

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

**Public present:** Ray & Angie Majewski, Carrie & Richard Brazeau, Randy & Karen Miller

- 1) **Call to Order:** President Grandaw called 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 Ginger Deschane
Trustee Jeff Dorschner (via Zoom)	

Also present:

Attorney Frank Calvert
Clerk/Treasurer Kaitlin Deschane
Officer Alan Leiser
Officer Shawn Veriha
  
- 3) **Adoption of Agenda:** Motion by Trustee Ginger Deschane, seconded by Trustee Michael Strandt, that the agenda be adopted as presented. All Ayes. Motion Carried.
  
- 4) **Minutes Approval:** Motion by Trustee Ginger Deschane, seconded by Trustee Michael Strandt, to approve the minutes of the regular board meeting of May 25<sup>th</sup>. All Ayes. Motion Carried
  
- 5) **Financial Report:** Motion by Trustee Michael Strandt, seconded by Trustee Ginger Deschane, to approve the financial report for the month of May 2022. All Ayes. Motion Carried.
  
- 6) **General Fund Vouchers:** Motion by Trustee Michael Strandt, seconded by Trustee Ginger Deschane, to approve payment of general fund vouchers numbered 2969 through 2970, 6131, 7054, 29998 through 30041 and V8057 to V8078. All Ayes. Motion Carried.
  
- 6a) **Separate Motions:** Motion by Trustee Ginger Deschane, seconded by Trustee Jeff Dorschner, to approve payment from the sewer fund to the following:

Sabel Mechanical – screen repair - \$3,422.00

All Ayes. Motion Carried.
  
- 6b) **Water Fund:** Motion by Trustee Jeff Dorschner, seconded by Trustee Ginger Deschane, to approve payment of water fund vouchers numbered 4492 through 4496. All Ayes. Motion Carried.
  
- 6c) **Sewer Fund:** Motion by Trustee Jeff Dorschner, seconded by Trustee Ginger Deschane, to approve payment of sewer fund vouchers numbered 5764 through 5772. All Ayes. Motion Carried.

- 6d) Other Fund Vouchers:** Motion by Trustee Michael Strandt, seconded by Trustee Ginger Deschane, to approve special revenue fund vouchers numbered 1013. All Ayes. Motion Carried.
- 6e) **Other Fund Vouchers:** Motion by Trustee Michael Strandt, seconded by Trustee Ginger Deschane, to approve payment of TIF fund voucher numbered 5087. All Ayes. Motion Carried.
- 7) **Committee & Attorney Reports:** Attorney Frank Calvert has been working on the update to the public safety ordinance and the annexation ordinance.
- 8) **Comments from Pre-registered Citizens & Taxpayers:** Carrie Brazeau and Randy Miller spoke to the committee about their campaigns.
- 9) **Bob Berndt Performing Arts Center (Operations):** Motion by Trustee Jeff Dorschner, seconded by Trustee Ginger Deschane, to approve the recommendation from the Operation Bandshell Committee to name the new bandshell in the Crivitz Community Veterans Park the Bob Berndt Performing Arts Center. All Ayes. Motion Carried.
- 10) **Removal of trees in Community Veterans Park (Operations):** Motion by Trustee Jeff Dorschner, seconded by Trustee Ginger Deschane, to allow the Operation Bandshell Committee to cut down and remove 2 Norway Pines from the Crivitz Community Veterans Park to be made into siding for the new bandshell. All Ayes. Motion Carried.
- 11) **Locked In Crivitz Alcohol License (Admin):** Motion by Trustee Michael Strandt, seconded by Trustee Ginger Deschane, to designate Locked In Crivitz as a recreational facility and issue them a Class “B” Retail License for the sale of Fermented Malt Beverages for the period of 7/1/2022 through 6/30/2023. All Ayes. Motion Carried.
- 12) **Discussion on motion from Closed Session at the May 25<sup>th</sup> Regular Board Meeting:** Motion by Trustee Jeff Dorschner, seconded by Trustee George Gocht, to amend the motion made during the closed session on May 25<sup>th</sup>, 2022 by striking out in exchange for consultation and training of the new clerk/treasurer on the budget process, tax roll, and July 4<sup>th</sup> duties. The motion shall then read the Village of Crivitz will continue to payment of retiring Clerk/Treasurer Marilyn Padgett’s health insurance premium through 12/31/2022. 5 Ayes, 2 Nyes (Deschane, Behrendt) Motion Carried.
- 13) Retired Clerk/Treasurer Health Insurance: Bypass
- 14) **E. Coli Testing:** Motion by Trustee Ginger Deschane, seconded by Trustee Michael Strandt, to allow our Sewer Superintendent to perform other municipalities’ weekly E. Coli tests for \$45 a test. All Ayes. Motion Carried.

- 15) **Handrail Replacement – Headworks** (Operations): Motion by Trustee Jeff Dorschner, seconded by Trustee Stew Swanson, to repair and/or replace handrails at the Headworks for an amount not to exceed \$12,500 to be paid from the sewer fund. All Ayes. Motion Carried.
- 16) **Fire Chief’s Conference**: Motion by Trustee Ginger Deschane, seconded by Trustee Michael Strandt, to send the Fire Chief and Assistant Fire Chief to the Fire Chief’s Conference in an amount not to exceed \$1,200 to be paid for from the Fire Department budget. All Ayes. Motion Carried.
- 17) **Fire Department Vehicle Repair** (Operations): Motion by Trustee Jeff Dorschner, seconded by Trustee Stew Swanson, to repair the air conditioning unit in the fire departments pick up for an amount not to exceed \$1,000 from the Fire Department budget. All Ayes. Motion Carried.
- 18) **Softball Field Lighting** (Operations): Motion by Trustee Jeff Dorschner, seconded by Trustee Stew Swanson, to accept a quote from Mueller Electric to replace 8 lights on 4 poles at the softball field for an amount not to exceed \$15,000 from the ARPA fund. 5 Ayes. 2 Nyes (Strandt, Deschane). Motion Carried.
- 19) **Digital Sign in Triangle Park** (Operations): Bypass.
- 20) **Well House Repairs and Modifications** (Whole): Motion by Trustee Michael Strandt, seconded by Trustee Ginger Deschane, to repair pump for an amount not to exceed \$5,000 to be paid for from the Water Fund. All Ayes. Motion Carried.
- 21) **Floor Waxing at the Fire Department, WWTF, and Village Hall** (Whole): Motion by Trustee Michael Strandt, seconded by Trustee Ginger Deschane, to have Ultra Floor Care to wax the floors for the Fire Department, WWTF, and the Village Hall for an amount not to exceed \$1750 to be paid from the fire department budget, Water fund, and Village Hall budget. All Ayes. Motion Carried.
- 22) **Don Brooks Park Parking Lot & Playground** (Operations): Motion by Trustee Jeff Dorschner, seconded by Trustee Stew Swanson, to accept the quote from Richlen to clear and install limestone in the River Ridge parking lot for an amount not to exceed \$17,000 to be paid from the River Ridge designated funds, the parks budget, and ARPA funds. All Ayes. Motion Carried.
- 23) **Summer Help** (Whole & Admin): Motion by Trustee Michael Strandt, seconded by Trustee Ginger Deschane, to hire Liam Roman at a rate of \$10 an hour as a Summer Help Employee with a start date of May 2022. At the time of this meeting Liam had already turned in his two weeks notice. All Ayes. Motion Carried.
- 24) **Summer Help** (Whole & Admin): Trustee Michael Strandt, seconded by Trustee Jeff Dorschner, to hire Reece Schafer at a rate of \$10 per hour as a Summer Help Employee with a start date of June 16<sup>th</sup>, 2022. All Ayes. Motion Carried.
- 25) **Block of Hours for IT Services** (Admin): Motion by Trustee Michael Strandt, seconded by Trustee Stew Swanson, to purchase the 16 block of IT hours from Wisconsin Computers for \$1,280 to be paid from the IT budget. 6 Ayes. 1 Nye (Deschane). Motion Carried.
- 26) **HeyGov** (Admin): Motion by Trustee Michael Strandt, seconded by Trustee Ginger Deschane, to purchase HeyLicense, HeyReserve, and HeyGov Pay for an amount not to exceed \$3,288 to be paid from the General Fund. All Ayes. Motion Carried.

27) **New Router:** Motion by Trustee Michael Strandt, seconded by Trustee Ross Behrendt, to purchase a new router through Wisconsin Computers for an amount not to exceed \$750. To be paid for from the IT budget. All Ayes. Motion Carried.

28) **Harassment Ordinance:** Motion by Trustee Ginger Deschane, seconded by Trustee Jeff Dorschner, to adopt ordinance number 22-004 to adopt other forms of harassment such harassment through text and social media. 5 Ayes. 2 Nyes (Strandt, Gocht). Motion Carried.

29) **ATV/UTV Signage – ARPA:** Motion by Trustee Jeff Dorschner, seconded by Trustee Michael Strandt, to purchase ATV/UTV signs from for an amount not to exceed \$1,000 from the ARPA Fund. All Ayes. Motion Carried.

30) **Operators Licenses (Admin)** Motion by Trustee Michael Strandt, seconded by Trustee Ross Behrendt, to issue operators licenses effective 07/1/2022 through 06/30/2024 to

Christine Ruelle	Allison Hense	Talor DeVore
Margaret Johnson	Terrance Spranger	Megan Corrigan
Judy McGavock	Rebecca Lemmen	Linda Kaufman
Brenda Cary	Kayla Hurning	Angela Isadore
Michelle Leezer	Shyann Watruba	Christina Wilund
Carol Luitze	Brandon Schmidt	Althea Howarth
Carol Rivard	Brenda Busick	Patricia Rand
Jason Dudek	Robert Bemis	

All Ayes. Motion Carried.

31) **Operators Licenses (Admin):** Motion by Trustee Michael Strandt, seconded by Trustee Ginger Deschane, to issue operators licenses effective 07/1/2022 through 06/30/2024 with the first year being probationary to

Rebecca Flores	Danielle McGee
Samantha Jarvey/Lawrenz	

All Ayes. Motion Carried.

32) **Recess Closed Session\* to discuss part-time employees (Admin & Operations):** Motion by Trustee Michael Strandt, seconded by Trustee Ross Behrendt, to convene in closed session to discuss part-time employees. Jeff Dorschner left the meeting for the closed session. Roll call vote: G. Deschane: Aye, S. Swanson: Aye, M. Strandt: Aye, G. Gocht: Aye, R. Behrendt: Aye, A. Grandaw: Aye. Motion Carried.

\*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.

**33) Reconvene an Open Session, announce action taken if any (Admin):** Motion by Trustee Ginger Deschane, seconded by Trustee Michael Strandt, to reconvene in open session. Jeff Dorschner rejoined the meeting. All Ayes. Motion Carried.

**Closed Session Action:** Motion by Trustee Ginger Deschane, seconded by Trustee Michael Strandt to talk with selected employees about raises in lieu of insurance. All Ayes. Motion Carried.

Motion by Trustee Ginger Deschane, seconded by Trustee Michael Strandt to hire Shawn Veriha as a full-time salaried, exempt police officer. All Ayes. Motion Carried.

**OLD BUSINESS:** None

**NEW BUSINESS:** The new Fire Rescue Boat was used over the weekend to save 3 people, the 4<sup>th</sup> of July banner is up, Don Brooks Parking/ No Parking signs have arrived

**CORRESPONDENCE:**

Omnia Wood Products Open House – June 23<sup>rd</sup> 1pm

**QUESTIONS FROM THE FLOOR:** None.

**ADJOURNMENT:** Motion by Trustee Stew Swanson, seconded by Trustee Jeff Dorschner, that the meeting be adjourned at 7pm. Vote: Ayes: 7, Nays: 0. Motion Carried.

Respectfully submitted,

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Amy Grandaw  
President

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Kaitlin Deschane  
Clerk/Treasurer