

Town of Sullivan
Board Meeting Minutes
December 3, 2019 at 6:30pm
Town Hall-N3866 West Street, Sullivan

- I. **Call to Order:** The meeting was called to order at 6:30pm 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:** A Motion was made by Supervisor Barry Boos and 2nd by Supervisor Gary Jackson to approve minutes from the Regular November 2019 meeting. *Motion carried 3-0*
- V. **Reports & Correspondence:**
 - A. **Treasurer's Report:** Shirley Boos read the Treasurer 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 Barry Boos to approve the report and the payment of the bills. *Motion carried 3-0*

Account Balance

General Acct	88,654.10
Money Market Acct	136,924.53
Capital Expenditure	57,698.09
Summer Hill Park Fund	6,191.31
Tax Acct – Checking	6,125.60
Cemetery Perpetual Care Savings	6,015.30
Cemetery Savings	5,938.38
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 reported that there were 11 calls in the months of October/November. 6 were ours, 4 were Mutual Aid with the Village, and 1 was a MABIS call. He stated that it looks like everyone will need to have the new radios by 2021. They are going to try to aim to have the money in place by the end of 2020.
- C. **Road Report:** Kevin said they are still finishing up some roadside mowing now that the farmers crops are getting off. The other mower has been stored at the Wastewater Treatment plant. Some replacement of old signs has been done. Christmas decorations have been put up. The new snapper mower needed a few things done so that was sent back. Kevin stated there is a problem with someone drinking Miller Highlife beer bottles, and throwing multiple 6 pack bottle cases on the side of several town roads. They will keep looking into it, and try to figure out who is responsible. Chairman Buth suggested that the Sheriff's Department is made aware of it as well.

D. Clerk Correspondence:

- 1) A quote came in from Computers Nationwide to get a new computer for the clerk. This must be compliant with 2020 election standards which includes Windows 10. The quote came in at \$2007 which includes the computer itself, installation and data transfer.
- 2) Two ordinance violations were received from David Gross on Water Street and Curtis & Susan Duchow on Summer Hill Drive. This is their 2nd notice.

E. Chairman Correspondence:

- 1) Chairman Buth attended the Jefferson County Highway Committee meeting on TRIP applications. Our project on Hanson Road was ranked #3.

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

G. Planning Committee Report: John Kannard stated they did have a meeting and the request will be discussed in New Business.

VI. New Business:

- A. Discussion and possible recommendation for Raymond Janusz to create a parcel and exchange of land at W788 County Road CI:** John Kannard stated that the Planning Committee recommended approval. After discussion, Supervisor Boos made a motion to approve the request and Supervisor Jackson made a 2nd. *Motion carried 3-0.*
- B. Discussion and possible approval for request made by Kevin & Jill Kahn for parcel consolidation at W1757 County Road CI:** John Kannard said the Planning Committee recommended approval. Supervisor Boos made a motion and Supervisor Jackson 2nd. *Motion carried 3-0.*
- C. Consider 2020 Budget approval:** After discussion and review of the proposed 2020 budget, Supervisor Jackson made a motion and Supervisor Boos 2nd to approve the Budget. *Motion carried 3-0.*
- D. Discuss and possible approval of Building and Mechanical Code Ordinance and Building Permit Fee Resolution:** After discussion, it was decided that the Board would like Building Inspector Greg Noll present to go over the two choices. Chairman Buth will contact Greg to get him to come to our January meeting. This will be tabled until the January meeting.
- E. Discussion and approval of Humane Society Contract for 2020:** There were questions from the board as to what exactly the contract is for. Clerk Lynn will contact the Humane Society and try to get someone to the January meeting to answer questions the Board may have. It was decided that since we already have the contract and have already budgeted for it, we will go ahead and approve it this year and pay the annual fee, however the board still wants to discuss with the Humane Society. Motion was made by Supervisor Jackson and 2nd by Supervisor Boos. *Motion carried 3-0.*
- F. Discussion and possible approval of new lawn mower purchase:** There is some money left over in the budget, and quotes were received by Kevin, and Chairman Buth from Triebolds, Mid-State, Waupan Equipment, and Genesee Mechanical Services. The Board went over each quote and discussed with Kevin and former Town employee, Paul Goeglein to see what they suggest. After discussion, Chairman Buth made a motion to purchase a Skagg, not to exceed \$8,247 before December 31, 2019. He requested that Supervisor Jackson go get the best possible price. Supervisor Jackson 2nd the motion. *Motion carried 3-0.*

VII. Old Business: Discussion and approval of new Fire Contract with the Village of Sullivan: Chairman Buth discussed the terms and the price with the Village, and they drew up a new contract for Section 1, 2, and 12 for one year at \$4,585.50 which is a small increase over the \$4500 from last year. Supervisor Boos made a motion and Supervisor Jackson 2nd to approve the contract. *Motion carried 3-0.*

VIII. Hearing from Citizens: Kent Hoffman, Summer Hill Drive asked why they put shoulders along the road in the new Prairie Ridge subdivision. Chairman Buth stated that as a requirement in the subdivision Ordinance, the road needed a 2nd layer of asphalt and shouldered. Wolf paving came and paved it and didn't let the town know beforehand.

IX. Set next Town meeting: The January 2020 meeting will be held on Tuesday, January 7th at 6:30pm.

X. Adjourn: Supervisor Boos made a motion to adjourn the meeting with Supervisor Jackson 2nd at 7:15 pm
Motion carried: 3-0

Respectfully Submitted, Dawn Lynn, Clerk