

**SUN PRAIRIE VILLAGE COUNTY WATER & SEWER DISTRICT
MINUTES of April 9th, 2024**

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

MEMBERS PRESENT: Roland Martin, President; Kevin Askeland, Vice-President; Keith Kallstrom; Alisha Lashley

STAFF PRESENT: Janet Fulmer, General Manager/Board Secretary

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 comments, questions, or corrections regarding the Minutes of March 19th, 2024, Regular Meeting of the Board. Keith Kallstrom moved to accept minutes as presented, Kevin Askeland second the motion, all Board Members in favor of, motion passed.

Roland Martin asked the Board Members if there were any comments or questions regarding the financials: Unaudited Financials as of February 29th, 2024: No comments or questions. Restricted Fund Account Balance Report as of March 31st, 2024: Kevin Askeland introduced the following resolution and moved its adoption: **RESOLUTION 11-2024. BE IT RESOLVED**, that, the District transfer Twenty Thousand Dollars and No Cents (\$20,000.00) from the Revenue Bond Sewer account to the Sewer Debt Service Reserve account. Whereupon the motion or adoption of the foregoing resolution was seconded by Alisha Lashley; and upon vote being taken thereon, the vote in favor of was unanimous. Combined Cash Flow Statement as of March 31st, 2024: No comments or questions.

Alisha Lashley moved to accept financials as presented in the Consent Agenda, Kevin Askeland second, all Board Members in favor of, motion passed.

Accounts Payable as of March 31st, 2024: Keith Kallstrom introduced the following resolution and moved its adoption: **RESOLUTION 12-2024. BE IT RESOLVED**, that, the Accounts Payable statement of Operations & Maintenance bills in the amount of Fifty Thousand One Hundred Sixty-Five Dollars and Eighty-Four Cents (\$50,165.84) and Equipment bills in the amount of Seven Thousand Three Hundred Seventy-Seven Dollars and Ten Cents (\$7,377.10) to be paid. Whereupon the motion or 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 2024 Board Meeting file records at the District, available upon request.)

This concludes the consent and action portions of the agenda.

Managers' Report for March 2024 was given verbally by Janet Fulmer, charts provided and placed in file.

Kevin Askeland introduced the following resolution and moved its adoption: **RESOLUTION 13-2024. BE IT RESOLVED**, that, the District accept Quote #26542 in the amount of \$665.59 and Quote

#26543 in the amount of \$665.59 from TW Enterprises, Inc. for Generator Annual Services. Whereupon the motion or adoption of the foregoing resolution was seconded by Alisha Lashley; and upon vote being taken thereon, the vote in favor of was unanimous.

OLD BUSINESS:

Wastewater System Upgrade Project: Kevin Askeland introduced the following resolution and moved its adoption: **RESOLUTION 14-2024. BE IT RESOLVED**, that, the Sun Prairie Village County Water and Sewer District receive from USDA RD Grant Two Thousand Nine Hundred Eighty-One Dollars and Eighty-Four Cents (\$2,981.84) for Draw #48 to make payment to Morrison Maierle Invoice #000246394 dated 4/4/2024 for \$2,381. Whereupon the motion or adoption of the foregoing resolution was seconded by Alisha Lashley; and upon vote being taken thereon, the vote in favor of was unanimous.

Water System Preliminary Engineering Report: Keith Kallstrom introduced the following resolution and moved its adoption: **RESOLUTION 15-2024. BE IT RESOLVED**, that, the Sun Prairie Village County Water and Sewer District pay Five Thousand Eight Hundred Eighty Dollars and No Cents (\$5,880.00) to Morrison Maierle Invoice #000246395 dated 4/4/2024 for \$5,880.00. Whereupon the motion or adoption of the foregoing resolution was seconded by Alisha Lashley; and upon vote being taken thereon, the vote in favor of was unanimous.

Capital Improvements Plan: Kevin Askeland introduced the following resolution and moved its adoption: **RESOLUTION 16-2024. BE IT RESOLVED**, that, the Sun Prairie Village County Water and Sewer District pay Four Thousand One Hundred Thirty-Three Dollars and Forty-Six Cents (\$4,133.46) to Morrison Maierle Invoice #000246396 dated 4/4/2024 for \$4,133.46. Whereupon the motion or adoption of the foregoing resolution was seconded by Alisha Lashley; and upon vote being taken thereon, the vote in favor of was unanimous.

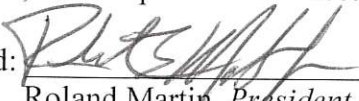
Douglas Wilson & Company, PC, FY2022 Audit: Email received from Brett Garre with Douglas Wilson, still working on, Brett will provide a draft copy as soon as available.

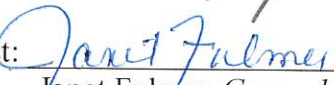
NEW BUSINESS: None.

OTHER BUSINESS: None.

PUBLIC COMMENT: None.

Kevin Askeland moved that the meeting be adjourned, Alisha Lashley second, all Board Members in favor of, motion passed. The meeting was adjourned at 7:24 PM.

Signed:  Date 6-18-24
Roland Martin, *President*

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