

**Town of Sullivan Sanitary District No. 1**  
**Meeting Minutes**  
**February 5, 2019**

- I. Attendance: Ron Auerbach, Paul Goeglein, Wayne Boos, Ben Heidimann, Heidi Hargan, Jim Hargan, Dawn Lynn, and Michael Lewis.
- II. Roll Call: Paul called the meeting to order at 5:00pm
- III. Secretary's Report
  - a. Heidi read the secretary report. Approved as read.
- IV. Town & Country Report
  - a. Ben met w/the Village of Sullivan. They will be taking action on the T & C proposal tonight at 6:30pm. They have indicated they were in favor of consolidating sewer plants. A Letter of Intent is needed by both the TSSD#1 and the Village of Sullivan to continue with the Rural Development application. A meeting will be needed with Lawry to discuss the ordinance revision and w/the Village of Sullivan again to get all parties on the same page with ordinances.
  - b. Lift Station at Pickets will begin in March
  - c. Reviewed the procedure for the Rural Development application process.
  - d. Ben needs authorization to proceed with the application based on the decision or the Village of Sullivan. Paul made a motion and Ron 2<sup>nd</sup> to proceed with the application. Motion carried.
- V. Boardman & Clark
  - a. Ben will review proposals, ordinances, and application with the board and Lawry.
- VI. New Business
  - a. Sewer Rate Increase: A letter needs to be sent out at the next billing cycle to inform the users that the following sewer bill will be increased to \$220 per quarter. Ron made a motion and Paul 2<sup>nd</sup> to send the letter with the next billing. Motion carried.
  - b. Johnson Block-Tara will be in the office on February 21<sup>st</sup> and will discuss the audit.

- VII. Old Business
  - a. Heidi reviewed the 2018 Chart of Accounts and the Budget
  - b. Part time pay for the plant operators: The Board determined the following days are considered holiday Pay and paid at double time the regular pay rate;
    - i. New Years Day, Memorial Day, July 4<sup>th</sup>, Labor Day, Thanksgiving, Christmas Eve, and Christmas Day.
  - c. Overtime pay for plant operators: The Board determined that overtime pay on weekdays will be paid at time and ½ and is paid when the Operator has to leave his other job to come to this plant.
- VIII. Treasurers Report
  - a. Heidi read the Treasurers Report. Ron made a motion and Wayne 2<sup>nd</sup> to accept the report as read. Motion carried.
- IX. Bills
  - a. Heidi presented the bills to be paid. Ron made a motion and Paul 2<sup>nd</sup> to pay the bills presented. Motion carried.
- X. Communications
  - a. The reserve CD's mature on February 16, 2019. They can be renewed for 11 months at an interest rate of 1.55%. It was decided by the Board to cash in the CD's and put the funds in savings to help pay for the Pickets lift station project.
- XI. Operators Report
  - a. Mike got called out 3 times last week for various reasons due to cold weather.
  - b. Plant is now operating well considering the bitter cold weather.
  - c. Grease build-up continues. Mike and Nate will have to talk with Bark River Lanes to discuss their grease disposal procedures.
  - d. Both mixers are running so the electric bill will be higher this month.
- XII. Community Input
  - a. NONE
- XIII. Adjournment
  - a. Paul made a motion and Wayne 2<sup>nd</sup> to adjourn the meeting. Motion carried

Taken by Jim Hargan, Deputy Clerk