

MINUTES
REGULAR MEETING
VILLAGE OF CRIVITZ BOARD OF TRUSTEES

Public present: Dave & Marie Tomaszewski (Peshtigo Times)

- 1) **Call to Order:** Pres. Deschane called the meeting to order at 7:30PM.
- 2) **Roll Call:** Members present: President John Deschane Trustee Duane Swanson
 Trustee Shirley Keller Trustee Dick Kaminski
 Trustee Jo Di Volk Trustee Janis Porfilio
- Members absent: Trustee Kurt Kostuch (out of town)
- Also present: Attorney Frank Calvert
 Clerk/Treasurer Marilyn Padgett

Pres. Deschane declared a quorum present for the meeting.

- 3) **Adoption of Agenda:** Motion by Trustee Kaminski, seconded by Trustee Porfilio, that the agenda be adopted as presented. Vote: Ayes: 5. Motion carried.
- 4) **Minutes Approval:** Motion by Trustee Kaminski, seconded by Trustee Porfilio, that the minutes of the public hearing and regular meeting of August 18th be approved as presented. Vote: Ayes: 5. Motion carried.
- 5) **Financial Report:** Motion by Trustee Kaminski, seconded by Trustee Porfilio, that the financial reports for all funds for the month of August be approved as presented. Vote: Ayes: 5. Motion carried.
- 6) **General Fund Vouchers:** Motion by Trustee Kaminski, seconded by Trustee Porfilio, to approve payment of general fund vouchers numbered 2505 through 2507, and 19135 through 19232 . Vote: Ayes: 5. Motion carried. Motion by Trustee Kaminski, seconded by Trustee Porfilio, to approve payment from the general fund to the following:

Calvert Law Firm for legal fees	\$ 3,924.33
5-Alarm for 2 sets of Fire Dept. turnout gear	\$ 1,900.64
Crivitz Men's Softball League for ballfield improvements	\$ 1,400.00

Discussion: It was noted that the ballfield improvement payment was discussed in committee and that the league may be asking for more funding from the 2010 budget. Also that the legal fees were for the Congine license issue. Vote: Ayes: 5. Motion carried.

- 6a) **Water Fund:** Motion by Trustee Keller, seconded by Trustee Swanson, to approve payment of water fund vouchers numbered 3467 through 3471. Vote: Ayes: 5. Motion carried.
- 6b) **Sewer Fund:** Motion by Trustee Keller, seconded by Trustee Swanson,, to approve payment of sewer fund vouchers numbered 4422 through 4428. Vote: Ayes: 5. Motion carried.

Motion by Trustee Keller, seconded by Trustee Swanson, to approve the following payments from the sewer fund:

Northeast Asphalt for work on the Hook, Line & Sinker utility service	\$ 1,278.25
Northern Pipe Equipment for cleaning lift stations & catch basins	\$ 2,220.00

Discussion: Trustee Swanson explained that the Northeast Asphalt expense would be charged to the business along with other expenses for installing the new utility service. Vote: Ayes: 5. Motion carried.

6c) Other Vouchers:

TIF Fund: Motion by Trustee Volk, seconded by Trustee Porfilio, to approve payment of TIF fund vouchers numbered 250 and 251. Vote: Ayes: 5. Motion carried.

7) Committee & Department Reports: Copies distributed.

8) Comments from Pre-registered Citizens: None.

9) Ordinance No. 2009-11: (Parks & Rec) Motion by Trustee Volk, seconded by Trustee Keller, to adopt Ordinance No. 2009-11: An Ordinance Amending Title 12 Chapter 1 Section 4 of the Village of Crivitz Code of Ordinances Relating to Park Hours. Discussion: Pres. Deschane noted that the adoption of the ordinance is meant to cut down on park vandalism. Signs will be posted at Don Brooks and Crivitz Community Veterans Park. Vote: Ayes: 5. Motion carried.

10) Ordinance No. 2009-12: Motion by Trustee Volk, seconded by Trustee Porfilio, to adopt Ordinance No. 2009-12: An Ordinance Establishing a Plan Commission. Discussion: Pres. Deschane encouraged board members to read the ordinance carefully and note the many items that must be referred to the committee for review and report on plan compatibility. Also that commission members are to be paid \$20 per meeting. Atty Calvert noted that appointments were previously made to the plan commission by motion prior to the adoption of this ordinance. Even though a commission meeting had already occurred and a resolution adopted, he advised that the adoption of the resolution is valid. Vote: Ayes: 5. Motion carried.

11) Ordinance No. 2009-13: (Plan Commission) Motion by Trustee Volk, seconded by Trustee Porfilio, to adopt Ordinance No. 2009-13: An Ordinance Adopting a Comprehensive Plan for the Village of Crivitz Pursuant to Wisconsin Statutes Section 66.1001 (Smart Growth). Vote: Ayes: 5. Motion carried.

12) Plan Commission Appointments: Motion by Trustee Keller, seconded by Trustee Porfilio, to accept the following appointments to the Plan Commission for the term beginning May 1, 2009, and ending as shown below:

Jeff Mursau	April 30, 2010
Arlin T. Grandaw	April 30, 2011
Greg Behrendt	April 30, 2012
John Deschane	April 30, 2011
Jo Di Volk	April 30, 2011

Discussion: Pres. Deschane designated Greg Behrendt as commission chair. Vote: Ayes: 5. Motion carried.

13) Halloween Trick or Treat Hours: (Parks & Rec) Motion by Trustee Volk, seconded by Trustee Keller, to set 2009 Halloween trick or treat hours for October 31st from 3:00pm to 6:00pm. Vote: Ayes: 5. Motion carried.

- 14) **Weed Control Rate Increase:** (Parks & Rec) Motion by Trustee Volk, seconded by Trustee Keller, to raise weed control rates from \$75.00 per hour to \$150.00 per hour, with a minimum charge of 3 hours. Vote: Ayes: 5. Motion carried.
 - 15) **Alley Opening Request – John Guarisco:** (Public Works) Motion by Trustee Swanson, seconded by Trustee Keller, to open the north/south alleyway from Pine Ave. to North Country Real Estate per the request of John Guarisco, provided that the alley is built to village specifications, tree removal and paving are funded by the TIF District, a perpetual easement document to place snow on the Guarisco property is executed, and all abutting property owners work together with the village on the project. Discussion: Trustee Kaminski expressed concern that there was no survey and abutting property owners are against the project. Trustee Volk was concerned about a handicapped ramp at the American Legion hall that is very close to the alleyway. Trustee Swanson replied that if a survey is needed it will come back to the committee for consideration and that the American Legion was the only owner who objected to the project. He also noted that John Guarisco would be financially liable for the project, except for the TIF fund paying for the tree removal and paving, with an estimated cost of \$4,000 to \$5,000. The abutting owners working together simply meant that they would communicate throughout the project, with no financial obligation. Atty. Calvert stressed the importance of having a professional survey the property, as existing pipes may be inaccurate. Roll call vote: Swanson Yes, Volk No, Keller Yes, Porfilio Yes, Kaminski No, Deschane Yes. Motion carried.
 - 16) **Sign Purchases:** (Public Works) Motion by Trustee Swanson, seconded by Trustee Keller, to purchase 100 stop signs at a cost not to exceed \$2,500.00. Vote: Ayes: 5. Motion carried.
 - 17) **Street Use Permit – 2009 Homecoming Parade:** (Public Safety) Motion by Trustee Porfilio, seconded by Trustee Kaminski, to issue a street use permit for the 2009 Homecoming Parade to be held on October 16th. Vote: Ayes: 5. Motion carried.
 - 18) **Street Use Permit – 2009 Relay for Life:** (Public Safety) Motion by Trustee Porfilio, seconded by Trustee Kaminski, to issue a street use permit for the American Cancer Society 2009 Relay for Life to be held on October 10th. Vote: Ayes: 5. Motion carried.
 - 19) **Officer Craig Kasten – K-9 Training:** (Public Safety) Motion by Trustee Porfilio, seconded by Trustee Kaminski, to authorize Craig Kasten to attend the WLECHA Conference in the Wisconsin Dells from October 11-14 at the village's expense. Vote: Ayes: 5. Motion carried.
 - 20) **Fire Department Equipment & Travel Expense:** (Public Safety) Motion by Trustee Porfilio, seconded by Trustee Kaminski, to approve travel expenses for Rudi Jensen and Luke Deschane not to exceed \$1,000.00 to view a fire department vehicle in Alabama. Vote: Ayes: 5. Motion carried.
 - 21) **2010 Assessors Contract:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Porfilio, to contract with R & R Assessing Service for 2010 assessment roll maintenance at a total cost of \$7,800.00. Vote: Ayes: 5. Motion carried.
 - 22) **Operators Licenses:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Porfilio, to issue operators licenses effective 09/15/2009 through 6/30/2010 to Melissa Andrist and Christine Reinke, who have received satisfactory criminal records checks. Vote: Ayes: 5. Motion carried.
- OLD BUSINESS:** Pres. Deschane referred the reconsideration of the VTC Tavern, LLC, license application to the Committee of the Whole. He also referred purchases of the village logo for vehicle decals, etc., to the various committees for consideration. The clerk will keep track of which items each committee wishes to purchase and make a combined order.

NEW BUSINESS:

President's Corner: Pres. Deschane thanked the planning committee for their work on the Comprehensive Plan, particularly Paul Dyer and Jo Di Volk.

Upcoming Meetings: Development Committee, September 16th at 6:00pm
Public Works Committee, September 22nd at 6:00pm
Public Safety, tentatively September 28th at 7:00pm at the Stephenson Town Hall

CORRESPONDENCE: None.

QUESTIONS FROM THE FLOOR: None.

Recess to Closed Session: Motion by Trustee Kaminski, seconded by Trustee Volk, to recess to closed session for the purpose of discussing pending litigation matters with legal counsel. Vote: Ayes: 5. 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." Also that a ten minute recess would be taken prior to beginning the closed session, which subsequently began at 8:27 pm.

Reconvene in Open Session & Adjourn Meeting: Motion by Trustee Keller, seconded by Trustee Volk, to reconvene in open session, announce action taken in closed session, if any, and adjourn the meeting. Vote: Ayes: 5. Motion carried.

Pres. Deschane called the open session back to order at 9:30pm and announced that there had been no action taken in closed session.

ADJOURNMENT: Motion by Trustee Volk, seconded by Trustee Keller, that the meeting be adjourned at 9:30. Vote: Ayes: 5. Motion carried.

Respectfully submitted,

John J. Deschane
President

Marilyn L. Padgett
Clerk/Treasurer