

**SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING
TOWN OF WILSON, SHEBOYGAN COUNTY, WISCONSIN
APPROVED MINUTES OF APRIL 04, 2016**

CALL TO ORDER & DECLARATION OF OPEN MEETING: President Ehmann called the Sanitary District No.1 Commissioners Meeting to order at 5:30 p.m. Posting in accordance with open meeting law was confirmed by affidavit of posting and the meeting was declared an open meeting.

PRESENT: President Ehmann, Commissioners Nancy DesJardins, Tom Stoelb and Dan Rostollan. Commissioner Brian Hoffmann not present and excused. Also in attendance, Secretary Georgene Lubach, Treasurer Julie Evans, Clerical Assistant Mandy Tran, Technicians Tom Sanville and Otis Kiehl.

PUBLIC COMMENT SESSION: President Ehmann called for Public Comment

NEW BUSINESS / APPOINTMENTS:

1. **Approval of draft minutes; March 21, 2016** - Motion by DesJardins, second by Stoelb to approve the March 21, 2016 meeting draft minutes subject to the following correction on topic item #3 to read "Motion by DesJardins, second by Stoelb". All members present voted aye, Hoffmann not present, motion carried.
2. **Presentation by Otis Kiehl regarding – adding Rich Ternes and Larry Hilbilink as SD1 employees; review of pricing for gutters, replacement valves for north air release at Lakeshore pump station, pro-rings for raising manholes, and bucket for back hoe** – Motion by Rostollan, second by Stoelb to approve hiring of Rich Ternes as employee of SD1 for confined space work, subject to certifications and occupational health assessment consistent for SD1, at \$21.00 per hour, all members present voted aye, Hoffmann not present, motion carried.
Motion by DesJardins, second by Rostollan to approve purchase of gutters from Oostburgh Seamless Gutters in the amount of \$214.00 for installation on downspouts at 4288 Lakeshore Dr., all members present voted aye, Hoffmann not present, motion carried.
Motion by Stoelb, second by Rostollan to approve purchase of manhole air release valves from Motion Industries in the amount of \$812.59, all members present voted aye, Hoffmann not present, motion carried. Kiehl and Sanville reviewed current needs and general price quotes on pro-rings and battery operated caulk gun for purposes of raising manholes. A precise estimate will be presented at the upcoming Commissioner's Meeting.
Motion by Rostollan, second by Stoelb to approve purchase of a backhoe bucket in amount of \$1138.00 subject to a splitting of cost with Town of Wilson, backhoe bucket to be kept with Town Maintenance Department, all members present voted aye, Hoffmann not present, motion carried.
3. **Maintenance related issues as presented by Tom Sanville and/or Otis Kiehl** – Sanville reported heater has arrived but not yet installed.
4. **Discussion on date selection for Sanitary District 2016 Annual Meeting** – Motion by Rostollan, second by Stoelb, to set SD1 Annual Meeting for April 19, 2016 immediately following Town of Wilson Annual Meeting, all members present voted aye, Hoffmann not present, motion carried.
5. **Reports:**
 - a. **Clerical Assistant** – Will proceed to print and mail out 2016 1st Quarter billing on April 5, 2016.
 - b. **Treasurer** - Sanitary District No. 1 balance sheet, cash balances and activity reports were presented.
 - c. **Secretary** – No report
 - d. **Commissioners** – No report.
6. **Sanitary District No. 1 Disbursements** - Motion by Rostollan, second by Stoelb to approve 4/4/16 disbursements – check numbers 2053-2057, for \$17,225.83, all members present voted aye, Hoffmann not present, motion carried.
Motion by Rostollan, second by Stoelb to approve 3/16/16 payroll direct deposit disbursements – check numbers 241-244, 50304, for \$1,259.91, all members present voted aye, Hoffmann not present, motion carried.

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Motion by Rostollan, second by Stoelb, to approve 3/30/16 payroll direct deposit disbursements – check numbers 245-248, 50305, for \$2,742.36, all members present voted aye, Hoffmann not present, motion carried.

ADJOURN: Motion by Stoelb, second by Rostollan, to adjourn at 5:59 p.m., all members present voted aye, Hoffmann not present, motion carried.

Minutes Respectfully Submitted by: Mandy Tran, Clerical Assistant
Georgene Lubach, Secretary

UNOFFICIAL