

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

President Kevin called the Board Meeting to order at 7:00pm on Wednesday, April 5, 2017 at the Sullivan Village Hall, 500 Madison Avenue. The meeting is being held in compliance with Wisconsin Open Meetings Law. Board members present: Randy McHugh, Tim Horton, Tammy Kevin and Roberta Montague. Absent: Gary Kernodle.

Others present: Mark Flood, Karen Schuett, Nick Skretta, John Lawson, Diane Penosky, John Kannard, Dean Thom, Greg Runde and Steve Dinkel.

The Minutes of the March 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 the County is re-doing their Strategic Plan.

Chief Mark Flood shared that the Fire Department was honored with the Friends of Jefferson Schools Award by Sullivan Elementary. The Chief also wanted to clarify information on the cisterns in the Village. There are eight cisterns total. The biggest is located under the Village Hall; holding 40,000 gallons of water. There are five cisterns in the "old" part of the Village, and two in the "new" (subdivision) area. When there is a fire in the Village, a truck is either stationed at a cistern in case it is needed - or the cistern has been used. Some history of use:

1997: 145-147 Main Street building started on fire. The cistern under the Village Hall was used.

1999: The lumber yard on Front Street caught fire. Three cisterns were drained, and trucks were set up at Golden Lake.

2009: 516 Madison Avenue fire. A truck was set up at the cistern on Bakertown Road, but was not needed.

2011: 104 Mallard Court fire. A truck was set up at the North Street cistern, but was not needed.

Chief Flood advised he has insurance companies call to see how close a hydrant is to a specific property. It is explained that we do not have hydrants, but we do have cisterns around the Village. This helps keep fire insurance costs down. This is something that the Village supplies for the safety of the residents and needs to be maintained. If there are any questions regarding Fire Protection, call the fire house at 262-593-2200.

Western Lakes Fire District had no report.

Trustee McHugh, as representative for the EMS Commission, stated that Dousman EMS District was paid in full for the contract. Also, the EMS Commission received an installment payment from the Hein settlement.

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

Streets, Sidewalks, Sewer, Utilities & Recycling Committee (Kernodle, McHugh) Dean Thom reported he is getting prices on ditch cleaning.

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:

The Easter Egg Hunt will be April 9th at the Park.

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 of activity at the school:

- He thanked the Fire Department for doing the Fire Awareness demonstration at Sullivan Elementary.
- There was a good turnout for the “Stairway to Heroin” event at the High School.
- Friday, April 7th at 1:45pm is the 4th Grade inventions display.
- Friday, April 7th at 5:30pm is the School Carnival.

- Reading teacher, Sara Schnuelle, received the Kohl Fellowship Award. There are only 100 given out in the State. Along with the award, the school will receive a grant.

Steve Dinkel, Principal of Jefferson High School, inquired as to whether the Board knew of any potential service projects that needed completion in the Village. He supplied a form to enable scheduling of these projects to be completed by students as community service.

There was no Unfinished Business.

New Business was addressed by the Board as follows:

Motion by McHugh to approve Heather Sanborn-Kasmarek's Operator License Application to work at Pourman's Pub & Grill. Second by Montague. All were in favor. Motion carried.

Motion by McHugh to approve Allyssa Findorf's Operator License Application to work at Pourman's Pub & Grill. Second by Horton. All were in favor. Motion carried.

Motion by Montague to deny Jessica Friedlander's Operator License Application due to offenses on record. She will be sent a letter to appear at the next Board meeting with her employer from Gaugert's Mobil. Second by Horton. All were in favor. Motion carried.

Motion by McHugh to approve Dean Thom to build a secure storage unit at the Village Park for the election machines. Second by Montague. All were in favor. Motion carried.

Motion by McHugh to have the Organizational Meeting May 2, 2017 at 6:45pm. Second by Horton. All were in favor. Motion carried.

Election results were read for Village of Sullivan offices:

President:	Tammy Kevin...100 votes
	James Brandenburg...33
Trustee:	Roberta Montague...86
	Gary Kernodle...82

Motion by Montague to approve the Municipal Clerks Week Proclamation by Governor Walker for May 7 through May 13, 2017. Second by Horton. All were in favor. Motion carried.

The DNR sent a letter and materials to the Village informing them of the sale of DNR property to the north of the Recycling Center. The Board is not interested in purchasing that property.

Motion by McHugh to approve updated **Ordinance 2-6-1. Lake Country Municipal Court.** Second by Horton. All were in favor. Motion carried.

There was no Miscellaneous Business.

The following bills were presented, audited and ordered paid:

Village of Sullivan Disbursements

General Disbursements

24538	Aflac - 50% monthly cancer insurance premium	178.75
24539	Associated Trust Company - debt service; principle & interest	45,745.00
24540	Beine, Karen - park deposit refund	40.00
24541	Charter Communications - monthly internet/phone; Village Hall, Fire Dept	279.12
24542	EMC Insurance Companies - partial quarterly insurance premium; Village, Fire Dept	962.08
24543	Everbank Commercial Finance - monthly copier rental	347.50
24544	Fire Inspection Services Inc - fire inspections	1,340.00
24545	General Communications Inc - pager repair	35.00
24546	Harvey, Attorney Alan J - Lake Country Court ordinance	389.50
24547	Impact Acquisitions LLC - staples + shipping	81.50
24548	M&A Associates - fuel; Fire Dept	98.66
24849	NAPA of Jefferson - oil filters	7.22
24550	Puttre, John - books; Fire Dept	59.95
24551	Soniclear - annual software support	295.00
24552	Spencer Roberts Plowing - snow plowing & salting	455.00
24553	Sullivan Post Office - annual PO Box rental fee	70.00
24554	Sullivan Sewer Utility - monthly CC transfer & sewer user fee; Village, Fire, Park	765.00
24555	WS Darley & Co - coats, pants + freight; Fire Dept	49.38
24556	WE Energies - monthly electric/gas; Village Hall, Fire Dept, Park, Recycling	732.64
24557	WE Energies - monthly electric; Park lights, street lighting	1,194.26
24558	Advanced Disposal - monthly trash/recycling pickup	2,625.00
24559	Capital One Bank - postage	199.36
24560	Charter Communications - monthly phone; Park	52.12
24561	Dalee Water Conditioning - monthly softener/cooler rental; Village Hall, Park	65.05
24562	Exxon/Mobil - gas/diesel; Village Hall, Fire Dept	197.16
24563	Horton, Tim - special board meeting	20.00
24564	Jefferson County Land Info - Village map	12.50
24565	Jefferson County Treasurer - plat books	64.00

24566	Kernodle, Gary - special board meeting	20.00
24567	Kevin, Tammy - special board meeting	20.00
24568	McHugh, Randy - special board meeting	20.00
24569	Menards - plunger & caddy	19.94
24570	Montague, Roberta - special board meeting	20.00
24571	Natzke, Debrah - cleaning; Village Hall, Park, Fire Dept	225.00
24572	Office Depot - office supplies	89.59
24573	Sullivan Sewer Utility - Jan/Feb tax settlement; delinquent utilities	13,417.81
24574	Village of Sullivan - postage	38.94
40620171	EFTPS - monthly Federal payroll taxes; March	2,110.19M
40620172	WI Dept of Revenue - monthly State payroll taxes; March	334.59M
41920171	Employee Trust Funds - monthly health insurance; May	2,604.38M
41920172	WI Retirement System - monthly retirement transmittal; March	<u>1,086.84M</u>
	Village Disbursements	\$76,368.03

Payroll Disbursements

42667	Diane Penosky - 100.00hrs @ \$15.00/hr less deductions	1,194.08
42668	Brian Mattke - 44.00hrs @ \$16.00/hr less deductions	548.66
42669	Karen Schuett - 15.00hrs @ \$10.00/hr election	150.00
42670	Virgene Lawson - 13.75hrs @ \$9.00/hr election	123.75
42671	Anne Smith - 6.00hrs @ \$9.00/hr election	54.00
42672	Linda Horton - 14.00hrs @ \$9.00hr election	126.00
42673	Tammy Kevin - 6 month salary less deductions	1,616.12
42674	Roberta Montague - 6 month salary less deductions	1,144.37
42675	Randolph McHugh - 6 month salary les deductions	1,154.37
42676	Gary Kernodle - 6 month salary less deductions	1,154.37
42677	Timothy Horton - 6 month salary les deductions	692.62
42678	Heather Rupnow - salary (4/1-15/2017) less deductions	1,025.32
42679	Dean Thom - salary (4/1-15/2017) less deductions	1,428.97
42680	Heather Rupnow - salary (4/16-30/2017) less deductions	1,025.32
42681	Dean Thom - salary (4/16-30/2017) less deductions	<u>1,428.97</u>
	Payroll Disbursements	\$12,866.92

Total Village of Sullivan Disbursements

\$89,234.95

Sullivan Sewer Utility Disbursements

6849	Aflac - 50% monthly cancer insurance	178.75
6850	EMC Insurance Companies - partial quarterly insurance premium	510.12
6851	Menards - sludge drybed pipe connector	20.06
6852	Northern Lake Service - samples analysis	322.80
6853	United Laboratories - line miner; root killer for sewer lines	444.60
6854	Village of Sullivan - March salary transfer	4,718.76
6855	WE Energies - monthly electric; Cardinal Dr lift station	234.38
6856	WE Energies - monthly gas; Cardinal Dr, Palmyra St, Treatment Plant	521.39
6857	Capital One Bank - postage for sewer bills	71.40
6858	CenturyLink - monthly SCADA/FAX machine	313.88
6859	Charter Communications - monthly internet/phone	137.44

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		April 5, 2017
6860	Dalee Water Conditioning - monthly water softener rental	18.95
6861	Lake Country Heating & Cooling - replace T/P gauge on boiler	291.00
6862	Menards - gloves, bleach, shower cleaner	42.28
6863	Northern Lake Service - sample analysis	82.40
6864	Village of Sullivan - 50% monthly retirement transmittal	543.42
6865	Village of Sullivan - 50% monthly health insurance	1,302.19
6866	Wastewater Training Solutions - Advanced Wastewater 2-day class; Dean	160.00
6867	WE Energies - monthly electric; Palmyra St	<u>131.89</u>
	Total Sewer Disbursements	\$10,045.71

Motion by McHugh to adjourn the monthly Board meeting. Second by Horton. All were in favor. Motion carried. The meeting adjourned at 7:42pm.

Heather Rupnow
 Clerk/Treasurer
 Posted: 4/12/2017