

Town of Sullivan
Board Meeting Minutes
May 5, 2020 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, on the board at the Town Hall by Clerk, Dawn Lynn, and the three boards around town by Andy Bauer.
- IV. **Approval of Minutes:** A Motion was made by Supervisor Boos and 2nd by Supervisor Jackson to approve minutes from the Regular March meeting, and the Meeting on April 9th to pay bills and Road Inspection.

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 Supervisor Jackson and 2nd by supervisor Boos to approve the report and the payment of the bills. ***MOTION CARRIED 3-0***

Account Balance

<i>General Acct</i>	126,346.46
<i>Money Market Acct</i>	221,823.05
<i>Capital Expenditure</i>	57,764.36
<i>Summer Hill Park Fund</i>	6,994.07
<i>Tax Acct – Checking</i>	545.96
<i>Cemetery Perpetual Care Savings</i>	6,292.73
<i>Cemetery Savings</i>	6,144.19
<i>Cemetery Perpetual Care CD</i>	9,638.73
<i>Cemetery Savings Premier</i>	8,963.67
<i>Cemetery Savings CD Associated</i>	15,737.28
<i>Cemetery Saving CD Plot Sales</i>	15,065.45

- B. **Fire District Report:** Chief Paul Goeglein stated there were 11 calls: 1 house fire, 3 grass fires, 3 fire alarm, 1 carbon monoxide alarm, 1 kitchen fire, 1 motor vehicle accident and 1 dryer fire. He told the Board that the burning ban issued by the DNR is still on, but the one that our town is involved in through our Co-op has been cancelled.
- C. **Road Report:** Town Operations Manager, Denny Stair said they have been doing a lot of brush clearing at several intersections and at Pickets by the water. They looked at a micro-seal that was put on roads in Aztalan. They are considering doing that with the Summer Hill subdivision. Aztalan Chairman was present and talked on how they have been very happy with it. They looked into pricing on renting a mini-excavator this Fall to do some ditching projects. It will be about \$2500 for 4 weeks rental. Jaeckel Bros. will be giving a price on replacing culverts on Rome OakHill Road. Stump removal for the trees that were removed on main street will cost about \$425. The red truck has a problem with the display module when they are plowing, and the hand held device used for controlling the plow has wiring problems. They discussed replacing it with Monroe Truck but the parts are obsolete, so it would be about \$4500 to replace it with an upgraded module. The truck also needs a heater core for about \$1800 and a set of tires in the future. Denny gave pricing to the Board for sand blasting and painting the plow truck. Chairman Boos said he feels Denny and Andy have done a lot around the town and the shop and he appreciates their hard work.

D. Clerk Correspondence:

- 1) An email was received from Bill Tarman-Ramcheck on Circle Drive regarding the “common area”. He and a few other neighbors would like to put some trees inside there and possibly a picnic table. Chairman Buth stated that each resident of Circle Drive “owns” a portion of the common area, and the Town Board really has no say as to what the residents do with it. Therefore, he told the residents that as long as they can agree on something it would be fine to put some trees or flowers, or a picnic table inside there.
- 2) There were three ordinance violations that were received from the County. One on County Road F for having more than 2 dogs, one on Highland Drive for the shed on the property that was converted into a living space. The 3rd was on Froelich Road for unlicensed vehicles, junk in the yard, etc. John Kannard told the Board that the Zoning Department will follow up on them.

E. Chairman Correspondence: NONE

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 last month.

VI. New Business:

- A. Request for Conditional Use Permit by Mary West to allow 3 dogs at N4334 County Road E:** John Kannard stated that she did not show up to his last meeting and therefore needs to go to their next meeting before coming to the Town Board’s June meeting.
- B. Request for Lon Kramer to build detached garage at W868 Froelich Road:** Lon had a representative there and after discussion, the Supervisor Boos made a motion and Supervisor Jackson 2nd to approve the request for a 15’ setback instead of a 20’ setback. **MOTIONED CARRIED 3-0**
- C. Request for Nick & Jasmin Crouch for Conditional Use permit at N2731 County Road Z:** The Crouch’s contractor appeared on their behalf. They want to put up a shed that’s slightly larger and taller than what’s usually allowed. After discussion, Supervisor Jackson made a motion and Supervisor Boos 2nd to approve it. **MOTION CARRIED 3-0**
- D. Request from Christopher and Jean Keller to create 2-acre building site at W1246 Schuyler Road:** John Kannard explained that they will be creating a cul-de-sac at the end of the road and dedicate it to the town so they would have road frontage. Chairman Buth asked the Kellers if they would be paying to get something put in. The Board suggested a T-turnaround. After discussion the Board said as long as they make it look nice it’s ok with them. Supervisor Boos made a motion and Supervisor Jackson 2nd to approve it. **MOTION CARRIED 3-0.**
- E. Appointment of Gary Jackson to Planning Committee as an alternate:** Chairman Buth made a motion and Supervisor Boos 2nd to appoint him as an alternate to the Planning Committee. **MOTION CARRIED 3-0**
- F. Discussion of survey done on Lot 18 of Fort Thomas subdivision:** John Kannard did a survey and identified small encroachments such as trees, and a bench and flowers. Chairman Buth suggested listing the property on Wisconsin Surplus. He said he would take care of listing that. Supervisor Boos made a motion and Supervisor Jackson 2nd to get them listed. **MOTION CARRIED 3-0**
- G. Discussion and possible approval of purchase of overhead doors for Town Shop:** Denny provided quotes to the Board from SK Windows and Rod’s Doors. After looking at both quotes and discussion, Chairman Buth made a motion and Supervisor Boos 2nd to go with SK Windows. Chairman Buth said there is money in the budget for the doors. **MOTION CARRIED 3-0**

- H. Discussion and possible approval for Dam inspection:** The Board was presented with two quotes to inspect the Dam. One was from Jewell Engineering for \$1800. The other one is from GRAF for \$3500. After discussion, Supervisor Boos made a motion and Supervisor Jackson 2nd to go with Jewell for \$1800. ***MOTION CARRIED 3-0***
- I. Discussion of clerk's additional hours for April Election:** Due to the extremely high number of absentee ballot requests received, the clerk put in an additional 100 hours just doing absentee ballots for the 2 weeks before the election. The clerk's job description states approximately 10-15 hours per week. Chairman Buth made a motion and Supervisor Jackson 2nd to pay \$1700. ***MOTION CARRIED 3-0***
- J. Discussion and review of Road Inspection to determine which roads will be repaired this year:** Chairman Buth handed out a spreadsheet showing what roads should be done this year. For Hardscrabble Road from the overlay past Northey headed South towards CI would need Flex Patch and Crack Fill and Seal Coat. The next was Froelich Road a short section from where the ended last year on Water Street to Pioneer. Scott Construction has agreed to redo the roads they did last year at no charge, so they could continue on Froelich. The third is a Flex Patch Crack Fill and Seal Coat on the Summer Hill subdivision including Autumns Rest Court. Struch & Irwin Construction was recommended to us by Town of Aztalan Chairman where they've used micro-surfacing instead and had good results.

VII. Old Business: NONE

VIII. Hearing from Citizens:

- A.** Chief Paul Goeglein stated that the Fireman's Breakfast has been cancelled and possibly will be held in September.
- B.** Ruth Fraley wanted to publicly thank everyone that helped with the elections whether it was getting supplies, building the shields, setting up and adapting to all the changes that happened.

IX. Other Non-Action Items: Chairman Buth stated the Annual Meeting will be held on May 19th at 6:30

X. Set next Town meeting: The June 2020 meeting will be held on Tuesday, June 9th at 6:30pm.

XI. Adjourn: Supervisor Jackson made a motion to adjourn the meeting with Supervisor Boos 2nd at 7:26 pm
MOTION CARRIED 3-0

Respectfully Submitted, Dawn Lynn, Clerk