

VILLAGE OF SULLIVAN  
PO BOX 6  
SULLIVAN, WISCONSIN 53178  
(262) 593-2388

President Kevin called the Board Meeting to order at 7:00pm on Tuesday, January 3, 2017 at the Sullivan Village Hall, 500 Madison Avenue. The meeting is being held in compliance with Wisconsin Open Meetings Law. Board members present: Gary Kernodle, Randy McHugh, Tim Horton, Tammy Kevin and Roberta Montague.

Others present: Mark Flood, Karen Schuett, Nick Skretta, Dave Hellekson, Pearl Mary Goetsch, John Kannard, Anne Smith and Spencer Roberts.

The Minutes of the December 6, 2016 Board Meeting were approved.

Village of Sullivan and Sullivan Sewer Utility Treasurer's reports and Budget Comparisons were approved.

Jefferson County Sheriff's Department was not present.

Jefferson County Board, District 21 Representative, John Kannard informed that the County now puts a small amount of beet juice on the roads to prevent slippery conditions.

Motion by Montague to approve an additional \$250 for the new Fire Department trailer; the original trailer was found to be too small. Second by Kernodle. All were in favor. Motion carried.

Chief Flood indicated there were 73 calls at the end of 2016.

Trustee McHugh said he raised \$421 for the Sullivan Volunteer Fire Department from his Christmas light display.

Dousman EMS District was not present.

Trustee McHugh, as representative for the EMS Commission, had no report.

Parks, Buildings, Grounds & Safety Committee (Horton, Kernodle) had no report.

Streets, Sidewalks, Sewer, Utilities & Recycling Committee (Kernodle, McHugh) advised that as of December 2017, the Department of Public Works will be in charge of taking down and

putting up the Christmas decorations in the Village. Also noted, Advanced Disposal pickup is getting sloppy and houses are getting missed on pickup days.

Personnel Committee (Montague, Kernodle) had no report.

Budget, Finance & Legal Affairs Committee (Kevin, Montague) had no report.

Public Works Department and/or Wastewater Treatment Facility had no report.

There were no questions or comments regarding the monthly Building Inspection Reports.

Chamber of Commerce had no report.

Sullivan Citizen Watch Program reminded everyone to keep everything locked, and make sure to report suspicious behavior.

Citizen Participation:

Nick Skretta, Sullivan School Principal, wanted to thank everyone for coming to the Holiday concert - the school had a big turnout. Also, he asked all to like the school's Facebook page to keep up to date on what's going on at the school.

There was no Unfinished Business.

New Business was addressed by the Board as follows:

Motion by Montague to approve Michelle Milligan's Operator's License to work at Janie's Pub and Grill. Second by McHugh. All were in favor. Motion carried.

Nomination papers have been received from Roberta Montague and Gary Kernodle for the two Trustee positions up for election. And from Tammy Kevin and James Brandenburg for the President position.

Name placement on the ballot for Trustees is Gary Kernodle first, and Roberta Montague second. And for President, James Brandenburg will be listed first and Tammy Kevin second.

Motion by McHugh to approve the Village Budget Amendment. Second by Montague. All were in favor. Motion carried.

ACCOUNT NAME	ACCT. #	ORIGINAL BUDGET AMOUNT	AMENDED BUDGET AMOUNT	AMENDED AMOUNT	AMOUNT OVER BUDGET	AMOUNT UNDER BUDGET
Clerk/Treasurer-Wages	514101	33,700.00	34,523.00		823.00	
Election-Other	514503	3,000.00	2,177.00			823.00
Fire Suppression-Gas/Maint	522005	19,835.00	21,000.00		1,165.00	
Fire Fighter & Officer Pay	522011	17,000.00	17,030.00		30.00	
Fire Suppression-Safety Grants	522007	3,585.00	2,390.00			1,195.00
Street Maintenance- Wages	533101	3,200.00	3,284.00		84.00	
Garage-Wages	531201	1,600.00	1,738.00		138.00	
Snow & Ice Control-Wages	533301	1,100.00	1,243.00		143.00	
Garage-Other	531203	2,000.00	1,635.00			365.00
<b>Total</b>					<b>2,383.00</b>	<b>2,383.00</b>

Motion by Montague to approve the 2016 Employee Vacation request per the Personnel Manual for carryover until March 2017. Second by McHugh. All were in favor. Motion carried.

Motion by Montague to approve the Designated/Reserve Funds request to approve the carryover of the 2016 balance to 2017. Second by Horton. All were in favor. Motion carried.

Audit will be January 11-13, 2017.

There was no Miscellaneous Business.

The following bills were presented, audited and ordered paid:

Village of Sullivan Disbursements

General Disbursements

24441	Accurate Appraisal LLC - assessing services; progress billing	1,120.00
24442	Biel, Kathy - tax refund	120.89
24443	Boos, Janice - park deposit refund	40.00
24444	Charter Communications - monthly internet/phone; Village Hall, Fire Dept, Park	370.73
24445	Danielson, Eric - tax refund	66.61
24446	Everbank Commercial Finance - monthly copier rental	223.14
24447	League of WI Municipalities - annual league dues	358.92
24448	Mid-American Research Corp - foaming hand soap; Village Hall, Park	377.12
24449	Spencer Roberts Plowing - snow plowing/salting; December	6,587.50
24450	Town Web Design LLC - website name renewal & database hosting	375.00
24451	W.S. Darley & Co - firefighter coats & pants	6,340.00
24452	WE Energies - monthly electric; Park Lights, Street Lighting	1,220.10
24453	Wisconsin Inspection Agency - monthly permit & inspection fees	102.60

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24454	Jefferson County Treasurer - February tax settlement	110,622.15
24455	Madison Area Technical College - January tax settlement	21,563.07
24456	School District of Jefferson - January tax settlement	241,448.05
24457	Advanced Disposal - monthly trash & recycling pickup	3,364.35
24458	Aflac - 50% cancer insurance premium	178.75
24459	Capital One Bank - Federal/State law poster & postage for tax bills	24.48
24460	Charter Communications - monthly telephone; Park	49.85
24461	CIVIC Systems, LLC - 50% semi-annual support for accounting system	1,593.50
24462	Dalee Water Conditioning - monthly softener/cooler rental; Village Hall & Park	57.90
24463	Draper, David - tax refund	4,139.86
24464	Emergency Apparatus Maintenance - repair driver door lock; Engine 1	324.41
24465	Exxon/Mobil - gas/diesel; Village & Fire Dept	232.37
24466	Green, Robert - tax refund	43.14
24467	Humane Society of Jefferson - annual animal collection contract	1,774.08
24468	Natzke, Debrah - cleaning; Village Hall & Park	150.00
24469	Office Depot - office supplies; Village Hall & feather duster; Park	217.49
24470	Roberts, Stacie - park deposit refund	40.00
24471	Sullivan Sewer Utility - user fee; Village Hall, Fire Dept & Park	450.00
24472	WE Energies - monthly electric/gas; Village Hall, Fire Dept, Park & Recycling Center	877.73
10420171	EFTPS - monthly Federal payroll taxes withheld; December	2,108.77M
10420172	WI Dept of Revenue - monthly State payroll taxes withheld; December	329.44M
11920171	Employee Trust Funds - monthly health insurance; February	2,604.38M
11920172	WI Retirement System - monthly retirement transmittal; December	<u>1,026.80M</u>
	Village Disbursements	\$410,523.18

Payroll Disbursements

42631	Diane Penosky - 99.00hrs @ \$14.00/hr less deductions	1,110.46
42632	Brian Mattke - 30.00hrs @ \$16.00/hr less deductions	385.07
42633	Dean Thom - 1 emergency call @ \$50.00 less deductions	42.77
42634	Heather Rupnow - salary (1/1-15/2017) less deductions	1,025.32
42635	Dean Thom - salary (1/1-15/2017) less deductions	1,428.97
42636	Heather Rupnow - salary (1/16-31/2017) less deductions	1,025.32
42637	Dean Thom - salary (1/16-31/2017) less deductions	<u>1,428.97</u>
	Payroll Disbursements	\$6,446.88

**Total Village of Sullivan Disbursements****\$416,970.06**Sullivan Sewer Utility Disbursements

6793	George's Sales & Repair - repair hitch welder & torch	121.00
6794	Menards - small shelves for loft	74.97
6795	NAPA of Jefferson - hydraulic oil for plow	35.85
6796	Northern Lake Service - samples analysis	322.80
6797	Village of Sullivan - monthly salary transfer; December	3,795.07
6798	WE Energies - monthly electric; Treatment Plant, Cardinal Dr	1,482.83
6799	WE Energies - monthly gas; Treatment Plant, Palmyra St, Cardinal Dr	581.28
6800	Aflac - 50% cancer insurance premium	178.75
6801	Capital One Bank - postage for sewer bills	73.44

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6802	CenturyLink - monthly SCADA & FAX machine	313.20
6803	Charter Communications - monthly internet/telephone	135.19
6804	CIVIC Systems, LLC - 50% semi-annual support for accounting system	1,593.50
6805	Dalee Water Conditioning - monthly water softener rental	18.95
6806	Northern Lake Service, Inc - samples analysis	164.80
6807	Ruekert & Mielke - WWTF compliance & phosphorus approach	1,474.79
6808	United Laboratories - bacteria enzymes	357.00
6809	Village of Sullivan - reimburse 50% monthly retirement transmittal	513.40
6810	Village of Sullivan - reimburse 50% monthly health insurance	1,302.19
6811	WE Energies - monthly electric; Palmyra St	<u>181.99</u>

**Total Sewer Disbursements****\$12,721.00**

Motion by McHugh to adjourn the monthly Board meeting. Second by Montague. All were in favor. Motion carried. The meeting adjourned at 7:34pm.

Heather Rupnow  
 Clerk/Treasurer  
 Posted: 1/10/2017