

MINUTES
REGULAR MEETING
VILLAGE OF CRIVITZ BOARD OF TRUSTEES
October 16, 2012

Public present: Janet Janusz, Bill Keller, Shirley Prudhomme (Peshtigo Times)

- 1) **Call to Order:** Pres. Deschane called the meeting to order at 7:00pm.
- 2) **Roll Call:** Present: President John Deschane Trustee Duane Swanson
 Trustee Shirley Keller Trustee Dick Kaminski
 Trustee Jo Di Volk
- Absent: Trustee Kurt Kostuch
 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 Swanson, that the agenda be adopted as presented. Discussion: Pres. Deschane stated that he would exercise his authority to vote on all issues due to 2 board members being absent. Vote: Ayes: 5. Motion carried.
- 4) **Minutes Approval:** Motion by Trustee Kaminski, seconded by Trustee Swanson, that the minutes of the regular meeting of September 18th be approved as presented. Vote: Ayes: 5. Motion carried.
- 5) **Financial Report:** Motion by Trustee Kaminski, seconded by Trustee Swanson, that the financial reports for August and September for all funds be approved as presented. Vote: Ayes: 5. Motion carried.
- 6) **General Fund Vouchers:** Motion by Trustee Kaminski, seconded by Trustee Swanson, to approve payment of general fund vouchers numbered 2617 through 2620, 4034, 6017, 22462 through 22535 and V5549 through V5572. Vote: Ayes: 5. Motion carried.
- 6a) **Water Fund:** Motion by Trustee Keller, seconded by Trustee Volk, to approve payment of water fund vouchers numbered 3722 through 3727. Vote: Ayes: 5. Motion carried.
- 6b) **Sewer Fund:** Motion by Trustee Keller, seconded by Trustee Volk, to approve payment of sewer fund vouchers numbered 4756 through 4765. Vote: Ayes: 5. Motion carried.
- 6c) **Other Vouchers:** Motion by Trustee Kaminski, seconded by Trustee Swanson, to approve payment of TIF fund vouchers numbered 309 through 312. Vote: Ayes: 5. Motion carried.
- 7) **Committee & Department Reports:** Copies distributed.
- 8) **Comments from Pre-registered Citizens:** None.
- 9) **Final 2013 Budget Proposal:** (Whole) Motion by Trustee Kaminski, seconded by Trustee Swanson, to accept the final 2013 budget proposal for the general and TIF funds and to schedule the public hearing for Tuesday, November 20th at 7:00pm. Vote: Ayes: 5. Motion carried.

- 10) **Hydrant Replacements:** (Utilities) Motion by Trustee Keller, seconded by Trustee Volk, to replace fire hydrants at Funk & Kaby and August & Hall at a cost not to exceed \$8,500.00. Discussion: Pres. Deschane noted that this is part of the Utility ongoing maintenance plan. Vote: Ayes: 5. Motion carried.
- 11) **Utilities Employee Training** (Utilities): Motion by Trustee Keller, seconded by Trustee Volk, to approve wastewater certification training for Glen Franzen and Rudi Jensen at a total cost not to exceed \$800.00. Discussion: Trustee Keller explained that this is a required advanced certification class via the WRWA in Plover. Greg Gocht will provide coverage while Glen and Rudi are attending the class. Vote: Ayes: 5. Motion carried.
- 12) **WWTF Facility Lab Supplies** (Utilities): Motion by Trustee Keller, seconded by Trustee Volk, to approve the purchase of wastewater treatment facility lab supplies from North Central Labs at a cost not to exceed \$2,000.00. Vote: Ayes; 5. Motion carried.
- 13) **Water Main Leak Repair on 7th Alley:** (Utilities) Motion by Trustee Keller, seconded by Trustee Volk, to approve water main leak repairs on 7th Alley at a cost not to exceed \$1,000.00. Vote: Ayes: 5. Motion carried.
- 14) **Fire Dept. DOT Inspection:** (Public Safety) Motion by Trustee Volk, seconded by Trustee Keller, to approve DOT Inspection of Fire Department vehicle #6 at a cost not to exceed \$750.00. Vote: Ayes: 5. Motion carried.
- 15) **Flea Market:** (Parks & Recreation) Motion by Trustee Volk, seconded by Trustee Keller, to re-name the summer flea market "Crivitz Flea & Farmers Market". Vote: Ayes: 5. Motion carried.
- 16) **Don Brooks Park River Access Project:** (Parks & Recreation) Motion by Trustee Kaminski, seconded by Trustee Keller, to contract with Robert E Lee for surveying, engineering and design of the Don Brooks Park river access project at a cost not to exceed \$4,950.00. Discussion: Pres. Deschane explained that the project goal is to improve the boat launch and other areas, which will require DNR approval to disturb the river's edge. Vote: Ayes: 5. Motion carried.
- 17) **July 4, 2013 Fireworks:** (Parks & Recreation) Motion by Trustee Volk, seconded by Trustee Kaminski, to contract with Speilbauer Fireworks for July 4, 2013 fireworks display, with a rain date of July 5th, at a cost not to exceed \$3,600.00 and to solicit for donations. Vote: Ayes: 5. Motion carried.
- 18) **Snowmobile Route:** (Parks & Recreation) Motion by Trustee Volk, seconded by Trustee Kaminski, to approve the 2012/13 snowmobile route, which will remain unchanged from the 2011/12 season. Vote: Ayes: 5. Motion carried.
- 19) **2012/13 Snow Removal & Plowing Bid Award:** (Public Works) Motion by Trustee Swanson, seconded by Trustee Keller, to contract with Richlen Excavating for 2012/13 snow removal and plowing at rates indicated in the bid dated 10/11/2012. Vote: Ayes: 5. Motion carried.
- 20) **Village Hall Restroom Repairs:** (Public Works) Motion by Trustee Swanson, seconded by Trustee Keller, to contract with Dama Plumbing for Village Hall restroom repairs at a cost not to exceed \$2,000.00. Discussion: Trustee Swanson explained that a urinal is plugged and it must be removed and the plumbing televised to fix it. Both urinals will be replaced during the repair. Vote: Ayes: 5. Motion carried.
- 21) **Village Hall Sound Barriers:** (Public Works) Motion by Trustee Swanson, seconded by Trustee Keller, to purchase sound barriers for the Village Hall at a cost not to exceed \$2,500.00. Discussion: Pres. Deschane explained that the barrier is to reduce sound between the township and village polling areas in the hall, but will also serve to divide the hall into two areas so that separate meetings or events may be held simultaneously. He had spoken with the town chairman, who agreed to contribute ½ the cost of the barrier. Trustee Keller noted that the barrier color would be 'Sandalwood'. Vote: Ayes: 5. Motion carried.
- 22) **Recess to Closed Session:** Bypassed.
- 23) **Reconvene in Open Session:** Bypassed.

OLD BUSINESS:

Audit Cost Survey: The clerk surveyed the municipal clerk's network for audit costs paid for similar services, with the results from 14 responses being an average cost of \$16,000.00.

NEW BUSINESS:

Presidents Corner: Pres. Deschane announced that Marie Tomaszewski, previous Peshtigo Times reporter has retired after serving in that capacity since the 1930's. He acknowledged her outstanding work and wished her well. Shirley Prudhomme, also from the Peshtigo Times, noted that they are seeking a replacement for Marie.

CORRESPONDENCE:

Town of Stephenson: Pres. Deschane reported that the township gave permission for the village to replace a culvert under Old Cty W in conjunction with the drainage ditch project, but requested that the village provide written commitment to be responsible for any damages caused to property owners as a result of the culvert. The engineer determined that the culvert must be replaced in order for the drainage system to work properly. A letter was sent to the township stating that the village board would work with the town board toward an equitable solution in the case of any damages to property owners as a direct result of the culvert placement.

QUESTIONS FROM THE FLOOR: None.

ADJOURNMENT: Motion by Trustee Kaminski, seconded by Trustee Keller, that the meeting be adjourned at 7:20pm. Vote: Ayes: 5. Motion carried.

Respectfully submitted,

John J. Deschane
President

Marilyn L. Padgett
Clerk Treasurer