

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

President Montague called the Board Meeting to order at 6:00pm on Tuesday, September 7, 2021. The meeting was held in compliance with Wisconsin Open Meetings Law. Board members present: Roberta Montague, Randy McHugh, Sean Kevin, Gary Kernodle and Dan Gross.

**Jefferson County Board/District 21 Representative**

Representative Kannard noted that the 2020 census numbers are out and the village decreased by 18 people. He also mentioned that the county is still working on the radio towers.

**Approval of August 3, 2021 Village Board Minutes**

A McHugh/Gross motion carried on a voice vote to approve the minutes.

**Financial Statements-information only**

**Jefferson County Sheriff's Department**

There was no report.

**Sullivan Elementary School, Nicole Krause**

Principal Krause reported that the kids first week back has been great. They have built raised garden beds for the children to learn with. The school also received amazing donations of school supplies for the children.

Superintendent Charles Urness, new Superintendent for Jefferson School District, introduced himself to the board. He noted the next school board meeting is September 13<sup>th</sup> at 7:00pm. The district also has formed a facility advisory committee that will start meeting October 6<sup>th</sup> to walk through all district buildings, looking over what needs repairs now and into the future.

**Fire Department**

**Report**

Chief Flood reported that it was another busy month with 15 calls and calculated their average of time of page to the scene time and they are averaging 5.1 minutes and the national average is around 14 minutes.

The UTV is out of service right now and the department is waiting on the parts to fix it.

### **Approval of Awarded Grant for Grass Truck**

A Montague/Kernodle motion carried on a voice vote (McHugh abstained) to approve the \$142,000 grant with the village being responsible for 10%.

### **Approval to Purchase Chassis for Grass Truck**

A Montague/Kevin motion carried on a 4 to 0 (McHugh abstained) to approve the purchase of the chassis for the grass truck in the amount of \$42,137. The truck will be ordered now but will take about a year to receive it from the dealership. The fire department did not have to get multiple bids because it's through the State program and they take care the bidding.

### **Halloween Parade Discussion**

Postponed until next month.

### **Western Lakes Fire District**

There was no report.

### **Committee Reports**

#### **Sewer Commission-Construction Updates**

Trustee McHugh gave an update of the progress down at the Sanitary District site and that he will meeting with Trustee Kernodle and the employees to start talking about wages and benefits.

### **Budget-Make First Meeting Date**

Budget meetings will be every Wednesday at 5:30pm through November 3<sup>rd</sup>.

### **Town and Country Engineering, Inc, Ben Heidemann Report**

No Report.

### **Approval of Monthly True-Up**

A Montague/Gross motion carried on a voice vote to approve the \$190,874.95 true-up to the Sullivan Joint Wastewater Commission.

### **Approval of Pay Requests**

A Montague/Kevin motion carried on a 5 to 0 roll call vote to approve the pay request for Contract A in the amount of \$356,818.14.

### **Approval of Any Work Directives and/or Change Orders**

None.

### **Discussion on Staffing Agreement for the Sewer Commission**

A brief update was given of the changes in the staffing agreement. The members were advised by the Clerk to read through everything and get questions to her, Trustee McHugh or Engineer Heidemann before the next board meeting, because at the next meeting the final draft will be presented.

### **Public Works Department and/or Wastewater Treatment Plant Report**

Dean reported that everything is running smoothly.

### **Approval of WWOA Training September 23<sup>rd</sup> in Watertown**

A Kernodle/Montague motion carried on a voice vote to approve the WWOA Training for Dean in the amount of \$40.00.

### **Discussion about Pole Shed at Treatment Plant**

The board decided to keep the pole shed and use it for storage once the trickling filter is removed.

### **Discussion about Public Works Department after Sewer Switch Over**

The board was advised to start thinking about how they would like to handle this and what they want for the village at the time of the switch over.

Discussion was had about the village pick-up truck being used by commission employees through either a rental agreement or something until the commission purchases a vehicle. This discussion will be on the next meeting.

### **Approval to Fix and Replace a Section of Curb and Gutter on Main Street**

A Montague/Gross motion carried on a voice vote (McHugh abstained) to approve replacing the 83 feet of curb and gutter on Main Street in the amount of \$4,450.00 to be completed before the mill and overlay of Main Street.

### **Citizen Participation**

None.

### **Other Business**

#### **Pat Klatt-Trees along Municipal Lot and his Property**

The surveyor has started to mark for the survey. By the markings so far, and Dean's measurements, the majority of each tree is on the Klatt property. Once the Clerk get the official survey, she is to contact the attorney about our options.

**Approval of New Operator License- Shawn Gust & Katie Beaulieu for the Sullivan Saloon and Jacob Williams for T&S Buss**

A Kevin/McHugh motion carried on a voice vote to approve all the new operator license applications.

**Approval of Accurate Appraisal Contract**

A Montague/Kernodle motion carried on a voice vote to approve the renewal of the Accurate Appraisal Contract with an \$800 per year increase for 3 years.

**Approval to Raise the Park Deposit Fee**

A Kernodle/McHugh motion carried on a voice vote to approve raising the park deposit fee from \$40.00 to \$150.00. Also, add verbiage to the agreement that if a renter does not get their deposit refunded, it is at the Clerk's discretion to rent to them again. The renter is also liable for any costs accrued above the deposit amount.

**Discussion on American Rescue Plan Act (ARPA) Funds**

Clerk/Treasurer Rupnow introduced this to the board and gave them a little background about it. She advised the board to start reviewing the materials that were provided, so they can make the decision on how to allocate the funds.

**Approval of R&R Insurance (League of WI Municipalities) Renewal**

A Montague/McHugh motion carried 5 to 0 for the approval of the Insurance renewal in the amount of \$24,101 which was an increase of \$167.00.

**Discussion/Approval to do a Request for Proposal (RFP) for a New Attorney**

A McHugh/Montague motion carried on a voice vote to approve the Clerk to write up an RFP for a new attorney. They suggested to ask our judge for any recommendations.

**Approval of Vouchers Payable**

The board signed off on Vouchers totaling \$258,224.40.

**Adjourn**

A McHugh/Gross motion carried on a voice vote to adjourn at 8:00 p.m.

Heather Rupnow  
Clerk/Treasurer  
Posted: 09/09/2021