

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

Public present: Jennifer Johnson (Peshtigo Times)

- 1) **Call to Order:** Pres. Deschane called the meeting to order at 7:00pm.
- 2) **Roll Call:** Present: President John Deschane Trustee Fred Franzen
 Trustee Kurt Kostuch Trustee Shirley Keller
 Trustee Dick Kaminski
- Absent: Trustee Janis Porfilio
 Trustee Duane Swanson
- Also present: Clerk/Treasurer Marilyn Padgett

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: 4. Motion carried.
- 4) **Minutes Approval:** Motion by Trustee Kaminski, seconded by Trustee Kostuch, that the minutes of the regular meeting of January 21, 2014, be approved as presented. Vote: Ayes: 4. Motion carried.
- 5) **Financial Report:** Motion by Trustee Kaminski, seconded by Trustee Kostuch, that the financial reports for January for all funds be approved as presented. Vote: Ayes: 4. Motion carried.
- 6) **General Fund Vouchers:** Motion by Trustee Kaminski, seconded by Trustee Kostuch, to approve payment of general fund vouchers numbered 2667 through 2669, 4050, 6032, 23554 through 23614, and V5859 through V5874. Vote: Ayes: 4. Motion carried.

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

Community Insurance Corp. for deductible expense on Czerniewski & Congine claims	\$ 1,924.00
J & T Electric for Holiday Decoration services	\$ 533.69

Vote: Ayes: 4. Motion carried.

- 6a) **Water Fund:** Motion by Trustee Franzen, seconded by Trustee Keller, to approve payment of water fund vouchers numbered 3830 through 3836. Vote: Ayes: 4. Motion carried.
- 6b) **Sewer Fund:** Motion by Trustee Franzen, seconded by Trustee Keller, to approve payment of sewer fund vouchers numbered 4921 through 4928. Vote: Ayes: 4. Motion carried.
- 6c) **Other Vouchers:** Motion by Trustee Kostuch, seconded by Trustee Keller, to approve payment of TIF fund voucher number 360. Vote: Ayes: 4. Motion carried.
- 7) **Committee & Department Reports:** Copies distributed.
- 8) **Comments from Pre-registered Citizens:** None.

- 9) **Ordinance No. 2014-01:** (Utilities) Motion by Trustee Franzen, seconded by Trustee Keller, to adopt Ordinance No. 2014-01: An Ordinance Amending Title 9 of the Village of Crivitz Code of Ordinances Relating to Sewer Use and User Charge System. Vote: Ayes: 4. Motion carried.
- 10) **Water Rate Increase Application Services:** (Utilities) Motion by Trustee Franzen, seconded by Trustee Keller, to contract with Shenck, CPA's, for water rate increase application services in an amount not to exceed \$4,500.00. Vote: Ayes: 4. Motion carried.
- 11) **Water Line Thawing Expenses:** (Utilities) Motion by Trustee Franzen, seconded by Trustee Keller, to approve payment from the Water fund to Richlen Excavating and Straight Flush for thawing frozen water lines at a total cost not to exceed \$11,000.00. Vote: Ayes: 4. Motion carried.
- 12) **Safe Drinking Water Act Testing Expenses:** (Utilities) Motion by Trustee Franzen, seconded by Trustee Keller, to approve payment from the Water fund to Northern Lake Services for Safe Drinking Water Act testing expenses over a 3 month period in an amount not to exceed \$3,800.00. Vote: Ayes: 4. Motion carried.
- 13) **Disposal of Old Fire Dept. Turnout Gear:** (Public Safety) Motion by Trustee Kostuch, seconded by Trustee Keller, to authorize the Fire Department to dispose of old NFPA non-compliant turnout gear provided any Crivitz identification is removed from the gear prior to disposal. Vote: Ayes: 4. Motion carried.
- 14) **Fire Dept. Airpack Repairs & Flow Testing:** (Public Safety) Motion by Trustee Kostuch, seconded by Trustee Keller, to contract with Fire Safety Consultants & Services for airpack flow testing in an amount not to exceed \$800.00. Vote: Ayes: 4. Motion carried.
- 15) **Fire Helmet Purchases:** (Public Safety) Motion by Trustee Kostuch, seconded by Trustee Keller, to approve the purchase of 2 white Fire Dept. helmets from Paul Conway Shields at a cost not to exceed \$400.00. Vote: Ayes: 4. Motion carried.
- 16) **WDNR Fire Dept. Grant Purchases:** (Public Safety) Motion by Trustee Kostuch, seconded by Trustee Keller, to approve the purchase of 20 pairs of safety glasses at a cost not to exceed \$800.00, with 50% to be reimbursed by the 2014 WDNR fire grant. Vote: Ayes: 4. Motion carried.
- 17) **WI Supreme Court 2014 Judicial Education Training Fees:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to approve payment in the amount of \$625.00 to the WI Supreme Court for 2014 Judicial Education training fees. Vote: Ayes: 4. Motion carried.
- 18) **Local Government Property Insurance Fund:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to approve payment in the amount of \$8,772.00 to the Local Government Property Insurance Fund for the 2014-15 premium for property and auto physical coverage. Vote: Ayes: 4. Motion carried.
- 19) **Public Works Part-time Employee - Jenny Doubek:** (Public Works) Motion by Trustee Franzen to hire Jenny Doubek as a temporary part-time Public Works employee to clean the Fire Station at the rate of \$11.00 per hour effective February 18, 2014, not to exceed 4.5 hours per month. Pres. Deschane declared the motion failed for lack of a second.
- 20) **Fire Station Generator:** (Public Works) Motion by Trustee Franzen, seconded by Trustee Kostuch, to contract with J & T Electric to add items, including heat and additional lighting to the Fire Station generator at a cost not to exceed \$600.00. Vote: Ayes: 4. Motion carried.
- 21) **St. Mary's Car Show:** (Public Works) Motion by Trustee Franzen, seconded by Trustee Kostuch, to give permission to St. Mary Church to use the Village parking lot for their car show on May 17, 2014, from 9:00am to 2:00pm. Vote: Ayes: 4. Motion carried.

- 22) **Village Hall Heating System:** (Public Works) Motion by Trustee Franzen, seconded by Trustee Kostuch, to contract with Dama Plumbing & Heating to repair the Village Hall heating system to restore heat to the front of the building in an amount not to exceed \$1,000.00. Vote: Ayes: 4. Motion carried.
- 23) **CenturyLink Blanket Permit:** (Public Works) Motion by Trustee Franzen, seconded by Trustee Kostuch, to approve the CenturyLink 2014-15 blanket permit. for construction, operation and maintenance of telephone lines. Vote: Ayes: 4. Motion carried.
- 24) **Operator's Licenses:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to grant an operator's license effective from 02/18/14 through 06/30/14 to Roxanne Braun, Lisa Lorenz and Ashley Uhl, who have received satisfactory background checks. Vote: Ayes: 4. Motion carried.
- 25) **Recess to Closed Session:** Bypassed.
- 26) **Reconvene in Open Session:** Bypassed.

OLD BUSINESS: None.

NEW BUSINESS:

Utilities Meeting: Pres. Deschane announced that a Utilities meeting was scheduled for Wednesday, February 19th at 10:00am to discuss water line freezes.

Presidents Corner: None.

CORRESPONDENCE: None.

QUESTIONS FROM THE FLOOR: None.

ADJOURNMENT: Motion by Trustee Kaminski, seconded by Trustee Kostuch, that the meeting be adjourned at 7:25pm. Vote: Ayes: 4. Motion carried.

Respectfully submitted,

John J. Deschane
President

Marilyn L. Padgett
Clerk/Treasurer