

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

**Public present:** Jeff Lieuwen, Dave & Crystal Malke, Shirley Prudhomme.

- 1) **Call to Order:** President Deschane called the meeting to order at 7:00pm.
- 2) **Roll Call:** Members present:           President John Deschane           Trustee Aaron Patefield  
  Trustee Kurt Kostuch           Trustee Jeff Dorschner  
  Trustee Fred Franzen           Trustee Stew Swanson  
  Trustee Amy Grandaw

                                  Also present:           Attorney Dick Boren  
  Deputy Clerk/Treasurer Barbara Uhl

Pres. Deschane declared a quorum present for the meeting.

- 3) **Adoption of Agenda:** Motion by Trustee Franzen, seconded by Trustee Swanson, that the agenda be adopted as presented. Vote: Ayes: 6. Motion carried.
- 4) **Minutes Approval:** Motion by Trustee Franzen, seconded by Trustee Swanson, that the minutes of the regular meeting of October 16th be approved as presented. Vote: Ayes: 6. Motion carried.
- 5) **Financial Report:** Motion by Trustee Franzen, seconded by Trustee Swanson, that the financial report for the month of October be approved as presented. Vote: Ayes: 6. Motion carried.
- 6) **General Fund Vouchers:** Motion by Trustee Franzen, seconded by Trustee Swanson, to approve payment of general fund vouchers numbered 2846 through 2847, 4108, 6089, 7011, 27543 through 27603, and V7044 through V7063. Vote: Ayes: 6. Motion carried.

Motion by Trustee Franzen, seconded by Trustee Swanson, to approve payment from the general fund to the following:

Command Central for voting machine maintenance	\$ 540.00
Biehl Construction for 7th Alley asphalt patch	\$ 1,040.00

Vote: Vote: Ayes: 6. Motion carried.

- 6a) **Water Fund:** Bypassed.
- 6b) **Sewer Fund:** Bypassed.
- 6c) **Other Fund Vouchers:** Bypassed.
- 7) **Committee & Attorney Reports:** Atty. Dick Boren reported on the preparation of the extraterritorial zoning ordinance and resolution.

**Comments from Pre-registered Citizens:** None.

- 8) **Ordinance No. 2018-06:** (Public Works) Motion by Trustee Patefield, seconded by Trustee Kostuch, to adopt Ordinance No. 2018-06: An Ordinance Amending Title 8, Chapter 3 of the Village of Crivitz Code of Ordinances Relating to Recycling. Vote: Ayes: 6. Motion carried.

- 9) **Ordinance No. 2018-07:** (Development) Motion by Trustee Kostuch, seconded by Trustee Patefield, to adopt Ordinance No. 2018-07: An Ordinance Regarding Authority of the Development Committee and Plan Commission. Vote: Ayes: 6. Motion carried.
- 10) **Employee Cost of Living Wage Increases Effective 01/01/2019:** (Whole) Motion by Trustee Franzen, seconded by Trustee Kostuch, to approve a 3% cost of living increase for all full time employees and the Computer Network Administrator. Vote: Ayes: 6. Motion carried.
- 11) **Employee Merit Wage Increases Effective 01/01/2019:** (Whole) Motion by Trustee Franzen, seconded by Trustee Kostuch, to approve a .50 per hour wage raise for Barbara Uhl, Deputy Clerk/Treasurer and William Faulkner, Part-Time Public Works employee effective 01/01/2019. Vote: Ayes: 6. Motion carried.
- 12) **Employee Merit Wage Increase Effective 11/19/2018:** (Utilities) Motion by Trustee Grandaw, seconded by Trustee Franzen, to approve a \$1.50 per hour wage raise for Rudi Jensen, Water Superintendent effective 11/19/2018 . Vote: Ayes: 6. Motion carried.
- 13) **Fire Marshall/Inspector Wage Scale:** (Public Safety) Motion by Trustee Dorschner, seconded by Trustee Patefield, to change the wage scale for the Fire Marshall/Inspector to \$13.00 - \$15.00 per inspection. Vote: Ayes: 5, Abstentions: 1 (Swanson). Motion carried.
- 14) **Fire Marshall/Inspector Wage Increase Effective 01/01/2019:** (Public Safety) Motion by Trustee Dorschner, seconded by Trustee Patefield, to approve a \$3.00 per inspection wage raise for the Fire Marshall/Inspector effective 01/01/2019. Vote: Ayes: 5, Abstentions: 1 (Swanson). Motion carried.
- 15) **Resolution No. 275:** (Finance) Motion by Trustee Franzen, seconded by Trustee Swanson, to adopt Resolution No. 275: A Resolution Adopting the 2019 Budgets and Corresponding Tax Levies for the Village of Crivitz General Fund and TIF District No. 1 Fund. Vote: Ayes: 6. Motion carried.
- 16) **Resolution No. 276:** (Development) Motion by Trustee Kostuch, seconded by Trustee Grandaw, to adopt Resolution No. 276: Declaring Commencement of Proceedings and Intent to Zone Extraterritorial Lands in the Town of Stephenson, Marinette County, Wisconsin, in an area not to exceed 1.5 Miles from the Corporate Limits of the Village of Crivitz. Vote: Ayes: 6. Motion carried.
- 17) **Ordinance No. 2018-08:** (Development) Motion by Trustee Kostuch, seconded by Trustee Grandaw, to adopt Ordinance No. 2018-08: Interim Zoning to Preserve Existing Land Uses in Lands Which are the Subject of Extraterritorial Zoning in the Town of Stephenson, Marinette County, Wisconsin. Vote: Ayes: 6. Motion carried.
- 18) **Conditional Use Permit:** (Development) Motion by Trustee Kostuch, seconded by Trustee Grandaw, to grant a conditional use permit to David and Crystal Malke for 1102 Louisa St. for a mini-warehouse. Discussion: Atty. Boren stated that the board has to make a number of findings with regard to application approval. All of the items required by ordinance were specifically addressed in the application. **Motion amended by unanimous consent** to add "and to approve the application concerning the standards set forth in local ordinance section 13-1-86(a)." Vote: Ayes: 6. Motion carried.
- 19) **TIF Planning Consultant - Ehlers:** (Development) Motion by Trustee Kostuch, seconded by Trustee Grandaw, to contract with Ehlers for TIF consulting services at a cost not to exceed \$5,500.00. Vote: Ayes: 6. Motion carried.
- 20) **2019 Water Fund Budget:** (Utilities) Motion by Trustee Grandaw, seconded by Trustee Franzen, to adopt the 2019 water fund budget as presented. Vote: Ayes: 6. Motion carried.
- 21) **Wastewater Treatment Plant Roofing Project Bid Award:** (Utilities) Motion by Trustee Grandaw, seconded by Trustee Franzen, to award the bid for the wastewater treatment plant roofing project to MKZ Construction in the amount of \$8,500.00. Vote: Ayes: 6. Motion carried.

- 22) **Sewer Main Lift Station Project Bid Award:** (Utilities) Motion by Trustee Grandaw, seconded by Trustee Franzen, to award the bid for the sewer main lift station project to Pember Companies, Inc., in the amount of \$150,250.00. Vote: Ayes: 6. Motion carried.
- 23) **Village Hall Front Railing Repairs:** (Public Works) Motion by Trustee Patefield, seconded by Trustee Dorschner, to contract with Richlen Enterprises to repair the Village Hall front railing at a cost not to exceed \$1,000.00. Vote: Ayes: 6. Motion carried.
- 24) **Employee Vacation Usage:** (Utilities) Motion by Trustee Grandaw, seconded by Trustee Patefield, to allow Glen Franzen to carry over more vacation upon his anniversary date in 2019 than allowed by current policy. Vote: Ayes: 6. Motion carried.
- 25) **Candace Harley Promotion:** (Public Safety) Motion by Trustee Dorschner, seconded by Trustee Patefield, to accept the promotion of Candace Harley to firefighter with the Crivitz Fire Department. Vote: Ayes: 6. Motion carried.
- 26) **New Fire Department Gloves:** (Public Safety) Motion by Trustee Dorschner, seconded by Trustee Grandaw, to authorize the purchase of new structure and extrication gloves for the Fire Department at a total cost not to exceed \$1,000.00. Vote: Ayes: 6. Motion carried.
- 27) **New Fire Vehicle:** (Public Safety) Motion by Trustee Dorschner, seconded by Trustee Kostuch, to authorize Fire Chief Luke Deschane to purchase a fire vehicle to replace the 1998 pumper at a cost not to exceed \$200,000.00, with \$120,000.00 to be funded from fire vehicle savings and the balance from a bank loan. Vote: Ayes: 6. Motion carried.
- 28) **1991 Fire Pumper Repairs:** (Public Safety) Motion by Trustee Dorschner, seconded by Trustee Kostuch, to approve repairs to the 1991 fire pumper vehicle at a cost not to exceed \$10,000.00. Vote: Ayes: 6. Motion carried.
- 29) **Street Use Permit:** (Public Safety) Motion by Trustee Dorschner, seconded by Trustee Kostuch, to grant a street use permit to the Crivitz Firefighters Association for the 2018 Christmas Parade on 11/24/18 at 5:30pm. Vote: Ayes: 6. Motion carried.
- 30) **Operators Licenses:** (Finance) Motion by Trustee Franzen, seconded by Trustee Swanson, to grant operators licenses to Karman Krull and Kim Pomeroy for the term of 11/20/18 through 6/30/20, who both have received satisfactory background checks. Vote: Ayes: 6. Motion carried.

**OLD BUSINESS:** None.

**NEW BUSINESS:** None.

**CORRESPONDENCE:** None.

**QUESTIONS FROM THE FLOOR:** None.

**ADJOURNMENT:** Motion by Trustee Grandaw, seconded by Trustee Swanson, that the meeting be adjourned at 7:23pm. Vote: Ayes: 6. Motion carried.

Respectfully submitted,

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John J. Deschane  
President

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Barbara Uhl  
Deputy Clerk/Treasurer