

**TOWN OF CABLE SANITARY DISTRICT #1
REGULAR MEETING MINUTES
NOVEMBER 11, 2020**

President – David Popelka
Treasurer – Robert Flowers
Secretary – Jeannie Dixon
Operator – Chris Johnstone

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 November 11, 2020 at the Sanitary District office. Present: David Popelka, Robert Flowers, Jeannie Dixon and Chris Johnstone.

2. **Minutes** – Minutes of the October 14, 2020 meeting were presented and reviewed. There being no corrections, Popelka made a motion to accept and approve the meeting minutes as presented, with second by Flowers. Motion carried.

3. **Treasurer's Report** - The monthly Treasurer's report, including Peoples Bank/Frandsen Bank & Trust monthly statements dated 10/16/20 and 10/30/20, was presented by Treasurer Flowers. Account balances listed below are current to October 30, 2020. Following review and discussion of the reports, **Popelka made a motion to receive the reports into the record as presented. Motion was seconded by Dixon and carried.**

Debt Retirement #9707786	\$ 2,609.37
Equipment Fund #9707824	\$ 3,537.40
O&M Account #154421	\$44,703.01
Backup Debt Retirement #23690	\$70,000.00
Contingency Fund #23691	\$40,000.00

4. Financial Actions

-With the change from Peoples Bank to Frandsen Bank a new, higher fee structure is in place. Minimum balance fees and charges for remote deposits are quite high compared to Peoples. Discussion took place to consider moving funds to a new financial institution. Flowers will look into this and report back next month. The USDA will need our new routing number prior to the December payment being made.

-Monthly accounts payable reports for October Group 2 in the amount of \$1,827.23; October Group 3 in the amount of \$1,653.25 and November Group 1 in the amount of \$1,965.12 totaling \$5,445.60 were presented. Following review, **Popelka made a motion to approve expenditures and pay invoices as presented which was seconded by Dixon and carried.**

5. Operator's Report

- Chris will fix the mail/UPS box and move it outside.
- Chris reported that with John Tuttle's help from the Fire Dept, 14 out of 20 of the manholes were flushed. Remaining 6 were covered by chip seal and will be located and flushed in the spring. Any extra labor required to dig them out should be charged back to the Town or the Paving company.

- Lift station heaters have all been checked and running fine.
- Sand filter has been rebuilt and is draining perfectly with 95% of sludge removed
- Invoice in the amount of \$825.00 has been received from Shawn Stolarczyk for the back hoe work on the sand filter.
- A new touch screen for the outside system is needed to replace the one that was struck by lightening.
- Three new batteries are needed for the lift stations
- DNR wants to review the well construction reports/papers for the testing wells, as tests appear to be off following the permit review.

6. Correspondence

- Received Stolarczyk certificate of liability for our records
- Received Apportionment notice from the DOR. President Popelka will go on website and complete.
- Received FSA election ballot from the USDA. Dixon will complete and return.
- Received from Frandsen Bank information on their “check mark” program.

7. Old Business

- President Popelka will touch base with Shelly Wilson regarding the notice of discontinuation of electronic payment service on Town website and regarding posting the Sanitary District e-mail address on our web page.

8. New Business

- No new business.

9. Closed Session

Popelka made a motion at 3:45 pm to enter a closed session in compliance with WI Statute 19.85(1)(f). This motion was seconded by Dixon and carried. Following closed session discussion, Flowers made motion to adjourn the closed session and rejoin the open session meeting at 3:56 p.m. This motion was seconded by Popelka and carried. As a result of the closed session discussion, a motion was made by Popelka to authorize the Treasurer to submit the past due accounts list to the Town to be included as a special assessment on the tax rolls. List includes those accounts that are at least one full quarter delinquent.

10. Next Meeting

The next meeting of the Town of Cable Sanitary District #1 is scheduled for Wednesday, December 9, 2020 at 3:00 pm at the District Office.

11. Adjournment

President Popelka adjourned the meeting at 4:00 pm.

Minutes respectfully submitted by Jeannie Dixon.