

VILLAGE OF SULLIVAN  
PO BOX 6  
SULLIVAN, WISCONSIN 53178  
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President Kevin called the Board Meeting to order at 7:00pm on Tuesday, March 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, Tim Horton, Tammy Kevin and Roberta Montague. Absent: Randy McHugh.

Others present: Mark Flood, Karen Schuett, Nick Skretta, Dave Hellekson, Mark Catton, John Kannard, Dean Thom, Kathy Flood and Brad Bowen.

The Minutes of the February 7, 2017 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.

There were no questions or concerns regarding snow plowing.

Jefferson County Board, District 21 Representative, John Kannard told the Board that Mark, with the Water Conservation Department, is willing to meet with the Village to discuss the phosphorus issue. The Board will have a special meeting Wednesday, March 29<sup>th</sup> at 6:30pm at the Village Hall.

Chief Mark Flood shared that a fire fighter from Ixonia had passed away and the funeral was last week. He was proud to report that all of Sullivan's fireman in attendance wore their new matching uniforms.

Dousman EMS District reported that they have successfully switched over to Western Lakes Fire District. With the switchover, there are now seven ambulances and more personnel to cover the stations.

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) 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:

No update on the phosphorus report.

President Kevin instructed Dean to get two additional quotes for the aerator bearings replacement, as well as for the grader blade to be used on the shoulders of the roads.

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

Chamber of Commerce:

The Easter Egg Hunt will be April 9<sup>th</sup> at the Park.

The Junk Parade appears to be moving forward.

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

Citizen Participation:

Nick Skretta, Principal of Sullivan Elementary School, provided the Board with an update as to what's to come at the school:

- \*March 17<sup>th</sup> the High School choir will be coming to perform a concert.
- \*March 28<sup>th</sup> at 6:30pm there is a program at the High School entitled "Stairway to Heroin". All are encouraged to attend. A copy of the program flyer is posted on the Village website.
- \*The schools have open enrollment right now.
- \*It was brought up that there shouldn't be any parking on either side of the streets by the school. The Clerk informed Principal Skretta that when there are events at the school, parents are more than welcome to park at Veteran's Park.

Dave Hellekson brought up that there is another sewer grate collapsing on Vista Del Parco. Dean is aware of this and will be fixing it.

There was no Unfinished Business.

New Business was addressed by the Board as follows:

Motion by Kernodle to approve Michelle Adkins' Operator License Application to work at Pourman's Pub & Grill. Second by Horton. All were in favor. Motion carried.

Motion by Montague to approve Heather Rupnow to attend the MTAW Conference April 27-28<sup>th</sup>. Second by Kernodle. All were in favor. Motion carried.

Trustee Montague had a few changes to the "Village of Sullivan Newsletter". The changes will be made and the newsletter will be sent out this month.

Motion by Montague to change the April Board Meeting to April 5<sup>th</sup> due to the Election. Second by Horton. All were in favor. Motion carried.

The Spring Election will be held April 4<sup>th</sup> at Sullivan Veteran's Park.

Open Book will be April 19<sup>th</sup> 12pm-2pm, and Board of Review will be May 11<sup>th</sup> 5pm-7pm.

There was no Miscellaneous Business.

The following bills were presented, audited and ordered paid:

Village of Sullivan Disbursements

General Disbursements

24509	Aflac - 50% monthly cancer & short term disability insurance premium	178.75
24510	Bert's Tire Service - plug & add weight to tractor tires	600.00
24511	Borbash, Leah- park deposit refund	40.00
24512	Buss, Barbara - park deposit refund	40.00
24513	Charter Communications - monthly internet/phone; Village Hall & Fire Dept	320.52
24514	Dalee Water Conditioning - monthly softener/cooler rental; Village Hall & Park	58.10
24515	EMC Insurance Companies - partial quarter prop insur premium; Village & Fire	1,486.83
24516	Everbank Commercial Finance - monthly copier rental	223.14
24517	Impact Acquisitions - toner shipping cost	19.50
24518	Jefferson County Hwy Dept - road salt	2,936.59
24519	Local Government Investment Pool (LGIP) - transfer unused budget to savings	9,656.12
24520	Madison Area Technical College - exam fee; John Puttre & Debbie Groh	160.00
24521	Menards - chain & hooks	85.83
24522	MTAW - membership dues; Heather & Diane/spring conference fee; Heather	230.00
24523	Natzke, Debrah - cleaning; Village Hall, Park & Fire Dept	240.00
24524	Rupnow, Heather - mileage reimbursement	62.60
24525	Sullivan Sewer Utility - credit card transfer to Sewer account; Feb	1,050.00
24526	WE Energies - monthly electric/gas; Village Hall, Fire Dept, Park & Recycling	807.10
24527	WE Energies - monthly electric; Park Lights & Street Lighting	1,201.91
24528	WI State Laboratory of Hygiene - water samples; Village Hall & Park	58.00
24529	Wisconsin Inspection Agency - monthly permit & inspection fees; Feb	402.30
24530	Accurate Appraisal - final billing	840.00

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24531	Advanced Disposal - monthly trash & recycling pickup	2,625.00
24532	Capital One Bank - postage, election supplies & food, Village key, DMV fees	254.85
24533	Charter Communications - monthly phone; Park	101.97
24534	Exxon/Mobil - gas/diesel; Village & Fire Dept	164.18
24535	Jefferson County Clerk - election supplies	10.00
24536	Jefferson County Treasurer - monthly dog report	44.00
24537	Ostopowicz, Paul & Tina - park deposit refund	40.00
30820171	EFTPS - monthly federal payroll taxes; Feb	2,178.16M
30820172	WI Dept of Revenue - monthly state payroll taxes; Feb	351.24M
31820171	Employee Trust Funds - monthly health insurance; April	2,604.38M
31820172	WI Retirement System - monthly retirement transmittal; Feb	<u>1,080.04M</u>
	Village Disbursements	\$30,151.11

Payroll Disbursements

42644	Diane Penosky - 83.00hrs @ \$15.00/hr less deductions	1,041.24
42645	Brian Mattke - 33.00hrs @ \$16.00/hr less deductions	421.08
42646	Dean Thom - 1 emergency call @ \$50.00/call	42.77
42647	Ronald Konkol - 6.00 hrs @ \$25.00/hr less deductions	138.52
42648	Karen Schuett - 13.75hrs @ \$10.00/hr election	137.50
42649	Lucille Schulfer - 12.75hrs @ \$10.00/hr election	127.50
42650	Virgene Lawson - 7.75hrs @ \$9.00/hr election	69.75
42651	Anne Smith - 6.00hrs @ \$9.00/hr election	54.00
42652	Heather Rupnow - salary (3/1-15/2017) less deductions	1,025.32
42653	Dean Thom - salary (3/1-15/2017) less deductions	1,428.97
42654	Heather Rupnow - salary (3/16-31/2017) less deductions	1,025.32
42655	Dean Thom - salary (3/16-31/2017) less deductions	<u>1,428.97</u>
	Payroll Disbursements	\$6,940.94

**Total Village of Sullivan Disbursements****\$37,092.05**Sullivan Sewer Utility Disbursements

6831	Aflac - 50% monthly cancer & short term disability insurance premium	178.75
6832	Dalee Water Conditioning - monthly water softener rental	18.95
6833	EMC Insurance Companies - partial quarter property insurance premium	788.35
6834	Northern Lake Service - samples analysis	322.80
6835	Ruekert & Mielke - phosphorus compliance report	2,308.75
6836	Thom, Dean - conference mileage & meal allowance	169.64
3837	Village of Sullivan - monthly salary transfer; Feb	4,818.15
6838	WE Energies - monthly electric; Treatment Plant & Cardinal Lift Station	1,532.68
6839	WE Energies - monthly gas; Treatment Plant, Cardinal Lift & Palmyra Lift	516.89
6840	Capital One Bank - conference hotel stay; Dean	186.28
6841	CenturyLink - monthly SCADA & FAX machine	315.32
6842	Charter Communications - monthly internet/phone	137.30
6843	Menards - propane torch supplies	43.79
6844	Northern Lake Service - samples analysis	82.40
6845	Village of Sullivan - reimb 50% retirement transmittal	540.02
6846	Village of Sullivan - reimb 50% health insurance	1,302.19

6847	WE Energies - monthly electric; Palmyra Lift	134.02
6848	WI DNR Operation Certification - Advanced test; Dean/Basic & Advanced test; Brian	<u>125.00</u>
	<b>Total Sewer Disbursements</b>	<b>\$13,521.28</b>

Motion by Montague to adjourn the monthly Board meeting. Second by Kernodle. All were in favor. Motion carried. The meeting adjourned at 7:36pm.

Heather Rupnow  
Clerk/Treasurer  
Posted: 3/14/2017