

MINUTES
REGULAR MEETING
VILLAGE OF CRIVITZ BOARD OF TRUSTEES

Public present: Marcia Barbier (Peshtigo Times), Brad Walters

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

Also present:

Attorney Dick Boren
Clerk/Treasurer Marilyn Padgett
Brad Walters, Auditor

Pres. Deschane declared a quorum present for the meeting.

- 3) **Adoption of Agenda:** Motion by Trustee Franzen, seconded by Trustee Kostuch, that the agenda be adopted as presented. Vote: Ayes: 6. Motion carried.
- 4) **Minutes Approval:** Motion by Trustee Franzen, seconded by Trustee Kostuch, that the minutes of the regular meeting of May 16th, special meetings of May 25th and June 8th, and Board of Review of June 14th be approved as presented. Vote: Ayes: 6. Motion carried.
- 5) **Financial Report:** Motion by Trustee Franzen, seconded by Trustee Kostuch, that the financial report for the month of May be approved as presented. Vote: Ayes: 6. Motion carried.
- 6) **General Fund Vouchers:** Motion by Trustee Franzen, seconded by Trustee Kostuch, to approve payment of general fund vouchers numbered 2792 through 2793, 4090, 6072, 26438 through 26486, and V6667 through V6686. Vote: Ayes: 6. Motion carried.

Motion by Trustee Franzen, seconded by Trustee Kostuch, to approve payment from the general fund voucher to Cardmember Services in the amount of \$1,887.58 for supplies for various departments, a post hole digger purchased under the USDA-RD grant program and Fire Chief's conference registration fees. Vote: Ayes: 6. Motion carried.

- 6a) **Water Fund:** Motion by Trustee Deschane, seconded by Trustee Franzen, to approve payment of water fund vouchers numbered 4090 through 4098. Vote: Ayes: 6. Motion carried.

Motion by Trustee Deschane, seconded by Trustee Franzen, to approve payment from the water fund to Richlen Excavating in the amount of \$4,960.00 for emergency water main repairs on Robert St. Vote: Ayes: 6. Motion carried.

- 6b) **Sewer Fund:** Motion by Trustee Deschane, seconded by Trustee Franzen, to approve payment of sewer fund vouchers numbered 5251 through 5257. Vote: Ayes: 6. Motion carried.
- 6c) **TIF Fund:** Motion by Trustee Kostuch, seconded by Trustee Duane Swanson, to approve payment of TIF fund voucher numbered 5027. Vote: Ayes: 6. Motion carried.
- 7) **Committee & Attorney Reports:** Committee reports were distributed prior to the meeting. Attorney Boren reported that the attorney for Timber Milling & Kiln has the final draft of the economic development agreement and has been asked for documents regarding the equipment referenced in the agreement.

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

- 9) **2016 Audit Report:** Brad Walters distributed copies of the 2016 audit report, which he explained was brought in line with recent Government Accounting Standards Bureau (GASB) changes regarding Wisconsin Retirement (WRS) issues. He reported that the general fund and sewer funds are in good shape and the board would need to watch the water fund.
- 10) **Ordinance No. 2017-01:** (Finance) Motion by Trustee Franzen, seconded by Trustee Kostuch, to adopt Ordinance No. 2017-01: An Ordinance Amending Section 7-2-6 of the Village of Crivitz Code of Ordinance Regarding Application for Fermented Malt Beverage and Intoxicating Liquor Licenses. Vote: Ayes: 6. Motion carried.
- 11) **Ordinance No. 2017-02:** (Finance) Motion by Trustee Franzen, seconded by Trustee Kostuch, to adopt Ordinance No. 2017-02: An Ordinance Amending Section 7-2-19 of the Village of Crivitz Code of Ordinances Regarding Temporary Outdoor Extension of Retail Class "B" Liquor and/or Fermented Malt Beverage License. Vote: Ayes: 6. Motion carried.
- 12) **Ordinance No. 2017-03:** (Finance) Motion by Trustee Franzen, seconded by Trustee Kostuch, to adopt Ordinance No. 2017-03: An Ordinance Amending Section 7-4-4 of the Village of Crivitz Code of Ordinances Regarding Direct Sellers. Vote: Ayes: 6. Motion carried.
- 13) **TIF Agreement Amendment #2 - Pelkin's Smokey Meat Market:** (Development) Motion by Trustee Kostuch, seconded by Trustee Franzen, to approve amendment #2 to the TIF Developers agreement with Pelkin's Smokey Meat Market. Vote: Ayes: 6. Motion carried.
- 14) **Sewer Utility Lift Station #2 Spare Parts:** (Utilities) Motion by Trustee Deschane, seconded by Trustee Franzen, to approve the purchase of spare parts for lift station #2 from Energenecs at a cost not to exceed \$1,000.00 Vote: Ayes: 6. Motion carried.
- 15) **Water Utility 2016 Consumer Confidence Report:** (Utilities) Motion by Trustee Deschane, seconded by Trustee Franzen, to approve 2016 Consumer Confidence Report for the water utility. Discussion: Pres. Deschane noted that the utility scored 100% on the report and complimented Rudi Jensen and the crew. Vote: Ayes: 6. Motion carried.
- 16) **Transfer of Utilities Ford F250 Truck to Fire Department:** (Public Safety) Motion by Trustee Duane Swanson, seconded by Trustee Kaminski, to confirm transferring assignment of the Utilities Ford F250 truck to the Fire Department. Vote: Ayes: 6. Motion carried.
- 17) **Fire Chief's Convention Attendance:** (Public Safety) Motion by Trustee Duane Swanson, seconded by Trustee Kaminski, to approve Luke Deschane and Rudi Jensen's attendance at the Fire Chief's Convention in Green Bay from June 22-25 at a cost not to exceed \$499.00. Vote: Ayes: 6. Motion carried.
- 18) **Crivitz Community Veterans Park Master Plan:** (Parks & Recreation) Motion by Trustee Stew Swanson, seconded by Trustee Franzen, to accept the final master plan for Crivitz Community Veteran's Park as presented by VandeWalle & Associates. Vote: Ayes: 5, Nays: 1 (Kostuch). Motion carried.
- 19) **July 4th Portable Restrooms:** (Parks & Recreation) Motion by Trustee Stew Swanson, seconded by Trustee Franzen, to approve the rental of portable restrooms for the July 4th event from Jim's Pumping at a cost not to exceed \$600.00. Vote: Ayes: 6. Motion carried.
- 20) **John Shaffer Pavilion Electrical Upgrade:** (Parks & Recreation) Motion by Trustee Stew Swanson, seconded by Trustee Franzen, to contract with J & T Electric for electrical updates to the John Shaffer Pavilion at a cost not to exceed \$1,400.00. Vote: Ayes: 6. Motion carried.
- 21) **Food Pantry Location Offer:** Bypassed - the Food Pantry has reached an agreement with Ezra Gruszynski for rental of the old dime store.

- 22) **Municipal Court Clerks Conference Attendance:** (Finance) Motion by Trustee Franzen, seconded by Trustee Kostuch, to approve Marilyn Padgett's attendance at the Municipal Court Clerk's conference in Elkhart Lake from October 24-27 at a cost not to exceed \$775.00. Vote: Ayes: 6. Motion carried.
- 23) **Class A Retail Alcohol & Fermented Malt Beverage License - Yell Rambling Solutions, LLC:** (Finance) Motion by Trustee Franzen, seconded by Trustee Kostuch, to grant a Class A retail alcohol and fermented malt beverage license effective 7/1/17 through 6/30/18 to Yell Rambling Solutions, LLC, Jacob Figas and Melissa Oleck, Agents, for On a Whim Boutique Wines & Gifts. Vote: Ayes: 6. Motion carried.
- 24) **Alcohol & Fermented Malt Beverage License Renewals:** (Finance)

Motion by Trustee Franzen, seconded by Trustee Kostuch, to renew Class B liquor and fermented malt beverage licenses effective 7/1/2017 through 6/30/2018 for the following:

Fuzzy's Bar, Inc., Dennis Jahnke, Agent, for Fuzzy's Bar
Crivitz Gateway, Ltd., Scott Busick, Agent, for Crivitz Gateway
Dan & Tim's Riverside, LLC, Daniel Piasecki, Agent, for Dan & Tim's Riverside
Charlie's Island Café, LLC, Charlie DeSmidt, II, Agent for Hot Stone Pub
Charlie's Island Café, LLC, Charlie DeSmidt, II, Agent for Charlie's Island Café
Falling Waters Winery, LLC, Joe Callow, Agent, for Falling Waters Winery
Thor's Wolverine Den, LLC, Brian Thoreson, Agent, for Thor's Wolverine Den

Vote: Ayes: 6. Motion carried

Motion by Trustee Franzen, seconded by Trustee Kostuch, to renew Class A liquor and fermented malt beverage licenses effective 7/1/2017 through 6/30/2018 for the following:

Witt's Foods, Inc., Nicholas Witt, Agent, for Witt's Piggly Wiggly
Dolgencorp, LLC, Deb Jopek, Agent, for Dollar General Store #6637

Vote: Ayes: 6. Motion carried.

Motion by Trustee Franzen, seconded by Trustee Kostuch, to renew Class A fermented malt beverage licenses effective 7/1/2017 through 6/30/2018 for the following:

De Smidt Oil II, Inc., Charlie De Smidt II, Agent, for T & B One Stop
LaFaive Crivitz Co., Shane Ellison, Agent, for Northland Mini-Mart
Richard E. Porfilio. Owner, for Crivitz 141 Shell
Krist Oil Company, Lynn Thompson, Agent, for Krist Food Mart
Pelkin's Smokey Meat Market, LLC, Dennis Pelkin, Agent, for Pelkin's Smokey Meat Market

Vote: Ayes: 6. Motion carried.

- 25) **Cigarette License Renewals:** (Finance) Motion by Trustee Franzen, seconded by Trustee Kostuch, to grant cigarette licenses effective 7/1/2017 through 6/30/2018 to the following:

Crivitz 141 Shell
Witt's Piggly Wiggly
T & B One Stop
Northland Mini-Mart
Krist Food Mart
Family Dollar Store #6028
Dollar General Store #6637
Thor's Wolverine Den

Vote: Ayes: 6. Motion carried.

26) **Operators Licenses:** (Finance) Motion by Trustee Franzen, seconded by Trustee Kostuch, to grant operators licenses effective 6/20/17 through 6/30/18 to Aaron Kort, Jacob Sawinski, Kershaw Stumbris, Bonnie Guderyon and Tiffany Sanders, who have received a satisfactory background checks. Vote: Ayes: 6. Motion carried.

OLD BUSINESS: None.

NEW BUSINESS:

June 11th Storm Response: Pres. Deschane complimented and thanked village employees, the fire department and Richlen Excavating for their response to the recent storm.

July 4th Events: A flyer was distributed for July 4th events.

CORRESPONDENCE: An e-mail from Ginger Deschane was read, which thanked the village for opening the emergency shelter for her and her foster child, who is on a respirator, when they lost power for an extended period of time during the recent storm.

QUESTIONS FROM THE FLOOR: None.

ADJOURNMENT: Motion by Trustee Kaminski, seconded by Trustee Stew Swanson, that the meeting be adjourned at 7:54pm. Vote: Ayes: 6. Motion carried.

Respectfully submitted,

John J. Deschane
President

Marilyn L. Padgett
Clerk/Treasurer