

Town of Sullivan Sanitary District No. 1

Meeting Minutes

Monday, April 11, 2022, 5:00pm

- I. Chairman Paul Goeglein called the meeting to order at 5:00pm
- II. Attendance: Chairman Paul Goeglein, Commissioner Wayne Boos, Commissioner Ron Auerbach, clerk Dawn Bauer, and Plant Operator Nate Tillis were all present.
- III. Approval of minutes: Paul made a motion and Ron 2nd to approve the meeting minutes from the regular March 2022 meeting. **MOTION CARRIED 3-0**
- IV. Financial Report: Clerk Dawn Bauer presented the Financial Report along with a list of bills to pay. Ron made a motion and Wayne 2nd to approve the report and the payment of the bills. **MOTION CARRIED 3-0**
- V. Clerk Correspondence: NONE
- VI. Chairman Correspondence: NONE
- VII. Town & Country Engineering: (Ben was present via conference call)
 - a. Designating Town ARPA Funds: Ben had sent an email regarding using the Town's ARPA funds to repair sewer lines. This will be brought to the Town Board meeting tomorrow night to discuss with the Town Board.
 - b. ADA Compliance: Amy from Town & Country sent an email stating that we are not required to redo everything (bathrooms, etc) in order to be in compliance with the ADA. However, if we get a sign posted outside for anyone who is handicapped and requiring assistance, then we will be in compliant.
 - c. Campground project: Tom from the Campground was present. Ben said that CD Smith, the contractor supplied an updated quote to him for approximately \$62,000. He also let Tom know that the District has already spent almost \$15,000 between legal fees and engineering fees. The total that Tom would need to borrow would be close to \$77,000. There will also be other fees for engineering and legal to change to contracts again to reflect the new quote and update the terms/date. Ben said the first step would be getting a line or letter of credit from his bank for this amount before we can proceed. He said the letter of credit would need to be in the district's hands by the end of this week (April 15th). Once the letter of credit is received, then the lawyers will have to draw up new paperwork, and present it to the Joint Commission at their next meeting. Ron made a motion with Wayne 2nd to authorize Nate to write up a letter tomorrow for Tom to give to his bank, and also to authorize Paul to make a decision on the commission's behalf to approve and sign the letter once completed. **MOTION CARRIED 3-0**
- VIII. Operators Report: Nate said there has been a few more solids than usual but it's due to the rain. He said they are scheduling the annual flushing out of the lift stations. There were some issues with the sampler, and he and Hunter fixed it. They told the Expediters what is left to be televised and they will give us a quote for that. Disinfecting will start May 1st.

IX. New Business

- a. Discussion & possible approval of Budget & Funding Allocation Pay request #12: After discussion, Paul made a motion and Ron 2nd to approve the Pay Request #12. **MOTION CARRIED 3-0**
- b. Discussion & possible approval of Johnson Block contract: Per the USDA we need to get an audit done and also provide information to them yearly. Tara from Johnson Block agreed to do it and sent over a contract. After discussion, Ron made a motion and Wayne 2nd to approve the contract. **MOTION CARRIED 3-0**
- c. Discussion about old invoice to resident that moved in 2021: There was a customer that moved out and still owed one quarter. Clerk Bauer did not have a forwarding address, and the new owner paid it through property taxes. She has sent the invoice and several letters to the old owner and he has not paid it. She is asking that the commission agree to write this invoice off for \$265.00.
- d. Discussion about late fees spreadsheet: Clerk Bauer drew up a list of all the residents that were late with their 1st quarter bills, and a list of the residents that did not pay their 1st quarter bill. This was just done for informational purposes. The total of late fees is \$1070.50. The total of bills not paid was \$12,272.15.

X. Old Business: NONE

XI. Community Input: NONE

XII. The next meeting will be Monday, May 9th at 5:00pm

XIII. Paul made a motion with Wayne 2nd to adjourn the meeting at 6:49pm. **MOTION CARRIED 3-0**