

**SUN PRAIRIE VILLAGE COUNTY WATER & SEWER DISTRICT**  
**MINUTES of October 13th, 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 via tele-conference.

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

**GUEST PRESENT:** Craig Nowak 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 September 8th, 2020, Regular Meeting of the Board. Kevin Askeland moved that the minutes be accepted as written, and David Abbott seconded the motion, Motion passed.

Financial Reports were tabled until November 2020 meeting.

This concludes the consent and action portions of the agenda.

The Managers Report for September 2020 was prepared and verbally given by Janet Fulmer; charts provided; placed in file.

**OLD BUSINESS:**

***Wastewater Improvement Project:*** Craig Nowak advised the Board of the status update of the wastewater project with first of November to have draft project design. Roland Martin to contact NorthWestern Energy regarding status of new electrical service at the east lift station.

David Abbot introduced the following revised resolution and moved its adoption: **RESOLUTION 21-2020 REVISED. BE IT RESOLVED**, that, the Sun Prairie Village County Water and Sewer District request funds from TSEP in the total amount of Forty-Nine Thousand Seventy-Three Dollars and Five Cents (\$49,073.05) to make payment to Jardine, Stephenson, Blewett & Weaver, P.C. for Invoice No. 15744 and to Morrison Maierle for Invoice #207608. 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.

Kevin Askeland introduced the following resolution and moved its adoption: **RESOLUTION 22-2020. BE IT RESOLVED**, that, the Sun Prairie Village County Water and Sewer District accept the Water and Waste System Grant Agreement with the United States Department of Agriculture to receive a grant with a sum not to exceed Four Hundred Seventy Eight Thousand Dollars and No Cents (\$478,000.00) or 18.58 percent of said project development costs, whichever is the lesser, subject to the terms and conditions established by the Grantor. 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.

David Abbott introduced the following resolution and moved its adoption: **RESOLUTION 23-2020. BE IT RESOLVED**, that, the Sun Prairie Village County Water and Sewer District accept the Loan Resolution to raise a portion of the cost of the Wastewater Collection and Treatment Improvements by issuance of bond in the principal amount of One Million Three Hundred Thirty-Five Thousand Dollars and No Cents (\$1,335,000.00) . 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.

**Douglas Wilson & Company 2019 annual Audit.** Final audit presented to the District. Roland Martin requested to have fees charged by Local Government Services for delay in filing paid by Douglas Wilson & Company.

**FYE 2021 Annual Budget.** Work session set for October 27th, 2020 at 6:30 PM at the District Office.

**NEW BUSINESS:**

**Electrical Consultants, Inc. Invoices.** After discussion by the Board, Roland Martin to prepare letter to Electrical Consultants regarding Maintenance Contract District has with ECI.

**Aquasource Drilling LLC Estimate.** Kevin Askeland moved that District accept Estimate 1858 dated 9/22/2020 from Aquasource to repair well #2 for an amount of Thirty Seven Thousand Eight Hundred Dollars and Eighty Five Cents (\$37,800.85), and David Abbott seconded the motion, Motion passed.

**ECI Work Order 01.** Board discussed ECI work order, requested to have verification by Verizon before upgrading modems.

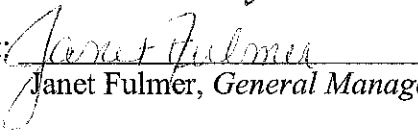
**OTHER BUSINESS:**

**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.**

David Abbott moved, and Kevin Askeland second the motion that the meeting be adjourned. Motion passed. Meeting was adjourned at 7:35 P.M.

Signed:  Date 11-10-20  
Roland Martin, *President*

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