

SUN PRAIRIE VILLAGE COUNTY WATER & SEWER DISTRICT
MINUTES of November 10th, 2020

The regular monthly board meeting was opened at 6:35 P.M. by Roland Martin, Board President.

MEMBERS PRESENT: Roland Martin, Board President; Kevin Askeland, Vice-President; David Abbott.

STAFF PRESENT: Janet Fulmer, General Manager/Board Secretary

GUEST PRESENT: Craig Nowak of 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 if there were any corrections to the Minutes of October 13th, 2020, Regular Meeting of the Board. Kevin Askeland moved that the minutes be accepted as written, and David Abbott seconded the motion, Motion passed.

Roland Martin asked the Board if there were any questions regarding the financials: The compiled financial statements un-audited August 2020: No questions or comments. Restricted Fund Account Balance Report as of September 30th, 2020: No questions or comments. Combined Cash Flow Statement as of September 30th, 2020: No questions or comments. The compiled financial statements un-audited September 2020: No questions or comments. Restricted Fund Account Balance Report as of October 31st, 2020: No questions or comments. Combined Cash Flow Statement as of October 31st, 2020: No questions or comments.

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

Accounts Payable as of September 30th, 2020: David Abbott introduced the following resolution and moved its adoption: **RESOLUTION 24-2020. BE IT RESOLVED**, that, the Accounts Payable statement of Operations & Maintenance bills in the amount of Forty-Seven Thousand Seven Hundred Fifteen Dollars and Seven Cents (\$47,715.07) and Equipment bills in the amount of Nine Thousand Nine Hundred Ninety-One Dollars and Twenty-One Cents (\$9,991.21) to be paid. Whereupon the motion for adoption of the foregoing resolution was seconded by Kevin Askeland; and upon vote being taken thereon, the vote in favor of was unanimous.

Accounts Payable as of October 31st, 2020: Kevin Askeland introduced the following resolution and moved its adoption: **RESOLUTION 25-2020. BE IT RESOLVED**, that, the Accounts Payable statement of Operations & Maintenance bills in the amount of Fifty-Two Thousand Seven Hundred Sixty-Two Dollars and Fifty-Five Cents (\$52,762.55) to be paid. Whereupon the motion for adoption of the foregoing resolution was seconded by David Abbott; and upon vote being taken thereon, the vote in favor of was unanimous.

(All the above financials are placed in 2020 Board Meeting file records at the District, available upon request.)

This concludes the consent and action portions of the agenda.

The Managers Report for October 2020 was prepared and verbally given by Janet Fulmer; charts provided; placed in file.

OLD BUSINESS:

Wastewater Improvement Project: Craig Nowak advised the Board of the status update of the wastewater project regarding plans and specs, as well as the foundation issues needing some form of piers, which the Geotech will advise engineer after review. There was also discussion regarding the sludge removal and suggestions of disposal.

Kevin Askeland introduced the following revised resolution and moved its adoption: **RESOLUTION 26-2020 REVISED. BE IT RESOLVED**, that, the Sun Prairie Village County Water and Sewer District request funds from TSEP in the total amount of Seventeen Thousand Seven Hundred Eighteen Dollars and No Cents (\$17,718.00) to make payment to Morrison Maierle for Invoice #207667 and Nittany Grantworks July, August, September, October services. Whereupon the motion for adoption of the foregoing resolution was seconded by David Abbott; and upon vote being taken thereon, the vote in favor of was unanimous.

Douglas Wilson & Company 2019 Annual Audit. Kevin Askeland moved, and David Abbott second the motion to accept the Financial Statements as of December 31, 2019 as prepared by Douglas Wilson & Company, P.C. Motion passed.

FYE 2021 Annual Budget. Work session set for November 17th, 2020 at 6:30 PM at the District Office.

Electrical Consultants, Inc. Invoices. After discussion by the Board, requested for the General Manager to prepare letter regarding the concerns of invoices and having an annual maintenance contract.

ECI Work Order 01. Board requested research into having modems purchased by the District with Work Order stating the modems would be installed by electrician or operator of District choice.

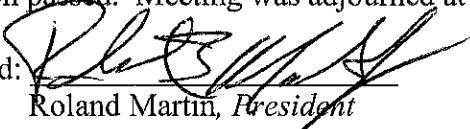
NEW BUSINESS: None.

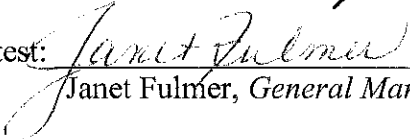
OTHER BUSINESS:

Lobby Office Hours: Kevin Askeland moved, and David Abbott second the motion to continue to keep the District Office closed due to the Covid-19 pandemic. Motion passed.

PUBLIC COMMENT: None.

Kevin Askeland moved, and David Abbott second the motion that the meeting be adjourned. Motion passed. Meeting was adjourned at 8:06 P.M.

Signed:  Date 12-8-20
Roland Martin, President

Attest: 
Janet Fulmer, General Manager/Board Secretary