

MINUTES
REGULAR MEETING
VILLAGE OF CRIVITZ BOARD OF TRUSTEES

March 15, 2005

Public present: Tom & Vicki Markert, Larry & Jane Belschner, Amber Gocht, Jeff Lebrock, Amanda & Russ Schenk, Dave Bendtschneider, Josh Grabowski, Dan Wendt, Chris Moser, Branden Gauthier, Kristin Ledvina, Derek Voss, Glen Franzen, Mike & Donald Kosmecki, Marie Tomaszewski (Peshtigo Times).

- 1) **Call to Order:** Pres. Deschane called the meeting to order at 7:30PM.
- 2) **Roll Call:** Members present: President John Deschane Trustee Duane Swanson
 Trustee Luke Westrich Trustee Gene Golla
 Trustee Rich Porfilio
- Members absent: Trustee George Gocht (out of town)
 Trustee Janis Porfilio (out of town)
- 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 Golla, seconded by Trustee Rich Porfilio, that the agenda be adopted as presented. Vote: Ayes: 4. Motion carried.
- 4) **Minutes Approval:** Motion by Trustee Golla, seconded by Trustee Rich Porfilio, that the minutes of the regular meeting of February 22nd be approved as presented. Vote: Ayes: 4. Motion carried.
- 5) **Financial Report:** Motion by Trustee Golla, seconded by Trustee Rich Porfilio, to accept the financial reports for all funds for the month of February as presented. Vote: Ayes: 4. Motion carried.
- 6) **General Fund Vouchers:** Motion by Trustee Golla, seconded by Trustee Rich Porfilio, to approve payment of general fund vouchers numbered 2252 and 14018 through 14120. Vote: Ayes: 4. Motion carried.

Motion by Trustee Golla, seconded by Trustee Rich Porfilio, to approve the following payments or payment commitments from the general fund, which require specific board action according to the current purchasing policy:

Northwoods Recycling Coalition for 2005 dues	\$	1,996.00
Crivitz Lumber for supplies and snow removal	\$	638.81
Dama's for hall furnace repairs	\$	1,495.00
Airgas for fire equipment maintenance	\$	958.43
Frank Porth for Public Works truck tire repairs	\$	202.00
Elias Auto for plow repairs	\$	1,493.75
Best Western for asphalt repair	\$	1,250.00
Global Equipment for Fire Dept. clothing racks (not to exceed)	\$	600.00

Vote: Ayes: 4. Motion carried.

- 6a) **Sewer Fund Vouchers:** Motion by Trustee Swanson, seconded by Trustee Westrich, to approve payment of sewer fund vouchers numbered 3920 to 3929. Vote: Ayes: 4. Motion carried.

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6b) Water Fund Vouchers: Motion by Trustee Swanson, seconded by Trustee Westrich, to approve payment of water fund vouchers numbered 3119 through 3131. Vote: Ayes: 4. Motion carried.

6c) Other Vouchers: None.

7) Committee Reports:

Services: Trustee Swanson reported on a meeting held on 2/24 at which water tower painting bids were opened and reviewed. Members agreed to recommend paying only a portion of a bill from Frank Porth for truck repairs. Also to send a letter regarding development of roads in Northstar Subdivision II to the developer and request roads be improved to village standards. Plow repairs and purchase of a pressure washer were approved. At another meeting on 3/14 the utilities emergency response plan was reviewed and Glen Franzen gave a report on the progress of stormwater control projects. A request from Joel Oleck to accept car wash wastewater was declined.

Public Safety: Trustee Rich Porfilio reported on a meeting held on 3/8 at which Chief Swanson submitted 14 additions for the fire employee handbook for review. The handbook will be completed in April. With regard to problem properties, the committee decided that police officers would inventory problem properties while on patrol, send letters to clean up the property by a specific time, and if no clean up is done, citations may be issued for non-compliance. Members agreed to sell or otherwise dispose of old fire vehicles, with any proceeds to go to the volunteer firefighters association. Also approved was purchase of a clothing rack. The committee will continue to review ordinances for any needed changes.

Finance: Trustee Golla reported on a meeting held on 3/14 at which members agreed to recommend renewal of health insurance policies at a 9.5% increase, general insurance policies at a 10% increase, and operator's licenses.

Committee of the Whole: Pres. Deschane reported on a meeting held on 3/14 at which members reviewed water tower painting bids. The project will be funded by a loan from the general fund designated funds account to the water utility. Changes to the preliminary plat of Dyer Business Park were discussed at length. Glen Franzen reported that the village was notified of an award of a brownfield grant, which will pay 80% of environmental phase 1 & II work, which studies site contaminants. The engineers feel that the village will be eligible for a Bebr grant, as the Dept. of Commerce was very receptive to the project. This grant would pay up to 75% of all work at the business park, including sewer, water, drainage, roads, etc. Pres. Deschane reported on another meeting held on 3/7 at which members agreed to recommend acceptance of the new committee duty worksheet, advertise to fill a 3rd full time employee position, sell lots in Dyer Business Park and extend the scope of the project.

Department Reports: Reports for February, 2005.

8) Comments from Pre-registered Citizens: None.

9) TIF District Projects:

Motion by Trustee Golla, seconded by Trustee Swanson, to use a combination of lot acreage and frontage footage to arrive at the minimum value of land and improvements needed on each lot in Dyer Business Park. Vote: Ayes: 4. Motion carried.

Motion by Trustee Golla, seconded by Trustee Swanson, to sell Lot #2 in Dyer Business Park to Vicki Markert and Jane Belschner, contingent upon receipt of an executed developers agreement. Vote: Ayes: 4. Motion carried.

Motion by Trustee Golla, seconded by Trustee Swanson, to sell Lot #3 in Dyer Business Park to Donald Kosmecki, owner of Lakes Construction, contingent upon receipt of an executed developers agreement. Vote: Ayes: 4. Motion carried.

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Motion by Trustee Golla, seconded by Trustee Swanson, to contract with Ayres & Associates for brownfield phase one and two environmental work at Dyer Business Park in an amount not to exceed \$20,000.00. Vote: Ayes: 4. Motion carried.

Motion by Trustee Golla, seconded by Trustee Swanson, to authorize President John Deschane and Clerk Marilyn Padgett to sign all documents relative to the Site Assessment Grant. Vote: Ayes: 4. Motion carried.

Motion by Trustee Golla, seconded by Trustee Swanson, to extend the Dyer Business Park project to include completion of all of Dyer Street, and Mira Ave. between USH 141 and Dyer Street, provided funding is available. Vote: Ayes: 4. Motion carried.

- 10) **Committee Duties:** (Whole) Motion by Trustee Golla, seconded by Trustee Swanson, to accept committee duties assigned according to the new committee structure as presented. Vote: Ayes: 4. Motion carried.
- 11) **Fire Vehicles/Equipment:** (Public Safety) Motion by Trustee Rich Porfilio, seconded by Trustee Swanson, to sell or otherwise dispose of the Dodge fire truck, red barrel tanker, DNR tanker and old ambulance before May 1st and to put any money received for the equipment in the volunteer firefighters fund. Vote: Ayes: 4. Motion carried.
- 12) **Water Tower Painting Bid Award:** (Whole) Motion by Trustee Swanson, seconded by Trustee Rich Porfilio, to award the bid for the water tower painting project to Lane Tank in the amount of \$98,635.00. Vote: Ayes: 4. Motion carried.
- 13) **Water Tower Painting Financing:** (Whole) Motion by Trustee Swanson, seconded by Trustee Rich Porfilio, that the water utility borrow the cost of the water tower painting project from the general fund at the current interest rate offered by the State of Wisconsin Clean Water Fund. Vote: Ayes: 4. Motion carried.
- 14) **Health Insurance Renewal:** (Finance) Motion by Trustee Golla, seconded by Trustee Rich Porfilio, to renew the health insurance policy with Wisconsin Physicians Service with an increase of 9.50%. Vote: Ayes: 4. Motion carried.
- 15) **General Insurance Renewal:** (Finance) Motion by Trustee Golla, seconded by Trustee Rich Porfilio, to renew general insurance policies with CIC in an amount not to exceed a 10% increase from the prior policy premium, excluding the workers compensation premium. Discussion: Trustee Rich Porfilio noted that there is no firm amount because no policy quote has yet been received. Pres. Deschane noted that the policies will not be re-bid for 2 more years, unless there is a substantial increase. Vote: Ayes: 4. Motion carried.
- 16) **Operator's Licenses:** (Finance) Motion by Trustee Golla, seconded by Trustee Rich Porfilio, to issue an operators license effective March 15, 2005, through June 30, 2006, to Jennifer Wade, who has received a satisfactory police records check. Vote: Ayes: 4. Motion carried.

OLD BUSINESS:

Men's Softball League: An inquiry from Justin Pusick regarding use of the ball field was referred to the Parks & Recreation meeting.

NEW BUSINESS:

Building Permit Fees: Pres. Deschane reported that the Town of Stephenson revised their fee schedule in February. He referred the new schedule to the Development Committee, who had indicated they would consider changing the village fees to match the town.

CORRESPONDENCE:

Julie Chilcote: Pres. Deschane referred a letter requesting use of the softball field for the high school girls team to the Parks & Recreation committee.

CBA/CRA Annual Banquet: Pres. Deschane reported that the banquet would be held on March 28th and John Gard would be the guest speaker. He noted that the village pays for the President to attend, but other board members are encouraged and welcome to attend. He added that he would attend the March 16th CBA/CRA meeting to discuss the TIF District and plans.

Dyer Business Park: Pres. Deschane stated he had heard a rumor that all lots are sold. He noted that this is untrue. There have been a lot of inquires, but only 3 are actually sold.

Miscellaneous: Pres. Deschane thanked Trustees Westrich and Gocht, who are not seeking re-election, for their service to the community. HE praised the Crivitz Community Theatre for an outstanding first season. He also reported that the Crivitz Rescue Squad has upgraded to IV Tech service, the first squad in the county to do so at this time.

QUESTIONS FROM THE FLOOR: None.

ADJOURNMENT: Motion by Trustee Westrich, seconded by Trustee Swanson, that the meeting be adjourned at 8:11pm. Vote: Ayes: 4. Motion carried.

Respectfully submitted,

John J. Deschane
President

Marilyn L. Padgett
Clerk/Treasurer