

**Village of Crivitz
Committee Meeting Report**

Committee: Admin & Development Date: 4/10/2024 Time: 5:27:00 PM - 6:32pm

<p>Members Present: Jeff Dorschner Cory Siebert Michael Strandt</p>	<p>Public Present: Amy Grandaw Ginger Deschane Stew Swanson Kevin England Dennis Zimmer Shirley Prudhomme</p>
<p>Staff Present: Kaitlin Deschane, Clerk-Treasurer Chief Jeff Bonikowske, Fire Department Rudi Jensen, Utilities Superintendent (via zoom)</p>	

Agenda Item:	Synopsis of Discussion	Proposed Action
<p>1 2023 Audit</p> <p>Who? What? Where? Why? How? When? Deadline?</p>	<p>Clean, unnotified audit. Segregation of duties, adjustments as always are tough in a small organization. Budget Amendments - still have \$79,000 difference but still a positive result but still underbudgeted. The village does assign alot of the fund balance, would recommend 20 - 25% unassigned, have about 29% fund balance in assigned and unassigned. Loss in Sewer of 66,000, loss of 8,000 for water. Positive cashflow for water/sewer, decrease in balance; water decrease \$72,000, sewer increase \$79,000. We have enough cashflow on hand for utility. Water has a positive rate of return, sewer has a negative rate of return.</p>	<div style="border: 1px solid black; padding: 2px; display: inline-block;">Send to Board</div>
<p>2 Riverside Alcohol License</p> <p>Who? What? Where? Why? How? When? Deadline?</p>	<p>New owner of Riverside is wanting a Class B Liquor/Beer, same as Riverside's current license.</p>	<div style="border: 1px solid black; padding: 2px; display: inline-block;">Send to Board</div>
<p>3 *Closed Session – Village owned property west of Riverside</p> <p>Who? What? Where? Why? How? When? Deadline?</p>	<p>5:43pm, 1st Michael Strandt, 2nd Amy Grandaw. Roll Call</p>	<div style="border: 1px solid black; height: 15px; width: 100%;"></div>
<p>4 Reconvene in Open Session</p> <p>Who? What? Where? Why? How? When? Deadline?</p>	<p>1st Michael Strandt, 2nd Amy Grandaw. The committee is recommending to the board to sell the land</p>	<div style="border: 1px solid black; padding: 2px; display: inline-block;">Send to Board</div>
<p>5 Fireworks Licenses</p> <p>Who? What? Where? Why? How? When? Deadline?</p>	<p>Applications from T&B and Victory Fireworks</p>	<div style="border: 1px solid black; padding: 2px; display: inline-block;">Send to Board</div>
<p>6 Red, White, & Music Temporary Alcohol Licenses</p>		<div style="border: 1px solid black; padding: 2px; display: inline-block;">Send to Board</div>

Who?
What?
Where?
Why?
How?
When?
Deadline?

Beer & Wine license for Police (through Crivitz Community Development Association) for May 25

7 Resolution Authorizing the Issuance and Sale of \$3,200,000 General Obligation Promissory Notes, Series 2024A

Who?
What?
Where?
Why?
How?
When?
Deadline?

The Village is wanting to borrow 3.2 million for TIF and General Fund projects. No USDA grant until September 30th, potentially moving up fire truck for next grant would need to replace Public Works Truck from these funds. Replacing the payment from other GO Note. Proforma on TIF could pay double this amount

8 **Closed Session – Employee Compensation

Who?
What?
Where?
Why?
How?
When?
Deadline?

6:08, 1st Michael Strandt, 2nd Amy Grandaw. Roll Call (Ginger Deschane left prior to closed session)

9 Reconvene in Open Session

Who?
What?
Where?
Why?
How?
When?
Deadline?

6:24, 1st Michael Strandt, 2nd Amy Grandaw
The committee recommends a pay increase for the Clerk of \$1.80 per hour and \$20 per month cell phone stipend

10 Correspondence Relative to Administrative & Development Committee

Who?
What?
Where?
Why?
How?
When?
Deadline?

Barbeque Class - Doug Traeger Rep would like to do on 4th of July for 2-3 classes, it would cost \$10,000. This could be covered by class registrations and sponsorships

11 Miscellaneous Purchases of Non-Routine Items over \$75

Who?
What?
Where?
Why?
How?
When?
Deadline?

None.