

**SUN PRAIRIE VILLAGE COUNTY WATER & SEWER DISTRICT**  
**MINUTES of August 10th, 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; Keith Kallstrom

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

**GUEST PRESENT:** Craig Nowak, Engineer for 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 July 13th, 2021, Regular Meeting of the Board. Kevin Askeland moved that the minutes be accepted as written, and Keith Kallstrom second the motion. Motion passed.

Roland Martin then asked the Board to allow Mr. Nowak to speak before continuing with the Meeting, Board approved.

Mr. Nowak provided a status update on the Wastewater Improvement Project and stated the ARPA committee would be meeting regarding the application ranking, District ranked #6. Mr. Nowak also advised the Board regarding an individual's interest in using wastewater for irrigation, which Mr. Nowak would continue to pursue for the District. Mr. Nowak excused himself from the meeting at 7:04 PM.

Roland Martin asked the Board if there were any questions regarding the financials: The compiled financial statements un-audited June 30th, 2021: No questions or comments. Restricted Fund Account Balance Report as of July 31st, 2021: No questions or comments. Combined Cash Flow Statement as of July 31st, 2021: Roland Martin questioned the small tools, which was for a fire hydrant diffuser; Kevin Askeland questioned the insurance, which the annual rate did increase.

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

Accounts Payable as of July 31st, 2021: Roland Martin questioned TW Enterprises which is generator maintenance, Blue Book was the fire hydrant diffuser, and Trojan UV was for ultraviolet bulbs for the UV vault. Kevin Askeland introduced the following resolution and moved its adoption: **RESOLUTION 20-2021. BE IT RESOLVED**, that, the Accounts Payable statement of Operations & Maintenance bills in the amount of Forty-Three Thousand Seven Hundred Dollars and Ninety-Six Cents (\$43,007.96), and Construction bills in the amount of Five Thousand Three Hundred Forty-Six Dollars and Fifty Cents (\$5,346.50) to be paid. Whereupon the motion for adoption of the foregoing resolution was seconded by Keith Kallstrom; 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 July 2021 was prepared and verbally given by Janet Fulmer; charts provided; placed in file.

**OLD BUSINESS:**

**Wastewater Improvement Project:** Mr. Nowak provided the Board with update at the beginning of the meeting. Kevin Askeland introduced the following resolution and moved its adoption: **RESOLUTION 21-2021. BE IT RESOLVED**, that, the Sun Prairie Village County Water and Sewer District pay from Applicant contribution the amount of Two Thousand Six Hundred Thirty-One Dollars and Twelve Cents (\$2,631.12), to make payment to Morrison Maierle Invoice #217456 dated July 3, 2021. Whereupon the motion for adoption of the foregoing resolution was seconded by Keith Kallstrom; and upon vote being taken thereon, the vote in favor of was unanimous.

**2020 FYE Annual Audit – Douglas Wilson & Company.** The Board was provided with a draft of the audit, to review and make any comments, suggestions, or changes before the next Board meeting.

**NEW BUSINESS:**

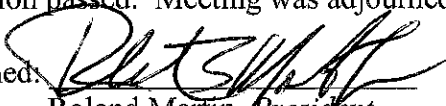
**RO Plant Electrical Barrier.** Kevin Askeland will visit the District to make suggestions regarding a barrier between the media skid and electrical panel in the RO plant.

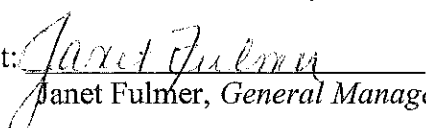
**2022 FYE Annual Budget.** The Board will be setting a date to begin work sessions after ARPA grant committee meetings.

**OTHER BUSINESS:**

**Lobby Office Hours:** The Board discussed to leave lobby open only during the AM hours, until further notice and will continue to monitor the need for full-time opening in the future.

Keith Kallstrom moved, and Kevin Askeland second the motion that the meeting be adjourned. Motion passed. Meeting was adjourned at 8:21 P.M.

Signed:  Date 9-14-21  
Roland Martin, *President*

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