

**SUN PRAIRIE VILLAGE COUNTY WATER & SEWER DISTRICT
MINUTES of December 13th, 2022**

The regular meeting was opened at 6:31 PM by Roland Martin, Board President.

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

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 September 13th, 2022, October 13th, 2022, or November 15th, 2022, Regular Meeting of the Board. Alisha Lashley moved to accept all minutes as presented, Keith Kallstrom 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 October 31st, 2022: No comments or questions. Restricted Fund Account Balance Report as of November 30th, 2022: Kevin Askeland introduced the following resolution and moved its adoption: **RESOLUTION 43-2022. BE IT RESOLVED**, that, the Sun Prairie Village County Water and Sewer District transfer **\$3,000.00 from the Revenue Bond Account – Water** to the RO Treatment Plant R&D, and transfer **\$5,000.00 from the Revenue Bond Account – Water** and **\$6,000.00 from the Water Bond Reserve** to the Water Fund Account R&D. 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. Keith Kallstrom introduced the following resolution and moved its adoption: **RESOLUTION 44-2022. BE IT RESOLVED**, that, the Sun Prairie Village County Water and Sewer District transfer **\$15,000.00 from Revenue Bond Account - Sewer** to Sewer Debt Service Reserve. Whereupon the motion or adoption of the foregoing resolution was seconded by David Abbott; and upon vote being taken thereon, the vote in favor of was unanimous.

Keith Kallstrom moved to accept financials as presented in the Consent Agenda, minus Combined Cash Flow Statement as of November 30th, 2022, to be presented at January 2023 meeting, Kevin Askeland second, all Board Members in favor of, motion passed.

Accounts Payable as of November 30th, 2022: To be presented at the January 2023 meeting.

(All the above financials are placed in 2022 Board Meeting file records at the District, available upon request.)

This concludes the consent and action portions of the agenda.

Managers' Report for November 2022 was given verbally by Janet Fulmer, charts provided and placed in file.

OLD BUSINESS:

Wastewater Improvement Project: David Abbott introduced the following resolution and moved its adoption: **RESOLUTION 45-2022. BE IT RESOLVED**, that, the Sun Prairie Village County Water and Sewer District receive from TSEP Six Thousand Seven Hundred Fifty-Four Dollars and Sixty-Nine Cents (\$6,754.69) for Draw #32 for TSEP and #35 for project to make payment on Morrison Maierle Invoice #000227429 for \$6,754.69. Whereupon the motion or adoption of the foregoing resolution was seconded by Keith Kallstrom; and upon vote being taken thereon, the vote in favor of was unanimous.

2023 Fiscal Year Budget: The Board discussed expenses on the Budget, for Janet Fulmer to make changes, and review balance at a later time.


NEW BUSINESS:

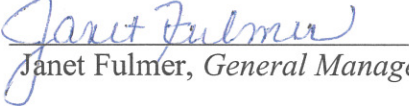
2021 Annual Audit - Draft: Douglas Wilson & Co. emailed the District the Draft Copy of the Audit, provided to the Board Members, to review for corrections.

OTHER BUSINESS: None.

PUBLIC COMMENT: None.

Kevin Askeland moved that the meeting be adjourned, Keith Kallstrom second, all Board Members in favor of, motion passed. Meeting was adjourned at 7:56 PM.

Signed:  Date 1-17-23
Roland Martin, *President*

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