

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

**Public present:** Zack Rastall (Peshtigo Times), David Pusick, Mike Frievalt

- 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 Amy Deschane  
  Trustee Dick Kaminski       Trustee Fred Franzen  
  Trustee Stew Swanson

Also present:           Attorney Dick Boren  
                                  Clerk/Treasurer Marilyn Padgett

Pres. Deschane declared a quorum present for the meeting.

- 3) **Adoption of Agenda:** Motion by Trustee Franzen, seconded by Trustee Deschane, that the agenda be adopted as presented. Vote: Ayes: 6. Motion carried.
- 4) **Minutes Approval:** Motion by Trustee Franzen, seconded by Trustee Deschane, that the minutes of the regular meeting of July 19th, 2016, be approved as presented. Vote: Ayes: 6. Motion carried.
- 5) **Financial Report:** Motion by Trustee Franzen, seconded by Trustee Deschane, that the financial reports for all funds for the month of July be approved as presented. Vote: Ayes: 6. Motion carried.
- 6) **General Fund Vouchers:** Motion by Trustee Franzen, seconded by Trustee Kaminski, to approve payment of general fund vouchers numbered 2760 through 2762, 4080, 6062, 25692 through 25752, V6475 through V6490. Vote: Ayes: 6. Motion carried.

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

Northeast Asphalt for Sarah St. paving project including actual materials used	\$ 44,353.73
J.F. Ahern for fire extinguisher maintenance for various departments	\$ 1,153.12

Vote: Ayes: 6. Motion carried.

- 6a) **Water Fund:** Motion by Trustee Deschane, seconded by Trustee Franzen, to approve payment of water fund vouchers numbered 4025 through 4032. Vote: Ayes: 6. Motion carried.
- 6b) **Sewer Fund:** Motion by Trustee Deschane, seconded by Trustee Franzen, to approve payment of sewer fund vouchers numbered 5173 through 5179. Vote: Ayes: 6. Motion carried.

Motion by Trustee Deschane, seconded by Trustee Franzen, to approve payment from the sewer fund to Northeast Asphalt for the Wastewater Treatment Plant paving project and skim patching in the amount of \$26,097.03. Vote: Ayes: 6. Motion carried.

- 6c) **Other Vouchers:** None.

- 7) **Committee & Attorney Reports:** Committee reports were distributed prior to the meeting. There was no attorney report for the month, except for under agenda item #9.

- 8) **Comments from Pre-registered Citizens:** None.
- 9) **TIF Developers Agreement:** (Development) Motion by Trustee Kostuch, seconded by Trustee Franzen, to accept the TIF developers agreement with AC Development, LLC, which provides land acquisition funding in the amount of \$250,000.00 with a 6-year payment term at 4% annual interest. Discussion: Atty Boren reported that the agreement was self explanatory. The TIF will recover money under the agreement one way or another. The only changes he anticipates after the meeting would be unsubstantial regarding typographical corrections or for clarification purposes. Motion amended by unanimous consent to state "...to accept the TIF developers agreement, or substantially similar agreement,...". Pres. Deschane noted that although the developer does not want the nature of the development made public at this time, it is anticipated to be a \$2,500,000 development creating 12-20 jobs. Vote on motion as amended: Ayes: 6. Motion carried.
- 10) **New Firefighters:** (Public Safety) Motion by Trustee Duane Swanson, seconded by Trustee Kaminski, to accept new firefighters Tim VanDerZee, Mark VanDerZee and Ryan Graef, who have all been approved by the Crivitz Fire Department and have passed required background checks. Discussion: Pres. Deschane noted that Ryan and Mark had attended the Public Safety committee, however Tim was on a rescue squad call. Vote: Ayes: 6. Motion carried.
- 11) **Hiring of Patrol Officer:** (Public Safety) Motion by Duane Swanson, seconded by Trustee Kaminski, to hire David Pusick as a Police Patrol Officer effective August 29, 2016, at an annual salary of \$43,000.00, with a \$2,000.00 raise upon satisfactory completion of a one year probationary period, contingent upon satisfactory employment checks. Vote: Ayes: 6. Motion carried.
- 12) **Ferris Lawn Tractor Purchase:** (Public Works) Motion by Kaminski, seconded by Deschane, to approve the purchase of a Ferris lawn tractor from Crivitz Ace Hardware at a cost not to exceed \$7,499.00 and to transfer funds from the Public Works truck savings account to cover the purchase. Vote: Ayes: 6. Motion carried.
- 13) **Sewer Main Repairs:** (Utilities) Motion by Trustee Deschane, seconded by Trustee Franzen, to approve sewer main repairs on George St. north of Fritzie Ave. and on North Ave. west of F.J. Street, not to exceed a total cost of \$13,000.00 per location. Vote: Ayes: 6. Motion carried.
- 14) **Sewer Long Range Plan:** (Utilities) Motion by Trustee Deschane, seconded by Trustee Franzen, to approve the long range plan for the sewer utility. Vote: Ayes: 6. Motion carried.
- 15) **2016 Drainage Improvement Project Bid Award:** (Public Works) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to award the bid for the 2016 drainage improvement project to Advance Construction, Inc., in the amount of \$56,400.00. Discussion: Atty Boren noted that all easements had been recorded. Vote: Ayes: 6. Motion carried.
- 16) **John Deere 1070 Repairs:** (Public Works) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to approve payment to Reisterer & Schnell in the amount of \$759.00 for John Deere 1070 radiator repairs. Vote: Ayes: 6. Motion carried.
- 17) **2017 Budget:** (Finance) Motion by Trustee Franzen, seconded by Trustee Kaminski, to set the 2017 general fund budget at \$920,164.00. Vote: Ayes: 6. Motion carried.
- 18) **Computer Server Software Upgrade:** (Finance) Motion by Trustee Franzen, seconded by Trustee Kaminski, approve upgrading the computer server to '2008 Server' software at a cost not to exceed \$3,850.00, with \$1,550.00 to be funded by the Utilities. Vote: Ayes: 6. Motion carried.
- 19) **Temporary Class B Licenses:** (Finance) Motion by Trustee Franzen, seconded by Trustee Kaminski, to grant a temporary class B beer license to the Crivitz VFW at the John Shaffer Pavilion on September 11, 2016, from 9:00am to 6:00pm provided wristbands are issued to persons over 21 years of age and grounds monitored to control underage drinking.. Vote: Ayes: 6. Motion carried.

Motion by Trustee Franzen, seconded by Trustee Kaminski, to grant a temporary class B beer and wine license the Crivitz Firefighters Association at the John Shaffer Pavilion on September 17, 2016, from 11:00am to 11:59pm provided wristbands are issued to persons over 21 years of age and grounds monitored to control underage drinking..  
Vote: Ayes: 6. Motion carried.

20) **Operators Licenses:** (Finance) Motion by Trustee Franzen, seconded by Trustee Kaminski, to grant operators licenses effective 8/16/16 through 6/30/18 to Crystal Jicha, Steven Kenyeri and Bridget Schultz, who have all received satisfactory background checks. Vote: Ayes: 6. Motion carried.

**OLD BUSINESS:** None.

**NEW BUSINESS:** None.

**CORRESPONDENCE:**

**WI Dept. of Administration:** Population estimate for 01/01/16 is 959. Estimate for 01/01/15 was 961.

**QUESTIONS FROM THE FLOOR:** None.

**ADJOURNMENT:** Motion by Trustee Kostuch, seconded by Trustee Kaminski, that the meeting be adjourned at 7:30pm. Vote: Ayes: 6. Motion carried.

Respectfully submitted,

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John J. Deschane  
President

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Marilyn L. Padgett  
Clerk/Treasurer