

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 4th 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 3rd to talk about road control for the Parade.

Sullivan Citizen Watch Program advised you can now report suspicious behavior online at 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 16th is the Band Concert at Jefferson High School.
- May 17th 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 |

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|----------|----------------------------------------------------------------------------------|------------------|
| 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 |

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|-------|--------------------------------------------------------|-----------------|
| | | 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> |
| | Total Sewer Disbursements | \$12,727.83 |

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