

**MINUTES**  
**REGULAR MEETING**  
**VILLAGE OF CRIVITZ BOARD OF TRUSTEES**  
**August 16, 2011**

**Public present:** Bill Keller, Allen Brey, Marge (Pastor Fred Food Pantry), Marge Banaszak & Cara Behrendt (Crivitz Food Pantry), Dave & Marie Tomaszewski (Peshtigo Times)

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

2) **Roll Call:** Members present:           President John Deschane           Trustee Duane Swanson  
  Trustee Kurt Kostuch           Trustee Shirley Keller  
  Trustee Dick Kaminski       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 Kaminski, seconded by Trustee Keller, that the agenda be adopted as presented. Vote: Ayes: 6. Motion carried.

4) **Minutes Approval:** Motion by Trustee Kaminski, seconded by Trustee Keller, that the minutes of the regular meeting of July 19, 2011 be approved as presented. Vote: Ayes: 6. Motion carried.

5) **Financial Report:** Motion by Trustee Kaminski, seconded by Trustee Keller, that the financial reports for all funds for the month of July be approved as presented. Vote: Ayes: 6. Motion carried.

6) **General Fund Vouchers:** Motion by Trustee Kaminski, seconded by Trustee Keller, to approve payment of general fund vouchers numbered 2577 through 2579, 4019, 6003, 21366 through 21443, and V5089 through V5105. Vote: Ayes: 6. Motion carried.

Motion by Trustee Kaminski, seconded by Trustee Keller, to approve payment from the general fund to the following:

Stew Swanson for fire conference expenses	\$ 560.00
CDWG for new court computer	\$ 517.48

Motion amended: Motion by Trustee Kostuch, seconded by Trustee Swanson, to amend the motion to withhold payment from CDWG until it is brought before the Finance Committee for consideration. Discussion: The clerk explained that this was for a new computer for the Municipal Court and had been approved by the Finance Chair as an emergency expense prior to being ordered. Vote on amendment: Ayes: 0, Nays: 6. Motion amendment failed.  
Vote on main motion: Ayes: 6. Motion carried.

6a) **Water Fund:** Motion by Trustee Volk, seconded by Trustee Swanson, to approve payment of water fund vouchers numbered 3626 through 3632. Vote: Ayes: 6. Motion carried.

- 6b) Sewer Fund:** Motion by Trustee Volk, seconded by Trustee Swanson, to approve payment of sewer fund vouchers numbered 4633 through 4639. Vote: Ayes: 6. Motion carried.
- 6c) Other Vouchers:** None.
- 7) Committee & Department Reports:** Copies of reports were distributed to board members.
- 8) Comments from Pre-registered Citizens:** None.
- 9) Police Policy Manual Amendment:** (Public Safety) Motion by Trustee Volk, seconded by Trustee Kostuch, to accept the amendment to the Police Policy Manual regarding body armor. Discussion: Atty Calvert noted that he had drafted the policy amendment. Trustee Porfilio explained that this section must be included in the policy in order to be eligible for grant funding for future body armor purchases. Vote: Ayes: 6. Motion carried.
- 10) Municipal Court Clerk Wage Raise:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Keller, to approve a 75 cent per hour wage raise retroactive to April 1, 2011, for Barb Tobison, Municipal Court Clerk, who has satisfactorily completed her 6 month probation period. Vote: Ayes: 6. Motion carried.
- 11) Crivitz Ski Cats Picnic Beer License:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Keller, to change the date for the Crivitz Ski Cats Picnic Beer license to Friday, September 23<sup>rd</sup>, from 4pm to 12 Midnight, and add Jeff Mursau as assistant manager for the event. Vote: Ayes: 6. Motion carried.
- 12) Vehicle Maintenance Quote Award:** (Public Works) Motion by Trustee Swanson, seconded by Trustee Volk, to accept the quote from Witt Auto Sales for vehicle maintenance for a one-year period. Discussion: Trustee Swanson clarified that the one-year period runs through 8/16/12. Vote: Ayes: 5, Nays: 1 (Porfilio). Motion carried.
- 13) Operators Licenses:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Keller, to issue an operators license effective 08/16/2011 through 6/30/2012 to Corrine Kowalski, and a temporary operators license for September 23, 2011, to Jeff Mursau, both having received satisfactory records checks. Vote: Ayes: 6. Motion carried.

**OLD BUSINESS:** None.

**NEW BUSINESS:**

**President's Corner:** Pres. Deschane thanked Ginger Deschane and Amy Grandaw for their work on the apartment fire victims fundraiser. He thanked Ken Kacalo and his crew from the Crivitz Men's Softball League for their work on the recent tournament that brought a lot of people to Crivitz. He congratulated the Crivitz Ski Cats on winning first place at the Wisconsin State Waterski Tournament, as well as Twin Bridge Ski Team for their placement. He extended sympathy to the family of Paul Gocht who recently passed away, who was the founder of the Crivitz Rescue Squad and an influential member of the community. He reported on his recent trip to Crivitz, Germany for their 760<sup>th</sup> anniversary and the 10 year anniversary of the Sister City agreement. Visitors from Crivitz Germany were invited to Crivitz, Wisconsin, for 2014.

**CORRESPONDENCE:** The WI Dept of Administration estimated the January 1, 2011 population at 979, which is down from the 2010 census count of 984.

**QUESTIONS FROM THE FLOOR:** None.

**Recess to closed session:** Motion by Trustee Volk, seconded by Trustee Keller, to recess to closed session for the purpose of conferring with legal counsel. Vote: Ayes: 6. Motion carried.

**Pres. Deschane stated the following:** Closed session is in accordance with WI Statute sec. 19.85(1)(g) which states that "...any meeting of a...governmental body, upon motion duly made and carried, may be convened in closed session under one or more of the exemptions provided in this section...(g)...conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved." And sec. 19.85(1) (c)...Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

**Reconvene in open session:** Motion by Trustee Kostuch, seconded by Trustee Kaminski, to reconvene in open session, announce action taken in closed session, if any, and adjourn the meeting. Vote: Ayes: 6. Motion carried. In open session Pres. Deschane stated that there was no action taken in closed session.

**CTH A Project Invoice Payment:** Motion by Trustee Kostuch, seconded by Trustee Swanson, to pay Marinette County \$40,000.00 of the current invoices due on the CTH A project. Discussion: The balance due on current invoices will be withheld until items agreed upon at the August 16<sup>th</sup> meeting with the county are fixed or resolved. Vote: Ayes: 6. Motion carried.

**ADJOURNMENT:** Motion by Trustee Kostuch, seconded by Trustee Kaminski, that the meeting be adjourned at 8:05pm. Vote: Ayes: 6. Motion carried.

Respectfully submitted,

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John J. Deschane  
President

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Marilyn L. Padgett  
Clerk/Treasurer