

**MINUTES**  
**REGULAR MEETING**  
**VILLAGE OF CRIVITZ BOARD OF TRUSTEES**  
**January 17, 2012**

**Public present:** Bill Keller, Dave & Marie Tomaszewski (Peshtigo Times)

- 1) **Call to Order:** Pres. Deschane called the meeting to order at 7:00pm.
- 2) **Roll Call:** Members present:           President John Deschane           Trustee Duane Swanson  
  Trustee Kurt Kostuch           Trustee Shirley Keller  
  Trustee Dick Kaminski       Trustee Jo Di Volk  
  Trustee Janis Porfilio

                                  Also present:           Clerk/Treasurer Marilyn Padgett

                                  Absent:                 Attorney Frank Calvert

          Pres. Deschane declared a quorum present for the meeting.

- 3) **Adoption of Agenda:** Motion by Trustee Kaminski, seconded by Trustee Kostuch, that the agenda be adopted as presented. Vote: Ayes: 6. Motion carried.
- 4) **Minutes Approval:** Motion by Trustee Kaminski, seconded by Trustee Kostuch, that the minutes of the regular meeting of December 20, 2011 be approved as presented. Vote: Ayes: 6. Motion carried.
- 5) **Financial Report:** Motion by Trustee Kaminski, seconded by Trustee Kostuch, that the financial reports for all funds for the month of December be approved as presented. Vote: Ayes: 6. Motion carried.
- 6) **General Fund Vouchers:** Motion by Trustee Kaminski, seconded by Trustee Kostuch, to approve payment of general fund vouchers numbered 2592 through 2594, 4024, 6008, 21749 through 21822, and V5183 through V5201. Discussion: In response to a question from Trustee Keller, the clerk explained that voucher #21749 did not appear on the January net check listing, but documentation was given to the board as a separate check detail report. It had been reviewed and initialed by Trustee Porfilio at the December meeting, but was included in the January vouchers as it did not appear on the December check register. Vote: Ayes: 6. Motion carried.

          Motion by Trustee Kaminski, seconded by Trustee Kostuch, to approve payment from the general fund to Cardmember Services, Chase Ink, in the amount of \$823.08 for Police Dept. clothing allowance and Clerk's office stamped envelopes. Vote: Ayes: 6. Motion carried.

- 6a) **Water Fund:** Motion by Trustee Volk, seconded by Trustee Porfilio, to approve payment of water fund vouchers numbered 3664 through 3672. Vote: Ayes: 6. Motion carried.
- 6b) **Sewer Fund:** Motion by Trustee Volk, seconded by Trustee Porfilio, to approve payment of sewer fund vouchers numbered 4672 through 4680. Vote: Ayes: 6. Motion carried.
- 6c) **Other Vouchers:** None.
- 7) **Committee & Department Reports:** Copies distributed.

- 8) **Comments from Pre-registered Citizens:** None.
- 9) **Computer Server Purchase & Funding:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to purchase a refurbished computer server from Technology Solutions at a cost not to exceed \$7,333.00 including installation, data conversion and training, and that the cost be split between the General Fund, \$3,333.00, and the Utility Funds, \$4,000.00. Discussion: Pres. Deschane clarified that the training is for Mike Frievalt. Vote: Ayes: 6. Motion carried.
- 10) **Employee Handbook Amendment – Elimination of Residency Requirements:** (Finance) Trustee Kaminski stated that it had come to his attention that the agenda item and motion may not have been properly addressed by the Finance Committee. Therefore he presented the following alternate motion.

Motion by Trustee Kaminski, seconded by Trustee Keller, to refer the matter of employee residency requirements to a Committee of the Whole. Vote: Ayes: 6. Motion carried.

Motion by Trustee Kaminski, seconded by Trustee Porfilio, to grant a 3 month exception to residency requirements for Jean Behrendt, Deputy Clerk/Treasurer. Discussion: There was extended discussion on the length of the exception. Vote: Ayes: 4, Nays: 2 (Kostuch & Keller). Motion carried.

- 11) **Snow Removal Budget Adjustment:** (Public Works) Motion by Trustee Swanson, seconded by Trustee Keller, to transfer \$6,000.00 from the 2012 Snow Removal budget to savings and \$13,500.00 to the new Public Works truck purchase, leaving \$6,000.00 in the budget for snow removal in 2012. Vote: Ayes: 6. Motion carried.

- 12) **Public Works Truck Bid Award & Financing:** (Public Works) Motion by Trustee Swanson, seconded by Trustee Keller, to award the bid for the Public Works truck to the following for a total of \$81,107.32:

Witt Auto Sales for Truck Cab/Chassis	\$ 40,253.32
Caspers for box, sander, wing, etc.	\$ 33,776.00
Elias Auto for plow with lights	\$ 7,078.00

And to fund the purchase as follows:

Public Works Truck Savings Fund	\$ 48,000.00
Snow Removal Budget Reduction	\$ 13,500.00
Street Project Budget Reduction	\$ 16,000.00
Undesignated Operating Funds Reduction	\$ 3,607.32

Discussion: Pres. Deschane explained that this would be a 2012 Ford and is replacing the truck Greg Gocht currently uses, which will be sold along with the sander. Delivery is expected in May. Partial funding from the USDA grant program was denied. Trustee Volk thanked the Public Works Committee for finding a way to fund the purchase mostly via the Public Works budget. Vote: Ayes: 6. Motion carried.

- 13) **Village Hall LP Tank Purchase:** (Public Works) Motion by Trustee Swanson, seconded by Trustee Keller, to purchase the LP gas tank currently being leased from Lakes Gas Co. for the Village Hall at a cost not to exceed \$450.00 and to cancel the lease agreement. Discussion: Trustee Swanson explained that this purchase will pay for itself in 2 years, as the previous annual lease was \$220.00 per year. The tank is for supplying the emergency generator at the hall. Vote: Ayes: 6. Motion carried.

- 14) **Operators Licenses:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to issue an operators license effective 1/17/12 through 6/30/12 to Daniel Maye, who has received a satisfactory records check. Vote: Ayes: 6. Motion carried.

**OLD BUSINESS:** None

**NEW BUSINESS:**

**Committee of Whole Meeting:** Pres. Deschane announced that a Committee of the Whole meeting has been scheduled for Monday, Jan. 23<sup>rd</sup> at 7:00pm. A potential development and the CTH A project will be discussed in closed session. He also noted that he, Trustee Kostuch and the clerk would be meeting with the developer on Wednesday to get further information for the meeting.

**President's Corner:** Pres. Deschane reminded everyone of the annual Ice Skating & Christmas Tree Burn event at the Crivitz Fire Station on Saturday, January 28<sup>th</sup> from 6-9pm. He commended Kelly Stumbris and the cheerleaders for qualifying for both state and national competitions. He also extended sympathies to Greg Gocht on the recent loss of his mother-in-law and Craig Kasten on the recent loss of his father-in-law.

**CORRESPONDENCE:** None.

**QUESTIONS FROM THE FLOOR:** None.

**RECESS TO CLOSED SESSION (if needed):** Bypassed.

**ADJOURNMENT:** Motion by Trustee Kaminski, seconded by Trustee Volk, that the meeting be adjourned at 7:24pm. Vote: Ayes: 6. Motion carried.

Respectfully submitted,

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John J. Deschane  
President

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Marilyn L Padgett  
Clerk/Treasurer