

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, November 7, 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, Tammy Kevin, Roberta Montague, Gary Kernodle and Tim Horton.

Others present: Mark Flood, Mark Catton, Dave Hellekson, Pearl Mary Goetsch, Kathy Flood, Diane Penosky, Nick Skretta, Jon Brand, Charles Couden, Brad Bowen, John Ridgeman, Linda Horton, Bob Buczek, Micky Eder, Elka Eder, Anne Smith and John Kannard.

The Minutes of the October 3, 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 reported the County has finished their Budget and it will be voted upon on November 16. He also advised there is a salt shed and satellite shop being built on Hwy F and I-94.

Following are the Minutes from the recent Plan Commission Meeting:

Chairperson Tammy Kevin called the Plan Commission and Public Hearing meetings to order at 6:30pm on Wednesday, October 25, 2017 at the Sullivan Village Hall, 500 Madison Avenue. The Plan Commission Meeting is being held in compliance with Wisconsin Open Meetings Law. Plan Commission members present: Dale Horton, Tammy Kevin, Nancy Wilkowski, John Lawson, Susan Phillips, Kathy Biel and Terrisa Laurin.

Others present: Linda Horton, Mr. and Mrs. Micky Eder, Robert Buczek and Doug Laurin.

Micky Eder of 165 Main Street is requesting approval for his Business Plan of Operations as a tavern/restaurant. Micky explained he will keep the tavern/restaurant running the same as the previous owner, and the name will remain the same as well.

Motion by Biel to approve the Business Plan of Operations for the tavern/restaurant.  
Second by Laurin. All were in favor. Motion carried.

Motion by Laurin to approve Amendment Ordinance **Title 10, Chapter 4: All-Terrain and Utility-Terrain Vehicles** with the following changes:

- Sunday-Thursday and Friday-Saturday
- There will be a yearly review.
- There will be a posting on the Village Website: "If problems arise, please contact the Village."

Second by Biel. Nancy-yes, Tammy-yes, John-no, Susan-yes, Kathy-yes, Terrisa-yes and Dale-yes. Motion carried.

Motion by Biel to adjourn the Plan Commission Meeting. Second by Laurin. All were in favor. Motion carried. The meeting adjourned at 7:07pm.

Motion by McHugh to approve Micky Eder's Business Plan of Operations to operate a tavern/restaurant at 165 Main Street. Second by Kernodle. All were in favor. Motion carried.

Motion by Montague to repeal the original ATV/UTV Ordinance and approve the amended **ATV/UTV Ordinance Title 10, Chapter 4**. Second by Kernodle. All were in favor. Motion carried.

President Kevin moved up agenda item "New Liquor License". Motion by Kernodle to approve Micky Eder's new liquor license application. Second by Horton. All were in favor. Motion carried.

Motion by Montague to approve the 2018 Town of Concord Fire Contract. Second by Horton. All were in favor. Motion carried.

Motion by Kernodle to approve the 2018 Town of Sullivan Fire Contract. Second by Montague. All were in favor. Motion carried.

Chief Flood informed the Board that he was able to get more SCBA bottles at a discounted price. He also reported that the Fire Department did not receive their FEMA Grant.

Motion by Montague to approve the Western Lakes Fire District EMS Contract. Second by McHugh. Roll Call: Randy-aye, Tim-aye, Tammy-aye, Gary-aye and Roberta-aye. Motion carried.

Motion by Kernodle to approve the Ambulance Loan Schedule with Premier Bank. Second by Horton. Roll Call: Randy-aye, Tim-aye, Gary-aye, Tammy-aye and Roberta-aye. Motion carried.

Chief Bowen reported Western Lakes Fire District personnel were out and about in different communities for Trick-or-Treat. Bowen also thanked community members for attending and supporting their pancake breakfast.

John Ridgeman wants to be certain that there will always be two people staffed at the Sullivan location of EMS. If there is training going on, he suggested there be more than one session to allow the station to be staffed.

Trustee McHugh, as representative for the EMS Commission, advised he will be meeting with the Towns of Concord and Sullivan to talk about possibly disbanding the Commission.

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

Motion by Montague to approve Flood's Remodeling to replace the two bathroom doors at the Park building for \$4,215.00. Second by McHugh. All were in favor. Motion carried.

Motion by Kernodle to approve one garbage/recycling receptacle and two cigarette receptacles for the Park. Second by Montague. All were in favor.

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

Motion by Montague to approve ATV routes on Bakertown Rd, Grove St, Pleasant St and Front St (see map on website). Second by Kernodle. All were in favor. Motion carried.

The Board will be asking Dean and/or Brian to help the Chamber put up the holiday pole decorations in the Village on December 2.

Personnel Committee (Montague, Kernodle) had no report.

Budget, Finance & Legal Affairs Committee (Kevin, Montague) has their last meeting on Thursday, November 9 at 5:30pm.

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 advised the Halloween Parade and Trick-or-Treat numbers were down from previous years.

Sullivan Citizen Watch Program advised residents can now report suspicious behavior online at the Wisconsin Statewide Intelligence Center website; [www.wifusion.org](http://www.wifusion.org). Make sure you are locking your house and cars, and pay attention to your surroundings.

#### Citizen Participation:

Jon Brand wanted to bring to the attention of the Village Board the speeding on Pleasant St, and asked if the speed limit could be lowered to 15mph - or have speed bumps put in. The Board is going to look into what has to be done to change a speed limit. Jon also requested the Board's help and support in getting a mailbox for all that want one, instead of being forced to have a post office box. The Board would like to know more on the Post Office rules.

Dave Hellekson advised there will be a flag ceremony on November 18. Damaged flags can be dropped off at Gaugert's Mobil.

Kathy Flood reported that the Rome/Sullivan Historical Society will be having an Open House on Sunday, October 8 from 11am-2pm.

Principal Nick Skretta advised the following:

- There will be a Drug-Free Coalition at Fort Memorial Hospital on November 14 from 6:00-7:30pm.
- Parent Teacher Conferences are November 9 and November 14 from 4-8pm.
- The annual Book Fair will be open during Parent Teacher Conferences.
- There will be a Veteran's Day Service at the school on November 10 at 1pm in the gymnasium.
- The Brass Band will be coming to perform for the students.
- The Holiday Concert will be December 12 at 6:30pm in the gym.
- The AFS Chili Cook Off is Saturday, November 11 from 11am-2pm at the High School.
- Tentatively, the Blood Drive at Sullivan School will be January 15 from 1pm-6pm.

There was no Unfinished Business.

New Business was addressed by the Board as follows:

There were no Operator License Applications.

Motion by McHugh to approve the light conversion upgrade for the Village Hall and Park. Second by Horton. All were in favor. Motion carried.

Motion by Kernodle to approve the 2018 Humane Society Contract. Second by McHugh. All were in favor. Motion carried.

Motion by McHugh to approve the purchase of 20 chairs for the Village Hall from Sam’s Club for the amount of \$849. Second by Horton. All were in favor. Motion carried.

Motion by Kernodle to approve the Village and Sewer Budget Amendments. Second by McHugh. All were in favor. Motion carried.

ACCOUNT NAME	ACCT. #	ORIGINAL BUDGET AMOUNT	AMENDED BUDGET AMOUNT	AMENDED - AMOUNT	AMOUNT OVER BUDGET	AMOUNT UNDER BUDGET
Office Wages	850000	9,000.00	11,000.00		2,000.00	
Other General Expenses	856000	2,300.00	2,700.00		400.00	
Maint. Of Collection System	831000	19,000.00	20,500.00		1,500.00	
Maint. Of Treatment Plant Eq	833000	8,000.00	7,900.00			100.00
Ouside Services Employed	852000	20,800.00	17,000.00			3,800.00
<b>Total</b>					<b>3,900.00</b>	<b>3,900.00</b>

ACCOUNT NAME	ACCT. #	ORIGINAL BUDGET AMOUNT	AMENDED BUDGET AMOUNT	AMENDED - AMOUNT	AMOUNT OVER BUDGET	AMOUNT UNDER BUDGET
Legal-Codification of Ordinances	516300	1,000.00	2,725.00		1,725.00	
Legal	516103	4,000.00	2,275.00			1,725.00
Maps & Plat Books	519303	50.00	76.00		26.00	
Mileage & Per Diem	514903	900.00	874.00			26.00
Fire Suppression-Wages	522001	600.00	800.00		200.00	
Fire Suppression-Other	522003	30,600.00	30,400.00			200.00
EMS District	524599	17,874.00	17,895.00		21.00	
Building Inspector	523103	2,300.00	4,300.00		2,000.00	
Garage Wages	531201	1,600.00	1,900.00		300.00	
Recycling Wages	571101	4,200.00	5,800.00		1,600.00	
Other Interest & Fiscal Charges	582900	513.00	625.00		112.00	
Garbage & Refuse-Other	571003	31,000.00	26,967.00			4,033.00
<b>Total</b>					<b>5,984.00</b>	<b>5,984.00</b>

The following bills were presented, audited and ordered paid:

Village of Sullivan Disbursements

General Disbursements

24794	5 Alarm Fire & Safety – SCBA Cylinders	9,520.00
24795	Advanced Disposal- Trash and Recycling Pick-up	2,625.00

24796	Aflac-50% monthly insurance	178.75
24797	Baker Tilly- Final Audit Billing	3,537.50
24798	Bendlin Fire Equipment- Rescue Gloves, Water Rescue Equipment	850.77
24799	Biel, Kathy- Plan Commission meeting 10/27/17	20.00
24800	Charter Communications-Village and Fire Dept	330.06
24801	Dalee Water- Monthly Rental-Village and Park	83.03
24802	Everbank Commercial- Monthly Copier Lease	256.62
24803-24827	VOID	
24828	General Communications-Radio Repair	35.00
24829	Great America Financial-Monthly Copier Lease	181.00
24830	Hartwig, John Motor Sports- Yearly Maintenance on UTV	391.24
24831	Horton, Dale- Plan Commission meeting 10/27/17	20.00
24832	Horton, Tim- Special Board meeting	20.00
24833	John Deere Financial- Lawn mower parts	124.44
24834	Kernodle, Gary- Special Board Meeting	20.00
24835	Kevin, Tammy- Special Board Meeting & Plan Commission Meeting	40.00
24836	Laurin, Terrisa-Plan Commission Meeting 10/27/17	20.00
24837	Lawson Products- Fuses for siren & Form a funnel	119.04
24838	Lawson, John- Plan Commission Meeting 10/27/17	20.00
24839	McHugh, Randolph- Special Board Meeting	20.00
24840	Montague, Roberta- Special Board Meeting	20.00
24841	Natzke, Debrah- Cleaning the village hall, park, and fire dept	225.00
24842	Notary Bond Renewal Service- Notary Public Bond	25.00
24843	Office Depot- Office Supplies	185.55
24844	Penosky, Diane- Notary Public Application Refund	20.00
24845	Phillips, Susan- Plan Commission Meeting 10/27/17	20.00
24846	Premier Bank- Tractor Loan	11,314.47
24847	Sullivan Sewer Utility- Credit Card Transfer	1,800.00
24848	WE Energies- Village Hall, Park, Recycling, Fire Dept	511.61
24849	WE Energies- Street Lights and Park Lights	1,180.26
24850	WI Dept of Revenue- Manufacturing Property Fee	154.57
24851	Wilkowski, Nancy- Plan Commission Meeting 10/27/17	20.00
24852	WI Inspection Agency- Monthly Permit & Inspection Fees	382.50
110820171	EFTPS- Monthly Federal Withholding	3,217.46
110820172	WI Dept of Revenue- Monthly State Withholding	<u>362.64</u>
	Village Disbursements	\$37,851.51

Payroll Disbursements

42730	Diane Penosky – 83.00hrs @ \$15.00/hr less deductions	1,007.04
42731	Brian Mattke - 42.00hrs @ \$16.00/hr less deductions	525.49
42732	Ronald Konkol- 4.00hrs @ \$25.00/hr less deductions	92.35
42733	Heather Rupnow - salary (10/1-15/2017) less deductions	1,025.32
42734	Dean Thom - salary (10/1-15/2017) less deductions	1,428.97
42735	Heather Rupnow - salary (10/16-31/2017) less deductions	1,025.32
42736	Dean Thom - salary (10/16-31/2017) less deductions	<u>1,428.97</u>
	Payroll Disbursements	\$6,533.46

**Total Village of Sullivan Disbursements****\$44,384.97**Sullivan Sewer Utility Disbursements

6980	AFLAC - 50% monthly insurance	178.75
6981	Baker Tilly- Final Audit Invoice	3,537.50
6982	Dalee Water- Monthly Water Softener Rental	18.95
6983	Grinwald Ford- Oil Change and Tire Rotation	117.18
6984	Jefferson Wastewater- Emergency Backup Services	437.50
6985	LW Allen- Replacement of Effluent Pump & New Wear Rings at Cardinal Lift Stat.	9,554.90
6986	Northern Lake Services- Samples	412.80
6987	Village of Sullivan- Monthly Salary Transfer	4278.60
6988	WE Energies- Electric for Treatment Plant, Cardinal Dr, Palmyra St	1,285.44
6989	WE Energies- Gas for Treatment Plant & Palmyra St	224.77
6990	WI State Lab of Hygiene- Samples	<u>212.00</u>
	<b>Total Sewer Disbursements</b>	<b>\$20,258.39</b>

Motion by McHugh to adjourn the monthly Board meeting. Second by Kernodle. All were in favor. Motion carried. The meeting adjourned at 8:27pm.

Heather Rupnow  
 Clerk/Treasurer  
 Posted: 11/9/2017