

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

**Public present:** Glen Franzen

- 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 Amy Deschane           Trustee Dick Kaminski  
  Trustee Fred Franzen           Trustee Stew Swanson
- Members absent:           Trustee Duane 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 Deschane, that the agenda be adopted as presented. Vote: Ayes: 5. Motion carried.
- 4) **Minutes Approval:** Motion by Trustee Franzen, seconded by Trustee Deschane, that the minutes of the public hearing and regular meeting of November 15th be approved as presented. Vote: Ayes: 5. Motion carried.
- 5) **Financial Report:** Motion by Trustee Franzen seconded by Trustee Kaminski, that the financial reports for all funds for the month of November be approved as presented. Vote: Ayes: 5. Motion carried.
- 6) **General Fund Vouchers:** Motion by Trustee Franzen, seconded by Trustee Kaminski, to approve payment of general fund vouchers numbered 2773 through 2774, 4084, 6066, 25984 through 26060, and V6553 through V6569. Vote: Ayes: 5. Motion carried.

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

Wiedemeier Garage for Police squad and Public Works vehicle repairs	\$	1,323.88
Crivitz Lumber for supplies for various departments	\$	509.76
Cardmember Services for defibrillator and various supplies	\$	2,111.90
NFPA for fire prevention week supplies (1/2 to be reimbursed from town)	\$	721.88

Vote: Ayes: 5. Motion carried.

- 6a) **Water Fund:** Motion by Trustee Deschane, seconded by Trustee Franzen, to approve payment of water fund vouchers numbered 4052 through 4056. Vote: Ayes: 5. Motion carried.
- 6b) **Sewer Fund:** Motion by Trustee Deschane, seconded by Trustee Franzen, to approve payment of sewer fund vouchers numbered 5204 through 5215. Vote: Ayes: 5. Motion carried.

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

Great Lakes TV Seal for cleaning lift stations	\$	1,983.10
William/Reid for Wastewater Treatment facility equipment	\$	1,164.51
USA Bluebook for lift station equipment	\$	970.89

Vote: Ayes: 5. Motion carried.

- 6c) **Other Vouchers:** Motion by Trustee Kostuch, seconded by Trustee Stew Swanson, to approve payment of TIF fund vouchers numbered 5018 and 5019. Vote: Ayes: 5. Motion carried.
- 7) **Committee & Attorney Reports:** Committee reports were distributed to board members prior to the meeting. Atty Boren reported that the drainage ditch project was winding down and it appeared that when it is done all will be happy.
- 8) **Comments from Pre-registered Citizens:** None.
- 9) **2016 General, TIF & Water Fund Budget Adjustments:** (Finance) Motion by Trustee Franzen, seconded by Trustee Deschane, to approve 2016 General, TIF and Water Fund final budget adjustments. Vote: Ayes: 5. Motion carried.
- 10) **Custodian Sally Hastings Resignation:** (Public Works) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to accept the resignation of Sally Hastings as custodian effective December 23, 2016. Discussion: Pres. Deschane noted that Sally Hastings had turned her keys in the day before the meeting. Vote: Ayes: 5. Motion carried.
- 11) **Temporary Custodial Work:** (Public Works) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to authorize Glen Franzen and Marilyn Padgett to hire New Life Organized to perform custodial duties at the rate of \$20.00 per hour as needed until a new custodian is hired. Discussion: Pres. Deschane explained for clarification that the Village will attempt to have the Public Works staff do custodial duties on a temporary basis and if they get overwhelmed they can have New Life Organized come in to do the work. There is no intention of letting a \$9.00 per hour employee go and hiring a \$20.00 per hour service as a replacement. Vote: Ayes: 5. Motion carried.
- 12) **Fire Extinguisher Maintenance Contract - Aladdin Fire Protection:** (Public Works) Motion by Kaminski, seconded by Kostuch, to accept the proposal from Aladdin Fire Protection for a 3-year contract for fire extinguisher maintenance services at the rate of \$142.20 per year. Discussion: Trustee Kaminski noted that Aladdin was the only company that submitted a proposal. Vote: Ayes: 5. Motion carried.
- 13) **John Shaffer Pavilion Landscaping - Richlen Excavating:** (Parks & Recreation) Motion by Trustee Stew Swanson, seconded by Trustee Deschane, to approve payment from the general fund to Richlen Excavating in the amount of \$1,690.00 for landscaping work at the John Shaffer Pavilion and to fund the expense from the undesignated balance. Discussion: Pres. Deschane noted that the gravel on the south side of the pavilion was cleared out, replaced with topsoil and seeded. Vote: Ayes: 5. Motion carried.
- 14) **Class B Temporary Beer & Wine License - St. Mary's:** (Finance) Motion by Trustee Franzen, seconded by Trustee Kaminski, to grant a class B temporary beer and wine license to St. Mary's Church, Patricia Kaufman, Manager, for the Valentines Dance on 2/11/2017. Vote: Ayes: 5. Motion carried.
- 15) **Operators Licenses:** (Finance) Motion by Trustee Franzen, seconded by Trustee Kaminski, to grant operators licenses effective 12/20/2016 through 6/30/2018 to Annette Campbell and Dea Dudkiewicz, both having received satisfactory background checks. Vote: Ayes: 5. Motion carried.

**OLD BUSINESS:** None.

**NEW BUSINESS:** None.

**CORRESPONDENCE:** None.

**QUESTIONS FROM THE FLOOR:** None.

- 16) **Recess to Closed Session:** Motion by Trustee Kostuch, seconded by Trustee Franzen, to recess to closed session for discussion and possible action in closed session regarding the USH 141/CTH W drainage ditch project. Roll call vote: Deschane: Yes, Franzen: Yes, Kaminski: Yes, S.Swanson: Yes, Kostuch: Yes. Motion carried.

Pres. Deschane stated that 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) **Re-convene in Open Session:** Motion by Trustee Stew Swanson, seconded by Trustee Kostuch, to reconvene in open session, announce action taken in closed session, if any, take action based upon closed session, if any, and adjourn the meeting. Vote: Ayes: 5. Motion carried.

Motion by Trustee Kostuch, seconded by Trustee Deschane, to purchase from Scott Busick for up to \$800.00 dirt removed from the drainage ditch project construction site and transported to TIF property at the west end of Mira Ave. in accordance with the contract between Advance Construction and the Village of Crivitz. Vote: Ayes: 5. Motion carried.

**ADJOURNMENT:** Motion by Trustee Kostuch, seconded by Trustee Stew Swanson, that the meeting be adjourned at 7:52pm. Vote: Ayes: 5. Motion carried.

Respectfully submitted,

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John J. Deschane  
President

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Marilyn L. Padgett  
Clerk/Treasurer