

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

**Public present:** Brad Walters, Auditor

- 1) **Call to Order:** Pres. Deschane called the meeting to order at 7:00pm.
- 2) **Roll Call:** Members present:           President John Deschane           Trustee Duane Swanson  
  Trustee Kurt Kostuch           Trustee Amy Deschane  
  Trustee Dick Kaminski       Trustee Fred Franzen  
  Trustee Stew Swanson

Also present:                   Clerk/Treasurer Marilyn Padgett

Pres. Deschane declared a quorum present for the meeting

- 3) **Adoption of Agenda:** Motion by Trustee Franzen, seconded by Trustee Kaminski, that the agenda be adopted as presented. Vote: Ayes: 6. Motion carried.
- 3a) **2015 Audit - Brad Walters:** Brad Walters distributed copies of the 2015 audit report to board members and reviewed various sections of the report.
- 4) **Minutes Approval:** Motion by Trustee Franzen, seconded by Trustee Kaminski, that the minutes of regular meeting of April 19th and Board of Review of May 11th, 2016, be approved as presented. Vote: Ayes: 6. Motion carried.
- 5) **Financial Report:** Motion by Trustee Franzen, seconded by Trustee Kaminski, that the financial reports for all funds for the months of April be approved as presented. Vote: Ayes: 6. Motion carried.
- 6) **General Fund Vouchers:** Motion by Trustee Franzen, seconded by Trustee Kaminski, to approve payment of general fund vouchers numbered 2751 through 2753, 4077, 6059, 25495 through 25557, V6413 through V6431. Vote: Ayes: 6. Motion carried.

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

JC Powersports for lawn mower repairs	\$ 1,024.97
Northreach Healthcare for new police officer testing	\$ 854.00

Discussion: The Police Officer testing consisted of routine employment testing done on all new police officer employees, including drug and alcohol testing and a complete physical examination. Vote: Ayes: 6. Motion carried.

- 6a) **Water Fund:** Motion by Trustee Deschane, seconded by Trustee Franzen, to approve payment of water fund vouchers numbered 4011 through 4014. Vote: Ayes: 6. Motion carried.
- 6b) **Sewer Fund:** Motion by Trustee Deschane, seconded by Trustee Franzen, to approve payment of sewer fund vouchers numbered 5157 through 5161. Vote: Ayes: 6. Motion carried.
- 6c) **Other Vouchers:** None.
- 7) **Committee & Attorney Reports:** Committee reports were distributed to board members prior to the meeting. There was no attorney report..
- 8) **Comments from Pre-registered Citizens:** None.

- 9) **Weed Commissioner Appointment:** Motion by Trustee Franzen, seconded by Trustee Duane Swanson, to accept the appointment of Greg Gocht as weed commissioner for the one-year term beginning 5/1/16 as presented by President Deschane. Vote: Ayes: 6. Motion carried.
- 10) **Ordinance No. 2016-03:** (Finance) Motion by Trustee Franzen, seconded by Trustee Kaminski, to adopt Ordinance No. 2016-03: An Ordinance Eliminating Section 7-2-20 of the Village of Crivitz Code of Ordinances Relating to an Economic Development Grant for Recipients of Initial Issuance of Reserve "Class B" Intoxicating Liquor Licenses". Discussion: This ordinance had been developed at the time the State enacted a \$10,000 reserve license fee as an economic development tool, which also gave the Village a certain amount of control in new developments through the agreement with the reserve licensee established in the ordinance. In April, 2016, the State dictated that Wisconsin municipalities may not reimburse any part of the \$10,000 reserve license fee, even if they already had such an ordinance in place. Therefore, the ordinance must be rescinded. Vote: Ayes: 6. Motion carried.
- 11) **New Firefighter:** (Public Safety) Motion by Trustee Duane Swanson, seconded by Trustee Franzen, to accept the John Groh as a firefighter with the Crivitz Fire Department effective 5/1/16. Discussion: Trustee Deschane asked if John would respond to a fire call when on duty as a policy officer. Pres. Deschane and Trustee Duane Swanson responded that this would be left to his discretion, the same as it is with Rudi Jensen and Glen Franzen, who are both employees and serve as firefighters. Vote: Ayes: 6. Motion carried.
- 12) **Firefighter Turnout Gear Purchase:** (Public Safety) Motion by Trustee Duane Swanson, seconded by Trustee Kaminski, to purchase turnout gear for new firefighter John Groh from Paul Conway Shields in an amount not to exceed \$2,500.00. Discussion: Trustee Duane Swanson explained that if there are any pieces of the equipment in stock, such as a helmet that would fit John, only pieces that are needed would be ordered. Trustee Deschane noted that she and the clerk had corresponded earlier in the day regarding turnout gear purchased over the last 2 years and retention of those particular firefighters and it was found that all were still with the department. She asked if it were possible to go back further and track equipment purchases. Also to create an inventory of gear with expiration dates and track it in a computer program. This issue will be placed on a future Public Safety committee agenda. Vote: Ayes: 6. Motion carried.
- 13) **Police Dept. Policy Update:** (Public Safety) Motion by Trustee Duane Swanson, seconded by Trustee Kaminski, to accept the updates to the Police Dept. Policy & Procedures manual. Vote: Ayes: 6. Motion carried.
- 14) **Street Use Permit - July 4th Parade:** (Public Safety) Motion by Trustee Duane Swanson, seconded by Trustee Franzen, to issue a street use permit to the Crivitz American Legion for a parade to be held beginning at 11:00am on Monday, July 4, 2016. Vote: Ayes: 6. Motion carried.
- 15) **Littleland Playground Stain/Sealer:** (Parks & Rec) Motion by Trustee Stew Swanson, seconded by Trustee Duane Swanson, to approve the purchase of stain/sealer for Littleland Park in an amount not to exceed \$3,500.00. Vote: Ayes: 6. Motion carried.
- 16) **July 4th Band:** (Parks & Rec) Motion by Trustee Stew Swanson, seconded by Trustee Duane Swanson, to hire the Brass Differential Band to perform in Crivitz Community Veterans park on July 4, 2016, at a cost not to exceed \$1,350.00. Vote: Ayes: 6. Motion carried.
- 17) **Well #3 - Rebuild Pump:** (Utilities) Motion by Trustee Deschane, seconded by Trustee Franzen, to contract with CTW Corporation to rebuild the pump at Well #3 at a cost not to exceed \$3,000.00. Vote: Ayes: 6. Motion carried.
- 18) **Water Meter Testing:** (Utilities) Motion by Trustee Deschane, seconded by Trustee Franzen, to contract with Ferguson Waterworks to perform testing of 3 and 4 inch water meters at a cost not to exceed \$1,250.00. Vote: Ayes: 6. Motion carried.
- 19) **Tree Removal on Wilbert St.:** (Public Works) Motion by Trustee Kaminski, seconded by Trustee Franzen, to contract with T & T Tree Removal to remove a tree on Wilber St. at a cost not to exceed \$600.00. Discussion: It was noted that the Public Works committee had agreed to remove 2 trees near Chuck Larsen's house. The motion was amended by unanimous consent to change the words "a tree" to "trees". Vote: Ayes: 6. Motion carried.

- 20) **Class B Temporary Beer & Wine License - American Legion:** (Finance) Motion by Trustee Franzen, seconded by Trustee Kaminski, to grant a temporary Class "B" fermented malt beverage and wine license to American Legion for July 4, 2016, at John Shaffer Pavilion from 11:00 am to 11:00pm, provided wristbands are issued and grounds monitored to control underage drinking. Vote: Ayes: 6. Motion carried.
- 21) **Operators License Applications:** (Finance) Motion by Trustee Franzen, seconded by Trustee Kaminski, to grant operators licenses effective July 1, 2016, through June 30, 2018 to Erika Esser, Stewart Swanson and Paul Weber, who have received satisfactory background checks. Vote: Ayes: 6. Motion carried.
- 22) **Operators License Renewals:** (Finance) Motion by Trustee Franzen, seconded by Trustee Kaminski, to renew operators licenses effective July 1, 2016, through June 30, 2018 to the attached list of persons, who have received satisfactory background checks. Vote: Ayes: 6. Motion carried.

**OLD BUSINESS:** Pres. Deschane congratulated the Crivitz Firefighters Association on receiving the Crivitz Business Association Citizen of the Year award and the Crivitz Recreation Association Outstanding Achievement award for their efforts in the community, including the Oktoberfest, Red, White & Music Fest, Christmas Parade, and other events.

**NEW BUSINESS:**

**Red, White & Music Festival:** Saturday, May 28th, 11am-11pm, at Crivitz Community Veterans Park. Pres. Deschane noted that all proceeds from the event stay with the park for future improvements.

Pres. Deschane announced that he would be in Alaska in June and would not be present for the June board meeting. Members agreed to have Trustee Fred Franzen chair the June board meeting.

**CORRESPONDENCE:** None.

**QUESTIONS FROM THE FLOOR:** None.

**ADJOURNMENT:** Motion by Trustee Kaminski, seconded by Trustee Stew Swanson, that the meeting be adjourned at 7:45pm. Vote: Ayes: 6. Motion carried.

Respectfully submitted,

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John J. Deschane  
President

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Marilyn L. Padgett  
Clerk/Treasurer