

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

**Public present:** Carl Green, Municipal Judge

- 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 Dick Kaminski  
  Trustee Fred Franzen           Trustee Stew Swanson
- Members absent:           Trustee Shirley Keller
- Also present:            Attorney Dick Boren  
  Clerk/Treasurer Marilyn Padgett

Pres. Deschane declared a quorum present for the meeting.

- 3) **Adoption of Agenda:** Motion by Trustee Kaminski, seconded by Trustee Kostuch, that the agenda be adopted as presented, with item #11 being stricken from the agenda. Vote: Ayes: 5. Motion carried.
- 4) **Minutes Approval:** Motion by Trustee Kaminski, seconded by Trustee Kostuch, that the minutes of the regular meeting of March 17, 2015, be approved as presented. Vote: Ayes: 5. Motion carried.
- 5) **Financial Report:** Motion by Trustee Kaminski, seconded by Trustee Kostuch, that the financial reports for the month of March, 2015, be approved as presented. Vote: Ayes: 5. Motion carried.
- 6) **General Fund Vouchers:** Motion by Trustee Kaminski, seconded by Trustee Kostuch, to approve payment of general fund vouchers numbered 2711 through 2714, 4064, 6046, 24498 through 24613, V6142 through V6171. Vote: Ayes: 5. Motion carried.
- Motion by Trustee Kaminski, seconded by Trustee Kostuch, to approve the payment from the general fund to Witt's Piggly Wiggly for supplies for various departments in the amount of \$ 538.82. Vote: Ayes: 5. Motion carried.
- 6a) **Water Fund:** Motion by Trustee Franzen, seconded by Trustee Stew Swanson, to approve payment of water fund vouchers numbered 3928 through 3935. Vote: Ayes: 5. Motion carried.
- Motion by Trustee Franzen, seconded by Trustee Stew Swanson, to approve the payment from the water fund to Richlen Excavating for frozen water line repairs in the amount of \$ 1,615.00. Vote: Ayes: 5. Motion carried.
- 6b) **Sewer Fund:** Motion by Trustee Franzen, seconded by Trustee Stew Swanson, to approve payment of sewer fund vouchers numbered 5043 through 5047. Vote: Ayes: 5. Motion carried.
- 6c) **Other Vouchers:** Motion by Trustee Kostuch, seconded by Trustee Stew Swanson, to approve payment of TIF fund vouchers numbered 1008 through 1012. Vote: Ayes: 5. Motion carried.
- 7) **Committee & Attorney Reports:** Committee reports were distributed prior to the meeting and there were no questions. Atty. Dick Boren reported that the drainage ditch lawsuits were filed against Gateway and Reindl on April 20th and he would not be surprised to receive signed easement documents from them shortly. A signed easement has been received from the 3rd property owner, Wagner.
- 8) **Comments from Pre-registered Citizens:** None.

- 9) **Committee Appointments:** Motion by Trustee Kaminski, seconded by Trustee Kostuch, to accept committee appointments for the term of 4/21/15 through 4/19/16 as presented by President Deschane. Vote: Ayes: 5. Motion carried.
- 10) **April Appointments:** Motion by Trustee Kaminski, seconded by Trustee Kostuch, to accept the following appointments for the term of 4/21/15 through 4/19/16 as presented by President Deschane:
- |                                    |                       |
|------------------------------------|-----------------------|
| Recycling Coalition Representative | Trustee Duane Swanson |
| Employee Facilitator               | Trustee Dick Kaminski |
- Vote: Ayes: 5. Motion carried.
- Motion by Trustee Kaminski, seconded by Trustee Kostuch, to accept the appointment of Rudi Jensen as Fire Chief for the term of 4/21/15 through 4/18/17 as presented by President Deschane. Vote: Ayes: 5. Motion carried.
- 11) **Stricken from agenda during adoption.**
- 12) **TIF 2015 Budget Adjustment:** (Development) Motion by Trustee Kostuch, seconded by Trustee Stew Swanson, to approve adjustment #1 to the 2015 TIF budget. Vote: Ayes: 5. Motion carried.
- 13) **TIF Property Wetland Delineation - Coleman Engineering:** (Development) Motion by Trustee Kostuch, seconded by Trustee Stew Swanson, to accept the proposal from Coleman Engineering Company to perform a wetland delineation study on the TIF property at a cost not to exceed \$1,440.00. Vote: Ayes: 5. Motion carried.
- 14) **TIF Property Survey - Rob Kamps Land Surveying:** (Development) Motion by Trustee Kostuch, seconded by Trustee Stew Swanson, to contract with Rob Kamps Land Surveying to survey the TIF property at a cost not to exceed \$1,000.00. Vote: Ayes: 5. Motion carried.
- 15) **Town of Lake Police Officer Usage Agreement:** (Public Safety) Motion by Trustee Duane Swanson, seconded by Trustee Kaminski, to approve the Police Service Agreement between the Village of Crivitz and Town of Lake. Vote: Ayes: 5. Motion carried.
- 16) **Fireworks Licenses:** (Public Safety) Motion by Trustee Duane Swanson, seconded by Trustee Kaminski, to grant fireworks licenses effective 5/1/15 through 4/30/16 to Witt's Piggly Wiggly, Victory Fireworks and T & B One Stop. Vote: Ayes: 5. Motion carried.
- 17) **Durango Police Squad Tires - Wiedemeier Garage:** (Public Safety) Motion by Trustee Duane Swanson, seconded by Trustee Kaminski, accept the quote from Wiedemeier Garage for tires for the Durango police squad in the amount of \$547.84, including installation. Vote: Ayes: 5. Motion carried.
- 18) **Annual Fire Chief's Convention:** (Public Safety) Motion by Trustee Duane Swanson, seconded by Trustee Kaminski, to approve registration fees not to exceed \$600.00 for the Fire Chief and Assistant Fire Chief for the annual Fire Chief's convention in June. Vote: Ayes: 5. Motion carried.
- 19) **Crivitz Fire Dept. Participation in Boy Scout's Explorer Program:** (Public Safety) Motion by Trustee Duane Swanson, seconded by Trustee Kaminski, to authorize the Crivitz Fire Dept. to participate in the Boy Scout Explorer Program. Vote: Ayes: 5. Motion carried.
- 20) **Crivitz Fire Dept. Rapid Intervention Team Training:** (Public Safety) Motion by Trustee Duane Swanson, seconded by Trustee Kaminski, to approve Crivitz Fire Dept. participation in Rapid Intervention Training at a cost of \$125.00 per member for approximately 8 to 10 members. Vote: Ayes: 5. Motion carried.

- 21) **Calvin Chaikowski - Structural Burn & Fire Training Agreement:** (Public Safety) Motion by Trustee Duane Swanson, seconded by Trustee Kaminski, to accept the structural burn and fire training agreement with Calvin Chaikowski. Vote: Ayes: 5. Motion carried.
- 22) **July 4th Fireworks - Spielbauer Fireworks:** (Parks & Recreation) Motion by Trustee Stew Swanson, seconded by Trustee Kaminski, to accept the proposal from Spielbauer Fireworks for fireworks in the amount of \$2,400.00, to be displayed on July 4th at 9:30pm, with a rain date of July 11th. Discussion: Pres. Deschane reported that the display operator will be donating an additional \$2000.00 of fireworks and the Witt family will be donating an additional \$7500.00 of fireworks for their 100th anniversary and helping with advertising. Vote: Ayes: 5. Motion carried.
- 23) **July 4th Portable Bathrooms in Village Parking Lot:** (Parks & Recreation) Motion by Trustee Stew Swanson, seconded by Trustee Kaminski, to order 4 portable bathrooms to be placed in the Village parking lot on July 4th, and to transfer funds from the unassigned fund balance to cover the expense. Vote: Ayes: 5. Motion carried.
- 24) **Irrigation Contract - M & M Irrigation:** (Parks & Recreation) Motion by Trustee Stew Swanson, seconded by Trustee Kaminski, to contract with M & M Irrigation for annual Triangle Park irrigation maintenance at a cost of \$225.00. Vote: Ayes: 5. Motion carried.
- 25) **Waterfall Maintenance Contract - Loyal Landscaping:** (Parks & Recreation) Motion by Trustee Stew Swanson, seconded by Trustee Kaminski, to contract with Loyal Landscaping for Triangle Park spring and fall waterfall maintenance at a total cost of \$455.00. Vote: Ayes: 5. Motion carried.
- 26) **Bench & Hall Flowers - Sharkey's Floral:** (Parks & Recreation) Motion by Trustee Stew Swanson, seconded by Trustee Kaminski, to accept the quote from Sharkey's Floral for bench flowers in the amount of \$2,425.00, including installation. Vote: Ayes: 5. Motion carried.
- 27) **Disc Golf Project in Crivitz Community Veterans Park:** (Parks & Recreation) Motion by Trustee Stew Swanson, seconded by Trustee Kaminski, to purchase and install disc golf equipment in Crivitz Community Veteran's Park at a cost not to exceed \$5,500.00 and to transfer the cost from the Park Equipment savings account. Vote: Ayes: 4, Nays: 1 (Kostuch). Motion carried.
- 28) **Littleland & Don Brooks Playground Groundcover:** (Parks & Recreation) Motion by Trustee Stew Swanson, seconded by Trustee Kaminski, to purchase 100 yards of groundcover for Littleland and Don Brooks playgrounds, from DTEK at a cost not to exceed \$2,550.00 including delivery, and to transfer the cost from the Littleland Park savings account, per the 2015 budget. Vote: Ayes: 5. Motion carried.
- 29) **Movies in the Park Sound System - M & M Automated Services:** (Parks & Recreation) Motion by Trustee Stew Swanson, seconded by Trustee Kaminski, to accept the quote from M & M Automated Services for Movies in the Park sound equipment in the amount of \$1,756.00. Discussion: Trustee Stew Swanson noted that the cost includes installation. Vote: Ayes: 5. Motion carried.
- 30) **Mausoleum Storage Fees:** (Parks & Recreation) Motion by Trustee Stew Swanson, seconded by Trustee Kaminski, to set mausoleum storage fees at \$175.00 with a time duration of no later than April 15th. Discussion: Trustee Stew Swanson noted that there will be no pro-ration of the storage fee. Vote: Ayes: 5. Motion carried.
- 31) **Main Lift Station Generator Shed Project Bid Award:** (Utilities) Motion by Trustee Franzen, seconded by Trustee Stew Swanson, to award the bid for the main lift station generator shed project to Rob Kabby Construction in the amount of \$19,965.76. Vote: Ayes: 5. Motion carried.
- 32) **Sewer WWTF UV Disinfection Project Engineering Contract:** (Utilities) Motion by Trustee Franzen, seconded by Trustee Stew Swanson, to contract with Kaempfer & Associates for design, bid and construction services for the wastewater treatment facility UV disinfection project at a cost not to exceed \$38,900.00. Discussion: Trustee Franzen noted that this will replace the chlorination system. Vote: Ayes: 5. Motion carried.

- 33) **Sewer WWTF Modification Plan:** (Utilities) Motion by Trustee Franzen, seconded by Trustee Stew Swanson, to accept the final wastewater treatment facilities plan submitted to and accepted by the WI Department of Natural Resources. Vote: Ayes: 5. Motion carried.
- 34) **Utility Manhole & Valve Final Adjustments:** (Utilities) Motion by Trustee Franzen, seconded by Trustee Stew Swanson, to contract with Northeast Asphalt for final utility manhole and valve adjustments relative to the USH 141 utility improvement project at a cost not to exceed \$5,500.00. Discussion: It was noted that this is actually part of the USH 141 road project. Vote: Ayes: 5. Motion carried.
- 35) **2006 F350 Truck Repairs - Wiedemeier Garage:** (Utilities) Motion by Trustee Franzen, seconded by Trustee Stew Swanson, to approve payment to Wiedemeier Garage in the amount of \$2,607.11 for repairs to the 2006 F350 truck. Vote: Ayes: 5. Motion carried.
- 36) **Richlen Excavating - 2014 Snow Removal Invoice:** (Public Works) Motion by Trustee Franzen, seconded by Trustee Duane Swanson, to authorize payment in the amount of \$3,853.75 to Richlen Excavating for December, 2014, snow removal services. Discussion: Past problems with the vendor submitting timely invoices were noted. The Finance Committee was asked to discuss the possibility of amending the financial policy to add an exception to allow for payment for services or goods invoiced over 90 days after receipt and providing for a penalty. Vote: Ayes: 4, Nays: 1 (Kostuch). Motion carried.
- 37) **Crivitz Fire Dept. Picnic License - 'Red, White & Music' Event:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to grant a temporary Class "B" fermented malt beverage and wine license to the Crivitz Firefighters Association, Luke Deschane, Manager, for the 'Red, White & Music' event at John Shaffer Pavilion on May 23, 2015, from 10:00am to 11:59pm, provided wristbands are issued and grounds monitored to control underage drinking. Vote: Ayes: 5. Motion carried.
- 38) **Crivitz Fire Dept. Picnic License - 'Oktoberfest' Event:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to grant a temporary Class "B" fermented malt beverage and wine license to the Crivitz Firefighters Association, Luke Deschane, Manager, for the '
- 39) **Oktoberfest' event at John Shaffer Pavilion on September 19, 2015, from 10:00am to 11:59pm, , provided wristbands are issued and grounds monitored to control underage drinking. Vote: Ayes: 5. Motion carried.**
- 40) **Operators Licenses:** (Finance) Motion by Trustee Kaminski, seconded by Trustee Kostuch, to grant operators licenses effective 4/21/15 through 6/30/16 to Heather Walechka and Amanda Wagner, who have both received satisfactory records checks. Vote: Ayes: 5. Motion carried.

**OLD BUSINESS:** Atty. Dick Boren reported that his open meetings law presentation will be done in June, rather than April or May, due to lengthy agendas in those months.

**NEW BUSINESS:**

**Presidents Corner:** Pres. Deschane congratulated those re-elected to the board and thanked them for their service to the community. He said that it had been brought to his attention that a board member had lobbied an employee regarding the race for President and noted that this should not happen again in the future. He also congratulated Ginger Deschane on receiving the CBA/CRA Person of the Year award. Trustee Duane Swanson reported that the Northwoods Recycling Coalition has launched an excellent website.

**CORRESPONDENCE:** None.

**QUESTIONS FROM THE FLOOR:** None.

**ADJOURNMENT:** Motion by Trustee Kaminski, seconded by Trustee Stew Swanson, that the meeting be adjourned at 7:50pm. Vote: Ayes:5. Motion carried.

Respectfully submitted,

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John J. Deschane  
President

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Marilyn L. Padgett  
Clerk/Treasurer