

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:** Members present: President John Deschane Trustee Duane Swanson
 Trustee Kurt Kostuch Trustee Shirley Keller
 Trustee Dick Kaminski Trustee Fred Franzen
 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 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 September 17th 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 September for all funds 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 2653 through 2656, 4045, 6028, 23275 through 23340 and V5785 through V5797. Vote: Ayes: 6. Motion carried.

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

Richlen Excavating for asphalt on Spur Street	\$ 2,745.60
J.F. Ahern for fire extinguisher maintenance	\$ 641.15

Vote: Ayes: 6. Motion carried.

- 6a) **Water Fund:** Motion by Trustee Franzen, seconded by Trustee Keller, to approve payment of water fund vouchers numbered 3801 through 3806. Vote: Ayes: 6. Motion carried.
- 6b) **Sewer Fund:** Motion by Trustee Franzen, seconded by Trustee Keller, to approve payment of sewer fund vouchers numbered 4883 through 4891. Vote: Ayes: 6. Motion carried.

Motion by Trustee Franzen, seconded by Trustee Keller, to approve the following payments from the sewer fund:

Great Lakes TV-Seal for emergency clean of lift stations		\$1,228.50
Dama Plumbing & Heating for WWTF repairs		\$1,384.95
Great Lakes TV-Seal for lift station #3 repairs	not to exceed	\$ 600.00
Kamps Synergy for lift station #3 repairs	not to exceed	\$ 900.00

Vote: Ayes: 6. Motion carried.

- 6c) **Other Vouchers:** Motion by Trustee Kostuch, seconded by Trustee Porfilio, to approve payment of TIF Fund voucher number 355. Vote: Ayes: 6. Motion carried.
- 7) **Committee & Department Reports:** Copies distributed.
- 8) **Comments from Pre-registered Citizens:** None.
- 9) **Ordinance No. 2013-03:** (Parks & Recreation) Motion by Trustee Keller, seconded by Trustee Franzen, to adopt Ordinance No. 2013-03: An Ordinance Relating to Snowmobiles within the Village Limits. Vote: Ayes: 6. Motion carried.
- 10) **Falling Waters Winery, LLC – Class A Alcohol & Fermented Malt Beverage License:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to issue a Class A Alcohol & Fermented Malt Beverage license effective October 15, 2013 through June 30, 2014 to Falling Waters Winery, LLC, Joe Callow, Agent, for Falling Waters Winery, 721 Dyer St. Vote: Ayes: 6. Motion carried.
- 11) **New Computer Equipment:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to purchase a new Sonic Wall and support at a cost of \$1,450.00 and 2 new computers from CDWG at \$850.00 each with funds remaining in the Information Technology budget. Vote: Ayes: 6. Motion carried.
- 12) **Successful Completion of Probation – Spencer Elias:** (Public Safety) Motion by Trustee Porfilio, seconded by Trustee Kostuch, to approve a \$2,000.00 annual salary increase for Spencer Elias effective October 14, 2013, who will have successfully completed his probation period on that date. **Motion amended:** Motion by Pres. Deschane, seconded by Trustee Kaminski, to amend the main motion to strike the words "...who will have successfully completed his probation period on that date" and insert the words "...and to waive the remainder of the probationary period per Article 14 of the Employee Handbook." Discussion: Pres. Deschane explained that Chief Frievalt had asked the Public Safety Committee to end the probation period early. Article 14 states that a majority of the members elect of the board, or 4 members, can waive the required 12 months probation. He stated that he would be voting on the motion. Vote on amendment: Ayes: 7. Motion carried. **Motion amended:** Motion by Trustee Swanson, seconded by Trustee Franzen, to strike the word "annual" from the main motion. Vote: Ayes: 7. **Vote on main motion as amended:** Motion to approve a \$2,000.00 salary increase for Spencer Elias effective October 14, 2013, and to waive the remainder of the probationary period per Article 14 of the Employee Handbook. Ayes: 7. Motion carried.
- 13) **2014 Crivitz Rescue Squad Contract:** (Public Safety) Motion by Trustee Porfilio, seconded by Trustee Kostuch, to approve the 2014 Crivitz Rescue Squad contract at an annual fee of \$8,685.00. Discussion: Pres. Deschane noted that there was no increase to the contract fee from the prior year. Vote: Ayes: 6. Motion carried.
- 14) **2014 Park Irrigation Maintenance Contract:** (Parks & Recreation) Motion by Trustee Keller, seconded by Trustee Franzen, to approve the 2014 park irrigation maintenance contract with M & M Irrigation Services at an annual fee of \$225.00. Vote: Ayes: 6. Motion carried.
- 15) **2014 Waterfall Maintenance Contract:** (Parks & Recreation) Motion by Trustee Keller, seconded by Trustee Franzen, to approve the 2014 waterfall maintenance contract with Loyal Landscaping at an annual fee of \$480.00. Vote: Ayes: 6. Motion carried.
- 16) **Replacement of 'Doris Allen' Bench Seat:** (Parks & Recreation) Motion by Trustee Keller, seconded by Trustee Franzen, to approve the purchase of a replacement seat for the 'Doris Allen' bench from Wausau Tile at a cost not to exceed \$500.00 to be funded from the undesignated balance. Discussion: Pres. Deschane noted that this bench is located at the corner of George St and Henriette Ave and the damage was probably due to construction equipment working in the area. Vote: Ayes: 6. Motion carried.
- 17) **2014 Water Fund Budget:** (Utilities) Motion by Trustee Franzen, seconded by Trustee Keller, to approve the 2014 water fund budget. Vote: Ayes: 6. Motion carried.

- 18) **Spring Clean-up – G & S Refuse:** (Public Works) Motion by Trustee Swanson, seconded by Trustee Franzen, to accept the contract with G & S Refuse for 2014-2016 spring clean-up at a cost not to exceed \$ 750.00 per year. Vote: Ayes: 6. Motion carried.
- 19) **Village Hall Boiler Repairs:** (Public Works) Motion by Trustee Swanson, seconded by Trustee Franzen, to accept the quote from Dama Plumbing & Heating for Village Hall boiler repairs at a cost not to exceed \$1,600.00. Discussion: It was determined that this expense would be funded from the undesignated balance. Vote: Ayes: 6. Motion carried.
- 20) **Utilities/Public Works Assistant Truck Repairs:** (Public Works) Motion by Trustee Swanson, seconded by Trustee Franzen, to approve repairs to the Utilities/Public Works Assistant truck at a cost not to exceed \$1,250.00 to be shared between the Utilities and General Funds. Vote: Ayes: 6. Motion carried.
- 21) **Northwoods Recycling Coalition Building Lease & Agreement** (Public Works) Motion by Trustee Swanson, seconded by Trustee Franzen, to approve the Northwoods Recycling Coalition building lease and agreement for the building at the Town of Stephenson shop area in the Village of Crivitz. Vote: Ayes: 6. Motion carried.
- 22) **Operators Licenses:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to issue an operators license effective October 15, 2013 through June 30, 2014 to Amanda LaFave, who has received a satisfactory background check. Vote: Ayes: 6. Motion carried.
- 23) **Recess to Closed Session:** Bypassed.
- 24) **Reconvene in Open Session:** Bypassed.

OLD BUSINESS: None.

NEW BUSINESS:

2014 Budget Hearing: November 19th at 6:30pm

Presidents Corner: None.

CORRESPONDENCE: None.

QUESTIONS FROM THE FLOOR: None.

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

Respectfully submitted,

John J. Deschane
President

Marilyn L. Padgett
Clerk/Treasurer