

MINUTES
REGULAR MEETING
VILLAGE OF CRIVITZ BOARD OF TRUSTEES

Public present: None.

1) **Call to Order:** Pres. Deschane called the meeting to order at 7:00pm.

2) **Roll Call:** Members present: President John Deschane
 Trustee Kurt Kostuch
 Trustee Dick Kaminski
 Trustee Jo Di Volk

 Members absent: Trustee Duane Swanson
 Trustee Janis Porfilio
 Trustee Shirley Keller

 Also present: Attorney Frank Calvert
 Clerk/Treasurer Marilyn Padgett

Pres. Deschane declared a quorum present for the meeting and stated that he would vote on all motions due to the limited number of board members present.

3) **Adoption of Agenda:** Motion by Trustee Kaminski, seconded by Trustee Kostuch, that the agenda be adopted as presented. Vote: Ayes: 4. Motion carried.

4) **Minutes Approval:** Motion by Trustee Kaminski, seconded by Trustee Kostuch, that the minutes of the public hearing and regular meeting of November 20th be approved as presented. Vote: Ayes: 4. Motion carried.

5) **Financial Report:** Motion by Trustee Kaminski, seconded by Trustee Kostuch, that the financial reports for November for all funds be approved as presented. Vote: Ayes: 4. Motion carried.

6) **General Fund Vouchers:** Motion by Trustee Kaminski, seconded by Trustee Kostuch, to approve payment of general fund vouchers numbered 2625 through 2627, 4036, 6019, 22616 through 22669 and V5598 through V5615. Vote: Ayes: 4. Motion carried.

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

Wiedemeier Garage for vehicle repairs	\$827.94
Elias Auto Parts for new plow blades	\$607.90
Crivitz Youth Center for WPS Donation	\$600.00

Vote: Ayes: 4. Motion carried.

6a) **Water Fund:** Motion by Trustee Volk, seconded by Trustee Kostuch, to approve payment of water fund vouchers numbered 3732 through 3740. Discussion: Trustee Volk noted that #3732 to Davies Water Equipment was \$60.00 over the amount approved by the board and asked that the clerk verify with Glen Franzen that it was a legitimate expense. Vote: Ayes: 4. Motion carried.

6b) **Sewer Fund:** Motion by Trustee Volk, seconded by Trustee Kostuch, to approve payment of sewer fund vouchers numbered 4775 through 4789. Vote: Ayes: 4. Motion carried.

Motion by Trustee Volk, seconded by Trustee Kostuch, to transfer \$547.55 from the Clean Water Fund Replacement account to the sewer money market account to cover the cost of eligible purchases. Vote: Ayes: 4. Motion carried.

6c) Other Vouchers: Motion by Trustee Kostuch, seconded by Trustee Kaminski, to approve payment of TIF fund voucher number 314. Vote: Ayes: 4. Motion carried.

Motion by Trustee Volk, seconded by Trustee Kostuch, to approve payment of Well #3 project voucher number 1059. Vote: Ayes: 4. Motion carried.

- 7) **Committee & Department Reports:** Copies distributed to board members prior to the meeting.
- 8) **Comments from Pre-registered Citizens:** None.
- 9) **2012 General Fund Budget Adjustments #3 & #4 and TIF Budget Adjustment #2:** Bypassed.
- 10) **Approval of Committed Fund Balances (Finance):** Motion by Trustee Kaminski, seconded by Trustee Kostuch, to approve Committed Fund Balances as of 12/31/12 for all funds as presented. Vote: Ayes: 4. Motion carried.
- 11) **Village Hall Roof Repair (Public Works):** Motion by Trustee Kaminski, seconded by Trustee Kostuch, to award the bid for the Village Hall roof repairs to Crivitz Lumber in an amount not to exceed \$27,000.00 to be funded from the 2013 budget. Vote: Ayes: 4. Motion carried.
- 12) **Crivitz Community, Inc., Property Purchase:** (Development) Motion by Trustee Kostuch, seconded by Trustee Kaminski, that the TIF fund purchase parcel #121-00411.000 from Crivitz Community, Inc., for \$50,000.00 and pay current and delinquent property taxes in the amount of \$2,261.24, and provide a down payment of \$3,500.00 toward the purchase price, with the remainder to be paid when a new non-profit 501c3 corporation is formally established with the assistance of the Village Attorney, at the expense of the TIF fund, with all assets to be used as a revolving loan fund to help establish new businesses and expand current businesses in the community. Vote: Ayes: 4. Motion carried.
- 13) **Hospitality Area in Office:** (Development) Motion by Trustee Kostuch, seconded by Trustee Kaminski, to purchase items for a hospitality area in the clerk's office to be used for meetings with potential developers and similar activities from the TIF fund at a cost not to exceed \$1,200.00. Vote: Ayes: 4. Motion carried.
- 14) **USH 141/Old W Ditch Project:** (Public Works) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to renew the WDNR Permit for the USH 141/Old W Ditch Project in 2013 at a cost not to exceed \$1,100.00. Vote: Ayes: 4. Motion carried.
- 15) **Operators Licenses:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to issue operators licenses effective 12/19/2012 through 6/30/2014 to Michael Jerroll, Robert Schenk, and Paula Ritz, who have received satisfactory records checks. Vote: Ayes: 4. Motion carried.
- 16) **Recess to Closed Session:** Motion by Trustee Kaminski, seconded by Trustee Kostuch to recess to closed session for the purpose of conferring with legal counsel regarding current and potential future litigation. Vote: Ayes: 4. Motion carried.

Pres. Deschane stated that the closed session is in accordance with WI Statute sec. 19.85(1)(g) which states that "...any meeting of a...governmental body, upon motion duly made and carried, may be convened in closed session under one or more of the exemptions provided in this section...(g)...conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved."
- 17) **Reconvene in Open Session:** Motion by Trustee Kaminski, seconded by Trustee Kostuch, to reconvene in open session and announce action taken in closed session, if any. Vote: Ayes: 4. Motion carried.

OLD BUSINESS:

Public Safety Committee Meeting: Wednesday, Dec 19th at 9:30am.

Special Board Meeting: Thursday, Dec 27th at 7:00pm: General Fund Budget Adjustments #3 & #4, TIF Budget Adjustment #2, Hiring Police Officer, and John Dory TIF Developers Agreement Settlement.

NEW BUSINESS:

Presidents Corner: Pres. Deschane wished Craig Kasten well on his new job with the Marinette County Sheriff's Department. He thanked all board members and employees for their service to the community and wished everyone a Merry Christmas.

CORRESPONDENCE: None.

QUESTIONS FROM THE FLOOR: None.

ADJOURNMENT: Motion by Trustee Kaminski, seconded by Trustee Volk, that the meeting be adjourned at 8:05.
Vote: Ayes: 4. Motion carried.

Respectfully submitted,

John J. Deschane
President

Marilyn L. Padgett
Clerk/Treasurer