

**TOWN OF CABLE SANITARY DISTRICT #1
MEETING MINUTES
MAY 10, 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, May 10, 2023 at the Sanitary District office. Present: David Popelka, Robert Flowers, Chris Johnstone and Jeannie Dixon.

2. Minutes - Minutes of the April 11, 2023 special closed session and 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 4/28/2023, was presented by Treasurer Robert Flowers. Account balances listed below are current to April 28, 2023.

Debt Retirement #8900045	\$2,693.78
Equipment Replacement #8900052	\$13,521.11
O&M Checking Acct #15002389	\$45,208.41

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

4. Financial Actions

- Monthly accounts payable report for May Group 1 in the amount of \$117.29 and May Group 2 in the amount of \$1418.69 was presented and reviewed.
- Treasurer Flowers noted that a transfer needs to be made in the amount of \$35,000 from O&M account to the debt retirement account for the semi-annual USDA payment.
- Following review of the reports and discussion President Popelka made a motion to approve invoices as presented and also approve the USDA transfer This motion was seconded by Dixon and was approved.

5. Operator's Report

- **It is noted that the DNR CMAR report is due by the end of June. Therefore the report needs to be considered and approved at the June regular meeting. President Popelka will contact Ron Gran and request the financials which need to be added to the report.**

- Daily flows for April have been collected for the wastewater discharge monitoring report.
- All Operator reporting is current for May.
- Chris will be shutting off the control panel heaters
- Chris will get together with Kevin Rasmussen soon to figure out a spray pattern for the hayfield.
- Chris will follow-up on the cost of waterproofing the tanks
- The GW monitoring test is due this month and will be sent into the lab.

6. Correspondence

- Boundary change report request from DOR; Popelka will fill out and respond.
- Letter from USDA re: June payment due.
- Farm Bureau request for annual membership fees in the amount of \$60.00. This will be paid with May Group 2 invoices.

7. Old Business

- No bids have been received for the outside sealing maintenance.

8. New Business

- With regard to the response to the DNR, the following has taken place:
 - Operator certification has been completed and DNR notified that Chris' status is up to date. Continuing education requirements have been met and confirmation being sent to DNR separately by Chris.
 - Surveyor has been contacted and we are waiting for the data on GW monitoring.
 - Standard Operating Procedure developed for DNR reporting deadlines and has been put into action. Chris will text members to notify when each report is complete.
 - Popelka in process of registering/scheduling back up operator exam.
 - Popelka will draft response letter to DN and send by e-mail by April 12 deadline. He will follow-up with hard copy in US Mail.
- Note that Ron Gran will not be available from June 13 to July 2. Discussed and agreed that Ron should run the invoices first week in June. Popelka will confirm this with Ron.

9. Closed Session - There was no closed session held today.

10. Next meeting

- The next regularly scheduled meeting for the Town of Cable Sanitary District #1 will be held Wednesday, June 14, 2023 at 3:00 p.m. at the District Office.

11. Adjournment - President Popelka adjourned the meeting at 3:35 p.m.

Minutes respectfully submitted

By Jeannie Dixon ____/s/_____

Approved: June 14, 2023