

# Town of Sullivan Sanitary District No. 1

## Meeting Minutes

Monday December 12, 2022 at 5:00pm

- I. **Call to order:** Chairman Paul Goeglein called the meeting to order at 5:00 pm
- II. **Roll Call:** Chairman Paul Goeglein, Commissioner Wayne Boos, Commissioner Ron Auerbach, and Clerk Bauer were all present.
- III. **Verification of Proper Notice:** Clerk Bauer said the agenda was posted on the board outside the Town Hall, and the Town of Sullivan website.
- IV. **Approval of minutes:** Ron made a motion and Wayne 2<sup>nd</sup> to approve the minutes from the regular November meeting. **MOTION CARRIED 3-0**
- V. **Financial Report:** Clerk Dawn Bauer had the Financial Report along with a list of bills to pay to present to the Commissioners. Ron made a motion and Wayne 2<sup>nd</sup> to approve the report and the payment of the bills **MOTION CARRIED 3-0**
- VI. **Clerk Correspondence:** Clerk Bauer informed the Commissioners that she transferred \$85,000 out of the Money Market account to the General Checking account because our first loan payment was due to USDA Rural Development.
- VII. **Chairman Correspondence:** NONE
- VIII. **Town & Country Engineering Report:** Ben Heidemann was present, however he asked that Plant Operator, Nate Tillis speak regarding the possible rate increase. Nate explained that based on the operating expenses anticipated for operating the treatment plant, adding in our debt service, and taking care of our lift stations, the quarterly rate would have to go up to \$335 from \$265 based on the budget. If we wanted to help keep the increase lower, we can use some of our reserve money and only increase to \$300 per quarter. Ben noted that the Budget year for the joint commission is June 1<sup>st</sup> through July 31<sup>st</sup>, where as the District operates from January to December. He also stated that when they did the joint commissions budget, it was all theoretical because this is the first year for it. It was decided that Nate would write a letter to the residents stating that an increase would happen starting with the 3<sup>rd</sup> quarter. Clerk Bauer will send the letters out with the 4<sup>th</sup> quarter 2022 bills.
- IX. **Operators Report:**
  - a. Nate said there was an overflow that he had to report to the DNR. What happened was, during construction, one of the pieces of equipment was left off and built up over the weekend. It has all been contained and fixed.
  - b. The annual maintenance for the Pickets lift station was done and everything checked out
  - c. There was a resident that sent an email asking what will be done with the trench that was just dug across from her house. She was concerned that it was going to be used for dumping waste water and wanted the river water tested. Nate sent her an email stating that the treatment plant is only allowed to discharge treated water into the Bark River. He said that the trench is probably for a pipe, power cable, or gas line. He told her to reach out to him if she has any other concerns.
  - d. At the new treatment plant, the equipment is up and going and their finishing up the lift station. The levels of everything are right on where it should be. They are hoping to get the Village hooked up before the holidays.

X. **New Business:**

- a. **Approval of Pay Request #20:** After looking at the pay request information, and discussion, Ron made a motion and Paul 2<sup>nd</sup> to pay the Commission for Pay Request #20. **MOTION CARRIED 3-0.**
- b. **Discussion & possible approval of using District reserve funds for any fiscal year 2023 budget shortfalls:** this was touched on in the Town & Country portion of the agenda.
- c. **Verification of legal compliance for adoption of Resolution 21-04, related to the issuance and sale of a \$2,472,000 sewerage system revenue bond anticipation note, and Resolution 22-02, related to the issuance and sale of \$2,472,000 sewerage system mortgage revenue bond:**  
Jared Smith from Boardman Clark gave a report on this. He said that the resolution was adopted in order to obtain financing for the construction costs of the new plant. He stated that the Village had their own financing and everything was separate. The District hired Quarles & Brady as their bond council to represent the District. Jared spoke with them and verified that they are revenue bonds issued pursuant to WI State Statutes 66.06(2)(1) and under that, the District is considered a municipality and the project is a public utility in which revenue bonds can be issued. The payment of the bonds is secured by a pledge of revenues by the district user fees. They are not general obligation bonds. The record books include the certifications regarding the closing of the bonds, and documents showing that the meeting and proposed adoption of the bonds was properly noticed. WI law states that the full resolutions does not have to be posted on the districts website, but are available at the Clerk's office and via open records request. WI State Statute 60.77(2) states that a sanitary district is a separate governmental body from the Town of Sullivan.

XI. **Old Business:** NONE

XII. **Public Comment:** NONE

XIII. **Closed session motion:** Ron made a motion and Wayne 2<sup>nd</sup> to go into closed session to discuss monetary compensation for the Clerk's extra hours at 5:28pm. **MOTION CARRIED 3-0** Close session ended at 5:43pm

XIV. The next meeting will be Monday, January 9, 2023 at 5:00pm

XV. Wayne made a motion with Ron 2<sup>nd</sup> to adjourn the meeting at 5:44 pm. **MOTION CARRIED 3-0**

Respectfully submitted, Dawn Bauer, Clerk