

**Town of Sullivan**  
**Board Meeting Minutes**  
**August 6, 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, 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:** Kevin Heckert wanted to make an addition to last month's meeting minutes stating that he and Silas were on their way to dump a large load of brush when Supervisor Jackson saw them on Highway 18 about 1:00PM. A Motion was made by Supervisor Barry Boos and 2<sup>nd</sup> by Supervisor Gary Jackson to approve minutes from the Regular July 2019 meeting and also the Public Hearing held before the regular meeting. **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 Gary Jackson and 2<sup>nd</sup> by Scott Buth to approve the report and the payment of the bills. **Motion carried 2-0**

<u>Account Balance</u>	
General Acct	96,345.27
Money Market Acct	206,393.21
Capital Expenditure	57,633.96
Summer Hill Park Fund	5,388.84
Tax Acct – Checking	5,985.25
Cemetery Perpetual Care Savings	6,014.09
Cemetery Savings	5,388.54
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 there were 10 calls in July. He also stated they have a new member who will start classes on September 5<sup>th</sup>. He stated they served a little over 600 people for their Annual Breakfast.
- C. **Road Report:** Kevin stated that they have been doing repairs to the mowers, and have been mowing around signs along the roads. They are also replacing some old, faded signs. Some shoulder work has been done on Hardscrabble Road. Overlay work is being done on Schuyler Rd. We are on the list for Crack Filling Services around the end of this week, and Scott Construction has us on their schedule as well next week. Payne and Dolan suggested that we rent a shoulder machine to prepare the driveways to match up the pavement on Schuyler Road.
- D. **Clerk Correspondence:**
  - 1) NONE

**E. Chairman Correspondence:**

- 1) The county is having a local Road Improvement meeting on September 18<sup>th</sup> at 9:00AM that Chairman Buth will be attending. Discussion will be regarding the 2020-21 road funding.
- 2) There is a workshop in September for Clerks/Treasurers regarding budgeting. Chairman Buth, Treasurer Boos, and Clerk Lynn will all be attending.
- 3) Jefferson County Comprehensive Planning-there are upcoming meetings and a survey. Our appointment is August 27<sup>th</sup> at 9am to get interviewed by the county.

**F. EMS Report:** Chief Brad Bowen was present to give his report and stated the following: July was the busiest month on record for District History. There was a break in at the Village station. A new Assistant Chief, Matt Haerter was hired and will be coming with Chief Bowen to our next meeting. Supervisor Jackson asked about the amount of time that the ambulance that we helped pay for, is used outside our Town. Chief Bowman said he can get the numbers and bring them to our next meeting to discuss.

**G. Planning Committee Report:** John Kannard stated they did not have a meeting last month.

**VI. New Business:**

- A. Appoint a Sexton Committee Chairman for Cemetery-Related issues:** Town resident Kent Hoffman-W2023 Summer Hill Drive volunteered to head up a committee in charge of the Town cemeteries. He put out a plea for anyone wanting to help him out with researching how to get a possible GPS map done. Supervisor Boos made a motion and Supervisor Jackson 2<sup>nd</sup> to appoint Kent Hoffman as the Town Sexton Committee Chairman. *Motion carried 3-0.*
- B. Adopt a Cemetery Ordinance:** Ordinance 2019-7 was created and revised from a State of Wisconsin ordinance to pertain to the Town Of Sullivan. A motion was made by Supervisor Jackson and 2<sup>nd</sup> by Supervisor Boos to approve this Ordinance. *Motion carried 3-0*
- C. Discussion of Cemetery Rates:** Chairman Buth suggested that the newly created Cemetery Committee should discuss rates and come back to the Town with suggestions at the September meeting.
- D. Discussion and consider approval of new Driveway/Culvert permit application:** After discussion and review, it was decided that the permit application created by Clerk Lynn was sufficient for our Town. Supervisor Boos made a motion and Supervisor Jackson 2<sup>nd</sup> to approve the new Driveway/Culvert permit application. *Motion carried 3-0*
- E. Discussion of donation to Fireman's Park basketball court:** The Fire Department removed the tennis court from the Fireman's Park and wants to replace it with a ½ court basketball court. They requested a donation from the Town to help pay for this. Supervisor Boos made a motion and Supervisor Jackson 2<sup>nd</sup> that the town would pay ½ of the cost to build this basketball court, with the Town's portion NOT to exceed \$3500. *Motion carried 3-0*

**VII. Old Business:**

- A. NONE

**VIII. Hearing from Citizens:**

- A. Kent Hoffman of W2023 Summer Hill Drive-stated that the culvert near his house that feeds the Summer Hill Subdivision is open and is a danger to small children and dogs. Kevin and Silas stated they would come over to look at it and try to get something to cover it.

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

- X. **Set next Town meeting:** Due to the Labor Day Holiday next month, the September 2019 meeting will be held on Tuesday, September 10th at 7:30pm

- XI. **Adjourn:** Supervisor Jackson made a motion to adjourn the meeting with Supervisor Boos 2<sup>nd</sup> at 8:24 pm *Motion carried: 3-0*

Respectfully Submitted, Dawn Lynn, Clerk