

MINUTES
REGULAR MEETING
VILLAGE OF CRIVITZ BOARD OF TRUSTEES

Oaths of Office: Newly elected officials were sworn in prior to the beginning of the meeting.

Public present: Kristy Miller, Gloria Kainz, Jared Kinzinger, Shirley Bacher.

1) **Call to Order:** President Kostuch called the meeting to order at 7:00pm.

2) **Roll Call:** Members present: President Kurt Kostuch Trustee Aaron Patefield
 Trustee Jeff Dorschner Trustee Fred Franzen
 Trustee Stew Swanson Trustee Amy Grandaw

 Also present: Attorney Dick Boren
 Deputy Clerk/Treasurer Marilyn Padgett

President Kostuch declared a quorum present for the meeting.

3) **Adoption of Agenda:** Motion by Trustee Patefield, seconded by Trustee Franzen, that the agenda be adopted as presented. Vote: Ayes: 5. Motion carried.

4) **Minutes Approval:** Motion by Trustee Patefield, seconded by Trustee Franzen, that the minutes of the regular meeting of April 16th, and special meetings of May 7th and May 15th be approved as presented. Vote: Ayes: 5. Motion carried.

5) **Financial Report:** Motion by Trustee Patefield, seconded by Trustee Franzen, that the financial report for all funds for the month of April be approved as presented. Vote: Ayes: 5. Motion carried.

6) **General Fund Vouchers:** Motion by Trustee Patefield, seconded by Trustee Franzen, to approve payment of general fund vouchers numbered 2862 through 2864, 4114, 6096, 7017, 27945 through 28014 and V7173 through V7191. Vote: Ayes: 5. Motion carried.

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

Village of Pound for street sweeping	\$ 1,320.00
Richlen Excavating for street drainage	\$ 1,272.00
Ultra Floor Care for floor maintenance	\$ 1,175.95

Vote: Ayes: 5. Motion carried.

6a) **Water Fund:** Motion by Trustee Grandaw, seconded by Trustee Patefield, to approve payment of water fund vouchers numbered 4244 through 4250. Vote: Ayes: 5. Motion carried.

Motion by Trustee Grandaw, seconded by Trustee Patefield, to approve payment from the water fund to Richlen Excavating for thawing frozen water lines in the amount of \$ 795.00. Vote: Ayes: 5. Motion carried.

6b) **Sewer Fund:** Motion by Motion by Trustee Grandaw, seconded by Trustee Patefield, to approve payment sewer fund vouchers numbered 5431 through 5438. Vote: Ayes: 5. Motion carried.

Motion by Trustee Grandaw, seconded by Trustee Patefield, to approve the following payments from the sewer fund:

Great Lakes TV Seal for 8" inlet connection at main lift station	\$ 862.50
USA Bluebook for misc supplies & equipment	\$ 662.89

Vote: Ayes: 5. Motion carried.

6c) Other Fund Vouchers: None.

7) **Committee & Attorney Reports:** Committee reports were distributed prior to the meeting. Atty Boren reported that after two special board meetings the Timber Milling & Kiln equipment issue was finally addressed and now he is just waiting for confirmation of actual ownership before placing a lien on the first \$50,000.00 of the new chipper. Pres. Kostuch asked about meeting procedure, specifically if board members needed to read the actual motion wording and the President needed to repeat it. Atty Boren responded that he does not believe so and that doing so is probably a throw back to when ordinances and resolutions had to be read into the record. He said that in previous municipalities that he represented members would just say "I move item #4", then there would be discussion and a vote, which he felt would streamline the meetings. The matter was referred to the Finance Committee.

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

9) **Nominations & Action to Fill Vacant Trustee Position for Term Ending 4/20/2021:**

Nominee #1 - Trustee Patefield nominated Gloria Kainz.

Nominee #2 - Trustee Dorschner nominated Kristy Miller.

Pres. Kostuch called three times for further nominations. Hearing none, he declared nominations closed.

Roll call vote on Gloria Kainz: Grandaw: No, Franzen: Yes, Patefield: Yes, Dorschner: No, Swanson: Yes, Kostuch: Yes. Motion carried. Gloria was immediately sworn in and took her seat at the board room table. Pres. Kostuch thanked Kristy Miller for her interest in the position.

10) **May Appointments:** Motion by Trustee Patefield, seconded by Trustee Franzen, to approve the following appointments as presented by Pres. Kostuch:

Weed Commissioner - 5/21/19-5/19/20 - Greg Gocht
Building Inspector/Zoning Administrator - 5/21/19-5/18/21 - Jane Meissner
Village Attorney - 5/21/19-5/18/21 - Dick Boren
Assessor - 5/21/19-5/18/21 - R & R Assessing Services
Health Officer - 5/21/19-5/18/21 - Nancy Rosner

Vote: Ayes: 6. Motion carried.

11) **AC Development - TIF Agreement Assignment:** (Development) Motion by Trustee Dorschner, seconded by Trustee Swanson, to approve the assignment of the TIF Developers agreement with AC to Roebing Investment Company, Inc. Vote: Ayes: 6. Motion carried.

12) **Computer Server Upgrade:** (Finance) Motion by Trustee Patefield, seconded by Trustee Franzen, to approve the purchase of an e-mail security upgrade from Firewalls.com at a cost not to exceed \$500.00. Vote: Ayes: 6. Motion carried.

13) **Spur St & Hall Ave Project Bid Award:** (Public Works & Utilities) Motion by Trustee Grandaw, seconded by Trustee Patefield, to accept the bid from Richlen Excavating in the amount of \$241,120.20 for the Spur St. & Hall Ave. project. Vote: Ayes: 6. Motion carried.

- 14) **2005 Pierce Fire Truck:** (Public Safety) Motion by Trustee Franzen, seconded by Trustee Grandaw, to approve expenses for a total not to exceed \$8,000.00 to the following vendors for the items indicated relative to the 2005 Pierce fire truck:

Witt Auto for paint crack repair,
Haystack Apparel for decals,
Oshkosh Police & Fire for lighting,
Baycom or JS Electronics for radios.

Vote: Ayes: 6. Motion carried.
- 15) **Water Meter Testing - Ferguson:** (Public Works & Utilities) Motion by Trustee Grandaw, seconded by Trustee Patefield, to approve testing of 1-1/2" and 2" meters by Ferguson Waterworks at a cost not to exceed \$1,500.00 Vote: Ayes: 6. Motion carried.
- 16) **Fire Hydrant Replacement - Ferguson & Richlen:** (Public Works & Utilities) Motion by Trustee Grandaw, seconded by Trustee Patefield, to approve the replacement of 2 fire hydrants, including equipment purchase from Ferguson Waterworks and excavation and yard restoration from Richlen Excavating, at a total cost not to exceed \$8,500.00. Vote: Ayes: 6. Motion carried.
- 17) **Yard Restorations - Richlen Excavating:** (Public Works & Utilities) Motion by Trustee Grandaw, seconded by Trustee Patefield, to approve yard restorations with Richlen Excavating from fire hydrant replacements in 2018 at a total cost not to exceed \$2,000.00. Vote: Ayes: 6. Motion carried.
- 18) **Wellhead Protection Plan:** (Public Works & Utilities) Motion by Trustee Grandaw, seconded by Trustee Patefield, to approve the updated Wellhead Protection Plan for Wells #1, #2 & #3 dated 05/21/2019. Vote: Ayes: 6. Motion carried.
- 19) **Recycling Services - Contract with Town of Stephenson:** (Public Works & Utilities) Motion by Trustee Grandaw, seconded by Trustee Patefield, to enter into a one-year Intergovernmental Agreement with the Town of Stephenson for recycling services at the Town recycling site in the Village of Crivitz beginning as soon as possible at an approximate annual cost of \$2,877.24. Vote: Ayes: 6. Motion carried.
- 20) **Heating & A/C Maintenance Contract - Dama's:** (Public Works & Utilities) Motion by Trustee Grandaw, seconded by Trustee Patefield, to accept the three-year contract with the Dama Plumbing & Heating for heating and air conditioning maintenance at the Village Hall, Fire Station, WWTF and well houses at an annual cost of \$1,431.00. Vote: Ayes: 6. Motion carried.
- 21) **Sounds of the Decade Event:** (Parks & Recreation) Motion by Trustee Swanson, seconded by Trustee Dorschner, that the Village of Crivitz sponsor the Sounds of the Decades event in Crivitz Community Veterans Park on Saturday, August 3, 2019. Vote: Ayes: 6. Motion carried.
- 22) **Crivitz Community Veteran's Park Bandstand:** (Parks & Rec) Motion by Trustee Swanson, seconded by Trustee Dorschner, to approve the basic design of the bandstand as presented and authorize the Sounds of the Decades to raise funds for the bandstand. Vote: Ayes: 6. Motion carried.
- 23) **July 4th - Portable Restrooms** (Parks & Rec) Motion by Trustee Swanson seconded by Trustee Dorschner, to contract with Jims Pumping for July 4th portable restrooms in an amount not to exceed \$600.00. Vote: Ayes: 6. Motion carried.
- 24) **Alcohol & Beer License Renewals:** (Finance) Motion by Trustee Patefield, seconded by Trustee Franzen, to renew Class A and Class B alcohol and fermented malt beverage licenses for the term of 7/1/19 through 6/30/20 as indicated on the list provided by the Clerk/Treasurer (see attached list hereby made a part of these minutes). Vote: Ayes: 6. Motion carried.

- 25) **Cigarette License Renewals:** (Finance) Motion by Trustee Patefield, seconded by Trustee Franzen, to renew cigarette licenses for the term of 7/1/19 through 6/30/20 as indicated on the list provided by the Clerk/Treasurer. (see attached list hereby made a part of these minutes). Vote: Ayes: 6. Motion carried.
- 26) **Picnic Beer & Wine License - CBA Sounds of the Decades:** (Finance) Motion by Trustee Patefield, seconded by Trustee Franzen, to grant a temporary Class B beer and wine license to the Crivitz Business Association, for Sounds of the Decades, Jeff Bonikowske, Manager, at the John Shaffer Pavilion on August 3, 2019, from 2:00pm to 12:00 midnight, provided wristbands are issued and grounds monitored to control underage drinking Vote: Ayes: 6. Motion carried.
- 27) **Picnic Beer & Wine License - Red, White & Music:** (Finance) Motion by Trustee Patefield, seconded by Trustee Swanson, to grant a temporary Class B beer and wine license to the Crivitz High School Cheerleaders, for a Princess Ball, Jake Scheels, Manager, at the John Shaffer Pavilion on June 13, 2019, from 4:00pm to 8:30pm, provided wristbands are issued and grounds monitored to control underage drinking Vote: Ayes: 6. Motion carried.
- 28) **Operators License Applications:** (Finance) Motion by Trustee Patefield, seconded by Trustee Swanson, to grant operators licenses to Richard Smith and Kasha Franzen for the term of 05/21/19 through 6/30/20, who both have all received satisfactory background checks. Vote: Ayes: 6. Motion carried.
- 29) **TIF Property - Wetland Delineation:** (Development) Motion by Trustee Dorschner, seconded by Trustee Swanson, to contract with Evergreen Consultants, LLC, for wetland delineation services at a cost not to exceed \$2,900.00. Vote: Ayes: 6. Motion carried.
- 30) **TIF Property - Wetland Evaluation & Option Assistance:** (Development) Motion by Trustee Dorschner, seconded by Trustee Swanson, to contract with Ayres Associations for wetland evaluation and option assistance at a cost not to exceed \$5,000.00. Vote: Ayes: 6. Motion carried.
- 31) **TIF Property - Access from Mira Ave:** (Development) Motion by Trustee Dorschner, seconded by Trustee Swanson, to obtain access to TIF property from Mira Ave. at a cost not to exceed \$1,000.00. Vote: Ayes: 6. Motion carried.

OLD BUSINESS:

Board of Review: Monday, June 10, 6-8pm - Finance usually runs concurrent. Public Safety is also tentatively scheduled for 6pm, which is a conflict, but could be moved to 7pm during Board of Review. Members agreed to schedule Finance for 6:15 and Public Safety to begin after Finance.

NEW BUSINESS:

Red, White & Music: Saturday, May 25 at Park - Need Volunteers! Park fundraiser.

CORRESPONDENCE:

George Gocht: A letter regarding flooding at the Crivitz Rental Center was read into the record and referred to the Public Works/Utilities Committee.

QUESTIONS FROM THE FLOOR: None.

ADJOURNMENT: Motion by Trustee Grandaw, seconded by Trustee Dorschner, that the meeting be adjourned at 7:36pm. Vote: Ayes: 6. Motion carried.

Respectfully submitted,

Kurt M. Kostuch
President

Marilyn L Padgett
Clerk/Treasurer

**Village of Crivitz
License Renewals
7/1/2019 through 6/30/2020**

Class “B” Liquor & Fermented Malt Beverage

Fuzzy’s Bar, Inc., Dennis Jahnke (Crivitz), Agent, for Fuzzy’s Bar, 1115 F.J. St.
Crivitz Gateway, Ltd., Scott Busick (Agent), for Crivitz Gateway, 706 Hwy 141
Dan & Tim’s Riverside, LLC, Daniel Piasecki (Crivitz) Agent, for Dan & Tim’s Riverside, 1010 Main Ave.
Dudek's Hot Stone Pub, LLC, Jamie Dudek (Crivitz), Agent for Dudek's Hot Stone Pub, 707 Angle St.
Charlie’s Island Café, LLC, Charlie DeSmidt, II (Crivitz), Agent for Charlie’s Island Café, 211 Angle St.
Thor's Wolverine Den, LLC, Brian Thoreson (Crivitz), Agent for Thor's Wolverine Den, 423 Hall Ave.

Class “A” Retail Liquor & Fermented Malt Beverage

Witt’s Foods, Inc., Nicholas Witt (Crivitz) Agent, for Witt’s Piggly Wiggly, 214 Hwy 141
Dolgencorp, LLC, Deb Jopek (Grand Chute) Agent, for Dollar General Store #6637, 610 S USH 141
Yell Rambling Solutions, LLC, Jacob Figas & Melissa Oleck (Crivitz) Agents, for On A Whim Boutique Wines & Gifts, 907 USH 141N.

Class “A” Retail Fermented Malt Beverage

De Smidt Oil II, Inc., Charlie De Smidt II (Crivitz) Agent, for T & B One Stop, 717 Hwy 141,
LaFaive Crivitz Co., Shane Ellison (Niagara), Agent, for Northland Mini-Mart, 216 Henriette Ave.
Richard E. Porfilio (Crivitz), Owner, for Crivitz 141 Shell, 13 S. USH 141.
Krist Oil Company, 303 Selden Rd., Iron River, MI, Lynn Thompson (Crivitz), Agent, for Krist Food Mart, 403 USH 141.
Pelkin's Smokey Meat Market, LLC, Dennis Pelkin (Crivitz), Agent, Pelkin's Smokey Meat Market, 600 USH 141S.

**Cigarette License Renewals
7/1/19 through 6/30/20**

Crivitz 141 Shell, 13 USH 141S
Witt’s Piggly Wiggly, 214 USH 141
T & B One Stop, 717 USH 141
Northland Mini-Mart, 216 Henriette Ave.
Krist Food Mart, 403 USH 141
Family Dollar Store #6028, 117 USH 141S
Dollar General Store #6637, 610 USH 141S
Thor's Wolverine Den, 423 Hall Ave.