

MINUTES
REGULAR MEETING
VILLAGE OF CRIVITZ BOARD OF TRUSTEES
November 20, 2012

Public present: None.

- 1) **Call to Order:** Pres. Deschane called the meeting to order at 7:05pm.
- 2) **Roll Call:** Present: President John Deschane Trustee Duane Swanson
 Trustee Kurt Kostuch Trustee Shirley Keller
 Trustee Dick Kaminski Trustee Jo Di Volk
- Absent: Trustee Janis Porfilio
 Attorney Frank Calvert
- Also present: 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: 5. Motion carried.
- 4) **Minutes Approval:** Motion by Trustee Kaminski, seconded by Trustee Kostuch, that the minutes of the regular meeting of October 16th be approved as presented. Vote: Ayes: 5. Motion carried.
- 5) **Financial Report:** Motion by Trustee Kaminski, seconded by Trustee Kostuch, that the financial reports for October for all funds be approved as presented. Vote: Ayes: 5. Motion carried.
- 6) **General Fund Vouchers:** Motion by Trustee Kaminski, seconded by Trustee Kostuch, to approve payment of general fund vouchers numbered 2621 through 2624, 4035, 6018, 22536 through 22615 and V5573 through V5597. Vote: Ayes: 5. Motion carried.
- Motion by Trustee Kaminski, seconded by Trustee Kostuch, to approve payment from the general fund to Office Depot in the amount of \$591.74 for office supplies for various departments. Vote: Ayes: 5. Motion carried.
- 6a) **Water Fund:** Motion by Trustee Keller, seconded by Trustee Volk, to approve payment of water fund vouchers numbered 3728 through 3731. Vote: Ayes: 5. Motion carried.
- 6b) **Sewer Fund:** Motion by Trustee Keller, seconded by Trustee Volk, to approve payment of sewer fund vouchers numbered 4766 through 4774. Vote: Ayes: 5. Motion carried.
- Motion by Trustee Keller, seconded by Trustee Volk, to approve payment from the sewer fund to County Electric Motor Service for emergency repairs to 2 lift station pumps in the amount of \$950.00. Vote: Ayes: 5. Motion carried.
- 6c) **Other Vouchers:** Motion by Trustee Kostuch, seconded by Trustee Kaminski, to approve payment of TIF fund voucher number 313. Vote: Ayes: 5. Motion carried.
- 7) **Committee & Department Reports:** Copies distributed to board members prior to the meeting.
- 8) **Comments from Pre-registered Citizens:** None.

- 9) **Ordinance No. 2012-05:** (Public Works) Motion by Trustee Swanson, seconded by Trustee Keller, to adopt Ordinance No. 2012-05: An Ordinance Amending the Provisions of the Village of Crivitz Code of Ordinances Relating to Stop Signs. Discussion: Pres Deschane noted that the ordinance adds a stop sign westbound on 5th Ave. and Gene St. Vote: Ayes: 5. Motion carried.
- 10) **Resolution No. 252:** (Utilities) Motion by Trustee Keller, seconded by Trustee Swanson, to adopt Resolution No. 252: A Resolution Acknowledging John J. Deschane, Village President, as the Authorized Representative for the Village of Crivitz Wastewater Treatment Plant Improvements and all Related Activities. Vote: Ayes: 5. Motion carried.
- 11) **Resolution No. 253:** (Finance): Motion by Trustee Kaminski, seconded by Trustee Kostuch, to adopt Resolution No. 253: A Resolution Adopting the 2013 Budgets and Corresponding Tax Levies for the Village of Crivitz General Fund and TIF District #1 Fund. Vote: Ayes: 5. Motion carried.
- 12) **Resolution No. 254** (Utilities): Motion by Trustee Keller, seconded by Trustee Swanson, to adopt Resolution No. 254: A Resolution Declaring Official Intent to Reimburse Expenditures for Clean Water Fund Project. Vote: Ayes; 5. Motion carried.
- 13) **Resolution No. 255:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to adopt Resolution No. 255: A Resolution Establishing Fund Balance Policies for the Village of Crivitz as Required by GASB 54. Vote: Ayes: 5. Motion carried.
- 14) **Financial Policy Amendment:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to amend the current financial policy to indicate that all checks issued from any funds of the Village of Crivitz must be cashed within 60 days. Vote: Ayes: 5. Motion carried.
- 15) **Election Inspector Appointment:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to appoint Amber Colson as an Election Inspector effective 11/06/2012 for the term ending 12/31/2013. Vote: Ayes: 5. Motion carried.
- 16) **LGIPF Property Insurance Renewal:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to renew the policy with the Local Government Property Insurance Fund for building and auto insurance for the term 04/01/2013 through 04/08/2014 at a cost of \$8,845.00. Vote: Ayes: 5. Motion carried.
- 17) **Sale of 1997 Chevy Plow Truck:** (Public Works) Motion by Trustee Swanson, seconded by Trustee Keller, to accept the bid of Jack Witt in the amount of \$11,525.00 for the 1997 Chevy plow truck and to deposit the proceeds in the Public Works Truck savings fund. Vote: Ayes: 5. Motion carried.
- 18) **New Public Works Plow Upgrade:** (Public Works) Motion by Trustee Swanson, seconded by Trustee Keller, to approve an increase of up to \$355.00 to the bid of Elias Auto for an upgrade to the new public works truck plow. Vote: Ayes: 5. Motion carried.
- 19) **1070 JD Tractor Repairs:** (Public Works) Motion by Trustee Swanson, seconded by Trustee Keller, to authorize repairs to the John Deere 1070 tractor from Beaver Machine at a cost not to exceed \$2,500.00 and to fund the expense from the unassigned balance of the General Fund. Discussion: Trustee Swanson noted that the clutch needs repairs and this is the first time the machine has needed repairs since it was purchased. Vote: Ayes: 5. Motion carried.
- 20) **Wage Range for Patrol Officers:** Bypassed.

21) Fire Dept. Turnout Gear & Nozzle Purchases: (Public Safety)

Motion by Trustee Kostuch, seconded by Trustee Volk, to purchase one set of turnout gear from Paul Conway Shields at a cost not to exceed \$1,600.00, and to fund the purchase from the Fire Dept. equipment budget. Vote: Ayes: 5. Motion carried.

Motion by Trustee Kostuch, seconded by Trustee Volk, to purchase two smooth bore nozzles from W.S. Darley at a cost not to exceed \$1,400.00 and one piercing nozzle from Paul Conway Shields for \$800.00, and to fund the purchases from the Fire Dept. equipment budget. Vote: Ayes: 5. Motion carried.

22) Operators Licenses: (Finance) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to issue operators licenses effective 11/20/2012 through 6/30/2014 to Sarah Boltz, Victoria Wilund, and Leea Briggs, who have received satisfactory records checks. Vote: Ayes: 5. Motion carried.

23) Recess to Closed Session: Bypassed.

24) Reconvene in Open Session: Bypassed.

OLD BUSINESS:

Budget Adjustment #3: This item was approved by the Finance Committee in November, but was mistakenly left off of the November board meeting agenda. It will appear on the December agenda.

Dory TIF Developers Agreement Meeting: Pres. Deschane reported that a meeting has been scheduled for Dec. 7th with John Dory's attorney, Frank Calvert, Pres. Deschane, Marilyn Padgett and a mediator to attempt to settle the matter. The village has directed Frank Calvert to repeat the previous settlement offer, or ask that the land be conveyed to the village in exchange for the village forgiving the amount due under the developer's agreement. Kurt Kostuch, Development Committee chair, is in agreement with the offer.

Development Committee Meeting: Monday, Nov. 26th at 6:00pm.

NEW BUSINESS:

Crivitz Community Inc. Meeting: Wednesday, Dec. 5th at 7:00pm. Pres. Deschane explained that this meeting was scheduled to attempt to purchase the CCI property northwest of Dyer Business Park and will also be discussed at the Development meeting on Nov. 26th.

CORRESPONDENCE: None.

QUESTIONS FROM THE FLOOR: None.

ADJOURNMENT: Motion by Trustee Kaminski, seconded by Trustee Volk, that the meeting be adjourned at 7:35pm. Vote: Ayes: 5. Motion carried.

Respectfully submitted,

John J. Deschane
President

Marilyn L. Padgett
Clerk/Treasurer

