

# Town of Sullivan Sanitary District No. 1

## Meeting Minutes

Monday, July 12, 2021, 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, Nate Tillis, Mike Lewis and Hunter Willis were all present.
- III. Approval of meeting minutes: Ron made a motion and Wayne 2<sup>nd</sup> to approve the minutes from the Regular June meeting and the Special meeting on June 9<sup>th</sup>. **MOTION CARRIED 3-0.**
- IV. Financial Report: Clerk Dawn Bauer presented the financial report along with a list of bills to pay. Paul made a motion and Wayne 2<sup>nd</sup> to pay accept the financial report and payment of the bills. **MOTION CARRIED 3-0**
- V. Clerk Correspondence:
  - a. Clerk Bauer went on Pitney Bowes website, and checked into renting a postage machine. This would help with the quarterly bills not having to put stamps on each individual bill. The cost starts at \$23.00 per month plus postage. Commissioner Auerbach wondered if the Town would be interested in splitting the cost, so the clerk and Treasurer could use it also. Clerk Bauer will bring it up at the Town Board meeting tomorrow night.
- VI. Chairman Correspondence: NONE
- VII. New Business:
  - a. **Discussion & Possible approval of new computer for the Clerk:** The current computer was purchased when Jan Emery was clerk. It has been running very slow, and freezing up. Clerk Bauer talked to Computers Nationwide and they said the computer is pretty old and an upgrade is suggested. They created a quote for a new Lenovo computer at \$2144.00. This includes support, installation, and copying the current information from the old computer. After discussion, Ron made a motion and Wayne 2<sup>nd</sup> to approve the purchase of the computer. **MOTION CARRIED 3-0**
  - b. **Discussion & Possible approval of Language Access Plan:** Rural Development requires a LAP in order to give us the grant money. Lawrie from Boardman & Clark wrote up an appropriate plan and submitted it to the clerk to present to the Commission. After discussion and review, Ron made a motion and Wayne 2<sup>nd</sup> to approve the Plan. Clerk Bauer will call it Resolution 21-08 in case Rural Development needs a Resolution number. **MOTION CARRIED 3-0**
  - c. **Discussion & Possible approval of Jetting and Televising quote from The Expeditors:** Nate presented a quote to the Commission for jetting & televising the lines. Mike said he marked out the manholes that were hard to find for The Expeditors. They had to televise to find some of the ones that were hard to find. The cost for ones that are not in the Easement are \$1.29/foot. The ones in the Easement are \$2.95/foot. There is an extra \$500 fee for dumping debris at a State Certified Dump Site, and \$125 to shuttle water. Clerk Bauer said that the Town was eligible for ARPA money and already received ½ of the \$242,000.00. The Commission said that if they allow us to use the money, we could use it for more televising and repair. After discussion, Ron made a motion and Paul 2<sup>nd</sup> to approve the quote and go ahead with it. **MOTION CARRIED 3-0**

- VIII. Town & Country: Ben was not present and had nothing to discuss with the Commission.
- IX. Operators Report
  - a. Mike
    - i. He has been changing the chemicals out. They were behind on getting rid of solids, so they have been catching up on that. One of the storage tanks are up and they have one clarifier up for the new plant.
- X. Old Business: NONE
- XI. Community Input: NONE
- XII. The next regular meeting will be Monday, August 9<sup>th</sup> at 5:00pm
- XIII. Ron made a motion with Paul 2<sup>nd</sup> to adjourn the meeting at 5:46pm. **MOTION CARRIED 3-0**

Respectfully Submitted, Dawn Bauer, Clerk