

**Town of Sullivan**  
**Board Meeting Minutes**  
**May 7, 2019 at 7:30pm**  
**Town Hall-N3866 West Street, Sullivan**

- I. **Call to Order:** The meeting was called to order at 7:30pm by Clerk Dawn Lynn
- II. **Roll Call:** Chairman Scott Buth, Supervisor Gary Jackson, Supervisor Barry Boos, Clerk Dawn Lynn, and Treasurer, Shirley Boos were all present
- III. **Verification of Proper Notice:** The meeting notice/agenda was published on the Town website and on the board at the Town Hall by Clerk, Dawn Lynn.
- IV. **Approval of Minutes:** A Motion was made by Supervisor Gary Jackson and 2<sup>nd</sup> by Supervisor Barry Boos to approve minutes from the Regular April 2019 meeting, Special Meeting on 4/25/19 and Road Inspection Meeting on 4/29/19 as presented. **Motion carried 3-0**
- V. **Reports & Correspondence:**
- A. **Treasurer's Report:** Treasurer, Shirley Boos gave the report which included the payment of approved invoices. Monthly revenues and invoices were reviewed by the Board Members and a motion was made by Barry Boos and 2<sup>nd</sup> by Gary Jackson to approve the report and the payment of the bills. **Motion carried 3-0**
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|---------------------------------|------------|
| <u>Account Balance</u>          |            |
| General Acct                    | 78,903.21  |
| Money Market Acct               | 226,156.33 |
| Capital Expenditure             | 57,583.70  |
| Summer Hill Park Fund           | 4,987.98   |
| Tax Acct – Checking             | 5,936.51   |
| Cemetery Perpetual Care Savings | 5,712.91   |
| Cemetery Savings                | 4,620.78   |
| Cemetery Perpetual Care CD      | 9,500.00   |
| Cemetery Savings Premier        | 8,800.00   |
| Cemetery Savings CD Associated  | 15,455.00  |
| Cemetery Saving CD Plot Sales   | 15,000.00  |
- B. **Fire District Report:** Chief Paul Goeglein was present to give the Fire District report. He stated that they picked up the new tanker on April 26<sup>th</sup>. They sold the old one on May 3<sup>rd</sup> and are looking into possibly purchasing a new Gator with the money. There were 3 calls in April-all three were grass fires. They are in the process of writing a 50/50 DNR grant for coveralls for grass fires.
- C. **Road Report:** Kevin Heckert, Operations Manager was present to give the road report. He said he's been getting himself acquainted with the town roads. He has done a few cold patches on some roads, and working on fixing the mowers.
- D. **Clerk Correspondence:** NONE
- E. **Chairman Correspondence:** NONE
- F. **EMS Report:** Chief Brad Bowen handed out a 2018 review packet to all the Board members. Also reviewed was the YTD numbers where Town of Sullivan came in at 33 calls.
- G. **Planning Committee Report:** John Kannard said they did not have a meeting last month.
- VI. **New Business:**
- A. **Consider approval for Memorial Day Committee donation:** Dale Tietz was present and asked the Board if they would consider a donation of \$250 to the Memorial Day activities as they have in the past. Barry Boos made a motion and Gary Jackson 2<sup>nd</sup> to approve the \$250 donation. **Motion carried 3-0**
- B. **Consider appointment of Town Clerk and Town Treasurer:** after discussion, Barry Boos made a motion and Gary Jackson 2<sup>nd</sup> to appoint the Clerk and Treasurer for another 2 year term. **Motion carried 3-0**
- C. **Consider resolution to formalize 5-person Planning Committee:** after discussion, Barry Boos made a motion and Gary Jackson 2<sup>nd</sup> to approve the resolution. **Motion carried 3-0**

- D. Discussion about Board Member Roles, Board Authority, and Hiring:** Chairman Scott Buth explained that the only way something can get passed by the board is if there is a motion made, and a 2<sup>nd</sup> at a noticed-meeting of the board members. There had been some bullying of town officials and someone told the proposed new hire that he should not quit his current job. Supervisor Gary Jackson made a motion to re-do the hiring process. There was no 2<sup>nd</sup> so the motion cannot be passed.
- E. Discussion of road repair/construction bids:** At the Road Inspection on 4/29/19, it was noted that Froelich Road from Water Street to Hwy P was not done last year and needs to be done this year. Another road that needs to be repaired is Schuyler Road. Hardscrabble Road from Fox Hill to the overlay, and the overlay to CI is about 15,866 feet that needs to be repaired.
- F. Consider purchase v/s rental of cutting torch tanks at town shop:** After looking at bills, it was determined we are paying \$36/month in rent on 7 oxygen and 7 acetylene tanks. In the shop there are only 5 oxygen and 4 acetylene. Scott Buth made a motion for Supervisor Jackson and Kevin to get together to find out what we need for inventory and the Town Clerk to see what needs to be done to get us out of the rental contract. Barry Boos 2<sup>nd</sup> the motion.  
*Motion carried 3-0*
- G. Consider petition for County Highway Aid:** after discussion, it was determined that we would sign up for the County Highway Aid again this year. Barry made a motion and Gary 2<sup>nd</sup> to accept the petition. *Motion carried 3-0*
- H. Consider application for County Bridge Aid:** after discussion, it was decided that we could possibly get back some aid money for the culvert that was done last year on Hanson Road. Barry made a motion and Gary 2<sup>nd</sup> to apply for the Bridge Aid. *Motion carried 3-0*
- I. Consider resolution for Group Health Insurance:** The Employee Trust Fund where our health insurance is through, is requiring a new resolution to continue offering the health insurance to our employees. After discussion, Barry made a motion and Gary 2<sup>nd</sup> to pass the resolution. *Motion carried 3-0*

## VII. Old Business:

- A. New website update:** Dawn Lynn, clerk stated that the new website is up and running and there are a few glitches however it seems to be going smoothly.
- B. Update on Records Retention Schedule:** Ruth Fraley, Election Inspector said that she was able to dispose of a lot of old records and there still is more to go through. She also said the old, unused ballots can go back to the County to destroy.
- C. Update on disposal (sale) of town-owned fire arm:** The handgun that was located in a file cabinet in the clerk's office has been sold for \$300 to Watertown Trades & Auction.
- D. Consider resolution to authorize Town Attorney to file an "Application for Vacation of the Public Purpose" to the Circuit Court for the 3 Public Lots owned by the town:** There is a lot in Fort Apache subdivision, one in Fort Thomas subdivision, and one outlot at the end of Meadow Drive. After discussion, Barry made a motion, and Gary made a 2<sup>nd</sup> to pass the resolution. *Motion carried 3-0*

## VIII. Hearing from Citizens:

- A.** Dale Tietz on behalf of St. Luke's Church was present and explained to the board that during heavy rains, the way the driveway that the town owns, water ends up coming into the church basement. Chairman Scott Buth told Dale to get quotes on how much it would cost to redo the blacktop part of the driveway and the Town will see about putting money towards it.
- B.** Carol from Boos Lane was present and wanted to discuss the fact that the asphalt was done in 2013 and now there is more traffic and the road is breaking up. She asked about chip sealing the road. Scott Buth said that since the Road Inspection has already been done for this year, he will make a note to look at it next year.
- C.** Donna Thomczak at N3698 Rome Oak Hill Road stated that she feels the 45mph speed limit needs to be lowered from Hwy F to Bente Road. Chairman Buth stated he was going to a meeting on May 16<sup>th</sup> and one of the topics on the agenda is talking about speed limit changes. He stated he will find out more information and see about getting it on the agenda.

- D. Ryan Ley from Summer Hill Drive was there to question why the Town hired someone for the General Maintenance job who didn't have a CDL when the ad in the paper stated it was a requirement. He stated that he and other didn't even apply because they didn't have their CDL. Chairman Buth said he talked to our legal council and they stated that a CDL was required for the job, but not required to apply for the job. He stated that the person hired is required to obtain his CDL during his probationary period.
- E. Terri Ley from Liberty Street asked if the Town was paying for the employee to get the CDL and Chairman Buth said the employee was paying for it himself.

IX. **Other Non-Action Items:** NONE

X. **Set next Town meeting:** June 2019 meeting will be held on Tuesday, June 4th at 7:30pm

XI. **Adjourn:** Supervisor, Barry Boos made a motion to adjourn the meeting with Gary Jackson 2<sup>nd</sup>. ***Motion carried: 3-0***

Respectfully Submitted, Dawn Lynn, Clerk