

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, May 2, 2017 at the Sullivan Village Hall, 500 Madison Avenue. The meeting was held in compliance with Wisconsin Open Meetings Law. Board members present: Randy McHugh, Tim Horton, Tammy Kevin, Roberta Montague and Gary Kernodle.

Others present: Mark Flood, Karen Schuett, Nick Skretta, Dean Thom, Greg Runde, Mark Catton, Dave Hellekson, Bill Gaugert, Brad Bowen, Kathy Flood, Jessica Friedlander and Mark Rollefson.

The Minutes of the April 5, 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 was not present.

Chief Mark Flood announced two students graduated from Fire 1 training. Sullivan Fire Department gained one new volunteer. The Department responded to two large fires this past week. Also, on Thursday, May 4<sup>th</sup> the Fire Department, Village Hall staff and the Sullivan School is getting together to talk about an emergency plan for where the children should go in case of an evacuation of the school.

Western Lakes Fire District report is in the office.

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) McHugh noted that he gave a resident in the subdivision permission, during this wet season, to drain his sump pump into the storm drain. It drains into the pond in the subdivision and does not go into the sewer system.

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 Kernodle to approve the Jefferson County Highway Shop to grade the shoulder on Highway F not to exceed \$1,000.00. Second by McHugh. All in favor. Motion carried.

Ditch cleaning will be postponed until the June meeting because we are waiting on one quote.

Dean advised the repairs to the aerator at the Sewer Plant were finished this week.

Trustee Kernodle directed Dean to bring dirt up to the Village Hall to fill in the hole where the tree was removed, and re-seed it. He should also spray for dandelions.

President Kevin asked Dean when he was going to start working on the street sweeping. He said within the next two weeks.

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

Chamber of Commerce:

The Easter Egg Hunt was a success. Over 100 children participated.

The Chamber will not be part of the Junk Parade this year. The Fire Department is meeting with the new committee Wednesday, May 3<sup>rd</sup> to talk about road control for the Parade.

Sullivan Citizen Watch Program advised you can now report suspicious behavior online at [www.wifusion.org](http://www.wifusion.org) on the Wisconsin Statewide Intelligence Center website.

Citizen Participation:

Mark Rollefson, Jefferson School Superintendant, stated that he would like a volunteer from the Village Board to help with the schools' Strategic Planning June 15, 8am-3pm and maybe June 16, 8am-12pm. President Kevin volunteered to help.

Nick Skretta, Principal of Sullivan Elementary School, provided the Board with an update of activity at the school:

- Summer school registration is now open.
- There will be more security measures taken when coming to the school during school hours.
- The grant that the school was receiving from the Kohl Fellowship Award was doubled.
- Playground equipment was broken at the school over the weekend.
- May 16<sup>th</sup> is the Band Concert at Jefferson High School.
- May 17<sup>th</sup> is Community Service night at West Elementary.

President Kevin informed everyone that the dental office where she works is holding a free clinic May 19, 7am-3pm at Delafield Dental. Treatment will be given on a first come, first served basis.

There was no Unfinished Business.

New Business was addressed by the Board as follows:

Motion by McHugh to approve Shannon Wolter's Operator's License to work at Pourman's Pub & Grill, and Jessica Friedlander's Operator's License to work at Gaugert's Automotive. Second by Montague. All were in favor. Motion carried.

Motion by McHugh to approve the 2017 Petition for Jefferson County Highway Aid. Second by Montague. All were in favor. Motion carried.

Board of Review will be May 11, 2017 from 5pm-7pm.

Motion by Horton to approve updated **Ordinance 2-6-1. Lake Country Municipal Court.** Second by McHugh. 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

24575	Accurate Graphics - 2 receipt books	151.69
24576	Bendlin Fire Equipment - SCBA repairs	210.50
24577	Bond Trust Services Corp - prep & filing of IRS Form 8039-CP	150.00
24578	Charter Communications - monthly internet/phone/voice mail; Village Hall & Fire	329.35
24579	EMC Insurance - partial quarterly insurance premium; Village Hall & Fire Dept	1,416.24
24580	Everbank Commercial Finance - monthly copier rental	256.62
24581	Harvey, Attorney Alan - ordinance update	149.80

24582	Midstates Trailer Distributing - D-ring bolt	12.00
24583	Schaefer Soft Water - water softener salt; Fire Dept	6.91
24584	Sullivan Sewer Utility - monthly credit card transfer to sewer account	1,515.00
24585	Unke, Jackie - park deposit refund	40.00
24586	Village of Pewaukee - 2017 Spring MTAW room charge	123.00
24587	WE Energies - monthly electric; Park lights, Street lighting	1,188.07
24588	Wisconsin Inspection Agency - monthly permit & inspection fees	72.00
24589	Woodard, Adam - park deposit refund	40.00
24590	Accurate Appraisal - final billing	840.00
24591	Advanced Disposal - monthly trash & recycling pickup	2,625.00
24592	AFLAC - 50% monthly cancer insurance	178.75
24593	Bendlin Fire Equipment - compressor repairs, hand tools, portable tank patch kit	623.88
24594	Capital One Bank - election supplies	32.23
24595	Charter Communications - monthly phone; Park	52.12
24596	Daily Jefferson Union - Board of Review notice	265.50
24597	Dalee Water Conditioning - monthly softener/cooler rental; Village Hall, Park	65.05
24598	Exxon/Mobil - gas/diesel; Village, Fire Dept	391.27
24599	Faretta, Cody - park deposit refund	40.00
24600	Jefferson County Hwy Dept - petition for county highway aid	2,000.00
24601	Jefferson County Clerk - April election costs	255.20
24602	Jefferson County Hwy Dept - road salt	1,322.50
24603	Jefferson County Treasurer - monthly dog report	99.00
24604	John Deere Financial - tune-up kit, lawn mower blades	162.74
24605	Kevin, Tammy - Board of Review	50.00
24606	Lawson Products - grease fitting kit	153.08
24607	Lawson, John - Board of Review	50.00
24608	Menards - dirt, mulch, plywood	75.07
24609	Montague, Roberta - Board of Review	50.00
24610	Natzke, Debrah - cleaning; Village Hall, Park, Fire Dept	225.00
24611	Phillips, Susan - Board of Review	50.00
24612	Spencer Roberts Plowing - snow plowing; March	650.00
24613	WE Energies - monthly electric/gas; Village Hall, Fire Dept, Park, Recycling	476.78
50320171	EFTPS - monthly federal payroll taxes	3,193.47M
50320172	WI Dept of Revenue - monthly state payroll taxes	358.56M
51720171	Employee Trust Funds - monthly health insurance	2,604.38M
51720172	WI Retirement System - monthly retirement transmittal	<u>1,104.00M</u>

Village Disbursements \$23,654.76

Payroll Disbursements

42682	Diane Penosky - 87.75hrs @ \$15.00/hr less deductions	1,094.92
42683	Brian Mattke - 39.00hrs @ \$16.00/hr less deductions	490.67
42684	Dean Thom - 1 Alarm Call @ \$50.00 per call less deductions	42.77
42685	Ronald Konkol - 6.00hrs @ \$25.00/hr election	138.52
42686	Heather Rupnow - salary (5/1-15/2017) less deductions	1,025.32
42687	Dean Thom - salary (5/1-15/2017) less deductions	1,428.97
42688	VOID	0.00

		2190
		May 2, 2017
42989	Heather Rupnow - salary (5/16-31/2017) less deductions	1,025.32
42990	Dean Thom - salary (5/16-31/2017) less deductions	<u>1,428.97</u>
	Payroll Disbursements	\$6,675.46

**Total Village of Sullivan Disbursements** **\$30,330.22**

Sullivan Sewer Utility Disbursements

6868	EMC Insurance - partial quarterly insurance premium	750.93
6869	Menards - sump pump check valve	39.70
6870	Northern Lake Service - samples analysis	129.20
6871	United Laboratories - void	0.00
6872	Village of Sullivan - monthly salary transfer	4,869.31
6873	WE Energies - monthly electric; Treatment Plant	1,317.98
6874	WE Energies - monthly gas; Treatment Plant, Palmyra St Lift	386.47
6875	USA Blue Book - calibration	17.88
6876	AFLAC - 50% monthly cancer insurance	178.75
6877	Capital One Bank - hotel stay for conference; Dean	321.17
6878	CenturyLink - monthly SCADA/FAX machine	303.73
6879	Charter Communications - monthly internet/phone	137.44
6880	Dalee Water Conditioning - monthly water softener rental	18.95
6881	Northern Lake Service - samples analysis	276.00
6882	Synergy Service - calibration checks	350.00
6883	Thom, Dean - conference meal allowance	28.33
6884	United Laboratories - grease bugs; bacteria w/enzymes	357.00
6885	Village of Sullivan - reimb 50% monthly retirement transmittal	552.00
6886	Village of Sullivan - reimb 50% monthly health insurance	1,302.19
6887	WE Energies - monthly electric; Cardinal Dr & Palmyra St Lifts, Treatment Plant	1,380.31
6888	WE Energies - monthly gas; Cardinal Dr Lift	<u>10.49</u>
	<b>Total Sewer Disbursements</b>	<b>\$12,727.83</b>

Motion by McHugh to adjourn the monthly Board meeting. Second by Horton. All were in favor. Motion carried. The meeting adjourned at 8:07pm.

Heather Rupnow  
Clerk/Treasurer  
Posted: 5/04/2017