

**MINUTES**  
**REGULAR MEETING**  
**VILLAGE OF CRIVITZ BOARD OF TRUSTEES**  
**March 16, 2010**

**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  
  Trustee Kurt Kostuch

                                  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: 6. Motion carried.

4) **Minutes Approval:** Motion by Trustee Kaminski, seconded by Trustee Porfilio, that the minutes of the regular meeting of February 16<sup>th</sup> be approved as presented. Vote: Ayes: 6. Motion carried.

5) **Financial Report:** Motion by Trustee Kaminski, seconded by Trustee Porfilio, that the financial reports for all funds for the month of February be approved as presented. Discussion: The clerk noted that the report will include only bank balances until the 2009 audit is finalized. Vote: Ayes: 6. Motion carried.

6) **General Fund Vouchers:** Motion by Trustee Kaminski, seconded by Trustee Porfilio, to approve payment of general fund vouchers numbered 2524 through 2526, 4001 through 4002, 16765 through 16781, and 19744 through 19839. Vote: Ayes: 6. Motion carried.

6a) **Water Fund:** Motion by Trustee Keller, seconded by Trustee Swanson, to approve payment of water fund vouchers numbered 3505 through 3512. Vote: Ayes: 6. Motion carried.

6b) **Sewer Fund:** Motion by Trustee Keller, seconded by Trustee Swanson, to approve payment of sewer fund vouchers numbered 4474 through 4479. Vote: Ayes: 6. Motion carried.

6c) **Other Vouchers:** Motion by Trustee Kostuch, seconded by Trustee Porfilio, to approve TIF fund vouchers numbered 263 through 266. Vote: Ayes: 6. Motion carried.

- 7) **Committee & Department Reports:** Copies distributed.
- 8) **Comments from Pre-registered Citizens:** None.
- 9) **Comprehensive Plan Committee Appointment:** Motion by Trustee Kostuch, seconded by Trustee Porfilio, to accept the appointment of Jim Stocki to replace Kurt Kostuch on the Comprehensive Plan Committee for the term ending April 30, 2011. Vote: Ayes: 6. Motion carried.
- 10) **Employee Health Insurance Renewal:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Porfilio, to approval renewal of the employee health insurance plan with Anthem at a 2.1% increase effective 5/1/10 through 4/30/11. Vote: Ayes: 6. Motion carried.
- 11) **Employee Handbook Amendment:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Porfilio, to accept the amendment to the employee handbook regarding verbal warnings, administrative or investigative leave and records management. Discussion: Atty Calvert stated he had reviewed and approved the amendment. Vote: Ayes: 6. Motion carried.
- 12) **Fireworks Licenses:** (Public Safety) Motion by Trustee Porfilio, seconded by Trustee Kaminski, to issue fireworks licenses for the term ending 4/30/11 for Joker Fireworks, Victory Fireworks, T & B One Stop and Witt's Piggly Wiggly. Vote: Ayes: 6. Motion carried.
- 13) **Fire Station Overhead Door Maintenance:** (Public Safety) Motion by Trustee Porfilio, seconded by Trustee Volk, to accept the quote from EZ Glide Doors & Openers for fire station overhead door maintenance in an amount not to exceed \$650.00. Vote: Ayes: 6. Motion carried.
- 14) **Sale of Extra Fire Department Equipment:** (Public Safety) Motion by Trustee Porfilio, seconded by Trustee Volk, to authorize Chief Swanson to sell extra fire department equipment, including the 6 x 6, old air packs and bottles, and the 1989 Ford ambulance, with all proceeds to be deposited to the Fire Capital Improvements savings account. Vote: Ayes: 6, Abstentions: 1 (Deschane). Motion carried.
- 15) **CBA Temporary Signs Donation:** (Development) Motion by Trustee Kostuch, seconded by Trustee Keller, to approve a \$1,000.00 donation from the TIF fund to the CBA to be used toward the cost of purchasing temporary directional signs for the CTH A Reconstruction project. Discussion: Pres. Deschane explained that the donation is to cover the general "Follow the Wolverine" signs. Signs directing travelers to the individual businesses will be paid for by those businesses. Vote: Ayes: 6. Motion carried
- 16) **CBA Temporary Signs Authorization:** (Development) Motion by Trustee Kostuch, seconded by Trustee Keller, to authorize the Crivitz Business Association to place temporary directional signs at locations approved by the Public Works Committee during the CTH A Reconstruction project. Vote: Ayes: 6. Motion carried.

- 17) **Dyer Business Park Trees:** (Development) Motion by Trustee Kostuch, seconded by Trustee Keller, to approve purchase from the TIF fund of 6 Royal Red maple trees for Dyer Business Park from the Green Thumb Garden Shop at a cost not to exceed \$400.00. Discussion: It was noted that the Public Works crew will plant the trees and must pick them up and plant them within one week of delivery to Green Thumb. The trees are bare root and will be 6 – 10’ in height. Vote: Ayes: 6. Motion carried.
  
- 18) **Ballfield Use – Crivitz High School:** (Parks & Recreation) Motion by Trustee Volk, seconded by Trustee Keller, to allow the Crivitz High School Girls Softball Team to use the ballfield at Crivitz Community Veterans Park per the schedule requested. Vote: Ayes: 6. Motion carried.
  
- 19) **Ballfield Use – Crivitz High School:** (Parks & Recreation) Motion by Trustee Volk, seconded by Trustee Keller, to allow the Crivitz Mens Softball League to use the ballfield at Crivitz Community Veterans Park per the schedule requested. Vote: Ayes: 6. Motion carried.
  
- 20) **Crivitz Community Veterans Park – CBA Easter Egg Hunt:** (Parks & Recreation) Motion by Trustee Volk, seconded by Trustee Keller, to allow the Crivitz Business Association to hold their annual Easter Egg Hunt at Crivitz Community Veterans Park on April 3<sup>rd</sup>. Vote: Ayes: 6. Motion carried.
  
- 21) **Snow Removal Policy Amendment:** (Public Works) Motion by Trustee Swanson, seconded by Trustee Kaminski, to approve the amendment to the snow removal policy. Discussion: Trustee Swanson explained that the changes clarified “natural” snowfall and that snow can be removed by property owners at their cost only to designated areas. Vote: Ayes: 6. Motion carried.
  
- 22) **Temporary Parking Restrictions during CTH A Reconstruction Project:** (Public Works) Motion by Trustee Swanson, seconded by Trustee Kaminski, to approve temporary parking restrictions on various streets during the CTH A Reconstruction project. Discussion: Trustee Swanson explained that he had reviewed potential problem areas with Glen Franzen, which were mainly in the ballfield area. Signs prohibiting on street parking will be installed and the weight limits on Hall Ave. from Louisa to Wilbert and from Wilbert to Main will be bagged or taken down. A letter informing the county of these items will be sent. Vote: Ayes: 6. Motion carried.
  
- 23) **Street Sweeping:** (Public Works) Motion by Trustee Swanson, seconded by Trustee Keller, to contract with Wisconsin Property Maintenance for street sweeping in an amount not to exceed \$1,000.00. Vote: Ayes: 6. Motion carried.
  
- 24) **Street Crack Filling:** (Public Works) Motion by Trustee Swanson, seconded by Trustee Keller, to contract with Crack Filling Service for street crack filling in an amount not to exceed \$5,200.00. Vote: Ayes: 6. Motion carried.
  
- 25) **Century Link Blanket Permit:** (Public Works) Motion by Trustee Swanson, seconded by Trustee Keller, to approve the 2010 construction, operation and maintenance blanket permit for Century Link. Discussion: The clerk was asked to send a letter pointing out that the village has always been assured that the pay phone will stay installed at the village hall in exchange for waiving the permit fees. Vote: Ayes: 6. Motion carried.

**26) Operators Licenses:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Porfilio, to issue an operators license effective 3/16/10 through 6/30/10 to Michelle Schlais, who has received a satisfactory records check. Vote: Ayes: 6. Motion carried.

**OLD BUSINESS:** None.

**NEW BUSINESS:**

**President's Corner:** Pres. Deschane congratulated the High School Cheerleaders on winning 1<sup>st</sup> place at the state and national competitions. He asked the Development Committee to discuss installing a sign or display to honor their achievement. He also congratulated CBA Citizen of the Year, the Crivitz Food Pantry, and CRA Citizen of the Year, the High School Cheerleaders. Crivitz Youth Center has informed Pres. Deschane that they will be proceeding with installing a putting green on the northeast corner of FJ Street and Henriette Ave. They will work with the county regarding the road reconstruction plans. The high school golf coaches and students will give putting lessons to CYC members. When not used for lessons, the putting green will be open to the public. Pres. Deschane commended Witt Auto Sales on their addition of a new high-end detail shop at their facility on Anderson Ave.

**CORRESPONDENCE:**

**County Highway Commissioner:** Pres. Deschane reported on an e-mail from Mark Desotell stating the county would negotiate driveways at the Congine property, and may need to compromise so as not to delay the project. The railroad will have only 2 driveways instead of the current 3 drives. The new driveways will be 75' long on each side of the street, to give time for dirt to come off of the wheels of trucks leaving the property.

**QUESTIONS FROM THE FLOOR:** None.

**Recess to closed session:** Bypassed.

**ADJOURNMENT:** Motion by Trustee Kostuch, seconded by Trustee Keller, that the meeting be adjourned at 8:00pm. Vote: Ayes: 6. Motion carried.

Respectfully submitted,

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John J. Deschane  
President

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Marilyn L. Padgett  
Clerk/Treasurer