

**MINUTES**  
**REGULAR MEETING**  
**VILLAGE OF CRIVITZ BOARD OF TRUSTEES**  
**March 20, 2012**

**Public present:** Dave & Marie Tomaszewski (Peshtigo Times)

- 1) **Call to Order:** Pres. Deschane called the meeting to order at 7:00pm.
- 2) **Roll Call:** Members present:           President John Deschane           Trustee Duane Swanson  
                                                          Trustee Kurt Kostuch           Trustee Dick Kaminski  
                                                          Trustee Jo Di Volk           Trustee Janis Porfilio
- Also present:           Attorney Frank Calvert
- Absent:           Trustee Shirley Keller  
                                                          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: 5. Motion carried.
- 4) **Minutes Approval:** Motion by Trustee Kaminski, seconded by Trustee Kostuch, that the minutes of the regular meeting of February 21<sup>st</sup> be approved as presented. Vote: Ayes: 5. Motion carried.
- 5) **Financial Report:** Bypassed.
- 6) **General Fund Vouchers:** Motion by Trustee Kaminski, seconded by Trustee Kostuch, to approve payment of general fund vouchers numbered 2598 through 2599, 4027, 6010, 21898 through 21961, omitting payment of #21955, and V5219 through V5236, omitting payment of #21955. Discussion: Trustee Porfilio explained that #21955 was payment for Adobe Systems software for the Fire Department in the amount of \$125.54. It had never come before the Public Safety Committee, and Trustee Porfilio noted it should go to Mike Frievalt and the Finance Committee, as it is an Information Technology expense. Vote: Ayes: 5. Motion carried.

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

Dama Plumbing & Heating – Hall Boiler repairs	\$ 555.00
Witt Auto – Public Works truck axle & wheel repairs	\$ 618.89

Vote: Ayes: 5. Motion carried.

- 6a) **Water Fund:** Motion by Trustee Volk, seconded by Trustee Porfilio, to approve payment of water fund vouchers numbered 3680 through 3683. Vote: Ayes: 5. Motion carried.

Motion by Trustee Volk, seconded by Trustee Porfilio, to approve payment from the water fund to Badger Meter in the amount of \$645.00 for annual service agreement fees for the automated reading system. Discussion: Pres. Deschane noted that this expense is over \$500.00 and should have went through the Utilities Committee, even though the same vendor was used the prior year and it is apparently an annually occurring expense. Motion was withdrawn by unanimous consent.

- 6b) **Sewer Fund:** Motion by Trustee Volk, seconded by Trustee Porfilio, to approve payment of sewer fund vouchers numbered 4690 through 4697. Vote: Ayes: 5. Motion carried.

Sewer fund payment to Badger Meter was bypassed.

- 6c) **Other Vouchers:** Motion by Trustee Kostuch, seconded by Trustee Porfilio, to approve payment of TIF fund vouchers numbered 298 through 301. Vote: Ayes: 5. Motion carried.
- 7) **Committee & Department Reports:** Copies distributed.
- 8) **Comments from Pre-registered Citizens:** None.
- 9) **Movies in the Park Schedule:** (Parks & Recreation) Motion by Trustee Kaminski, seconded by Trustee Volk, to allow Ginger Deschane to hold 6 outdoor movies in Crivitz Community Veterans Park on Thursday evenings in the summer. Vote: Ayes: 5. Motion carried.
- 10) **Crivitz Business Association Easter Egg Hunt.:** (Parks & Recreation) Motion by Trustee Kaminski, seconded by Trustee Volk, to allow the Crivitz Business Association to hold their annual Easter Egg Hunt at Crivitz Community Veteran's Park on April 7<sup>th</sup> at 11:30am. Vote: Ayes: 5. Motion carried.
- 11) **Girls High School Softball:** (Parks & Recreation) Motion by Trustee Kaminski, seconded by Trustee Volk, to accept the agreement with Crivitz Girls High School Softball team for use of the Village of Crivitz baseball field for the 2012 season. Vote: Ayes: 5. Motion carried.
- 12) **Flea Market Schedule:** (Parks & Recreation) Motion by Trustee Kaminski, seconded by Trustee Volk, to set the 2012 flea market schedule for Thursdays, from May 24<sup>th</sup> through August 30<sup>th</sup>, with an additional market date on July 4<sup>th</sup>. Vote: Ayes: 5. Motion carried.
- 13) **Cemetery Records Software:** (Parks & Recreation) Motion by Trustee Kaminski, seconded by Trustee Volk, to purchase the online version of "CryptKeeper" cemetery software for \$50.00 and have the National Honor Society enter cemetery data. Vote: Ayes: 5. Motion carried.
- 14) **July 4<sup>th</sup> Fireworks:** Bypassed.
- 15) **Stang Sales & Service Bill:** (Public Safety) Motion by Trustee Porfilio, seconded by Trustee Kaminski, to pay the Stang Sales & Service bill in the amount of \$323.63 for work on the fire department tanker that was sold in 2011. Vote: Ayes: 5. Motion carried.
- 16) **Insurance Renewals:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to renew insurance policies with Community Insurance Corporation for \$18,377.00 and the Wisconsin Property Fund for approximately \$8,870.00, for the term of 4/8/12 through 4/8/13. Vote: Ayes: 5. Motion carried.
- 17) **Special Voting Registration Deputy:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to appoint Kris Heidewald as a special voting registration deputy at Crivitz Schools. Vote: Ayes: 5. Motion carried.
- 18) **Public Works Plow Lite Package:** (Public Works) Motion by Trustee Swanson, seconded by Trustee Volk, to purchase a plow lite package for Rudi Jensen's plow truck from Casper Equipment at a cost not to exceed \$775.00. Vote: Ayes: 5. Motion carried.
- 19) **Crack Filling Services:** (Public Works) Motion by Trustee Swanson, seconded by Trustee Volk, to contract with Crack Filling Services for street crack filling at a cost not to exceed \$5,200.00. Vote: Ayes: 5. Motion carried.
- 20) **WI Properties Maintenance Street Sweeping:** (Public Works) Motion by Trustee Swanson, seconded by Trustee Volk, to contract with WI Properties Maintenance for street sweeping at a cost not to exceed \$1,250.00. Vote: Ayes: 5. Motion carried.
- 21) **G & S Services – Spring Clean-up:** (Public Works) Motion by Trustee Swanson, seconded by Trustee Volk, to contract with G & S Services for Spring Clean-up to be held on May 12<sup>th</sup> from 9am – 3pm at the water tower at a cost not to exceed \$700.00. Vote: Ayes: 5. Motion carried.

22) **Recess to Closed Session:** Bypassed.

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

**OLD BUSINESS:** None

**NEW BUSINESS:**

**President's Corner:** None.

**Compost Site:** David Tomaszewski informed the board that the compost site at the north end of Gene Drive will be opened on April 1<sup>st</sup>, 2012, instead of May 1<sup>st</sup> in past years.

**CORRESPONDENCE:** None.

**QUESTIONS FROM THE FLOOR:** None.

**ADJOURNMENT:** Motion by Trustee Kostuch, seconded by Trustee Volk, that the meeting be adjourned at 7:30pm.  
Vote: Ayes: 5. Motion carried.

Respectfully submitted,

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John J. Deschane  
President

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Marilyn L. Padgett  
Clerk/Treasurer