

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

**Public present:** None.

- 1) **Call to Order:** Pres. Deschane called the meeting to order at 7:00pm.
- 2) **Roll Call:** Members present:           President John Deschane           Trustee Kurt Kostuch  
  Trustee Amy Deschane           Trustee Dick Kaminski  
  Trustee Fred Franzen           Trustee Stew Swanson
- Members absent:           Trustee Duane Swanson
- Also present:           Deputy Clerk/Treasurer Barbara Uhl

Pres. Deschane declared a quorum present for the meeting.

- 3) **Adoption of Agenda:** Motion by Trustee Franzen, seconded by Trustee Kaminski, that the agenda be adopted as presented. Vote: Ayes: 5. Motion carried.
- 4) **Minutes Approval:** Motion by Trustee Franzen, seconded by Trustee Kaminski, that the minutes of the regular meeting of December 20th be approved as presented. Vote: Ayes: 5. Motion carried.
- 5) **Financial Report:** Bypassed to February meeting.
- 6) **General Fund Vouchers:** Motion by Trustee Franzen, seconded by Trustee Kaminski, to approve payment of general fund vouchers numbered 2775 through 2778, 4085, 6067, 26061 through 26138, and V6570 through V6600. Vote: Ayes: 5. Motion carried.

Motion by Trustee Franzen, seconded by Trustee Kaminski, to approve the following payments from the general fund:

Aaron & Rebecca McCullough for tax payment escrow refund	\$ 512.19
Command Central for voting machine maintenance contract	\$ 540.00
League of WI Municipalities for 2017 dues & publications	\$ 539.13
Workhorse Software for 2017 technical support fees	\$ 3,375.00
John Deere Financial for John Deere 1070 tractor repairs	\$ 2,385.28
Stew Swanson for 2016 Fire Inspectors conference expenses	\$ 564.00
Witt Auto for Tahoe damage & wiper module repairs	\$ 3,177.64
Penflex for Fire Dept retirement administration fees	\$ 1,330.00
UBS Financial for Fire Dept retirement contributions	\$ 6,538.09

Vote: Ayes: 4, Abstentions: 1. Motion carried.

- 6a) **Water Fund:** Motion by Trustee Deschane, seconded by Trustee Franzen, to approve payment of water fund vouchers numbered 4057 through 4065. Vote: Ayes: 5. Motion carried.

Motion by Trustee Deschane, seconded by Trustee Franzen, to approve payment from the water fund to Ferguson Waterworks in the amount of \$596.00 for repairs to the fire hydrant near the county shop. Discussion: Trustee Deschane explained that the repairs were needed due to sand infiltration. Vote: Ayes: 5. Motion carried.

- 6b) **Sewer Fund:** Motion by Trustee Deschane, seconded by Trustee Franzen, to approve payment of sewer fund vouchers numbered 5216 through 5223. Vote: Ayes: 5. Motion carried.

- 6c) **Other Vouchers:** Motion by Trustee Kostuch, seconded by Trustee Swanson, to approve payment of TIF fund voucher number 5020. Vote: Ayes: 5. Motion carried.
- 7) **Committee & Attorney Reports:** Committee reports were distributed to board members prior to the meeting. There was no attorney report for the month.
- 8) **Comments from Pre-registered Citizens:** None.
- 9) **2017 Public Works Truck Bid Award:** (Public Works) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to award the bid for the 2017 Public Works truck to Witt Ford in the amount of \$45,922.10, contingent upon approval of the USDA-RD. Discussion: Pres. Deschane noted that the truck is being purchased under a grant from the USDA-RD. He thanked Jennifer Engels for all of her assistance. Vote: Ayes: 5. Motion carried.
- 10) **Sewer Main Cleaning & Televising - Great Lakes TV Seal:** (Utilities) Motion by Trustee Deschane, seconded by Trustee Franzen, to contract with Great Lakes TV Seal to televise sewer mains and clean lift stations at a cost not to exceed \$13,500.00. Vote: Ayes: 5. Motion carried.
- 11) **Crivitz Community Veterans Park Master Plan - Consultant Contract:** (Parks & Recreation) Motion by Trustee Swanson, seconded by Pres. Deschane, to contract with VandeWalle & Associates to create a master plan for Crivitz Community Veterans Park at a cost not to exceed \$9,500.00, and to fund the expense from the undesignated balance. Discussion: It was noted that only Task #1 was chosen from the proposal and that the plan would be needed to apply for grants. Trustee Kostuch felt it was an outrageous amount of money for the plan. Vote: Ayes: 4, Nays:: 1 (Kostuch). Motion carried.
- 12) **Community Events & Activities Web Page:** (Parks & Recreation) Motion by Trustee Swanson, seconded by Trustee Deschane, to contract with the Crivitz Business Association at the rate of \$20.00 per hour for the clerk's office to assist with the creation of, and to maintain a community event and activities calendar at the [www.crivitz.com](http://www.crivitz.com) website. Discussion:: Pres. Deschane explained that the current calendar on the CBA website is not being maintained. Barb Uhl would be maintaining the new calendar. Vote: Ayes: 5. Motion carried.
- 13) **Operators Licenses:** (Finance) Motion by Trustee Franzen, seconded by Trustee Kaminski, to grant operators licenses effective 01/17/2017 through 6/30/2018 to Connor Cavil and Arin Schutte, both having received satisfactory background checks. Vote: Ayes: 5. Motion carried.

**OLD BUSINESS:** None.

**NEW BUSINESS:** None.

**CORRESPONDENCE:** Pres. Deschane announced that there would be a League of WI Municipalities meeting at the Village Hall on Wednesday, January 18, 2017.

**QUESTIONS FROM THE FLOOR:** None.

**ADJOURNMENT:** Motion by Trustee Franzen, seconded by Trustee Swanson, that the meeting be adjourned at 7:20pm. Vote: Ayes: 5. Motion carried.

Respectfully submitted,

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John J. Deschane  
President

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Barbara Uhl  
Deputy Clerk/Treasurer