

MINUTES
REGULAR MEETING
VILLAGE OF CRIVITZ BOARD OF TRUSTEES

Public present: Dave Malke

- 1) **Call to Order:** President Deschane called the meeting to order at 7:00pm.
- 2) **Roll Call:** 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. Discussion: Pres. Deschane stated he would abstain from voting on item #12. Vote: Ayes:___, Nays:___, Abstentions:___.
- 4) **Minutes Approval:** Motion by Trustee Franzen, seconded by Trustee Kostuch, that the minutes of the regular meeting of November 21st and public hearing of November 30th 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 November 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 2810 through 2812, 4096, 6078, 26821 through 26887, and V6803 through V6823. Vote: Ayes: 6. Motion carried.
- 6a) **Water Fund:** Motion by Trustee Amy Deschane, seconded by Trustee Franzen, to approve payment of water fund vouchers numbered 4132 through 4138. Vote: Ayes: 6. Motion carried.
- 6b) **Sewer Fund:** Motion by Trustee Amy Deschane, seconded by Trustee Franzen, to approve payment of sewer fund vouchers numbered 5305 through 5315. Vote: Ayes: 6. Motion carried.

Motion by Trustee Amy Deschane, seconded by Trustee Franzen, to approve payment from the sewer fund to Richlen Excavating in the amount of \$16,435.00 for work on the CTH W project, with \$10,945.71 to be reimbursed by John Harper for his sewer extension. Vote: Ayes: 6. Motion carried.

- 6c) **Other Fund Vouchers:** None.
- 7) **Committee & Attorney Reports:** Copies of committee reports were distributed prior to the meeting. Atty Boren reported that there is usually an issue when procuring items as to whether or not there is a conflict if the person is a decision maker or a 'gatekeeper' of getting quotes, which came up recently in the Village. He said he doesn't have problems with employees or officials obtaining quotes, but if they are going to be putting in a quote from a company they own or work for they should not be the person procuring the quotes. Elected officials also should not vote on any quotes they may submit and should abstain from any such discussions or voting. This would be the best practice for the Village looking forward.
- 8) **Comments from Pre-registered Citizens:** None.

- 9) **Ordinance No. 2017-07:** (Parks & Recreation) Motion by Trustee Stew Swanson, seconded by Trustee Franzen, to adopt Ordinance No. 2017-07: An Ordinance Amending Title 10, Chapter 3 of the Village of Crivitz Code of Ordinance Regulating Snowmobiles. Discussion: Pres. Deschane thanked employees for their time and effort on getting corrections finished on the ordinance. Vote: Ayes: 6. Motion carried.
- 10) **2017 Budget Adjustments:** (Finance) Motion by Trustee Franzen, seconded by Trustee Kostuch, to approve adjustments to the 2017 budgets for the general fund and TIF fund as presented. Vote: Ayes: 6. Motion carried.
- 11) **Class B Temporary Beer & Wine License - St. Mary's Valentine Dance:** (Finance) Motion by Trustee Franzen, seconded by Trustee Kostuch, to issue a class B temporary beer and wine license to St. Mary's Church, Patricia Kaufman, Manager, for St. Mary's Valentine Dance to be held on February 10th, 2018, from 6:00pm to 11:59pm at St. Mary's parish hall . Vote: Ayes: 6. Motion carried.
- 12) **Appointment of 2018-19 Poll Workers:** Motion by Trustee Franzen, seconded by Trustee Kostuch, to accept the following poll worker appointments for the term of 1/1/2018 through 12/31/2019:

Fran Wolf	Lois Dyer	Joan Wolfe
Sharon Swanson	Amanda Bedord	Kim Kostuch
Gloria Kainz	Joan Meyer	Candy Deschane
Amber Dudkiewicz	Dee Kaminski	Michael Strandt
Barbara Uhl	Marilyn Padgett	

Vote: Ayes: 4, Abstentions: 3 (J. Deschane, Kaminski, S. Swanson) Motion carried.

- 13) **Fire Dept. Unit #1354 Tires:** (Public Safety) Motion by Trustee Duane Swanson, seconded by Trustee Kaminski, to approve the purchase of tires for Fire Dept. unit #1354 from Pomp's Tire Service in an amount not to exceed \$850.00g. Discussion: Pres. Deschane noted that the Fire Chief received a local quote that was \$300.00 more than the Poms quote and that Poms would consider the tires a house sale so no employee would benefit from the sale. Vote: Ayes: 6, Nays: 1 (A. Deschane). Motion carried.
- 14) **Fire Dept. Turnout Gear Purchase:** (Public Safety) Motion by Trustee Duane Swanson, seconded by Trustee Kaminski, to approve the purchase of 2 sets of turnout gear from Paul Conway Shields at a cost not to exceed \$4,000.00. Vote: Ayes: 6. Motion carried.
- 15) **Police Chief Protective Vest Purchase:** (Public Safety) Motion by Trustee Duane Swanson, seconded by Trustee Kaminski, to approve the purchase in 2018 of a new protective vest for Chief Frievalt from Quartermaster in an amount not to exceed \$900.00, with 1/2 to be reimbursed by a federal grant. Vote: Ayes: 6. Motion carried.
- 16) **2018 Ford F150 Purchase from Witt Auto Sales:** (Utilities) Motion by Trustee Amy Deschane, seconded by Trustee Franzen, to accept the quote from Wite Auto Sales for a Ford F150 truck in the amount of \$33,650.00, to be funded from the Sewer designated funds account . Vote: Ayes: 6. Motion carried.
- 17) **2018 Sewer Main Cleaning & Televising:** (Utilities) Motion by Trustee Amy Deschane, seconded by Trustee Franzen, to accept the proposal and contract with Northern Pipe, Inc., for 2018 sewer main cleaning and televising in an amount not to exceed \$12,000.00. Vote: Ayes: 6. Motion carried.
- 18) **Well #2 Chlorine Regulator Repairs:** (Utilities) Motion by Trustee Amy Deschane, seconded by Trustee Franzen, to approve repairs to the chlorine regulator and related plumbing at Well #2 in an amount not to exceed \$3,500.00, with equipment to be ordered from Hawkin's and plumbing repairs to be performed by Sessler Plumbing. Vote: Ayes: 6. Motion carried.
- 19) **2018 Snowplowing & Removal:** (Public Works) Motion by Trustee Kaminski, seconded by Trustee Stew Swanson, to accept the bid from Richlen Excavating for 2018 snowplowing and removal services. Vote: Ayes: 6. Motion carried.

- 20) **Fire Station Overhead Door Repair:** (Public Works) Motion by Trustee Kaminski, seconded by Trustee Stew Swanson, to approve the quote from EZ Glide Garage Doors for repairs to the overhead door at the fire station in an amount not to exceed \$1,000.00. Vote: Ayes: 6. Motion carried.
- 21) **Village Hall Refrigerator Purchase:** (Public Works) Motion by Trustee Kaminski, seconded by Trustee Stew Swanson, to approve the purchase of a new refrigerator from Crivitz Lumber for the Village Hall in the amount of \$652.00. Vote: Ayes: 6. Motion carried.
- 22) **Operators Licenses:** (Finance) Motion by Trustee Franzen, seconded by Trustee Kostuch, to grant operators licenses effective 12/19/17 through 6/30/18 to Kara Dudkiewicz, Jasmyn Feldmann, Amanda Hollander and Lisa Lorenz, all having received satisfactory background checks. Vote: Ayes: 6. Motion carried.

OLD BUSINESS: None.

NEW BUSINESS: Pres. Deschane wished everyone a Merry Christmas and thanked them for their service to the Village of Crivitz.

CORRESPONDENCE: None.

QUESTIONS FROM THE FLOOR: None.

ADJOURNMENT: Motion by Trustee Kaminski, seconded by Trustee Stew Swanson, that the meeting be adjourned at 7:25pm. Vote: Ayes: 6. Motion carried.

Respectfully submitted,

John J. Deschane
President

Marilyn L. Padgett
Clerk/Treasurer