

SULLIVAN JOINT WASTEWATER COMMISSION MEETING MINUTES

The Sullivan Joint Wastewater Commission Meeting was called to order at 6:00pm on Tuesday, March 28, 2023, at the Village Hall, 500 Madison Avenue. The meeting is being held in compliance with Wisconsin Open Meetings Law. Board members present: Gary Kernodle, Kent Hoffman, Paul Goeglein, Randy McHugh, and Ron Auerbach by phone.

Approval of March 9, 2023, Meeting Minutes

A Goeglein/Kernodle motion carried on a voice vote to approve March 9, 2023, meeting minutes.

Approval/Review Monthly True-up

A Hoffman/Kernodle motion carried on a voice vote to approve the monthly true-up.

Approval of Contract A Pay Request

A Kernodle/Goeglein motion carried on a 5 to 0 roll call vote to approve contract A pay request in the amount of \$142,363.37 to CD Smith.

Approval of Contract B Pay Request

None.

Discussion/Approval of any Work Directives and/or Change Orders

A Hoffman/Goeglein motion carried on a voice vote to approve Work Directive #19 for sludge hauling rates at \$.04 for the Sanitary District and \$.08 for the Village.

A McHugh/Hoffman motion carried on a voice vote to approve change order #2 to clean up all the miscellaneous changes during the project in the amount of \$58,605.89.

Discussion/Approval of the Substantial Completion Certificate

A Hoffman/McHugh motion carried on a voice vote to approve the substantial completion certificate since the Village started to pump on March 22nd and has to be running for at least 10 days before substantial completion can be signed. The board approved the certificate contingent that nothing goes wrong before April 1st, 2023.

Discussion/Approval of Crime and/or Cyber insurance

A McHugh/Kernodle motion carried on a voice vote to approve the crime insurance with a limit of \$250,000 for a yearly premium of \$597. The board has agreed to not go with the cyber insurance.

Discussion/Approval of Generator Maintenance Plans

A McHugh/Goeglein motion carried on a 5 to 0 roll call vote to approve yearly maintenance for the generators with a semi-annual visit for 3 years and a load bank test when the Lead Operator in charge thinks it should be completed.

Discussion on Easement at the Wastewater Site

Engineer Heidemann gave the board an explanation about an easement that was missed before construction with the campground having an access road. There will be more information on this at the April meeting.

Discussion/Possible Approval on Two Potential New Employee Candidates

President McHugh found two retired gentlemen that are willing to help the Commission on a part-time basis. President McHugh would like the board to talk with the two gentlemen.

Introduction of the Employee Handbook

The Commission will be looking to approve this at the April meeting.

Review and Updates on the Wastewater Treatment Plant Construction

The Village is pumping to the new wastewater site. Last week they went through the punch list of the plant.

Approval of Vouchers

The commission approved vouchers in the amount of \$25,871.63.

Adjournment

A Hoffman/Goeglein motion carried on a voice vote to adjourn at 6:51pm.

Heather Rupnow
Deputy Secretary/Treasurer
Posted: 04/03/2023