

SUN PRAIRIE VILLAGE COUNTY WATER & SEWER DISTRICT
MINUTES of April 13th, 2021

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

MEMBERS PRESENT: Roland Martin, Board President; Kevin Askeland, Vice-President; Richard "Rick" Matiska via Conference Call; David "Dave" Abbott

STAFF PRESENT: Janet Fulmer, General Manager/Board Secretary

GUEST PRESENT: Keith Kallstrom of 1050 Grant Drive

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 March 16th, 2021, Regular Meeting of the Board. Kevin Askeland moved that the minutes be accepted as written, and Dave 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 February 28th, 2021: No questions or comments. Restricted Fund Account Balance Report as of March 31st, 2021: Dave Abbott introduced the following resolution and moved its adoption: **RESOLUTION 07-2021. BE IT RESOLVED**, that, the Sun Prairie Village County Water and Sewer District transfer the sum of Fourteen Thousand Dollars and No Cents (\$14,000.00) from the District's Revenue Bond Account – Water to be deposited into the RO Treatment Plant R&D account. 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. Combined Cash Flow Statement as of March 31st, 2021: Dave Abbott questioned the Miscellaneous Income, which is mostly from late fees.

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

Accounts Payable as of March 31st, 2021: Dave Abbott questioned the bill for Complete Eye Care, which was payment from the employee cafeteria plan for Eric Bucher. Rick Matiska introduced the following resolution and moved its adoption: **RESOLUTION 08-2021. BE IT RESOLVED**, that, the Accounts Payable statement of Operations & Maintenance bills in the amount of Forty-Eight Thousand Eighteen Dollars and Eighteen Cents (\$48,018.18) and Construction bills in the amount of Three Thousand Two Hundred Thirteen Dollars and Twenty-Five Cents (\$3,213.25) to be paid. Whereupon the motion for adoption of the foregoing resolution was seconded by Dave Abbott; and upon vote being taken thereon, the vote in favor of was unanimous.

Kevin Askeland introduced the following resolution and moved its adoption: **RESOLUTION 09-2021. BE IT RESOLVED**, that, the Sun Prairie Village County Water and Sewer District transfer the sum of Five Thousand Two Hundred Ninety-Six Dollars and Thirty-Six Cents (\$5,296.36) from the District's Water Fund R&D account to be deposited in the Districts Operating Checking

Account #1013434 to make payment to Aquasource Drilling LLC. Whereupon the motion for adoption of the foregoing resolution was seconded by Dave Abbott; and upon vote being taken thereon, the vote in favor of was unanimous.

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

This concludes the consent and action portions of the agenda.

The Managers Report for March 2021 was prepared and verbally given by Janet Fulmer; charts provided; placed in file.

OLD BUSINESS:

Wastewater Improvement Project: Craig Nowak of Morrison Maierle emailed the District update. The Board reviewed the Amendment to Owner-Engineer Agreement Exhibit K. Kevin Askeland introduced the following resolution and moved its adoption: **RESOLUTION 10-2021. BE IT RESOLVED**, that, the Sun Prairie Village County Water and Sewer District accept Exhibit K of the Amendment to Owner-Engineer Agreement No. Two in the amount of Twenty Seven Thousand Three Hundred Ninety Dollars and No Cents (\$27,390.00). Whereupon the motion for adoption of the foregoing resolution was seconded by Dave Abbott; and upon vote being taken thereon, the vote in favor of was unanimous. Dave Abbott introduced the following resolution and moved its adoption: **RESOLUTION 11-2021. BE IT RESOLVED**, that, the Sun Prairie Village County Water and Sewer District request funds from TSEP in the amount of Twelve Thousand Seven Hundred Sixty-Two Dollars and Eighty-Eight Cents (\$12,762.88) to make payment to Morrison Maierle Invoice #217117 dated February 26, 2021. 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.

Water Well #3. Aquasource has completed the revamp of Well #3.

Fiscal Year Ending 2020 Annual Audit. Waiting on Douglas Wilson & Company PC to request financials when ready to prepare the audit.

NEW BUSINESS:

Water Storage Elevated Tank Leak / Liquid Engineering. Liquid Engineering provided the District with Proposal #56214b for Scope of Work and In-Service Inspection. The Board reviewed the Proposal and Kevin Askeland introduced the following resolution and moved its adoption: **RESOLUTION 12-2021. BE IT RESOLVED**, that, the Sun Prairie Village County Water and Sewer District accept Proposal #56214b in the amount of Two Thousand One Hundred Twenty Dollars and No Cents (\$2,120.00) for Inspection and Reporting, with Rider of Leak Detection & Repairs in an hourly rate of Four Hundred Twenty-Five Dollars and No Cents (\$425.00). Whereupon the motion for adoption of the foregoing resolution was seconded by Dave Abbott; and upon vote being taken thereon, the vote in favor of was unanimous.

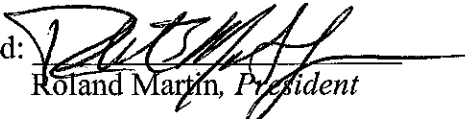
Board Position Interview with Mr. Keith Kallstrom. The Board asked Mr. Kallstrom why he desires to be on the Board. After discussion, Kevin Askeland introduced the following resolution and moved its adoption: **RESOLUTION 13-2021. BE IT RESOLVED**, that, Keith Kallstrom, serve a term on the Board of Directors by Appointment, to the Board of Directors of the Sun Prairie Village County Water and Sewer District. The terms of office shall run effective on the date of Appointment Resolution signed to May 31, 2023. Whereupon the motion for adoption of the foregoing resolution was seconded by Dave Abbott; and upon vote being taken thereon, the vote in favor of was unanimous.

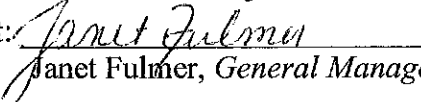
OTHER BUSINESS:

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

PUBLIC COMMENT: NONE.

Dave Abbott moved, and Kevin Askeland second the motion that the meeting be adjourned. Motion passed. Meeting was adjourned at 7:51 P.M.

Signed:  Date 5-11-21
Roland Martin, President

Attest: 
Janet Fulmer, General Manager/Board Secretary