

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

**Public present:** Doug Pearson, Tom May, Bill Keller, 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 Shirley Keller  
  Trustee Dick Kaminski       Trustee Jo Di Volk  
  Trustee Janis Porfilio

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: 6. Motion carried.

4) **Minutes Approval:** Motion by Trustee Kaminski, seconded by Trustee Kostuch, that the minutes of the regular meeting of May 15<sup>th</sup> and Board of Review of June 13<sup>th</sup> be approved as presented. Vote: Ayes: 6. Motion carried.

5) **Financial Report:** Motion by Trustee Kaminski, seconded by Trustee Kostuch, that the financial reports for all funds for the months of May be approved as presented. Vote: Ayes: 6. Motion carried.

6) **General Fund Vouchers:** Motion by Trustee Kaminski, seconded by Trustee Kostuch, to approve payment of general fund vouchers numbered 2605 through 2608, 4029 and 4030, 6012 and 6013, 22137 through 22240 and V5274 through V5296. Discussion: Trustee Porfilio noted that voucher number 22200 was paid to Bendlin instead of Jefferson, as originally approved in February, as the Fire Chief had found a better deal on the equipment from Bendlin. He had notified her in advance and she had approved the change of vendor. Vote: Ayes: 6. Motion carried.

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

Summit Supply Corp. for playground replacement equipment (transfer from Park Equip savings)	\$515.00
Chase for stamped envelopes	\$ 540.92
Office Depot for supplies for various departments	\$ 577.20

Vote: Ayes: 6. Motion carried.

6a) **Water Fund:** Motion by Trustee Keller, seconded by Trustee Swanson, to approve payment of water fund vouchers numbered 3693 through 3701. Vote: Ayes: 6. Motion carried.

6b) **Sewer Fund:** Motion by Trustee Keller, seconded by Trustee Swanson, to approve payment of sewer fund vouchers numbered 4718 through 4725. Vote: Ayes: 6. Motion carried.

Motion by Trustee Keller, seconded by Trustee Swanson, to approve payment from the sewer fund to the WI Department of Natural Resources in the amount of \$1348.16 for environmental fees. Vote: Ayes: 6. Motion carried.

6c) **Other Vouchers:** Motion by Trustee Kostuch, seconded by Trustee Porfilio, to approve payment of TIF fund vouchers numbered 304 through 306. Vote: Ayes: 6. Motion carried.

7) **Committee & Department Reports:** Copies distributed to board members.

- 8) **Comments from Pre-registered Citizens:** None.
- 9) **Development Funding Services Contract – Doug Pearson:** (Development) Motion by Trustee Kostuch, seconded by Trustee Porfilio, to contract with Development Funding Services, LLC, for a one-year period not to exceed a cost of \$10,000.00 and to fund this expense from the TIF Fund. Discussion: Doug Pearson gave a brief overview of the services that would be provided under the contract. Atty Calvert reviewed and approved the contract prior to the meeting, and gave approval of the contract fees as an eligible TIF expense. Vote: Ayes: 5, Nays: 1 (Volk). Motion carried.
- 10) **Ordinance No. 2012-02:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to adopt Ordinance No. 2012-02: An Ordinance Amending License Quotes, specifically raising the quota for Class B Fermented Malt Beverage licenses from 1 to 3. Vote: Ayes: 6. Motion carried.
- 11) **Ordinance No. 2012-03:** (Development) Motion by Trustee Kostuch, seconded by Trustee Kaminski, to adopt Ordinance No. 2012-03: An Ordinance Amending Building Permit Fees. Vote: Ayes: 6. Motion carried.
- 12) **Resolution No. 251:** (Utilities) Motion by Trustee Keller, seconded by Trustee Swanson, to adopt Resolution No. 251: Accepting the Compliance Maintenance Annual Report for the Crivitz Wastewater Treatment Facility. Discussion: Pres. Deschane noted that the report score was excellent again this year, due to the utilities crew doing a great job. Vote: Ayes: 6. Motion carried.
- 13) **Park Pavilion Lighting:** (Parks & Rec) Motion by Trustee Volk, seconded by Trustee Keller, to accept the proposal from J & T Electric for dusk to dawn light at Shaffer Pavilion in an amount not to exceed \$700.00 and to transfer this amount from the Parks Equipment savings fund. Vote: Ayes: 6. Motion carried.
- 14) **Triangle Park Lighting:** (Parks & Rec) Motion by Trustee Volk, seconded by Trustee Keller, to contract with J & T Electric for installing lighting at Triangle Park at no cost in exchange for allowing them to place a 24”x 18” sign at the site for 6 years. Discussion: Tom May explained that the project includes 3 spots and 6 floods, all LED lighting to illuminate the flag, sign and waterfall properly. He will be placing demo lights there shortly and asked board members to contact him with any suggestions as to location changes. The advertising sign is in exchange for the cost of the project. Vote: Ayes: 6. Motion carried.
- 15) **Cemetery Trees:** (Parks & Rec) Motion by Trustee Volk, seconded by Trustee Keller, to purchase 6 trees for the cemetery not to exceed \$600.00 for both purchase and installation. Discussion: Trustee Volk explained that the trees will be spruce trees and will be planted in the fall. Vote: Ayes: 5, Nays: 1 (Kostuch). Motion carried.
- 16) **Fire Dept. Hose Purchase** (Public Safety) Bypassed.
- 17) **Lift Station Controls:** (Utilities) Motion by Trustee Keller, seconded by Trustee Volk, to contract with Kamp/Synergy for lift station controls at a cost not to exceed \$21,000.00, and to fund this expense from the Clean Water Fund replacement account. Vote: Ayes: 6. Motion carried.
- 18) **Well #2 Variable Frequency Drive:** (Utilities) Motion by Trustee Keller, seconded by Trustee Volk, to contract with Mueller Electric to replace the Well #2 variable frequency drive at a cost not to exceed \$2,700.00. Vote: Ayes: 6. Motion carried.
- 19) **Sky Harbor 2 Go Class B Fermented Malt Beverage License:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to issue a Class B Fermented Malt Beverage license to Sky Harbor 2 Go, James & Jeffrey Nelsen, Owners, effective 7/1/12 through 6/30/13. Vote: Ayes: 6. Motion carried.
- 20) **Krist Oil Co. Change of Agent:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to accept the appointment of Cynthia Wilund as agent for Krist Oil Co. for their Class A Fermented Malt Beverage license at Citgo Quik Food Mart. Vote: Ayes: 6. Motion carried.

21) **Krist Oil Co. License Renewal:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to renew the Class A Fermented Malt Beverage license for Krist Oil Co., Cynthia Wilund, Agent, for Citgo Quick Food Mart for the term of 7/1/12 through 6/30/13 Vote: Ayes: Ayes: 6. Motion carried.

22) **Operators Licenses:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to issue operators to the attached list of persons for the term of 7/1/12 through 6/30/14 Vote: Ayes: Ayes: 6. Motion carried.

23 & 24) **Closed Session:** Bypassed – not needed.

**OLD BUSINESS:** None.

**NEW BUSINESS:**

**Board of Review:** Tuesday, June 26<sup>th</sup> 7-9pm – Finance members must attend.

**July 4<sup>th</sup> Events:** The 2012 flyer was distributed.

**July 4<sup>th</sup> Fireworks Donations:** Pres. Deschane reported that to date there has been \$1,150.00 in donations to increase the 2012 fireworks display budget of \$2,550.00. The donations came from the VFW, Crivitz Auto Parts, McDonald's, Gateway, Carriveau Insurance, NewCare, Nicolet Bank, Bank North, Farmers & Merchants Bank, Witt Auto Sales and Kevin Pepin.

**President's Corner:**

**Brian Carriveau:** Pres. Deschane congratulated local resident Brian Carriveau on publishing his first book 'It's Just a Game'. Brian is the son of residents Joyce & Doug Carriveau, who own Carriveau Insurance.

**CTH A Project:** Pres. Deschane reported on the recent county highway committee meeting at which the CTH A project concerns were discussed. He explained that contrary to the newspaper report, the village's primary complaint is the engineering design of the project that causes problems with water drainage. Also, that the county had hired a firm to survey for construction easements without first consulting with the village yet billed the village for 70% of this cost. The village feels the cost charged by the firm was excessive and that the county should only bill the village for 50% of this cost. At the meeting it was decided that the county and village attorney's will negotiate a settlement of the remaining amount the village will pay for the project. In the meantime, Glen Franzen will get an estimate on the cost of fixing the sidewalk across from the village hall where water accumulates.

**CORRESPONDENCE:**

**WI Dept. of Transportation:** Letter regarding the USH 141 Corridor Study.

**QUESTIONS FROM THE FLOOR:** None.

**ADJOURNMENT:** Motion by Trustee Kostuch, seconded by Trustee Kaminski, that the meeting be adjourned at 7:40pm. Vote: Ayes: 6. Motion carried.

Respectfully submitted,

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John J. Deschane  
President

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Marilyn L. Padgett  
Clerk/Treasurer