

**TOWN OF CABLE SANITARY DISTRICT #1
MEETING MINUTES
JANUARY 11, 2023**

1. Call to Order - The regular meeting of the Town of Cable Sanitary District #1 was called to order at 3:00 p.m. on Wednesday, January 11, 2023 at the Sanitary District office. Present: David Popelka, Robert Flowers, Ron Gran, Chris Johnstone and Jeannie Dixon.

2. Minutes - Minutes of the December 14, 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 12/30/2022, was presented by Treasurer Robert Flowers. Account balances listed below are current to December 30, 2022.

Chippewa Valley Bank Cable

Debt Retirement #8900045	\$2,689.21
Equipment Replacement #8900052	\$9,417.73
O&M Checking Acct #15002389	\$14,377.28

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 2 in the amount of \$1,524.61, January Group 1 in the amount of \$1,102.19 and stipends in the amount of \$2,460 totaling \$5,086.80 was presented and reviewed.
- Following review of the reports President Popelka made a motion to approve invoices and stipends and pay bills as presented. This motion was seconded by Dixon and was approved. There were no account transfers this month.

5. Operator's Report

- Chris Johnstone reported that everything is working consistently at the plant.
- Chris met with Crane Engineering concerning the calibration of the pipes and lift station repairs and they have agreed to be a provider of these services. The application form for setting up an account with Crane has been completed and submitted.

- It is noted that the three pump control boards for the lift stations are 20 years old and not working properly. Following discussion it is the consensus of the Board that they be upgraded and a schedule set to do one each year. The Hwy 63 pump should be pulled and rebuilt; the Randysek Rd station is newer and working fairly well; the control panel at the main station is bad from being struck by lightning. Chris will get a proposal for repairs and replacements required.
- A few of the sprinkler heads need repair; Chris will order parts and work on fixing these over the winter.

6. Correspondence

- Wisconsin Rural Water Association - Received annual membership tag
- Norvado correspondence re: e-mail opt-out process. Dixon will follow through with Norvado to cancel e-mail service.
- USDA - approved 2023 proposed budget recently submitted to them for review.
- Rural Mutual Insurance - received final audit statement.

7. Old Business

- Update on new Hauler Invoicing Policy with regard to the data spreadsheets: The original hauler tickets and a copy of the spreadsheets goes to Chris; a copy of the spreadsheets goes to Ron Gran for creating invoices. Ron will return the spreadsheets to Bob who will include a copy of the spreadsheet with the individual hauler's quarterly invoice when it is mailed out.
- Concerning the DNR environmental fee: A check for this fee was sent to the DNR in March 2022 however has not cleared the bank or our account. The DNR states that they never received it. The check in the amount of \$350.00 payable to the DNR needs to be reissued. Gran/Flowers will take care of this.

8. New Business

- Ron Gran was present to provide an annual budget update. Profit & Loss Budget vs. Actual reports were provided and reviewed. Discussion ensued regarding future necessary repairs and upgrades which will need to be funded such as the lift station repairs, the sand filter process and potential roof and building repairs. The need to better fund our equipment replacement account was discussed. **A motion was then made by President Popelka to transfer \$3,000 from the Operation & Maintenance Fund to the Equipment Replacement fund now and starting in 2023 plan to transfer \$1,000 per quarter to the fund. This motion was seconded by Treasurer Flowers and was approved.**

9. Closed Session - President Popelka made a motion at 4:15 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 4:36 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, February 8, 2023 at 3:00 p.m. at the District Office.

11. Adjournment - President Popelka adjourned the meeting at 4:40 p.m.

Minutes respectfully submitted
By Jeannie Dixon

_____/s/_____

Approved: February 8, 2023