

**SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING
TOWN OF WILSON, SHEBOYGAN COUNTY, WISCONSIN
APPROVED MINUTES OF JANUARY 18, 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 arrived at 5:35pm. Also in attendance, Secretary Georgene Lubach, Treasurer Julie Evans, Clerical Assistant Mandy Tran and Technicians Otis Kiehl and Tom Sanville.

PUBLIC COMMENT SESSION: President Ehmann called for Public Comment

NEW BUSINESS / APPOINTMENTS:

1. **Approval of draft minutes; January 04, 2015** - Motion by DesJardins, second by Stoelb to approve the January 04, 2016 meeting draft minutes, all members present voted aye, motion carried.
2. **Review price quote from Complete Water for well pipe purchase & installation** – Reviewed SEH summary report on communication with DNR, no permit required for diversion pipe for garage well. Motion by Stoelb, 2nd by Rostollan to approve contract with Complete Water in the amount of \$750.00 to install pipe for water diversion away from garage, all members present voted aye, motion carried.
3. **Maintenance related issues as presented by Tom Sanville and/or Otis Kiehl** – Sanville requesting updated first aid kits for field operator vehicles and pump stations. Sanville will consult with DesJardins for sourcing of kit material.
4. **Update on 2016 Sanitary District planning** – Update from Stoelb on Sanitary meeting on January 14, 2016 with President Ehmann, Stoelb, Kiehl, Sanville, and Tran regarding planning of engineer projects. Sanitary will consult with SEH on January 28, 2016 regarding current and future status projects.
5. **Sanitary staffing discussion:** Clerk review additional staffing options to assist Sanitary field operators on as needed basis. Kiehl will gauge and identify interested parties before presenting the matter for vote.
6. **Reports:**
 - a. **Clerical Assistant** – No report.
 - b. **Treasurer** - Sanitary District No. 1 balance sheet, cash balances and activity reports were presented.
 - c. **Secretary** – No report
 - d. **Commissioners** – Rostollan requesting presentation from Clerical Assistant on ongoing Sanitary payment status with City of Sheboygan and flow usage profile for future SD1 agenda packages. DesJardins update on January 06, 2016 CMOM training, including in attendance Stoelb, DesJardins, Sanville & Tran.
7. **Sanitary District No. 1 Disbursements** - Motion by Hoffmann, second DesJardins to approve 1/18/16 disbursements – check numbers 1999-2015, for \$9,717.72, all members present voted aye, motion carried;

ADJOURN: Motion by Hoffmann, second by Stoelb, to adjourn at 5:54 p.m., all members present voted aye, motion carried.

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