

**SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING  
TOWN OF WILSON, SHEBOYGAN COUNTY, WISCONSIN  
APPROVED MINUTES OF FEBRUARY 06, 2017**

**CALL TO ORDER & DECLARATION OF OPEN MEETING:** President Ehmann called the Sanitary District No.1 Commissioners Meeting to order at 5:38 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 Tom Stoelb, Brian Hoffmann, Nancy DesJardins and Daniel Rostollan. Also in attendance: Secretary Georgene Lubach, Treasurer Julie Evans, Clerical Assistant Mandy Tran, and Technicians Tom Sanville and Otis Kiehl.

**PUBLIC COMMENT SESSION:** President Ehmann called for Public Comment

**NEW BUSINESS / APPOINTMENTS:**

1. **Approval of draft minutes; January 23, 2017** - Motion by Stoelb, second by Rostollan to approve the January 23, 2017 meeting draft minutes, all members present voted aye, Hoffmann abstained, motion carried.
2. **Maintenance related issues as presented by Tom Sanville and/or Otis Kiehl:** Sanville reported jetting process initiated, one minor incident of toilet over-bubbling, matter resolved.
3. **The Town Board intends to convene into closed session pursuant to Wis. Stat. 19.85(1)(f) for the purpose of considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems, or the investigation of charges against specific persons which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. During the closed session, the Board will discuss matters related to engineering services for town sanitary districts** – Motion by Hoffmann, second by Stoelb to enter Closed Session Meeting at 5:41pm, by roll call vote, President Ehmann-aye, Rostollan – aye, Hoffmann – aye, Stoelb – aye, DesJardins – aye, motion carried. Closed Session ended and meeting moved to Open Session at 6:23 pm.
4. **Discussion and possible action related to closed session** – Will hold another Closed Session meeting during next Sanitary District No. 1 Commissioner's Meeting on this topic.
5. **Selection & Approval of Engineering Contract for 2017 OK Corridor Expansion Project** – Motion by Stoelb, second by Hoffmann to select Strand & Associates as contract engineers for the 2017 OK Corridor Expansion Project for the estimated engineer fees of between \$15,000 to \$20,000, Stoelb withdrew his motion and Hoffmann withdrew his second to seek further clarification on fees and services among bidding firms, Hoffmann requesting presence of Strand at next meeting for Q&A.
6. **Selection & Approval of Plan Option for Indian Mound Road Improvement Project** – Motion by Stoelb, second by Hoffmann to select Option #4 for the replacement of all laterals minus lateral from areas not experiencing corrosion plus manhole rehabilitation, by roll call vote, President Ehmann – aye, Rostollan - aye, Hoffmann – aye, Stoelb - aye, DesJardins – aye, motion carried. Steve Peterson of SEH present, suggesting contracted services with engineers to obtain soil borings, SEH will send bid request to two engineering firms.
7. **Approval of letter to residents effected by Indian Mound Road Improvement Project** – Tran reported further revision needed by attorney recommendation, will present at next meeting for Commissioner approval
8. **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** – No report.
9. **Sanitary District No. 1 Disbursements** – Motion by DesJardins, second by Rostollan to approve disbursements for 2/6/17, check numbers 2225-2229 for \$6,221.79, all members present voted aye.

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Motion carried. Motion by Rostollan, second by DesJardins to approve payroll disbursements, check number 50324 for \$1,249.02, all members present voted aye, motion carried.

Motion by Rostollan, second by DesJardins to approve payroll disbursements, check number 50325 for \$1,944.94, all members present voted aye, motion carried.

**ADJOURN:** Motion by Stoelb, second by Rostollan to adjourn at 6:38 p.m., all members present voted aye, motion carried.

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

UNOFFICIAL