

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

**Public present:** Jeff Liewen, Steve Klein, Dave & Marie Tomaszewski (Pesh Times)

- 1) **Call to Order:** Pres. Deschane called the meeting to order at 7:35PM.
- 2) **Roll Call:** Present:           President John Deschane           Trustee Duane Swanson  
                                  Trustee Kurt Kostuch           Trustee Shirley Keller  
                                  Trustee Rich Porfilio           Trustee Jo Di Volk  
                                  Trustee Janis Porfilio

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 Janis Porfilio, seconded by Trustee Swanson, that the agenda be adopted as presented. Vote: Ayes: 6. Motion carried.
- 4) **Minutes Approval:** Motion by Trustee Janis Porfilio seconded by Trustee Swanson, that the minutes of the regular meeting of August 19<sup>th</sup> and special board meeting of September 2<sup>nd</sup> be approved as presented. Vote: Ayes: 6. Motion carried.
- 5) **Financial Report:** Motion by Trustee Janis Porfilio, seconded by Trustee Swanson, to accept the financial reports for all funds for the month of August as presented. Vote: Ayes: 6. Motion carried.
- 6) **General Fund Vouchers:** Motion by Trustee Janis Porfilio, seconded by Trustee Swanson, to approve payment of general fund vouchers numbered 2457 through 2459, and 17932 through 18022. Vote: Ayes: 6. Motion carried.

Motion by Trustee Janis Porfilio, seconded by Trustee Swanson, to approve the following payments from the general fund:

Crivitz Lumber for supplies for various departments	\$	738.74
Peshigo Times for publication fees for various departments	\$	561.08
Piggly Wiggly for supplies for various ddepartments	\$	623.85
Cooper Office Equipment for copier annual maintenance	\$	679.95

Vote: Ayes: 6. Motion carried.

**6a) Water Fund:** Motion by Trustee Swanson, seconded by Trustee Rich Porfilio, to approve payment of water fund vouchers numbered 3387 through 3389. Vote: Ayes: 6. Motion carried.

Motion by Trustee Swanson, seconded by Trustee Rich Porfilio, to approve the following payments from the water fund

Northern Lake Service for water testing	\$ 533.75
Davies Water for equipment and supplies	\$ 922.00

Vote: Ayes: 6. Motion carried.

**6b) Sewer Fund:** Motion by Trustee Swanson, seconded by Trustee Rich Porfilio, to approve payment of sewer vouchers numbered 4311 through 4317. Vote: Ayes: 6. Motion carried.

**6c) Other Vouchers:** None.

**7) Committee & Department Reports:** Copies distributed.

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

**9) Resolution No. 228:** (Committee of the Whole) Motion by Trustee Janis Porfilio, seconded by Trustee Swanson, to adopt Resolution No. 288: A Resolution Authorizing the Issuance and Sale of \$3,200,000 General Obligation Promissory Notes. Vote: Ayes: 6. Motion carried.

Motion by Trustee Janis Porfilio, seconded by Trustee Swanson, to accept the agreement with Quarles & Brady for bond counsel fees in an amount not to exceed \$4,500.00 for the 2008 General Obligation Promissory Notes. Vote: Ayes: 6. Motion carried.

**10) Resolution No. 229:** (Finance) Motion by Trustee Janis Porfilio, seconded by Trustee Swanson, to adopt Resolution No. 229: A Resolution for Inclusion Under the State of Wisconsin Deferred Compensation Plan. Vote: Ayes: 6. Motion carried.

**11) Dory Investments LLC – TIF Developers Agreement:** Bypassed.

**12) Dory Investments LLC Property – Certified Survey Map/Development Plan:** Bypassed.

**13) Joe & Carol Harley Certified Survey Map:** (Development) Motion by Trustee Volk, seconded by Trustee Keller, to approve certified survey map #08-3866 as presented by Rob Kamps Land Surveying for the Joe & Carol Harley property on F.J. Street. Vote: Ayes: 6. Motion carried.

**14) Drainage Ditch Project – Surveying Contract with Rob Kamps Land Surveying:** Bypassed.

- 15) **Fritzie Ave. Project Bid Award:** (Public Works) Motion by Trustee Rich Porfilio, seconded by Trustee Keller, to award the bid for the Fritzie Ave. project to Richlen Excavating in the amount of \$24,285.00. Vote: Ayes: 6. Motion carried.
- 16) **Drainage of Property to DBP:** (Public Works) Motion by Trustee Rich Porfilio, seconded by Trustee Keller, to allow Charlie Desmidt to lower the grade of the drainage pond south of Wolverine Outfitters in Dyer Business Park by up to 9 inches to drain water from the areas behind Charlie's Island Café, provided the work is done by private contract with Richlen Excavating with no expense to the Village. Vote: Ayes: 6. Motion carried.
- 17) **Crivitz Community Veterans Park Movie Screen Project:** (Parks & Rec) Motion by Trustee Keller, seconded by Kostuch, to approve the park movie screen project at a cost of up to \$1,000.00, to be reimbursed by contributions. Vote: Ayes: 6. Motion carried.
- 18) **Triangle Park Waterfall:** (Parks & Rec) Motion by Trustee Keller, seconded by Trustee Kostuch, to accept the contracts from Loyal Landscaping for spring and fall maintenance of the Triangle Park waterfall in a total amount not to exceed \$445.00. Vote: Ayes: 6. Motion carried.
- 19) **2009 Assessors Contract:** (Finance) Motion by Trustee Janis Porfilio, seconded by Trustee Swanson, to accept the contract with R & R Assessing for 2009 assessment services in the amount of \$7,800.00. Vote: Ayes: 6. Motion carried.
- 20) **2008 Audit:** (Finance) Motion by Trustee Janis Porfilio, seconded by Trustee Swanson, to accept the contract with Kerber Rose & Associates of Marinette for 2008 audit services in the amount of \$15,000.00. Vote: Ayes: 6. Motion carried.
- 21) **Street Use Permit for Homecoming Parade:** (Public Safety) Motion by Trustee Kostuch, seconded by Trustee Rich Porfilio, to issue a street use permit to the Crivitz High School for the 2008 Homecoming Parade on October 3<sup>rd</sup>. Vote: Ayes: 6. Motion carried.
- 22) **2009 Crivitz Rescue Squad Contract:** (Public Safety) Motion by Trustee Kostuch, seconded by Trustee Rich Porfilio, to accept the 2009 Crivitz Rescue Squad service contract in the amount of \$8,348.00. Vote: Ayes: 6. Motion carried.
- 23) **Fire Safety Consultants Bill:** (Public Safety) Motion by Trustee Kostuch, seconded by Trustee Rich Porfilio, to approve payment from the general fund to Fire Safety Consultants for firefighter facepiece fittings in the amount of \$972.00. Vote: Ayes: 6. Motion carried.
- 24) **Wellhead Protection Plan Amendment:** (Utilities) Motion by Trustee Swanson, seconded by Trustee Rich Porfilio, to amend the current wellhead protection plan to include Well #3 and adopt the amended plan by ordinance at a later date. Discussion: Frank Calvert was asked to prepare a draft ordinance when the amended plan is received from the WI Rural Water Association. Vote: Ayes: 6. Motion carried.

**25) Focus on Energy Grant for Wastewater Treatment Facility:** (Utilities) Motion by Trustee Swanson, seconded by Trustee Volk, to approve the following expenses for work at the wastewater treatment plant under the Focus on Energy Grant:

Blower installation, aeration and clarifier maintenance – EPI at a cost not to exceed \$10,000.00,  
Variable frequency drive installation – Mueller Electric at a cost not to exceed \$2,000.00  
Aeration basin cleaning – Veolia at a cost not to exceed \$7,500.00,  
Change vendor for aeration membrane and clamps purchase from USA Bluebook to EPI.

Vote: Ayes: 6. Motion carried.

**26) Utility Truck Toolbox:** (Utilities) Motion by Trustee Swanson, seconded by Trustee Volk, to purchase a tool box for the utility truck from The Tool Box Store at a cost not to exceed \$1,600.00. Vote: Ayes: 6. Motion carried.

**27) Operators Licenses:** (Finance) Motion by Trustee Janis Porfilio, seconded by Trustee Swanson, to issue operators licenses effective 9/16/08 through 6/30/2010 to Karla Pauls, August Keeney, Kim Mutert, Kassey Stuart, Anita Morgan, Tonya Guns, and Kandiane White, who have all received satisfactory records checks. Vote: Ayes: 5, Abstentions: 1 (Rich Porfilio). Motion carried.

**OLD BUSINESS:** None.

**CORRESPONDENCE:**

**Dennis Lafaive:** A property gift offer letter was referred to the Committee of the Whole.

**QUESTIONS FROM THE FLOOR:** None.

**ADJOURNMENT:** Motion by Trustee Rich Porfilio, seconded by Trustee Volk, that the meeting be adjourned at 8:12pm. Vote: Ayes: 6. Motion carried.

Respectfully submitted,

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John J. Deschane  
President

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Marilyn L. Padgett  
Clerk/Treasurer