaw: ____.
- 22) **Recycling Contract with Town of Stephenson (Operations):** Motion by Trustee _____, seconded by Trustee _____, to accept the contract from the Town of Stephenson for recycling services. Discussion. Roll call vote: G. Deschane: ____, S. Swanson: ____, J. Dorschner: ____, M. Strandt: ____, G. Gocht: ____, R. Behrendt: ____, A. Grandaw: ____.
- 23) **Job Descriptions:** Motion by Trustee _____, seconded by Trustee _____, to accept the presented job descriptions for Summer Help Employee, Deputy Clerk/Treasurer, Clerk/Treasurer, and Building & Grounds Employee. Discussion. Roll call vote: G. Deschane: ____, S. Swanson: ____, J. Dorschner: ____, M. Strandt: ____, G. Gocht: ____, R. Behrendt: ____, A. Grandaw: ____.
- 24) **Purchasing lights for the Softball Field (Operations):** Motion by Trustee _____, seconded by Trustee _____, to replace the remaining five lights at the Softball field in an amount not to exceed \$9,500 to be paid from the _____ Fund. Discussion. Roll call vote: G. Deschane: ____, S. Swanson: ____, J. Dorschner: ____, M. Strandt: ____, G. Gocht: ____, R. Behrendt: ____, A. Grandaw: ____.
- 25) **Sabel Mechanical – Fixing Rotating Bar Screen at Wastewater Treatment Facility (Operations):** Motion by Trustee _____, seconded by Trustee _____, to accept the proposal from Sabel Mechanical to replace/repair the Rotating Bar Screen in an amount not to exceed \$3,000 to be paid from the Sewer Fund. Discussion. Roll call vote: G. Deschane: ____, S. Swanson: ____, J. Dorschner: ____, M. Strandt: ____, G. Gocht: ____, R. Behrendt: ____, A. Grandaw: ____.
- 26) **Certified Survey Map for Jerry Herrell (Admin):** Motion by Trustee _____, seconded by Trustee _____, to approve the certified survey map for property owned by Jerry Herrell as prepared by Jeff Lieuwen. Discussion. Roll call vote: G. Deschane: ____, S. Swanson: ____, J. Dorschner: ____, M. Strandt: ____, G. Gocht: ____, R. Behrendt: ____, A. Grandaw: ____.
- 27) **Employee Handbook Changes (Admin):** Motion by Trustee _____, seconded by Trustee _____, to accept the changes to the Employee Handbook. Discussion. Roll call vote: G. Deschane: ____, S. Swanson: ____, J. Dorschner: ____, M. Strandt: ____, G. Gocht: ____, R. Behrendt: ____, A. Grandaw: ____.
- 28) **Agent Change – On a Whim (Admin):** Motion by Trustee _____, seconded by Trustee _____, to remove Melissa Oleck as an Appointed Agent for Yell Rambling Solutions, LLC (On a Whim) and have Jacob Figas as the sole Agent. Discussion. Roll call vote: G. Deschane: ____, S. Swanson: ____, J. Dorschner: ____, M. Strandt: ____, G. Gocht: ____, R. Behrendt: ____, A. Grandaw: ____.
- 29) **Public Depository Resolution Update (Admin):** Motion by Trustee _____, seconded by Trustee _____, to adopt Resolution #289: A Resolution Designating Public Depositories. Discussion. Roll call vote: G. Deschane: ____, S. Swanson: ____, J. Dorschner: ____, M. Strandt: ____, G. Gocht: ____, R. Behrendt: ____, A. Grandaw: ____.

30) Liquor and Cigarette License Renewals (Admin):

Motion by Trustee _____, seconded by Trustee _____, to renew Class B Liquor & Fermented Malt Beverage licenses for the term of 7/1/22 through 6/30/23 for the following

Fuzzy's Bar, Inc., Norella Jahnke (Crivitz), Agent, for Fuzzy's Bar, 1115 F.J. St.
Crivitz Gateway, Ltd., Scott Busick (Agent), for Crivitz Gateway, 706 Hwy 141
Dan & Tim's Riverside, LLC, Daniel Piasecki (Crivitz) Agent, for Dan & Tim's Riverside, 1010 Main Ave.
Dudek's Hot Stone Pub, LLC, Jamie Dudek (Crivitz), Agent for Dudek's Hot Stone Pub, 707 Angle St.
Thor's Wolverine Den, LLC, Brian Thoreson (Crivitz), Agent for Thor's Wolverine Den, 423 Hall Ave.

Discussion. Roll call vote: G. Deschane: ____, S. Swanson: ____, J. Dorschner: ____, M. Strandt: ____, G. Gocht: ____, R. Behrendt: ____, A. Grandaw: ____.

Motion by Trustee _____, seconded by Trustee _____, to renew Class A Liquor & Fermented Malt Beverage licenses for the term of 7/1/22 through 6/30/23 for the following:

Witt's Foods, Inc., Sally A. Witt (Crivitz) Agent, for Witt's Piggly Wiggly, 214 Hwy 141
Dolgencorp, LLC, John Greene (Appleton) Agent, for Dollar General Store #6637, 610 S USH 141
(Contingent on receiving their application and payment)
Yell Rambling Solutions, LLC, Jacob Figas (Crivitz) Agents, for On A Whim Boutique Wines & Gifts, 907 USH 141N.
De Smidt Oil II, Inc., Charlie De Smidt II (Crivitz) Agent, for T & B One Stop, 717 Hwy 141,
Krist Oil Company, 303 Selden Rd., Iron River, MI, Lynn Thompson (Crivitz), Agent, for Krist Food Mart, 403 USH 141.
Kwik Trip, Inc., Angela Loukus (Pembine), Agent, for Kwik Trip #1101, USH 141S.
Pelkin's Smokey Meat Market, LLC, Dennis Pelkin (Crivitz), Agent, Pelkin's Smokey Meat Market, 600 USH 141S.

Discussion. Roll call vote: G. Deschane: ____, S. Swanson: ____, J. Dorschner: ____, M. Strandt: ____, G. Gocht: ____, R. Behrendt: ____, A. Grandaw: ____.

Motion by Trustee _____, seconded by Trustee _____, to renew Class A Fermented Malt Beverage licenses for the term of 7/1/22 through 6/30/23 for the following:

LaFaive Crivitz Co., Shane Ellison (Niagara), Agent, for Northland Mini-Mart, 216 Henriette Ave.
Richard E. Porfilio (Crivitz), Owner, for Crivitz 141 Shell, 13 S. USH 141.

Discussion. Roll call vote: G. Deschane: ____, S. Swanson: ____, J. Dorschner: ____, M. Strandt: ____, G. Gocht: ____, R. Behrendt: ____, A. Grandaw: ____.

Motion by Trustee _____, seconded by Trustee _____, to issue cigarette licenses for the term of 7/1/22 through 6/30/23 for the following

Crivitz 141 Shell, 13 USH 141S
Witt's Piggly Wiggly, 214 USH 141
T & B One Stop, 717 USH 141
Northland Mini-Mart, 216 Henriette Ave.
Krist Food Mart, 403 USH 141
Family Dollar Store #6028, 117 USH 141S
Dollar General Store #6637, 610 USH 141S **(Contingent on receiving their application and payment)**
Thor's Wolverine Den, 423 Hall Ave.
Kwik Trip #1101, 212 USH 141S

Discussion. Roll call vote: G. Deschane: ____, S. Swanson: ____, J. Dorschner: ____, M. Strandt: ____, G. Gocht: ____, R. Behrendt: ____, A. Grandaw: ____.

31) Operators Licenses (Admin) Motion by Trustee _____, seconded by Trustee _____, to issue operators licenses effective 07/1/2022 through 06/30/2024 to Benjamin J Phillippe, Bethamy J Blackhawk, Bobbie Jo Knaws, Vicki L Duprey, Kanittha Kruse, Mary Ann Moriva, Sara Jo Porfilio, Alexis J Degrave, Nicole M Holsonback, Bridget B Schulz, Tina M Earley, Patti J Willoughby, Ashly Lawe, Holly Anderson, Robert Woulf, Kathryn Fiedorowicz, Rebecca M Zillges, Susan Verdine, Lynn M Smiley, Lewis W Strupp, Garrett S Witt, Jan E Nisleit, Judith A Gerlach, Gail M Berry, Carmen M Schindel, Lynne M Bywater, Paul C Weber, Jennifer M Pryes, Jerome E Swanson, Nora A Swanson, Joyce Wene, Melissa A Paris, Luke P Johnson, Julie A Mahr

Discussion. Roll call vote: G. Deschane: ____, S. Swanson: ____, J. Dorschner: ____, M. Strandt: ____, G. Gocht: ____, R. Behrendt: ____, A. Grandaw: ____.

OLD BUSINESS:

NEW BUSINESS:

CORRESPONDENCE:

QUESTIONS FROM THE FLOOR: Note: Only QUESTIONS will be allowed and answered within the parameters of the WI Open Meetings Law. Questions not able to be answered as such will be referred to staff, committee or other appropriate resources. Derogatory questions or comments will not be allowed. Abuse of this agenda item may result in its discontinuation.

ADJOURNMENT: Motion by Trustee _____, seconded by Trustee _____, that the meeting be adjourned at _____. Vote: Ayes: ____, Nays: ____.