

**TOWN OF CABLE SANITARY DISTRICT #1
MEETING MINUTES
DECEMBER 14, 2022**

1. Call to Order - The regular meeting of the Town of Cable Sanitary District #1 was called to order at 3:05 p.m. on Wednesday, December 14, 2022 at the Sanitary District office. Present: David Popelka, Robert Flowers and Jeannie Dixon.

2. Minutes - Minutes of the November 9, 2022 regular meeting were presented, reviewed and received into the record.

3. Treasurer's Report - The monthly Treasurer's report, including Chippewa Valley Bank statements dated 11/30/2022, was presented by Treasurer Robert Flowers. Account balances listed below are current to November 30, 2022.

Chippewa Valley Bank Cable

Debt Retirement #8900045	\$37,255.52
Equipment Replacement #8900052	\$9,397.99
O&M Checking Acct #15002389	\$10,156.44

Following review and discussion, the Treasurer's report was received into the record of these minutes.

4. Financial Actions

- Monthly accounts payable report for December Group 1 in the amount of \$3,752.46 was presented and reviewed.
- President Popelka made a motion to approve invoices and pay bills as presented. This motion was seconded by Flowers and was approved.

5. Operator's Report

- Chris contacted the company for calibration of the pumps and lift station repairs which is Crane Engineering of Eau Claire. President Popelka will complete the form in order to set the District up as a customer. The calibration of the flow meters can actually be done by the Operator, but the District will be registered as a customer if needed down the road.

6. Correspondence

- Dept of Commerce request for census of local government finances. Popelka will complete and submit.

- Testing results - forwarded to Chris.

7. Old Business

- Accountant Ron Gran completed the USDA Annual Budget Proposal for 2023 as requested. Dixon will take care of submitting document to USDA.
- Popelka will contact Ron Gran and invite him to the January meeting for the internal audit.

8. New Business

- Dixon provided a draft of the proposed Hauler Invoicing Policy. Following review and discussion Popelka made a motion to approve the new policy. Motion seconded by Dixon and carried. Policy document was signed by all members and added to the District policy binder.

9. Closed Session - President Popelka made a motion at 3:25 p.m. to enter a closed session in compliance with WI Statute 19.85(1)(f). This motion was seconded by Bob Flowers and carried. Following the closed session discussion, Popelka made a motion to adjourn the closed session and rejoin the open session meeting at 3:37 p.m. This motion was seconded by Dixon and carried. There were no actions as a result of the closed session.

10. Next meeting

- The next regularly scheduled meeting for the Town of Cable Sanitary District #1 will be held Wednesday, January 11, 2023 at 3:00 p.m. at the District Office.

11. Adjournment - President Popelka adjourned the meeting at 3:39 p.m.

Minutes respectfully submitted
By Jeannie Dixon

_____/s/_____

Approved: January 11, 2023