

SUN PRAIRIE VILLAGE COUNTY WATER & SEWER DISTRICT
MINUTES of September 14th, 2021

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

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

STAFF PRESENT: Janet Fulmer, General Manager/Board Secretary

GUEST PRESENT: Craig Nowak, Engineer for Morrison Maierle; John Karagos, 1207 Filmore Street

Roland Martin 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 recommended the District receive \$1,286,000.00 in Competitive Grant, which Governor Greg Gianforte approved the committee's recommendation. Mr. Nowak stated the District would be able to go out for bid upon review of conditions of the ARPA Grant, a 6 week time-frame would be allowed for bid submittal, bid opening towards end of November or early December, break ground early spring. Mr. Nowak also advised the Board he is continuing to converse with the individual that has interest in using wastewater for irrigation. Mr. Nowak is assisting the District with DEQ regarding permitting for the Wastewater Discharge Permit and to install a flow meter for the RO plant backwash bypass flow. Mr. Nowak excused himself from the meeting at 7:14 PM.

Roland Martin then asked if there was any public comment. John Karagos explained to the Board about his last water usage and concerned if his meter was inoperable or malfunctioning due to the high usage. The Board requested Janet Fulmer and Dave Crowe to assist the customer the following day to diagnose issue.

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 10th, 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 asked the Board if there were any questions regarding the financials: The compiled financial statements un-audited July 31st, 2021: No questions or comments. Restricted Fund Account Balance Report as of August 31st, 2021: Transfer Funds from Surplus at next board meeting. Combined Cash Flow Statement as of August 31st, 2021: No questions or comments.

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

Accounts Payable as of August 31st, 2021: Kevin Askeland introduced the following resolution and moved its adoption: **RESOLUTION 22-2021. BE IT RESOLVED**, that, the Accounts

Payable statement of Operations & Maintenance bills in the amount of Thirty-Nine Thousand Nine Hundred Nineteen Dollars and Sixty-Nine Cents (\$39,919.69) 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 August 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 23-2021. BE IT RESOLVED**, that, the Sun Prairie Village County Water and Sewer District pay from Applicant contribution the amount of Three Thousand Three Hundred Sixty-Three Dollars and Seventy-Five Cents (\$3,363.75), to make payment to Morrison Maierle Invoice #217491 dated July 31, 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. Kevin Askeland moved, and Keith Kallstrom second the motion to accept the Draft Annual Audit for final copy. Motion passed.

RO Plant Electrical Barrier. Kevin Askeland to look at upon close of meeting to make suggestions regarding a barrier between the media skid and electrical panel in the RO plant.

2022 FYE Annual Budget. The Board set a tentative date of October 26th, 2021 to begin work sessions.

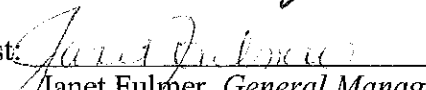
NEW BUSINESS: NONE

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 7:57 P.M.

Signed:  Date 10-19-21
Roland Martin, President

Attest: 
Janet Fulmer, General Manager/Board Secretary