

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, June 6, 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 and Gary Kernodle. Roberta Montague was absent.

Others present: Mark Flood, Karen Schuett, Nick Skretta, Dean Thom, Greg Runde, Mark Catton, Dave Hellekson, Brad Bowen, Kathy Flood, John Ridgeman, John Lawson, Diane Penosky, Pearl Mary Goetsch and John Kannard.

The Minutes of the May 2, 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.

Jefferson County Board, District 21 Representative, John Kannard had no report. President Kevin asked John to look into whether the County would be opposed to the Village painting the railings along the wall on Highway 18.

Village of Sullivan Volunteer Fire Department Chief Mark Flood announced they had a new member join. He also reported that the Fire Department officers, Village Clerk and Deputy Clerk met with Sullivan Elementary School leaders to create an emergency evacuation plan at the school. The Fire Department is working on putting that plan together.

Western Lakes District report is in the Village office. John Ridgeman asked Chief Bowen why the Sullivan-stationed ambulance was at the Oconomowoc Open House on May 13<sup>th</sup>. An accident that occurred on that date received a slow response time due to the ambulance not being at the station. The Chief said he would look into it.

Trustee McHugh, as representative for the EMS Commission, had no report.

Parks, Buildings, Grounds & Safety Committee (Horton, Kernodle):

Dean Thom reported that the sand digger at the Park is broken and questioned whether the Board would like to replace it. The Board requested office personnel to price a replacement.

Streets, Sidewalks, Sewer, Utilities & Recycling Committee (Kernodle, McHugh):

Trustee McHugh advised that the Village Attorney needs to be contacted to obtain a more generic citation form that the Village can hand out for parking citations. There are people wrongly parking in the Fire Department parking lot. The Clerk will contact the Attorney.

Trustee McHugh asked Dean when the curbs were going to be sprayed for weeds. Dean indicated by the end of the week.

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 McHugh to approve Resolution #06062017A for the CMAR Report to be filed. Second by Horton. All were in favor. Motion carried.

Motion by McHugh to approve Statz Contracting, LLC to complete the ditch cleaning in the subdivision for the amount of \$3,800. Second by Kernodle. All were in favor. Motion carried.

Motion by Kernodle to approve Dean Thom to attend the seminar at Turner Hall June 8, 2017. Second by Horton. All were in favor. Motion carried.

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

Chamber of Commerce:

The area-wide Rummage will be June 10<sup>th</sup>.

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

## Citizen Participation:

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

- The Jefferson School District is not endorsing the books that someone is trying to sell around the County.
- A tree came down on the school during the recent stormy weather. It resulted in school being canceled for one day. Repairs were made and school reopened the following day.
- The High School Service Day kids did a great job at the Park and on the ball field.
- Sunday, September 17 is the 60<sup>th</sup> Anniversary of the Elementary School.

There was no Unfinished Business.

New Business was addressed by the Board as follows:

Motion by McHugh to approve and grant the following July 1, 2017-June 30, 2018 Liquor License applications as presented: Class "A" Combination Liquor License (renewals): Gaugert Automotive Inc, 141 Main Street, William G. Gaugert-Agent; Ulbing's Grocery Inc, 701 Palmyra Street, Norma J. Ulbing-Agent. Class "B" Combination Liquor License (renewals): Sullivan Saloon LLC, 165 Main Street, Robert A. Buczek-Agent, Janie's Pub & Grill LLC, 151 Main Street, Edward Meunier-Agent, Pourman's Pub & Grill Inc, 150 Main Street, Kim Doubek-Agent. Second by Kernodle. All were in favor. Motion carried.

Motion by Kernodle to approve the following July 1, 2017-June 30, 2018 renewal and new Operator's License Applications as presented: Janie's Pub and Grill - Kelli Laurin, Nicholas Lindemann, Correll Jablonski and Destiny Wegner. Second by McHugh. All were in favor. Motion carried.

Motion by Kernodle to approve Pourman's Pub and Grill Operator's Licenses - Matthew Stuetzgen, Sara Katzenberger, Julie Grant, Heather Kasmarek, Jordan Robbins, Michelle Adkins and Kimberly Ratz. Leave out Annie Krenn's application. Second by McHugh. All were in favor. Motion carried.

Motion by McHugh to approve Sullivan Saloon Operator's Licenses - Lynette Hartl, Edis Buczek, Rebecca Kuehn, Melissa Peterson, Tim Hackbarth, Nicole Jacobson, Nicole Gnabasik, Tammy Ott and Jenny Rose. Second by Horton. All were in favor. Motion carried.

Motion by Horton to approve Gaugert's Auto Operator's Licenses - Leslie Bronstad, Tyler Buss, Kari Campbell, Jessica Friedlander, William Gaugert, Teresa Lohman, Karissa Mengel and Melinda Snyder. Second by McHugh. All were in favor. Motion carried.

Motion by Horton to approve Ulbing Grocery's Operator's License for Bradley Ulbing. Second by Kernodle. All were in favor. Motion carried.

The July Board Meeting will be moved to Wednesday, July 5, 2017 at 7pm. Motion by McHugh. 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

24614	AFLAC - 50% monthly cancer insurance	178.75
24615	Associated Trust Company - fees related street bonds	475.00
24616	Buss, Tyler - park deposit refund	40.00
24617	Charter Communications - monthly phone/internet; Village , Fire Dept	329.35
24618	Dalee Water Conditioning - monthly softener/cooler rental; Village Hall, Park	85.90
24619	EMC Insurance Companies - monthly insurance premium; Village, Fire Dept	1,416.27
24620	Ericksen, Brad - park deposit refund	40.00
24621	Everbank Commercial Finance - monthly copier rental	256.62
24622	National Hose Testing - annual fire hose testing	2,308.40
24623	Natzke, Debrah - cleaning; Village Hall, Park, Fire Dept	225.00
24624	Rupnow, Heather - mileage reimbursement	60.14
24625	Sullivan Sewer Utility - monthly credit card transfer to sewer account	2,730.00
24626	WE Energies - monthly electric/gas; Village Hall, Fire Dept, Park, Recycling	413.94
24627	WE Energies - monthly electric; Park lights, Street lighting	1,175.81
24628	Wetherell, Joseph - park deposit refund	40.00
24629	Wisconsin Inspection Agency - monthly permit & inspection fees	301.50
24630	Advanced Disposal - monthly trash & recycling pickup	2,625.00
24631	Capital One Bank - Board of Review meal, postage, ash removal, flowers	405.14
24632	Charter Communications - monthly phone; Park	52.12
24633	Daily Jefferson Union - liquor license renewal publication	247.80
24634	Exxon/Mobil - gas/diesel; Village Hall, Fire Dept	311.65
24635	John Deere Financial - oil mix	24.60
24636	JT's Truck & Trailer LLC - repair red dump truck	391.95
24637	Local Gov't Invest Pool (LGIP) - transfers; Municipal Bldg \$11,050. & Park \$3,200.	14,250.00
24638	Menards - lawn seed, mulch, batteries, pipe materials	77.15
24639	Stiemke, Jody - park deposit refund	40.00
24640	WI DNR - wood burning fee	165.00
60620171	EFTPS - monthly federal payroll taxes	2,154.30M
60620172	WI Dept of Revenue - monthly state payroll taxes	340.72M

		2194
		June 6, 2017
61620171	Employee Trust Funds - monthly health insurance	2,604.38M
61620172	WI Retirement System - monthly retirement transmittal	<u>1,099.92M</u>
	Village Disbursements	\$34,866.41

Payroll Disbursements

42691	Diane Penosky - 92.75hrs @ \$15.00/hr less deductions	1,114.32
42692	Brian Mattke - 45.00hrs @ \$16.00/hr less deductions	560.28
42693	Dean Thom - 2 alarm calls @ \$50.00 per call less deductions	85.55
42694	Heather Rupnow - salary (6/1-15/2017) less deductions	1,025.32
42695	Dean Thom - salary (6/1-15/2017) less deductions	1,428.97
42696	Heather Rupnow - salary (6/16-30/2017) less deductions	1,025.32
42697	Dean Thom - salary (6/16-30/2017) less deductions	<u>1,428.97</u>
	Payroll Disbursements	\$6,668.73

**Total Village of Sullivan Disbursements**

**\$41,535.14**

Sullivan Sewer Utility Disbursements

6889	AFLAC - 50% monthly cancer insurance	178.75
6890	Crane Engineering Sales - aerator bearing replacement	5,906.92
6891	Dalee Water Conditioning - monthly water softener rental	18.95
6892	EMC Insurance Companies - monthly insurance premium	750.93
6893	Northern Lake Service - samples analysis	322.80
6894	Rock River Laboratory - soil samples	32.00
6895	Village of Sullivan - monthly salary transfer	4,355.75
6896	WE Energies - monthly electric; Treatment Plant, Cardinal Dr	1,287.45
6897	WE Energies - monthly gas; Treatment Plant, Cardinal Dr Lift, Palmyra St Lift	283.17
6898	WVOA - 2-yr membership fee	50.00
6899	WVOA SE Region - region meeting - VOID	0.00
6900	CenturyLink - monthly SCADA/FAX machine	276.07
6901	Charter Communications - monthly internet/phone	137.44
6902	Diggers Hotline - 2 <sup>nd</sup> 50% prepayment	51.20
6903	Northern Lake Service - samples analysis	164.80
6904	United Laboratories - sewer blocks for manholes	319.60
6905	Village of Sullivan - reimb 50% monthly health insurance	549.96
6906	Village of Sullivan - reimb 50% monthly retirement transmittal	1,302.19
6907	WE Energies - monthly electric/gas; Palmyra St	114.98
6908	WI DNR - environmental fees	<u>1,311.38</u>

**Total Sewer Disbursements**

**\$17,414.34**

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: 6/15/2017