

Town of Sullivan
Board Meeting Minutes
July 9, 2019 at 7:30pm
Town Hall-N3866 West Street, Sullivan

- I. **Call to Order:** The meeting was called to order at 7:30pm by Chairman Scott Buth.
- II. **Roll Call:** Chairman Scott Buth, Supervisor Gary Jackson, Clerk Dawn Lynn, and Treasurer, Shirley Boos were all present. Supervisor Barry Boos was absent. Also present was Whitney DeVoe, town attorney.
- 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 2nd by Chairman Scott Buth to approve amended minutes from the Regular June 2019 meeting. *Motion carried 2-0*
- 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 Gary Jackson and 2nd by Scott Buth to approve the report and the payment of the bills. *Motion carried 2-0*

Account Balance

<i>General Acct</i>	90,833.55
<i>Money Market Acct</i>	206,309.27
<i>Capital Expenditure</i>	57,618.49
<i>Summer Hill Park Fund</i>	5,388.84
<i>Tax Acct – Checking</i>	5,953.24
<i>Cemetery Perpetual Care Savings</i>	6,012.91
<i>Cemetery Savings</i>	4,787.58
<i>Cemetery Perpetual Care CD</i>	9,500.00
<i>Cemetery Savings Premier</i>	8,800.00
<i>Cemetery Savings CD Associated</i>	15,455.00
<i>Cemetery Saving CD Plot Sales</i>	15,000.00

- B. **Fire District Report:** No one was present to do the Fire District Report tonight.
- C. **Road Report:** Kevin stated that they have been mowing roadsides 3-4 days per week. Some major work needed to be done to the 1-ton such as brakes, and fuel line. Before winter, a high-pressure fuel pump needs to be installed. There have been some trees/branches on the roads due to storms, and Kevin and Silas have been cleaning up that. Also continue mowing of cemetery mowing, and other Town property. The large plow truck maintenance will have to be done coming up in August. Salt contract has been signed, and shed inspection will be done at the end of the month. Supervisor Gary Jackson questioned as to why Kevin and Silas were driving on Hwy 18 West at 1:00pm coming from the Village of Sullivan. Kevin tried to recollect their whereabouts but could not specifically remember being on 18 at 1:00pm. Supervisor Jackson also asked when Froelich Road would be mowed. Kevin said that Silas would be working on the East part of town Wednesday or Thursday.
- D. **Clerk Correspondence:**
 - 1) An email was received from Lloyd Grunewald. He wanted to thank Kevin and Silas for cutting around the shoulder at Indian Point Road. He stated that he appreciated the good work that was done.

E. Chairman Correspondence:

- 1) A few citizens contacted Chairman Buth regarding cleaning ditches. Chairman Buth met with Kevin and discussed them.

F. EMS Report: Chief Brad Bowen was not present to give a report.

G. Planning Committee Report: John Kannard was not present to give a report, and they did not have a meeting last month.

VI. New Business:

- A. Vacation of Public Purpose:** Resolution 19-07 was presented to the Board regarding the vacating of public purpose from green space/parks on 3 lots the Town owns; Fort Thomas, Fort Apache, and Country Meadows Subdivision. After discussion, Supervisor Jackson made a motion with Chairman Boos to accept the resolution which allows our town attorney, Whitney DeVoe and Thompson Legal to move forward with our request to vacate these lots and file with the Circuit Court. *Motion carried 2-0*
- B. Discussion of Driveway/Culvert Permit Application:** Clerk Lynn modified the sample permit application provided by Chairman Buth. After discussion, it was decided that there needed to be more changes to the form. Those changes will be made and this will be put on August agenda to approve.
- C. Discussion of possible Fee Schedule:** The Board received a listing of fees of surrounding towns. They were asked to look at it and decide what they feel the appropriate fees for our Town should be, and bring it to the August meeting to discuss further.
- D. Discussion of cemetery rates and procedures:** The Town of Sullivan charges \$150 for a lot plus \$100 perpetual care when the person is buried. Clerk Lynn stated that every once in a while she will get a call from someone who has bought a lot, or someone in their family has, and they have requests and we are not really sure the procedure/laws regarding this. It was suggested that maybe a committee be formed that could handle everything relating to the cemeteries. This will be discussed and put on the August agenda.
- E. Discussion and possible awards for Road Maintenance:** Chairman Buth found out through the WTA legal department that if a contract is less than \$25,000 we do not need to get a bid, we just need a public notice that we want to enter in a contract with them. Payne & Dolan said they could reconstruct Schuyler Lane with some recycled asphalt millings from the Hwy 18 project. Chairman Buth recommended that we enter into a contract with Payne & Dolan to do the Schuyler Lane project, and also do patching and wedging of Highland Road. He also recommended a contract with Crack Filling services to do Froelich Rd from P to West Water Street, and Highland Road from bridge to the termination. He also recommended entering into a contract with Scott Construction to do sealcoating on those roads. Total expenditures would be about \$102,857. Supervisor Jackson made a motion to enter into the contracts with the companies, and Chairman Buth 2nd the motion. *Motion carried 2-0*

VII. **Old Business:**

A. NONE

VIII. **Hearing from Citizens:**

- A. Audrey Werning questioned when Froelich Road roadside would be mowed. Kevin stated that Silas would be getting to it this week.
- B. Ron Auerbach stated that the tennis court at the Fireman's Park was taken out, and they are considering putting in a basketball court (1/2 court) which would be 30x50 and he wanted to know if the Town would be willing to put some money towards building from the Park Fund since it would be used for the town residents. The total would be about \$7,000. This will be put on the August agenda as an action item.
- C. Donna Tomczak N3698 Rome Oakhill Road. She wanted to know about the driveway on Riverview Cemetery. She asked if it was a through driveway or if it was on someone's private property. Kevin stated that it is a through road and can be driven all the way through. She also asked if a fire permit was needed if something was burned in a metal trash can. And she asked if real Christmas trees are able to put on the pile behind the shed.
- D. Gary Jackson asked if town residents can use the hardball park. Chairman Buth said they would need to contact the team to make sure they don't have a game and practice first.

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

X. **Set next Town meeting:** August 2019 meeting will be held on Tuesday, August 6th at 7:30pm

XI. **Adjourn:** Supervisor Jackson made a motion to adjourn the meeting with Supervisor Buth 2nd at 8:26pm *Motion carried: 2-0*

Respectfully Submitted, Dawn Lynn, Clerk