

**SUN PRAIRIE VILLAGE COUNTY WATER & SEWER DISTRICT**  
**MINUTES of February 8th, 2022**

The regular monthly board meeting was opened at 6:30 PM by Roland Martin, Board President.

**MEMBERS PRESENT:** Roland Martin, President; Kevin Askeland, Vice-President; Keith Kallstrom; David Abbott

**STAFF PRESENT:** Janet Fulmer, General Manager/Board Secretary

**GUEST PRESENT:** Craig Nowak, Engineer for Morrison Maierle

The District's Board of Directors uses a Consent and Action Agenda for the Minutes and Financial Reports: Financial Statements, Restricted Fund Account Balance Report, Combined Cash Flow Statement, Accounts Payable and the Resolutions to transfer funds. The Board of Directors receives these items in advance of the meeting.

Roland Martin asked the Board Members if there were any questions regarding the financials: Restricted Fund Account Balance Report as of January 31st, 2022: No questions or comments. Combined Cash Flow Statement as of January 31st, 2022: No questions or comments.

David Abbott moved, and Kevin Askeland second the motion to accept financials as presented in the Consent Agenda. Motion passed.

Accounts Payable as of December 31st, 2021: Kevin Askeland introduced the following resolution and moved its adoption: **RESOLUTION 04-2022. BE IT RESOLVED**, that, the Accounts Payable statement of Operations & Maintenance bills in the amount of Forty-Two Thousand Seven Hundred Seventy-Five Dollars and Ninety Cents (\$42,775.90), Construction bills in the amount of Four Thousand One Hundred Sixty-Four Dollars and Fifty Cents (\$4,164.50), and Equipment in the amount of Three Thousand Nine Hundred Sixteen Dollars and Eighty-Nine Cents (\$3,916.89) to be paid. Whereupon the motion or adoption of the foregoing resolution was seconded by Keith Kallstrom; and upon vote being taken thereon, the vote in favor of was unanimous.

*(All the above financials are placed in 2021 and 2022 Board Meeting file records at the District, available upon request.)*

This concludes the consent and action portions of the agenda.

Managers Report for December 2021 and January 2022 were given verbally by Janet Fulmer, charts provided and placed in file.

**OLD BUSINESS:**

**Wastewater Improvement Project:** Craig Nowak provided status update. Kevin Askeland introduced the following resolution and moved its adoption: **RESOLUTION 05-2022. BE IT RESOLVED**, that, the Sun Prairie Village County Water and Sewer District receive from TSEP Fourteen Thousand Four Hundred Ten Dollars and Fifty-Six Cents (\$14,410.56), to make payment to Morrison Maierle Invoice #224158 dated January 28, 2022. Whereupon the motion or adoption

of the foregoing resolution was seconded by David Abbott; and upon vote being taken thereon, the vote in favor of was unanimous.

**2022 FYE Annual Budget.** Tabled.

**Pumphouse Booster Pumps:** Janet Fulmer advised the Board that Craig Nowak with Morrison Maierle and Dan Cramer with Advanced Pump and Equipment are looking into upgrade further.

**2022 Board Election:** Roland Martin and David Abbott are the only 2 candidates that have filed to date with the Cascade County Elections office.

**NEW BUSINESS:**

**2021 FYE Annual Audit:** The Board received draft contract by Douglas Wilson & Company to prepare 2021 Annual Audit for the District. Kevin Askeland introduced the following resolution and moved its adoption: **RESOLUTION 05-2022. BE IT RESOLVED**, that, the Sun Prairie Village County Water and Sewer District accept the contract from Douglas Wilson & Company to prepare the 2021 Annual Audit in the amount of Eight Thousand Five Hundred Dollars and No Cents (\$8,500.00). Whereupon the motion or adoption of the foregoing resolution was seconded by Keith Kallstrom; and upon vote being taken thereon, the vote in favor of was unanimous.

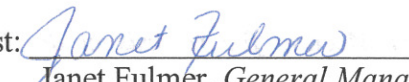
**OTHER BUSINESS:** None.

**PUBLIC COMMENT:** None.

Keith Kallstrom moved, and Kevin Askeland second the motion that the meeting be adjourned. Motion passed. Meeting as adjourned at 7:54 PM.

Signed:   
Roland Martin, *President*

Date 3-15-22

Attest:   
Janet Fulmer, *General Manager/Board Secretary*