

MINUTES
REGULAR MEETING
VILLAGE OF CRIVITZ BOARD OF TRUSTEES

Public present: Bill Keller, Allen Brey

- 1) **Call to Order:** Pres. Deschane called the meeting to order at 7:00pm.
- 2) **Roll Call:** Members present: President John Deschane Trustee Dick Kaminski
 Trustee Kurt Kostuch Trustee Shirley Keller
 Trustee Jo Di Volk
- Members absent: Trustee Janis Porfilio
 Trustee Duane Swanson
- Also present: Attorney Frank Calvert
 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 15th 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 2630 through 2631, 4038, 6021, 22737 through 22805 and V5635 through V5650. Vote: Ayes: 4. Motion carried.

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

Pomasl Fire Equipment for fire hose (insurance claim)	\$ 3,294.00
WI Supreme Court for Judge continuing education	\$ 625.00
Marinette County for tax roll expense – not to exceed	\$ 875.00
Northwoods Recycling Coalition – 2013 Dues	\$ 4,900.00

Vote: Ayes: 4. Motion carried.

- 6a) **Water Fund:** Motion by Trustee Keller, seconded by Trustee Volk, to approve payment of water fund vouchers numbered 3751 through 3759. Vote: Ayes: 4. Motion carried.

Motion by Trustee Keller, seconded by Trustee Volk, to approve payment from the water fund to Badger Meter for meters in the amount of \$ 2,753.89. Vote: Ayes: 4. Motion carried.

- 6b) **Sewer Fund:** Motion by Trustee Keller, seconded by Trustee Volk, to approve payment of sewer fund vouchers numbered 4801 through 4813. Vote: Ayes: 4. Motion carried.

- 6c) **Other Vouchers:** None.

- 7) **Committee & Department Reports:** Copies distributed.
- 8) **Comments from Pre-registered Citizens:** None.
- 9) **Ordinance No. 2013-01:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to adopt Ordinance No. 2013-01: An Ordinance Amending Title 7 of the Village of Crivitz Code of Ordinances Relating to License Fees. Vote: Ayes: 4. Motion carried
- 10) **CBA Annual Easter Egg Hunt** (Parks & Rec): Motion by Trustee Volk, seconded by Trustee Keller, to allow the Crivitz Business Association to hold their annual Easter Egg Hunt at Crivitz Community Veteran's Park March 30th at 11:30am Vote: Ayes; 4. Motion carried.
- 11) **Benches & Planters** (Parks & Rec): Motion by Trustee Volk, seconded by Trustee Keller, to accept the quote from Sharkey's Floral for the purchase and planting of flowers in benches and planters with the cost to be divided as follows:
- | | |
|------------------------------------------|-------------|
| TIF Fund – Dyer Business Park planters | \$ 525.00 |
| Village Hall – Front flower beds & boxes | \$ 250.00 |
| Parks – Remainder of Village | \$ 1,575.00 |
- Discussion: Pres. Deschane noted that Bill Keller did an outstanding job on maintaining the flowers last year and the board expects the same in 2013. Vote: Ayes: 4. Motion carried
- 12) **2013 Crivitz Flea & Farmer's Market Schedule** (Parks & Rec): Motion by Trustee Volk, seconded by Trustee Keller, to set the schedule for the 2013 Crivitz Flea & Farmer's Market as May 23rd through August 29th. Discussion: Pres. Deschane noted that it was unnecessary to specify an additional date for July 4th, as it falls on a Thursday this year. Vote: Ayes: 4. Motion carried.
- 13) **Crivitz Community, Inc., Property Survey** (Development): Motion by Trustee Kostuch, seconded by Trustee Kaminski, to contract with Rob Kamps Land Surveying to survey and mark the Crivitz Community, Inc., property at a cost not to exceed \$800.00, to be funded from the TIF Fund. Vote: Ayes: 4. Motion carried.
- 14) **Promotional Advertising – Morning Dove Productions** (Development): Motion by Trustee Kostuch, seconded by Trustee Kaminski, to contract with Morning Dove Productions for 13 weeks of television promotional advertising for the Village of Crivitz at a cost not to exceed \$500.00, to be funded from the TIF fund. Discussion: The advertising will be during the Sunday morning polka show. Vote: Ayes: 4. Motion carried.
- 15) **Dory Investments TIF Agreement Settlement – Attorney Fees** (Development): Motion by Trustee Kostuch, seconded by Trustee Kaminski, to approve payment in the amount of \$1,575.00 to Calvert Law Firm for work performed on the Dory Investments TIF agreement settlement to be funded from the TIF savings fund. Discussion: Board members thanked Atty Calvert, who had only charged for the mediation portion of the issue, even though he had put in a considerable amount of work on it over the last several years. Vote: Ayes: 4. Motion carried.
- 16) **Police Squad Tires** (Public Safety): Motion by Trustee Kostuch, seconded by Trustee Volk, to approve the purchase of tires for the Police Durango squad vehicle at a cost not to exceed \$650.00. Vote: Ayes: 4. Motion carried
- 17) **Fire Department Turnout Gear** (Public Safety): Motion by Trustee Kostuch, seconded by Trustee Volk, to approve the purchase one set of fire turnout gear from Paul Conway Shields at a cost not to exceed \$1,600.00 to be funded from the General Equipment savings fund. Vote: Ayes: 4. Motion carried.
- 18) **2002 Sewer Debt Service Account** (Utilities): Motion by Trustee Keller, seconded by Trustee Volk, to close the 2002 Sewer Debt Service account and transfer the balance of approximately \$21,687.07 to the Sewer Designated Funds account. Vote: Ayes: 4. Motion carried.

19) **2013 WPDES Permit** (Utilities): Motion by Trustee Keller, seconded by Trustee Volk, to approve WPDES permit testing at Northern Lake Service at a cost not to exceed \$1,500.00. Vote: Ayes: 4. Motion carried

20) **Wastewater Treatment Plant Maintenance** (Utilities): Motion by Trustee Keller, seconded by Trustee Volk, to approve the following purchases for wastewater treatment plant maintenance to be funded from the Clean Water Fund Replacement Account:

Solenoid from USA Blue Book	\$300.00
Air flow meter from Dwyer Guage	\$500.00
2 sets of hydraulic cylinders from Bilco	\$600.00

Vote: Ayes: 4. Motion carried

21) **Public Works/Utility Truck Tires:** (Public Works): Motion by Trustee Keller, seconded by Trustee Volk, to approve the purchase of tires for the Public Works/Utilities truck from GCR at a cost not to exceed \$600.00 to be split equally between the Streets – Vehicle Maintenance account and the Utility funds. Vote: Ayes: 4. Motion carried

22) **Village Hall Floor Maintenance:** (Public Works): Motion by Trustee Keller, seconded by Trustee Volk, to accept the quote from Ultra Floor Care at a cost not to exceed \$950.00 for Village Hall and office floor maintenance. Vote: Ayes: 4. Motion carried. Discussion: Pres. Deschane noted that the committee will schedule this for annual maintenance.

23) **Operators Licenses:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to issue operators licenses effective 02/19/2013 through 6/30/2014 to Diahann Leslie, Mitchell Kamps, Rebecca Zillges, Nicole Simon, and Elizabeth Kuntz, who have all received satisfactory records checks. Vote: Ayes: 4. Motion carried.

24) **Recess to Closed Session:** Bypassed

25) **Reconvene in Open Session:** Bypassed.

OLD BUSINESS: None.

NEW BUSINESS:

Presidents Corner: Pres. Deschane reported that March committee meetings would be posted on March 1st, instead of later in the month, and urged committee chairs and department supervisors to have agendas to the clerk in advance of March 1st. He also congratulated the school cheerleaders, Debbie Atwood and Kellie Stumbris on their accomplishments at the national tournament.

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