

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, February 7, 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, Linda Horton, Dean Thom, Kathy Flood and Spencer Roberts.

The Minutes of the January 3, 2017 Board Meeting were approved.

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

President Kevin moved up Citizen Participation:

Sullivan Elementary School Principal Nick Skretta informed the Board that there will be a VIP Breakfast on February 20<sup>th</sup>. The school Music Program will take place March 1<sup>st</sup> at 6:30pm at the school. Culvers in Johnson Creek will be hosting Sullivan Elementary School for a fundraiser March 6<sup>th</sup> from 4-8pm.

Jefferson County Sheriff's Department was not present.

There were no questions or concerns regarding snow plowing.

Jefferson County Board, District 21 Representative, John Kannard had no report.

Motion by Kernodle to add cleaning once a month for the Fire Department on a 6-month trial basis. Second by Horton. All were in favor. Motion carried.

Chief Flood indicated they had two fires this week.

Dousman EMS District was not present. Report is in the Clerk's office.

Trustee McHugh, as representative for the EMS Commission, has received the amounts owed by municipalities for the Dousman EMS District Contract. The Village of Sullivan owes \$17,894.15.

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

Streets, Sidewalks, Sewer, Utilities & Recycling Committee (Kernodle, McHugh) had no report.

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:

Motion by Montague to approve Dean to go to three classes this year. Second by McHugh. All were in favor. Motion carried.

Motion by Montague to approve putting fluid in the tractor tires to add weight to the tractor. Work to be done by Bert's Tire for the amount of \$550.00. Second by McHugh. All were in favor. Motion carried.

The Board reviewed the Phosphorus Report from Ruckert & Mielke. Trustee McHugh would like to contact the State for more information. Further discussion will be postponed until the March meeting.

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

Chamber of Commerce has a few people interested in doing the Junk Parade.

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

There was no Unfinished Business.

New Business was addressed by the Board as follows:

There were no Operator License requests this month.

Trustee McHugh would like the Village to send out a Newsletter to residents once a year giving them updates on Village projects, issues and forthcoming.

The Spring Primary Election will be held February 21, 2017 at the Sullivan Veteran's Park.

Miscellaneous Business:

Linda Horton re-visited the subject of having the Village take over putting up and taking down the Christmas decorations, as brought up at last meeting. The Board indicated they were offering labor only to help; so the Chamber wouldn't need to struggle to find volunteers. The Chamber thought the Village would take over the whole process. To clarify, currently the Board is offering labor only. If the Chamber wants to discuss the Village taking over all of it, they will need to bring that to the Village's attention for discussion at a future meeting.

The following bills were presented, audited and ordered paid:

Village of Sullivan Disbursements

General Disbursements

24473	Jefferson County Treasurer - February tax settlement	58,839.26
24474	10-33 Vehicle Services - battery for Tender 2	55.70
24475	Advanced Disposal - trash and recycling pick-up	2,625.00
24476	Aflac - 50% monthly cancer & short term disability insurance premium	178.75
24477	Baker Tilly - audit	9,380.00
24478	Barnard, Jeffrey - tax refund	117.50
24479	Board of Commission of Public Lands - BAB bond payment	52,893.08
24480	Charter Communications - monthly internet/phone; Village & Fire Dept	320.52
24481	Crosby, Michael - tax refund	38.02
24482	Dalee Water - monthly softener/water cooler; Village & Park	74.04
24483	EMC Insurance - PP&L insurance; Village & Fire Dept	1,416.26
24484	Everbank Commercial Finance - monthly copier lease	223.14
24485	Impact - color copies	40.92
24486	J. Mael & Assoc - void	0.00
24487	Jefferson County Clerk - election software	347.50
24488	Jefferson County Hwy Dept - road salt & roadside mowing	3,265.00
24489	Jefferson County Land Info - updated map	2.50
24490	JT's Truck & Trailer - check batteries in Tender 2	87.55
24491	M&A Associates - batteries for Fire Dept	55.66
24492	MATC - February tax settlement	11,469.27
24493	Office Depot - office supplies	175.48
24494	School District of Jefferson - February tax settlement	128,424.81
24495	Sullivan Sewer Utility - credit card transfer	1,650.00
24496	WE Energies - monthly electric/gas; Village, Fire Dept, Park & Recycling Center	1,000.41
24497	WE Energies - monthly electric; street lights, park lights & holiday lights	1,447.67
24498	Transcendent Technologies - software contract for taxes & dog licenses	350.00
24499	Accurate Appraisal - assessing services; progress billing	2,800.00
24500	Capital One Bank - WMCA membership, sewer billing postage	89.28
24501	Charter Communications - monthly phone; Park	49.85
24502	Exxon/Mobil - gas/diesel; Village & Fire Dept	245.23

24503	Flood, Laura - photo batteries; Fire Dept	38.50
24504	Jefferson County Treasurer - monthly dog report; State & County shares	92.00
24505	Lawson Products - saw blades	147.62
24506	Spencer Roberts Plowing - snow plowing & salting; January	2,145.00
24507	Sullivan EMS District - EMS contract w/Dousman Fire District	17,894.15
24508	Sullivan Volunteer Fire Dept - fire run charges	2,000.00
20820171	EFTPS - monthly federal payroll taxes	2,145.13M
20820172	WI Dept of Revenue - monthly state payroll taxes	346.85M
21720171	Employee Trust Funds - monthly health insurance	2,604.38M
21720172	WI Retirement System - monthly retirement transmittal	<u>1,080.34M</u>
	Village Disbursements	\$306,156.37

Payroll Disbursements

42638	Diane Penosky - 98.75hrs @ \$15.00/hr less deductions	1,180.33
42639	Brian Mattke - 33.00hrs @ \$16.00/hr less deductions	421.08
42640	Heather Rupnow - salary (2/1-15/2017) less deductions	1,025.32
42641	Dean Thom - salary (2/1-15/2017) less deductions	1,428.97
42642	Heather Rupnow - salary (2/16-28/2017) less deductions	1,025.32
42643	Dean Thom - salary (2/16-28/2017) less deductions	<u>1,428.97</u>
	Payroll Disbursements	\$6,509.99

**Total Village of Sullivan Disbursements**

**\$312,666.36**

Sullivan Sewer Utility Disbursements

6812	Aflac - 50% monthly cancer & short term disability insurance premium	178.75
6813	Baker Tilly - audit	4,020.00
6814	Charter Communications - monthly internet/phone	135.19
6815	Dale Water - monthly softener rental	18.95
6816	Diggers Hotline - annual pre-payment	34.70
6817	EMC Insurance - PP&L insurance	750.94
6818	Menards - oil dry, hose for lab, & light bulb	65.91
6819	Northern Lake Service - samples	405.20
6820	Ruekert & Mielke - phosphorus compliance report	1,259.50
6821	USA Blue Book - RDO sensor cap replacement	125.88
6822	Village of Sullivan - monthly salary transfer	4,485.76
6823	Wastewater Training Solutions - schooling	160.00
6824	WE Energies - electric for Cardinal Dr, Treatment Plant & Palmyra St	1,913.41
6825	WE Energies - gas for Cardinal Dr, Treatment Plant & Palmyra St	720.45
6826	CenturyLink - monthly FAX/SCADA	313.45
6827	Northern Lake Service - samples analysis	82.40
6828	United Laboratories - lift enzymes	312.57
6829	Village of Sullivan - reimb 50% retirement transmittal	540.16
6830	Village of Sullivan - reimb 50% health insurance	<u>1,302.19</u>

**Total Sewer Disbursements**

**\$16,825.41**

Motion by McHugh to adjourn the monthly Board meeting. Second by Horton. All were in favor. Motion carried. The meeting adjourned at 7:50pm.

Heather Rupnow  
Clerk/Treasurer  
Posted: 2/09/2017