

MINUTES
REGULAR MEETING
VILLAGE OF CRIVITZ BOARD OF TRUSTEES

Public present: Dave & Crystal Malke.

- 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 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 Kostuch, that the agenda be adopted as presented. Vote: Ayes: 6. Motion carried.
- 4) **Minutes Approval:** Motion by Trustee Franzen, seconded by Trustee Kostuch, that the minutes of the regular meeting of August 15th be approved as presented. Vote: Ayes: 6. Motion carried.
- 5) **Financial Report:** Motion by Trustee Franzen, seconded by Trustee Kostuch, that the financial report for the month of August be approved as presented. Vote: Ayes: 6. Motion carried.
- 6) **General Fund Vouchers:** Motion by Trustee Franzen, seconded by Trustee Kostuch, to approve payment of general fund vouchers numbered 2799 through 2802, 4093, 6075, 26626 through 26689, and V6731 through V6759. Vote: Ayes: 6. Motion carried.

Motion by Trustee Franzen, seconded by Trustee Kostuch, to approve payment from the general fund to Cummins in the amount of \$1,180.62 for Fire Department transfer switch repairs. Vote: Ayes: 6. Motion carried.

- 6a) **Water Fund:** Motion by Trustee Amy Deschane, seconded by Trustee Kaminski, to approve payment of water fund vouchers numbered 4112 through 4119. Vote: Ayes: 6. Motion carried.
- 6b) **Sewer Fund:** Motion by Trustee Amy Deschane, seconded by Trustee Kaminski, to approve payment of sewer fund vouchers numbered 5275 through 5281. Vote: Ayes: 6. Motion carried.

Motion by Trustee Amy Deschane, seconded by Trustee Kaminski, to approve the following payments from the sewer fund:

Energenecs for Wastewater Treatment Plant supplies	\$ 654.71
Richlen Excavating for raising manholes on Main Ave.	\$ 1,342.50
Gateway Bar & Grill for fill from drainage ditch project	\$ 500.00

Vote: Ayes: 6. Motion carried.

- 6c) **Other Fund Vouchers:** Motion by Trustee Kostuch, seconded by Trustee Franzen, to approve payment of TIF fund voucher number 5076. Vote: Ayes: 6. Motion carried.

- 7) **Committee & Attorney Reports:** Committee reports were distributed prior to the meeting. There was no attorney report. Pres. Deschane reported on the Northwoods Recycling Coalition meeting, at which members agreed to continue the coalition in its present form for one more year to allow member municipalities to decide how to handle their recycling programs and possibly apply for state grants. Several options are available for the Village, which Pres. Deschane referred to the Public Works Committee.
- 8) **Comments from Pre-registered Citizens:** None.
- 9) **Ordinance No. 2017-06:** (Public Safety) Motion by Trustee Duane Swanson, seconded by Trustee Kaminski, to adopt Ordinance No. 2017-06: An Ordinance Repealing and Replacing Crivitz Municipal Code Section 11-2-19 Pertaining to Certain Sexual Offenders. Vote: Ayes: 6. Motion carried.
- 10) **Homecoming Parade Street Use Permit:** (Public Safety) Motion by Trustee Duane Swanson, seconded by Trustee Kaminski, to issue a street use permit for the 2017 Homecoming Parade to be held on Friday, October 6th beginning at 2:25pm, provided the parade organizers coordinate with Police Chief Frievalt. Vote: Ayes: 6. Motion carried.
- 11) **2018 Crivitz Rescue Squad Service Contract** (Public Safety) Motion by Trustee Duane Swanson, seconded by Trustee Kaminski, to accept the 2018 Crivitz Rescue Squad service contract at a total cost of \$8,859.00. Vote: Ayes: 6. Motion carried.
- 12) **Crivitz Rescue Squad Request to Pave 7th Alley Portion:** (Public Works) Motion by Trustee Kaminski, seconded by Trustee Stew Swanson, to allow Crivitz Rescue Squad to connect their main property to the old Oakwood Haven parking lot by installing pavement across the west end of 7th Alley, provided there is no cost to the Village of Crivitz. Vote: Ayes: 6. Motion carried.
- 13) **Village Hall Exterior Lighting.:** (Public Works) Motion by Trustee Kaminski, seconded by Trustee Stew Swanson, to contract with J & T Electric for the purchase and installation of exterior lighting at the Village Hall at a cost not to exceed \$1,050.00. Vote: Ayes: 6. Motion carried.
- 14) **Sewer Utility - Main Lift Station Pump Repairs:** (Utilities) Motion by Trustee Amy Deschane, seconded by Kaminski, to approve payment to LS Electric for main lift station pump repairs in an amount not to exceed \$2,000.00. Vote: Ayes: 6. Motion carried.
- 15) **Water Meter Testing - Ferguson Waterworks:** (Utilities) Motion by Trustee Amy Deschane, seconded by Trustee Franzen, to contract with Ferguson Waterworks to test 1-1/2" and 2" meters at a cost not to exceed \$1,200.00. Vote: Ayes: 6. Motion carried.
- 16) **2018 Water Fund Budget:** (Utilities) Motion by Trustee Amy Deschane, seconded by Trustee Kostuch, to approve the 2018 water fund budget as presented. Vote: Ayes: 6. Motion carried.
- 17) **2017 Audit Contract with Unger & Walters:** (Finance) Motion by Trustee Franzen, seconded by Trustee Kostuch, to contract with Unger & Walters for 2017 audit services at a cost not to exceed \$17,500.00. Vote: Ayes: 6. Motion carried.
- 18) **Deputy Clerk/Treasurer 2018 Wage Raise:** (Finance) Motion by Trustee Franzen, seconded by Trustee Kostuch, to approve a \$1.00 per hour wage raise effective 1/1/18 for Barbara Uhl, Deputy Clerk/Treasurer. Vote: Ayes: 6. Motion carried.
- 19) **Building Inspector/Zoning Administrator 2018 Wage Raise:** (Finance) Motion by Trustee Franzen, seconded by Trustee Kostuch, to approve a \$2.00 per hour wage raise effective 1/1/18 for Jane Meissner, Building Inspector/Zoning Administrator. Discussion: It was noted that Jane has not received a raise in over 10 years and it is very well deserved. Vote: Ayes: 6. Motion carried.

- 20) **Officer Dave Pusick Probationary Wage Raise:** (Finance) Motion by Trustee Franzen, seconded by Trustee Kostuch, to approve a \$2,000.00 per year salary raise retroactive to 8/29/17 for Patrol Officer Dave Pusick, who has satisfactorily completed one year of probationary employment. Vote: Ayes: 6. Motion carried.
- 21) **Sonic Firewall Purchase:** (Finance) Motion by Trustee Franzen, seconded by Trustee Kostuch, to approve the purchase of a new sonic firewall from Firewalls.com at a cost not to exceed \$1,600.00 for the Information Technology department. Vote: Ayes: 6. Motion carried.
- 22) **Backup Software License Purchase:** (Finance) Motion by Trustee Franzen, seconded by Trustee Kostuch, to approve the purchase of 4 backup software licenses from Storagecraft at a total cost not to exceed \$1,600.00 for the Information Technology department. Discussion: It was noted that this agenda item and the prior item were going to be included in the 2018 budget, but were moved to this year as there were available funds. Also that purchasing a new firewall instead of technical support as originally planned actually resulted in savings. Vote: Ayes: 6. Motion carried.
- 23) **Dave & Crystal Malke Request - Weed Control Charges:** (Parks & Recreation) Motion by Trustee Duane Swanson, seconded by Trustee Kaminski, to grant the request of Dave & Crystal Malke to forgive 2017 weed control fees for 1102 Louisa St. in the amount of \$450.00. Discussion: Pres. Deschane stated that a number of years ago the Village would mow uncut grass and charge the actual cost to the landowner. In doing so it spent a considerable amount of time mowing lawns and subsequently instituted a \$150/hr charge with a minimum charge of 3 hours several years ago to encourage landowners to maintain their own properties. He noted that the charges incurred for the property were incurred by the previous owner, not the Malke's. Trustee Duane Swanson felt that the Village has made concessions to different things in the past. Trustee Kaminski felt that the Malke's have done considerable clean up on the property; more that the Village has done. Trustee Franzen asked if the Village could waive the fees for a first time property purchase, although he would not be in favor of doing so if someone had owned the property forever. In response to a question from Trustee Amy Deschane, Dave Malke responded that he was not aware of the 2017 weed control charge, only the 2016 charge. He thought he had until September 8 to cut the weeds. In his opinion he felt the penalty had done it's job, in that it prompted the owner to sell the property. Vote: Roll call vote: Amy Deschane: No, Franzen: Yes, Duane Swanson: Yes, Kaminski: Yes, Stew Swanson: No, Kurt Kostuch: No, John Deschane: No. Motion failed.
- 24) **Operators Licenses:** (Finance) Motion by Trustee Franzen, seconded by Trustee Kostuch, to grant operators licenses effective 9/19/17 through 6/30/18 Alexandria Williams, Tara Wieting, and Danielle McGee, who have received satisfactory background checks. Vote: Ayes: 6. Motion carried.

OLD BUSINESS: None.

NEW BUSINESS: Pres. Deschane announced that Halloween Trick-or-Treat is scheduled for Tuesday, October 31st from 3pm-6pm.

CORRESPONDENCE: None.

QUESTIONS FROM THE FLOOR: Dave Malke stated he intends to put a storage facility on the property he recently purchased at 1102 Louisa St., which is zoned Neighborhood Business District, and he had attended another meeting recently where it sounded like there is a discrepancy in the zoning ordinance. He is looking for the Village to indicate that they will approve the project so he can start the permitting process with the state, as he wants to start building in the spring. He noted that there are warehouses present in the same zoning district elsewhere in the Village. Atty Boren responded that mini-storage units are not addressed in the zoning code and he has advised the Village that they are to be considered under a de facto moratorium until addressed in the final code revision. The existing units are considered non-conforming uses. Pres. Deschane instructed the Clerk to inform Dave of the schedule for the next Development meeting. Trustee Stew Swanson asked that the first time purchaser waiver of weed control fees be referred to a committee for consideration. Pres. Deschane responded that he would do so, but was unsure of which committee.

ADJOURNMENT: Motion by Trustee Kostuch, seconded by Trustee Stew Swanson, that the meeting be adjourned at 7:34pm. Vote: Ayes: 6. Motion carried.

Respectfully submitted,

John J. Deschane
President

Marilyn L. Padgett
Clerk/Treasurer