

**SUN PRAIRIE VILLAGE COUNTY WATER & SEWER DISTRICT**  
**MINUTES of September 8th, 2020**

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; David Abbott.

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

**GUEST PRESENT:** Joe Briggs – Cascade County Commissioner

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 August 18th, 2020, Regular Meeting of the Board. David Abbott moved that the minutes be accepted as written, and Kevin Askeland seconded the motion, Motion passed.

Roland Martin asked the Board if there were any questions regarding the financials: The compiled financial statements un-audited July 2020: No questions or comments. Restricted Fund Account Balance Report as of August 31st, 2020: No questions or comments. Combined Cash Flow Statement as of August 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 August 31st, 2020: David Abbott introduced the following resolution and moved its adoption: **RESOLUTION 19-2020. BE IT RESOLVED**, that, the Accounts Payable statement of Operations & Maintenance bills in the amount of Forty-Four Thousand Two Dollars and Twenty-Two Cents (\$44,002.22) and Construction bills in the amount of Eighteen Thousand Forty-Five Dollars and Fifty Cents (\$18,045.50) 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.

*(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 August 2020 was prepared and verbally given by Janet Fulmer; charts provided; placed in file.

**OLD BUSINESS:**

**Wastewater Improvement Project:** Email update was provided to Janet Fulmer from Craig Nowak, which copy was given to the Board. Exhibit K Amendment to Owner-Engineer Agreement Amendment No. One dated September 8, 2020 was discussed among the Board. Kevin Askeland introduced the following resolution and moved its adoption: **RESOLUTION 20-2020. BE IT RESOLVED**, that, Sun Prairie Village County Water and Sewer District accept Amendment to Owner-Engineer Agreement No. One. 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. Kevin Askeland introduced the following resolution and moved its adoption: **RESOLUTION 21-2020. BE IT RESOLVED**, that, the Sun Prairie Village County Water and Sewer District request funds from TSEP in the total amount of Fifty-Eight Dollars and Fifty Cents (\$58.50) to make payment to Jardine, Stephenson, Blewett & Weaver, P.C. for Invoice No. 15744. 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.** Douglas Wilson was having staff review the final audit before submitting to the District.

**NEW BUSINESS:**

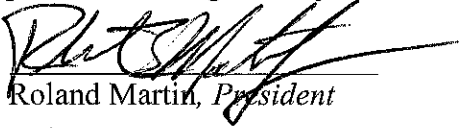
**FYE 2021 Annual Budget.** Janet Fulmer stated the District needed to start working on the annual budget for 2021, which work session would be set at the next Board Meeting.

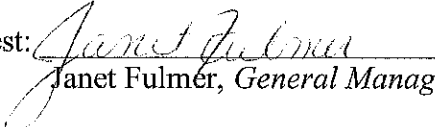
**OTHER BUSINESS:**

**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 7:54 P.M.

Signed:  Date 10-13-20  
Roland Martin, *President*

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