

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, January 3, 2023. The meeting was held in compliance with Wisconsin Open Meetings Law. Board members present: Sean Kevin, Randy McHugh, Gary Kernodle, and Roberta Montague. Absent: Dan Gross.

**Jefferson County Board/District 21 Representative**

Representative Kannard gave a brief update on the courthouse remodel.

**Approval of December 6, 2022 Village Board Minutes**

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

**Financial Statements-information only**

**Jefferson County Sheriff's Department**

The Sheriff's Department was not Present.

**Sullivan Elementary School, Nicole Krause**

Mrs. Krause was not present, but President Montague read an email that was sent to the Clerk.

-She thanked the Sullivan Board and Community that joined them at their National Blue Ribbon Award Ceremony.

-They will be joining efforts with Jefferson High School in Hoops for Hope.

-They will be having a coin war with 4K-2 vs 3-5 grades during the week of January 9th-13<sup>th</sup>. One lucky kid will be able to put a pie in the face of a teacher on the day of the event.

**Walk Path**

Still waiting for the survey.

**Fire Department  
Report**

Chief Flood reported that they had 88 calls for the year.

The Fire Department was donated a gear dryer from Kelmann Restoration and Community Insurance Group.

Radios are supposed to be going live on Monday.

The department has been going over their Standard Operating Guidelines (SOG's) to make changes and bring them up to date. Once they are completed, they will have the attorney review them.

### **Truck Updates**

This Saturday they will perform some training on the new Engine.

The tires have been put on the Brush Truck. They are still waiting on a few things for the truck.

### **Western Lakes Fire District**

There was no report by Western Lakes.

### **Committee Reports**

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

The communication tower is up just needs to be wired, still waiting on the climbing pegs.

#### **Park Committee-Set up a Date to Start Talking about the Sullivan Civic Association Request**

Park committee will start talking with everyone that wants to be part of the discussion to set a date this month.

### **Town and Country Engineering, Inc**

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

A McHugh/Kernodle motion carried on a 4 to 0 roll call vote to approve the \$63,566.53 true-up to the Sullivan Joint Wastewater Commission.

#### **Approval of Pay Requests**

A McHugh/Kevin motion carried on a voice vote to approve the pay request for Contract A in the amount of \$95,130.60(\$44,727.84 village portion) to CD Smith Construction.

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

A Montague/Kevin motion carried on a voice vote to approve work directive No. 16 in the amount of \$6,848.03. These changes are to relocate a drain, ladder, davit crane mount and to power wash the trickling filter building at the Village site.

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

Mark Flood reported that he has been working on cleaning and fixing miscellaneous things in the Village Buildings. The sensors on the boiler went out and Kelchner's are ordering new ones to replace them.

Mark informed the board that he thinks it would be a good idea and a cost savings for the DPW and Fire Department to share some tools that are not used often instead of buying another set. The board had no disagreements with this.

### Citizen Participation

There was no citizen participation.

### Other Business

#### Approval of 2023 Jefferson County Humane Society Contract

A Montague/McHugh motion carried a voice vote to approve the 2023 Jefferson County Humane Society Contract in the amount of \$1,674.87.

#### Approval of Village of Sullivan and Sullivan Sewer Utility 2022 Budget Amendments

A Roberta/McHugh motion carried on a 4 to 0 roll call vote to approve the 2022 budget amendments.

### Village of Sullivan Amendment

ACCOUNT NAME	ACCT. #	ORIGINAL BUDGET AMOUNT	AMENDED BUDGET AMOUNT	AMENDED - AMOUNT	AMOUNT OVER BUDGET	AMOUNT UNDER BUDGET
Newspaper Publications	519503	100.00	400.00	541.00	141.00	
Flags-other	557103	0.00	1,000.00	1,077.00	77.00	
DPW-Wages	531001	0.00	17,515.00	20,686.00	3,171.00	
Special Meetings	514323	300.00	530.00	614.00	84.00	
Mileage & Per Diem	514903	600.00	653.00	792.00	139.00	
Property & Liability Ins	519403	8,351.00	6,762.00	8,401.00	1,639.00	
Village Share-Retirement	600002	2,600.00	3,000.00		400.00	
Fire Suppression-Other	522003	54,550.00	58,230.00		3,680.00	
Machinery & Equipment-Other	531103	5,800.00	6,735.00		935.00	
Street Maint-Other	533103	4,000.00	4,432.00		432.00	
Garbage & Refuse-Other	571003	22,000.00	22,454.00		454.00	
Recycling-Other	571103	12,765.00	13,026.00		261.00	
Election-Other	514503	3,500.00	2,500.00	1,500.00		1,000.00
Independent Auditing	515803	23,903.00	21,162.00			2,741.00
Legal	516103	1,000.00	0.00			1,000.00
Village Share-Comm Contracted	600014	30,000.00	17,000.00	15,000.00		2,000.00
Garage-Other	531203	3,000.00	2,008.00			992.00
Fire Suppression-Gas/Maint	522005	25,535.00	21,855.00			3,680.00
<b>Total</b>					<b>11,413.00</b>	<b>11,413.00</b>

## Sullivan Sewer Utility Amendment

ACCOUNT NAME	ACCT. #	ORIGINAL BUDGET AMOUNT	AMENDED BUDGET AMOUNT -	AMOUNT OVER BUDGET	AMOUNT UNDER BUDGET
General Office Supplies	850000	6,400.00	6,472.00	72.00	
Operation Supplies	827000	9,400.00	10,700.00	1,300.00	
Sewage Testing	827100	8,000.00	10,550.00	2,550.00	
Pension/Benefits	854000	6,500.00	7,200.00	700.00	
Maint of Bldg & Grounds	834000	1,500.00	2,620.00	1,120.00	
Contracted Work by Comm	852200	74,000.00	68,258.00		5,742.00
<b>Total</b>				<b>5,742.00</b>	<b>5,742.00</b>

### Approval of Resolution 01-2023 Change Payroll to Bi-Weekly

A Montague/McHugh motion carried on a 4 to 0 roll call vote to approve Resolution 01-2023 to change payroll to bi-weekly for all employees.

### Discussion on Ordinance Review Questions

Clerk is to contact Lake Country Municipal Court and the Sherriff's Department to see what the village can do about citations beyond public safety and how do we go about this.

### Name Placement on Ballot for 2 Trustees

The names were drawn at the meeting. The first name pulled out was Jim Cosgrove, Sr and the second was Sean Kevin. This will be the order they appear on the ballot.

### Approval of Designated Reserve Funds to Carry 2022 Balances to 2023

A McHugh/Kernodle motion carried on a 4 to 0 roll call vote to approve that all designated reserve fund balances from 2022 to 2023.

### Audit January 23-25, 2023

### Approval of Vouchers Payable

The board signed off on Vouchers totaling \$254,058.30.

### Adjourn

A Montague/Sean motion carried on a voice vote to adjourn at 6:57 p.m.

Heather Rupnow  
Clerk/Treasurer  
Posted: 1/5/2022