

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

**Public present:** Ray & Angie Majewski, Shirley Keller, Shirley Hendricks, Mike Frievalt, Spencer Elias.

- 1) **Call to Order:** President Deschane called the meeting to order at 7:00pm.
- 2) **Roll Call:** Members present:           President John Deschane           Trustee Duane Swanson  
  Trustee Amy Deschane           Trustee Dick Kaminski  
  Trustee Fred Franzen           Trustee Stew Swanson
- Members absent:           Kurt Kostuch
- Also present:            Attorney Dick Boren  
  Clerk/Treasurer Marilyn Padgett

Pres. Deschane declared a quorum present for the meeting.

**Presentation of Service Plaque:** Pres. Deschane presented a plaque to Shirley Keller in appreciation of her past service to the Village of Crivitz as a Municipal Court Clerk and Village Trustee.

- 3) **Adoption of Agenda:** Motion by Trustee Franzen, seconded by Trustee Stew Swanson, that the agenda be adopted as presented. Vote: Ayes: 5. Motion carried.
- 4) **Minutes Approval:** Motion by Trustee Franzen, seconded by Trustee Stew Swanson, that the minutes of the regular meeting of July 18th be approved as presented. Vote: Ayes: 5. Motion carried.
- 5) **Financial Report:** Motion by Trustee Franzen, seconded by Trustee Stew Swanson, that the financial report for the month of July be approved as presented. Vote: Ayes: 5. Motion carried.
- 6) **General Fund Vouchers:** Motion by Trustee Franzen, seconded by Trustee Stew Swanson, to approve payment of general fund vouchers numbered 2797 through 2798, 4092, 6074, 26560 through 26625 , and V6711 through V6730. Vote: Ayes: 5. Motion carried.

Motion by Trustee Franzen, seconded by Trustee Amy Deschane, to approve the following payments from the general fund:

WI Firefighters Association for annual dues for 22 members	\$ 550.00
Office Depot for supplies for various departments	\$ 599.85
Cardmember Services for training & seminar costs, subscriptions & supplies for various departments.	\$3,382.68

Vote: Ayes: 5. Motion carried.

- 6a) **Water Fund:** Motion by Trustee Amy Deschane, seconded by Trustee Franzen, to approve payment of water fund vouchers numbered 4105 through 4111. Vote: Ayes: 5. Motion carried.

Motion by Trustee Amy Deschane, seconded by Trustee Kaminski, to approve payment from the water fund to Richlen Excavating in the amount of \$10,215.00 for water main repairs and hydrant installation. Vote: Ayes: 5. Motion carried.

- 6b) **Sewer Fund:** Motion by Trustee Amy Deschane seconded by Trustee Franzen, to approve payment of sewer fund vouchers numbered 5265 through 5274. Vote: Ayes: 5. Motion carried.

Motion by Trustee Amy Deschane, seconded by Trustee Kaminski, to approve payment from the sewer fund to Wiedemeier Garage in the amount of \$595.43 for F150 truck repairs. Discussion: Numbering of vehicles was referred to the Public Works Committee. Vote: Ayes: 5. Motion carried.

- 6c) **Other Fund Vouchers:** Motion by Trustee Duane Swanson, seconded by Trustee Amy Deschane, to approve payment of TIF fund vouchers numbered 5029 through 5029. Vote: Ayes: 5. Motion carried.
- 7) **Committee & Attorney Reports:** Committee reports were distributed prior to the meeting. There was no attorney report for the month of July.
- 8) **Comments from Pre-registered Citizens:** None.
- 9) **Ordinance No. 2017-04:** (Parks & Recreation) Motion by Trustee Stew Swanson, seconded by Trustee Franzen, to adopt Ordinance No. 2017-04: An Ordinance Amending Section 12-1-1 of the Village of Crivitz Code of Ordinances Regarding Parks & Navigable Waters; specifically prohibiting pets in parks. Vote: Ayes: 5. Motion carried.
- 10) **Ordinance No. 2017-05:** (Development) Motion by Trustee Duane Swanson, seconded by Trustee Amy Deschane, to adopt Ordinance No. 2017-05: An Ordinance Amending Title 15 Chapter 1 Section 14 of the Village of Crivitz Code of Ordinances Relating to Building Permit Fees; specifically raising certain building permit fees. Vote: Ayes: 5. Motion carried.
- 11) **General Fund 2017 Budget Adjustment #1:** (Finance) Motion by Trustee Franzen, seconded by Trustee Stew Swanson, to approve general fund 2017 budget adjustment #1. Vote: Ayes: 5. Motion carried.
- 12) **Drainage Project on CTH W/Main Ave.:** (Public Works) Motion by Trustee Kaminski, seconded by Trustee Stew Swanson, to contract with Richlen Excavating and Biehl Construction to perform drainage work on CTH W/Main Ave. in the right of way near the Wolf residence at a cost not to exceed \$2,500.00. Vote: Ayes: 5. Motion carried.
- 13) **Tree Removal at F Alley & Fritzie Ave.:** (Public Works) Motion by Trustee Kaminski, seconded by Trustee Stew Swanson, to contract with T & T Tree Removal to remove trees on F Alley at Fritzie Ave. at a cost not to exceed \$1,000.00. Vote: Ayes: 5. Motion carried.
- 14) **Sewer Main Repairs:** (Utilities) Motion by Trustee Amy Deschane, seconded by Trustee Franzen, to contract with Richlen Excavating and Biehl Construction and to order materials directly from suppliers for sewer main repairs on Mira Ave. at a total cost not to exceed \$18,000.00. Vote: Ayes: 5. Motion carried.
- 15) **Sewer Locater Replacement:** (Utilities) Motion by Trustee Amy Deschane, seconded by Trustee Duane Swanson, to approve the purchase of a new locater for the sewer utility at a cost not to exceed \$675.00. Vote: Ayes: 5. Motion carried.
- 16) **Village Map Whiteboards:** (Public Safety) Motion by Trustee Duane Swanson, seconded by Trustee Kaminski, to approve the purchase of two 3'x4' framed whiteboards pre-printed with the village base map and address grid from Everwhite Boards at a cost not to exceed \$1,000.00. Discussion: Pres. Deschane explained that one white board will be kept at the fire station for use in the command center during emergencies and the other in the board room for board, office and Public Works use at the Village Hall. Vote: Ayes: 5. Motion carried.
- 17) **Picnic Table Purchase:** (Parks & Recreation) Motion by Trustee Stew Swanson, seconded by Trustee Franzen, to sponsor 7 picnic tables at a cost of \$1,050.00 payable to the Crivitz Firefighters Association for their picnic table project, and to fund the expense from the unassigned balance. Discussion: Pres. Deschane noted that the firefighters are selling folding picnic tables at \$175.00 each, which includes a vinyl logo. The tables are for use at park events and will be stored in the park warehouse. The 7 that the Village is purchasing will not have a vinyl log and will cost \$150.00 each. Vote: Ayes: 5. Motion carried.

18) **Bandstand Ad Hoc Committee:** (Parks & Recreation) Motion by President John Deschane, seconded by Trustee Stew Swanson, to approve the following appointments presented by President Deschane to the Bandstand Ad Hoc Committee, whose goal is to select 2-3 bandstand designs and report back to the Parks & Recreation Committee within 60 days: Stewart Swanson, Sally Witt, Luke Deschane, Ginger Deschane and Bob Berndt. Discussion: Pres. Deschane asked that the committee select their own chair person. The Fire Department wants a committee group put together to start soliciting donations for the band stand and would like to proceed with the project in a manner similar to the 'Playscape' project. Vote: Ayes: 5. Motion carried.

19) **Operators Licenses:** (Finance) Motion by Trustee Franzen, seconded by Trustee Stew Swanson, to grant operators licenses effective 8/15/17 through 6/30/18 Susan Terrien, Brandon Ruf, Gina Martens, Margaret Reed, Shaun Reinke and Jenna Koglin, who have received satisfactory background checks. Vote: Ayes: 5. Motion carried.

**OLD BUSINESS:** None.

**NEW BUSINESS:** None.

**CORRESPONDENCE:** Minutes of the TIF Joint Review Board annual meeting were distributed, as well as a letter from the WI Department of Demographics indicating a 1/1/17 population estimate of 951. Pres. Deschane reported that the Development Committee is doing an in-depth review of the Zoning Ordinance for possible changes and asked board members to communicate their desired changes to the clerk's office for inclusion. He also reported that Timber Milling & Kiln is open and operating on a generator, as WPS is working on the power situation. They have a letter of intent from a company in Minnesota for one million pounds of product, and also a contract with Ace Hardware.

**QUESTIONS FROM THE FLOOR:** None.

**ADJOURNMENT:** Motion by Trustee Kaminski, seconded by Trustee Stew Swanson, 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