

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

**Public present:** Bill Keller

- 1) **Call to Order:** Pres. Deschane called the meeting to order at 7:00pm.
- 2) **Roll Call:** Present:           President John Deschane           Trustee Duane Swanson  
                                  Trustee Shirley Keller           Trustee Dick Kaminski  
                                  Trustee Fred Franzen
- Absent:           Trustee Kurt Kostuch           Trustee Janis Porfilio
- 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 Swanson, that the agenda be adopted as presented. Vote: Ayes: 4. Motion carried.
- 4) **Minutes Approval:** Motion by Trustee Kaminski, seconded by Trustee Swanson, that the minutes of the regular meeting of June 18<sup>th</sup> be approved as presented. Vote: Ayes: 4. Motion carried.
- 5) **Financial Report:** Motion by Trustee Kaminski, seconded by Trustee Swanson, that the financial reports for June for all funds be approved as presented. Vote: Ayes: 4. Motion carried.
- 6) **General Fund Vouchers:** Motion by Trustee Kaminski, seconded by Trustee Swanson, to approve payment of general fund vouchers numbered 2645 through 2647, 4042, 6025, 23090 through 23153 and V5725 through V5743. Vote: Ayes: 4. Motion carried.

Motion by Trustee Kaminski, seconded by Trustee Franzen, to approve payment from the general fund to Stew Swanson for Fire Chief conference lodging & expenses in the amount of \$ 582.20. Vote: Ayes: 4. Motion carried.

- 6a) **Water Fund:** Motion by Trustee Franzen, seconded by Trustee Keller, to approve payment of water fund vouchers numbered 3786 through 3788. Vote: Ayes: 4. Motion carried.

Motion by Trustee Franzen, seconded by Trustee Keller, to approve payment from the water fund to Richlen Excavating in the amount of \$8,990.00 for USH 141 water leak repairs. Vote: Ayes: 4. Motion carried.

- 6b) **Sewer Fund:** Motion by Trustee Franzen, seconded by Trustee Keller, to approve payment of sewer fund vouchers numbered 4848 through 4858. Vote: Ayes: 4. Motion carried.

Motion by Trustee Franzen, seconded by Trustee Keller, to approve payment from the sewer fund to Kamp/Synergy LLC in the amount of \$4,031.45 for sewer system repairs as a result of lightning damage, which has been turned over to the insurance company. Vote: Ayes: 4. Motion carried.

- 6c) **Other Vouchers:** Motion by Trustee Kaminski, seconded by Trustee Keller, to approve payment of TIF Fund vouchers numbered 346 through 351. Vote: Ayes: 4. Motion carried.
- 7) **Committee & Department Reports:** Copies distributed.
- 8) **Comments from Pre-registered Citizens:** None.
- 9) **2014 Budget:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Swanson, to set the 2014 budget for the Crivitz General Fund at \$865,160.00. Discussion: Pres. Deschane asked that committees start working on their 2014 budgets. Vote: Ayes: 4. Motion carried.
- 10) **Don Brooks Park Project:** (Parks & Rec) Motion by Trustee Keller, seconded by Trustee Franzen, to contract with Robert E Lee & Associates for bidding services on the Don Brooks Park Improvement project in an amount not to exceed \$1,500.00. Vote: Ayes: 4. Motion carried.
- 11) **Ort Lumber – Park Groundcover:** (Parks & Rec) Motion by Trustee Keller, seconded by Trustee Franzen, to approve payment from the general fund to Ort Lumber in the amount of \$2,310.00 for park groundcover, with ½ to be reimbursed by the Crivitz School District. Vote: Ayes: 4. Motion carried.
- 12) **Jakes Jumpers:** (Parks & Rec) Motion by Trustee Keller, seconded by Trustee Franzen, to approve payment from the general fund to Jakes Jumpers for July 4<sup>th</sup> bouncy houses in the amount of \$595.00, with the cost to be share equally between the Village, American Legion, VFW and Crivitz Business Association. Discussion: Pres. Deschane noted that this was well attended and the Legion, VFW and CBA have already paid their share. The Sister Cities organization was thanked for manning the Bouncy Houses. Vote: Ayes: 4. Motion carried.
- 13) **Henriette Ave. Road Project Bid Award:** (Public Works) Motion by Trustee Swanson, seconded by Trustee Franzen, to award the bid for the Henriette Ave. road project to Richlen Excavating in the amount of \$36,317.00. Discussion: Trustee Swanson reported that the project will involve the area on Henriette Ave from F.J. St. to the old rescue squad building and will include installation of 2 new catch basins. It is scheduled to be completed by September 30<sup>th</sup>. Vote: Ayes: 4. Motion carried.
- 14) **Operators License Applications:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Swanson, to issue operators licenses effective 7/16/13 through 6/30/14 to Shaun Reinke, Doreen Dalluge and Mallory Kostreva, all having received satisfactory records checks. Vote: Ayes: 4. Motion carried.
- 15) **Recess to Closed Session:** Bypassed.
- 16) **Reconvene in Open Session:** Bypassed.

**OLD BUSINESS:**

**Hospitality Cart:** Board members thanked Pres. John Deschane for building the beautiful hospitality cart for the Clerk's office.

**High School Centennial Parade:** Pres. Deschane reported that the parade has been moved from 9am to 10am on the same date. The street use permit will simply be amended; no motion is needed.

**NEW BUSINESS:**

**Presidents Corner:** Pres. Deschane read the names of those who donated for 2013 fireworks and thanked them. He also thanked the volunteers for the Littleland Park cleanup, those who donated for the Bouncy Houses, and everyone for their efforts to make this year's July 4<sup>th</sup> a great success. He reported that there is a problem with an invasive weed species at Littleland Park, which will be addressed this fall and may be rather expensive. He reported on a meeting with ELS Railroad manager Tom Klimek, who has worked with the loggers on the problem of debris in the street, will look into all 3 railroad crossings, and has agreed that Spur Street belongs to the Village. Frank Calvert will draft a letter for Pres. Deschane and Tom Klimek to sign indicating that Spur Street is Village right of way. Tom may also consider a trade with the Village for the old railroad depot building. Pres. Deschane asked board members to think about long range plans for discussion at the upcoming Committee of the Whole meeting.

**CORRESPONDENCE:**

**Atty. Calvert re: Closed Sessions:** A written opinion indicating that closed sessions should not be recorded, however, minutes should be kept if any motions are made.

**QUESTIONS FROM THE FLOOR:** None.

**ADJOURNMENT:** Motion by Trustee Keller, seconded by Trustee Franzen, that the meeting be adjourned at 7:30pm. Vote: Ayes: 4. Motion carried.

Respectfully submitted,

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John J. Deschane  
President

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Marilyn L. Padgett  
Clerk/Treasurer