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**AGENDA**  
**REGULAR MEETING**  
**CRIVITZ BOARD OF TRUSTEES**

**PLEDGE OF ALLEGIANCE**

**Public present:** Marie Tomaszewski

- 1) **Call to Order:** The meeting was called to order at 7:30PM by President John Deschane
- 2) **Roll Call:**

President John Deschane	Trustee Duane Swanson
Trustee Kurt Kostuch	Trustee Trustee Dick Kaminski
Trustee Rich Porfilio	Trustee Jo Di Volk
Trustee Janis Porfilio	

Attorney Frank Calvert  
 Deputy Clerk/Treasurer Jean Behrendt
- 3) **Adoption of Agenda:** Motion by Trustee Janis Porfilio, seconded by Trustee Rich Porfilio, that the agenda be adopted as presented. Vote: Ayes: 6, Nays: 0, Abstentions: 0. Motion approved.
- 4) **Minutes Approval:** Motion by Trustee Janis Porfilio seconded by Trustee Rich Porfilio, that the minutes of the regular meeting of January 15<sup>th</sup> and special meetings of January 21<sup>st</sup> and January 24<sup>th</sup> be approved as presented. Vote: Ayes: 6, Nays:0 Abstentions: 0. Motion approved.
- 5) **Financial Report:** Motion by Trustee Janis Porfilio, seconded by Trustee Rich Porfilio, to accept the financial reports for all funds for the month of January as presented. Vote: Ayes: 6, Nays: 0 Abstentions: 0.
- 6) **General Fund Vouchers:** Motion by Trustee Janis Porfilio, seconded by Trustee Rich Porfilio, to approve payment of general fund vouchers numbered 2436 through 2439, and 17227 through 17329. Discussion: Jean Behrendt told the Board that the checks were dated February 14, 2008 instead of February 19, 2008 but assured the Board that they had not been mailed pending approval by the Board at this meeting. Also questioned was the fact that the Check Register list didn't include check number 2439. It was located in the Finance Committee's folder of vouchers and it was a prepaid bill for Withholding taxes. Vote: Ayes: 6, Nays: 0, Abstentions: 0.

Motion by Trustee Janis Porfilio, seconded by Trustee Rich Porfilio, to approve payment from the general fund to the following:

UES Computers for Windows XP Upgrades & supplies	\$ 651.98
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As a result of a discussion regarding the bill for UES Computers by Duane Swanson and Janis Porfilio a motion was made that this bill be sent back to the Finance Committee for review. Vote: Ayes 5: Nays: 1, Abstentions: 0.

Elias Auto for Snowplow Edges on 2 trucks	\$ 806.80
Marinette County Highway Dept for purchases of sand & salt	\$ 2,002.11

Motion to approve the remaining two bills for payment was voted on. Ayes: 6, Nays: 0, Abstentions: 0.

- 6a) **Water Fund:** Motion by Trustee Duane Swanson, seconded by Trustee Dick Kaminski, to approve payment of water vouchers numbered 3314 through 3327. Discussion: Jean Behrendt told the Board that included in

e checks approved and mailed in the month of January. This approved was presented by Duane Swanson but not listed by ).

- 6b) **Sewer Fund:** Motion by Trustee Duane Swanson, seconded by Trustee Dick Kaminski, to approve payment of sewer vouchers numbered 4230 through 4247. Vote: Ayes: 6, Nays: 0, Abstentions: 0.
- 6c) **Other Vouchers:** Motion by Trustee Jo Di Volk, seconded by Trustee Janis Porfilio, to approve payment of TIF Fund vouchers numbered 219 through 221. Vote: Ayes: 6, Nays: 0, Abstentions: 0.
- 7) **Committee & Department Reports:** Copies distributed.
- 8) **Comments from Pre-registered Citizens:** None
- 9) **Marinette County Multi-Jurisdictional Planning Committee:** Motion by Trustee Janis Porfilio, seconded by Trustee Duane Swanson, to accept the appointment of Jo Di Volk as Village of Crivitz representative to the Marinette County Multi-Jurisdictional Planning Committee, and Paul Dyer as alternate representative, as presented by President Deschane. Discussion: John Deschane stated that Paul Dyer has requested to be relieved of the position of main representative to the Committee and thus this change was made. Vote: Ayes: 6, Nays: 0, Abstentions: 0.
- 10) **Crivitz Water Utility – Land Purchase Counter Proposal: (Whole):** Motion by Trustee Rich Porfilio, seconded by Trustee Dick Kaminski, to approve counter proposal by Doug Wagner and purchase lots #1, 2, 3 & 15 in Cora's Wooded Acres at a price not to exceed \$72,600.00. Vote: Ayes: 6, Nays: 0, Abstentions: 0.
- 11) **Well #3 Project Financing – Authorization for Short-Term Borrowing, Interim Financing & Project Financing (Whole):** Motion by Trustee Rich Porfilio, seconded by Trustee Dick Kaminski, that John Deschane is authorized to investigate local bank's rates for the purpose of borrowing \$250000.00. Vote: Ayes: 7, Nays: 0, Abstentions: 0.
- 12) **Test Well & Test Pumping Contract with Luisier Drilling, Inc.: (Utilities)** Motion by Trustee Duane Swanson, seconded by Trustee Dick Kaminski, to accept the test well and test pumping contract proposal from Luisier Drilling, Inc., at a cost not to exceed \$7,785.00. Vote: Ayes: 6, Nays: 0, Abstentions: 0.
- 13) **Water Utility River Crossing – Soil Testing Contract: (Utilities)** Motion by Trustee Duane Swanson, seconded by Trustee Dick Kaminski, to accept the contract with Midwest Engineering for soil testing for the water utility river crossing in an amount not to exceed \$ 4,000.00. Discussion: Rich Porfilio questioned if this boring under the river was approved by the DNR. Also it was explained that this was part of a grant to get water to west side of bridge on County W due to a lack of sufficient water pressure on that side. Vote: Ayes 6, Nays: 0, Abstentions: 0.
- 14) **Wisconsin Public Service Commission – Authorization to Request Permission to Construct Well # 3 and Apply for a Rate Increase: (Utilities)** Motion by Trustee Duane Swanson, seconded by Trustee Dick Kaminski, to request permission from the WI Public Service Commission to construct Well #3 and to submit a water rate increase application, and to contract with Kerber Rose & Associates for these services, if needed. Discussion: A question was raised as to why Kerber Rose was being hired to do the application. Frank Calvert stated that the financial paperwork is extensive and that an accountant would be more

ation. Glen Franzen has been in contact with the Wisconsin  
es: 6, Nays: 0, Abstentions: 0.

- 15) **Water Production Study: (Utilities)** Motion by Trustee Duane Swanson, seconded by Trustee Dick Kaminski, to accept the Water Production Study as submitted by Ayres & Associates. Vote: Ayes: 6, Nays: 0, Abstentions: 0.
- 16) **Well Site Investigation Report: (Utilities)** Motion by Trustee Duane Swanson, seconded by Trustee Dick Kaminski, to accept the Well Site Investigation Report as submitted by Ayres & Associates, and to direct Ayres to submit the report to the WDNR. Vote: Ayes: 6, Nays: 0, Abstentions: 0.
- 17) **Extended Well Abandonment Agreement with WDNR: (Utilities)** Motion by Trustee Duane Swanson, seconded by Trustee Dick Kaminski, to accept the Extended Well Abandonment Agreement with the Wisconsin Department of Natural Resources. Discussion: This is for well #1 which is only used as an emergency backup. Vote: Ayes:6, Nays: 0, Abstentions: 0.
- 18) **Wastewater Treatment Facility – WPDES Permit Application Approval: (Utilities)** Motion by Trustee Duane Swanson, seconded by Trustee Dick Kaminski, to approve the Wisconsin Pollution Discharge Elimination System (WPDES) permit application for the Crivitz Wastewater Treatment facility. Vote: Ayes: 6, Nays: 0, Abstentions: 0.
- 19) **Wastewater Treatment Facility – Chlorination System Rebuilding Project: (Utilities)** Motion by Trustee Duane Swanson, seconded by Trustee Dick Kaminski, to approve the chlorination and dechlorination system rebuilding project contract for the Crivitz Wastewater Treatment facility with Hawkins Chemical, Inc., at a cost not to exceed \$14,900.00 and to transfer this amount from the Clean Water Fund Replacement account to cover the expense. Vote: Ayes: 6, Nays: 0, Abstentions: 0.
- 20) **CenturyTel – 2008/09 Blanket Street Opening Permit: (Public Works)** Motion by Trustee Dick Kaminski, seconded by Trustee Rich Porfilio, to approve the CenturyTel 2008/09 blanket street opening permit, provided CenturyTel leaves the public telephone at the Village Hall entrance.. Vote: Ayes: 6, Nays: 0, Abstentions: 0.
- 21) **Sanding & Salting Rate Increase: (Public Works)** Motion by Trustee Dick Kaminski, seconded by Trustee Rich Porfilio, to increase the rate for sanding to \$50.00 per occurrence and to increase the rate for salting to \$75.00 per occurrence. Vote: Ayes: 6, Nays:0, Abstentions: 0.
- 22) **Fire Hose Purchase: (Public Safety)** Motion by Trustee Rich Porfilio, seconded by Trustee Kurt Kostuch, to purchase 1600 feet of hose from the town of Stephenson at a cost of \$3500.00. Discussion: This hose was new hose that the Town of Stephenson had purchased that they didn't need. It turns out to be less than ½ the cost of purchasing the hose from another vendor. Vote: Ayes: 6, Nays: 0, Abstentions: 0.
- 23) **Police Equipment – Rifle Purchase: (Public Safety)** Bypassed.



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Trustee Janis Porfilio, seconded by Trustee Duane Swanson, to  
19<sup>th</sup> through June 30<sup>th</sup>, 2008, to Savannah Schwarz, who has  
Vote: Ayes: 5, Nays: 0, Abstentions: 1.

**OLD BUSINESS:** None

**NEW BUSINESS:**

Rich Porfilio brought up the need to get the fire hydrants throughout the Village uncovered from the accumulation of snow. It is the residents' responsibility to clean around the hydrants. Dick Kaminski questioned the method of getting the word out to the residents. Marie Tomaszewski was asked to include this in her article in the Pestigo Times. Glen Franzen will put in on his to do list for next week for any hydrants that haven't been taken care of.

**President's Corner:**

John Deschane wished to commend the Public Works employees for their good job of removing the snow from the Village streets. It was mentioned that private parties weren't being careful to remove their snow from the streets. It is against the ordinances to put snow onto the streets when cleaning your property.

Congratulations to the dance team directed by Sally Witt for finishing 2<sup>nd</sup> in recent dance contest.

**CORRESPONDENCE:**

**David Twohig:** Regarding River Ridge South Subdivision park plans.

**QUESTIONS FROM THE FLOOR:**

Jean Behrendt thanked the Board for the t-shirts that they purchased recently for the employees of the Village.

**ADJOURNMENT:** Motion by Trustee Rich Porfilio, seconded by Trustee Jo Di Volk, that the meeting be adjourned at 8:45PM. Vote: Ayes: 6, Nays: 0.

Respectfully Submitted

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John J. Deschane  
President

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Jean Behrendt  
Deputy Clerk/Treasurer