

**SANITARY DISTRICT NO. 2 COMMISSIONERS MEETING  
TOWN OF WILSON, SHEBOYGAN COUNTY  
APPROVED MINUTES OF OCTOBER 17, 2016**

**CALL TO ORDER & DECLARATION OF OPEN MEETING:** President Ehmann called the Sanitary District No. 2 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 John Ehmann, Commissioners Brian Hoffmann, Nancy DesJardins, Tom Stoelb and Daniel Rostollan. Also in attendance: Secretary Georgene Lubach, Treasurer Julie Evans, Clerical Assistant Mandy Tran, Technician Tom Sanville.

**PUBLIC COMMENT SESSION:**

**NEW BUSINESS / APPOINTMENTS:**

1. **Approval of draft minutes; October 03, 2016** - Motion by DesJardins, second by Stoelb to approve the October 03, 2016 draft minutes. All members present voted aye, Rostollan abstains, motion carried.
2. **Maintenance related issues as presented by Tom Sanville and/or Otis Kiehl** – Sanville reported on valve replacement status.
3. **Select dates for 2017 Sanitary District No.2 Budget Hearing/Meeting** – 2017 Sanitary District No. 2 Budget Hearing/Meeting to be held in conjunction of Sanitary District No. 2 Commissioner’s Meeting on November 21, 2016.
4. **Motion to finalize the Pros4 Technology IT Computer consultant contract** - Motion by Rostollan, second by Hoffmann to approve for Sanitary District No. 2 to pay the Town of Wilson a one-time fee of \$175.00 and annual ongoing fee of \$368 for IT maintenance fees, all members present voted aye, motion carried.
5. **Review and possible action on adoption of Sanitary District No.2 Emergency Response Plan** - Motion by Stoelb, second by Rostollan to approve and adopt Sanitary District No. 2 Emergency Response Plan as presented, all members present voted aye, motion carried.
6. **Reports:**
  - a. **Clerical Assistant** – No Report.
  - b. **Treasurer** – Sanitary District No. 2 balance sheet, cash balances and activity reports were presented.
  - c. **Secretary** – No report.
  - d. **Commissioners** – No report.
7. **Sanitary District No. 2 Disbursements** – Motion by Rostollan, second by DesJardins to approve Sanitary District No. 2 October 17, 2016 disbursements – check numbers 1845 for \$364.43, all members present voted aye, motion carried.

**ADJOURN:** Motion by Rostollan, second by Stoelb to adjourn at 5:51 p.m., all members present voted aye, Rostollan absent, motion carried.

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