

RECEIVED

JUL 16 2019

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SUN PRAIRIE VILLAGE COUNTY  
WATER & SEWER DISTRICT  
MINUTES of May 14th, 2019

RECEIVED  
JUN 13 2019

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

**MEMBERS PRESENT:** Roland Martin, Board President; Floris Dyke, Vice President; Kevin Askeland

**STAFF PRESENT:** Janet Fulmer, General Manager; Dave Crowe, Operator; Linda Nelson, Office Clerk

**PUBLIC PRESENT:** Craig Nowack 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 April 9th, 2019, Regular Meeting of the Board. No questions or comments. Kevin Askeland moved that the minutes be accepted, and Floris Dyke seconded the motion. Motion passed.

Roland Martin asked the Board if there were any questions regarding the financials: The compiled financial statements un-audited March 2019: No questions or comments. Restricted Fund Account Balance Report as of April 30th, 2019: No questions or comments. Combined Cash Flow Statement as of April 30th, 2019: No questions or comments.

Kevin Askeland moved, and Floris Dyke seconded the motion to accept financials as presented in the Consent Agenda. Motion passed.

Accounts Payable as of April 30th, 2019: Floris Dyke introduced the following resolution and moved its adoption: **RESOLUTION 12-2019. BE IT RESOLVED**, that, the Accounts Payable statement of Operations & Maintenance bills in the amount of Thirty-Nine Thousand Nine Hundred Thirty-Five Dollars and Thirty-One Cents (\$39,935.31) and Construction bills in the amount of Two Thousand Six Hundred Fifty-Seven Dollars and Thirty-Four Cents (\$2,657.34) 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 2019 Board Meeting file records at the District, available upon request.)*

This concludes the consent and action portions of the agenda.

The Managers Report for April 2019 was prepared and verbally given by Janet Fulmer; charts were provided; placed in file.

Janet Fulmer advised the Board about Nash Enterprise visiting with the District regarding sewer and lift station jetting when they perform the annual backwash tank cleaning. The Board asked about the Districts jetter, which has had some service and repair issues arise. Kevin Askeland moved, and Floris Dyke seconded the motion to have Kois Brothers service and repair the District sewer jetter. Motion passed.

**R0371681 CMS**

Total Pages: 2 R 0.00 By: tmarch 06/13/2019 10:41:39 AM  
Cascade County, Rina Ft Moore - Clerk & Recorder



**OLD BUSINESS:**

Wastewater Planning Grant. Craig Nowack from Morrison Maierle gave the Board update regarding TSEP grant, which he was still unsure of the monies available and that TSEP was to return a call to Craig regarding the status. He was also working with Rural Development regarding Grant monies for the District. An Income Survey may be needed, Craig and Janet would follow up on the need for that and specifics.

Board of Directors 2019 – 2023 Term. Dave Abbott, by telephone, introduced the following resolution and moved its adoption: **RESOLUTION 13-2019. BE IT RESOLVED**, that, Kevin Askeland, continue another term on the Board of Directors by Appointment, to the Board of Directors of the Sun Prairie Village County Water and Sewer District. The term of office shall run from June 2019 to May 2023. Whereupon the motion for adoption of the foregoing resolution was seconded by Floris Dyke; and upon vote being taken thereon, the vote in favor of was unanimous.

Kevin Askeland made nomination for Roland Martin to serve the 2019-2020 term as Board President. Roland Martin made nomination for Kevin Askeland to serve the 2019-2020 term as Board Vice-President. Floris Dyke moved, and Kevin Askeland seconded the motion for Roland Martin as President and Kevin Askeland as Vice-President for the 2019-2020 Board Term. Motion passed.

2018 Annual Audit with Douglas Wilson & Company, P.C. Douglas Wilson received all the Districts financials to start preparing the audit.

**NEW BUSINESS: NONE**

**OTHER BUSINESS:**

Operating Rules of the Board of Directors for the Sun Prairie Village County Water and Sewer District. Roland Martin performed the first reading, which an error was found, and re-reading at next board meeting.

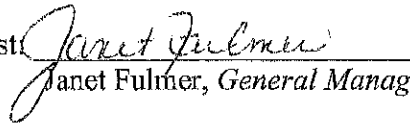
**PUBLIC COMMENT: NONE**

Kevin Askeland moved, and Floris Dyke seconded the motion that the meeting be adjourned. Motion passed.

Meeting was adjourned at 7:43 P.M.

Signed:   
Roland Martin, President

Date 6-11-19

Attest:   
Janet Fulmer, General Manager and Board Secretary