

Town of Sullivan
Board Meeting Minutes
February 4, 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 Kevin Heckert.
- IV. **Approval of Minutes:** A Motion was made by Supervisor Barry Boos and 2nd by Supervisor Gary Jackson to approve minutes from the Regular January 2020 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 Barry Boos and 2nd by Gary Jackson to approve the report and the payment of the bills. *Motion carried 3-0*

<u>Account Balance</u>	
General Acct	121,019.23
Money Market Acct	321,359.96
Capital Expenditure	57,724.65
Summer Hill Park Fund	6,992.32
Tax Acct – Checking	588,862.25
Cemetery Perpetual Care Savings	6,016.51
Cemetery Savings	5,957.58
Cemetery Perpetual Care CD	9,638.73
Cemetery Savings Premier	8,928.79
Cemetery Savings CD Associated	15,675.37
Cemetery Saving CD Plot Sales	15,000.00

- B. **Fire District Report:** Chief Paul Goeglein said they had 2 calls in January. He also told the Board that May 1, 2020 will be his last day as Fire Chief. He will remain on the department. Elections will be the 3rd week in April to elect a new chief.
- C. **Road Report:** Kevin stated that new employee Andy Bauer started January 6th. There has been a lot of cleaning and reorganizing of the shop. He met with Jon Szivecz and Randy from the Mill. There is a farmer on Turner Road who is having someone widen out the culvert, and removed some of the pipe in the Towns culvert. He said it's eroding, and Kevin suggested that the Board take a ride out there to see how it's affecting the Towns culvert and the road. Kevin said his last day will be February 14th.
- D. **Clerk Correspondence:**
 - 1) A letter was received from the Sheriff's Department stating that starting this month, the Dept of Revenue Bureau of Equalization staff appraisers will be working throughout the county as part of an assessment review. The letter is to let residents know if they see these people viewing properties, taking pictures, and sometimes talking with buyers and sellers of the properties. The letter lists the peoples name, and also the make/model/color/license plate of the vehicles that will be around and notes that all employees will have Department-issued photo ID's with them at all times. Clerk Lynn will post the letter on the boards around town for the public to view.

E. Chairman Correspondence:

- 1) Chairman Butth received a letter from Lake County Municipal Court. It states that we wrote 0 citations in 2019. That means we are subject to \$250.00 administrative charge. In order to avoid this charge in the future, the Court would recommend writing at least 9 citations in a calendar year.
- 2) The DNR sent a letter stating that we needed to get our dam inspected again by July 31, 2020. Chairman Butth will look into hiring someone to inspect it.

F. EMS Report: Chief Brad Bowen gave his report to the Board. They responded to 4927 calls in 2019 which was a 16% increase in call volume. They added 4 new full-time employees this year. Chairman Butth asked if there were any training opportunities that our small Rome Fire Department could join them for. Chief Bowen said he would look into it and see if there was something they could do to help.

G. Planning Committee Report: John Kannard stated they did have a meeting and the people that were on the agenda were told they need to appear at the next Town meeting.

VI. New Business:

- A. Discussion & possible action on the sale of 3 vacant lots in the Town of Sullivan:** The vacation of the three lots is complete. John Kannard has looked at the three properties. The one on Meadow Lane has some value, the one on Cherokee Canyon in 99% underwater, and the one on Court Kathleen is a buildable lot. He asked John if he could survey the property. Supervisor Jackson made a motion and Supervisor Boos 2nd to have John Kannard do a survey on the property on Court Kathleen. *Motion carried 3-0*
- B. Discussion & possible approval of Conditional Use Permit for Curtis & Susan Duchow for having more than two dogs:** Neither Curtis nor Susan were present. John Kannard said they came to the last Planning Committee meeting and they recommended approval. Treasurer Boos presented a timeline of problems/issues they've had regarding the dogs/licensing since the Summer of 2019. John stated that with this new information, they should put them on the agenda for March to discuss possible approval by the board.
- C. Discussion & possible approval of land division by Land Hunter LLC:** John Kannard stated that the Planning Committee recommends approval for this land division. After discussion, Supervisor Boos made a motion and Supervisor Jackson 2nd to approve the land division. *Motion carried 3-0*
- D. Discussion about possible part-time help for snow plowing:** It was brought up that in case the town employees are unable to plow, or they need extra help, that the Town hire someone part time to help when needed. Chairman Butth asked that it be noted on the website, and in the minutes that if anyone knows of someone that would qualify, to contact the Clerk.
- E. Discussion about Advanced Disposal mistakenly taking residents/ garbage/recycling cans:** The Village of Sullivan changed their service from Advanced to Badgerland. Advanced hired a third party to collect cans from Village residents, and mistakenly took some of the Town residents' cans as well. The Clerk heard from 5 residents, however there may be more.
- F. Discussion and re-appointment of Election Workers:** The Board was presented with a list of election workers that have offered to help for 2020-2021 elections. Supervisor Boos made a motion and Supervisor Jackson 2nd to approve the list of election workers for the 2020-2021 term. *Motion carried 3-0*

VII. Old Business: Discussion and approval of Ordinance for Building Permits and Fees: Troy from the Building Inspectors office was present to go over the Option #3 that Greg Noll had drawn up. He stated that the last time fees were updated was 2010. Right now, the Town of Sullivan doesn't have any permit/fees for building additions, decks, etc. Supervisor Boos made a motion and Supervisor Jackson 2nd to approve the Building Permit Fees Option #3 as presented. *Motion carried 3-0*

VIII. Hearing from Citizens:

- A. Paul Goeglein said that he wondered if the Town Board would entertain the idea of contracting out jobs such as plowing/mowing/tree trimming, etc. Supervisor Boos said that it was brought up in the past. Chairman Buth said there would need to be a lot of research put into this.

IX. Set next Town meeting: The March 2020 meeting will be held on Tuesday, March 3rd at 6:30pm.

X. Adjourn: Supervisor Jackson made a motion to adjourn the meeting with Supervisor Boos 2nd at 7:29 pm
Motion carried: 3-0

Respectfully Submitted, Dawn Lynn, Clerk