

**TOWN OF CABLE SANITARY DISTRICT #1
MEETING MINUTES
JULY 12, 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, July 12, 2023 at the Sanitary District office. **Present:** David Popelka, Robert Flowers, Chris Johnstone and Jeannie Dixon.

2. Minutes - Minutes of the June 14, 2023 regular monthly meeting were presented, reviewed and approved. Minutes are received into the record.

3. Treasurer's Report - The monthly Treasurer's report, including Chippewa Valley Bank statements dated 6/30/2023, was presented by Treasurer Robert Flowers. Account balances listed below are current to June 30, 2023.

Chippewa Valley Bank Cable

Debt Retirement #8900045	\$3,137.96
Equipment Replacement #8900052	\$14,581.97
O&M Checking Acct #15002389	\$20,316.89

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

4. Financial Actions

- Monthly accounts payable report for June Group 2 in the amount of \$2,629.49, July Group 1 in the amount of \$2,216.93 and stipends in the amount of \$2,460 totaling \$7,306.42 was presented and reviewed.
- There are no transfers this month.
- Following discussion President Popelka made a motion to accept invoices as presented and approve payment of invoices and stipends. Flowers seconded the motion which was then approved.

5. Operator's Report

- The CMAR, Compliance Maintenance Annual Report, which was approved by the Board last month, has been submitted to the DNR.
- The monthly report is done and has been submitted to the DNR.
- The semi annual well monitoring report is done.
- Finalized survey map with revised gps points has been received from Nelson Surveying and has been forwarded to the DNR.

- The north monitoring well has been dry. **It is noted that this is a reminder to take a GW sample for the north well at the end of April 2024.**

6. Correspondence

- Commercial Testing Lab reports, forwarded to Chris.
- Fryberger Law Firm (bond agents) re: file management process - reviewed and filed.
- Rural Mutual Insurance Workers Comp and Employer's liability policies - reviewed and filed.
- Rural Mutual Insurance annual audit, forwarded to Ron Gran for completion, then needs to be submitted.

7. Old Business

- A file will be created for the district civil rights compliance process.
- Popelka will pick up a carton of paper for the office.
- Still waiting for estimates for building exterior and top of tank.

8. New Business

- Dixon will work on an addition to the Standard Operating Procedure to allow for more efficient weekly/monthly report filing and posting.

9. Closed Session -President Popelka made a motion at 3:35 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 3:50 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, August 9, 2023 at 3:00 p.m. at the District Office.

11. Adjournment - President Popelka adjourned the meeting at 3:52 p.m.

Minutes respectfully submitted by Jeannie Dixon

_____/s/_____

Approved: August 9, 2023