

**SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING
TOWN OF WILSON, SHEBOYGAN COUNTY, WISCONSIN
APPROVED MINUTES OF MARCH 07, 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, Brian Hoffmann and Dan Rostollan. Also in attendance, Secretary Georgene Lubach, Treasurer Julie Evans, Clerical Assistant Mandy Tran and technician Otis Kiehl.

PUBLIC COMMENT SESSION: President Ehmann called for Public Comment

NEW BUSINESS / APPOINTMENTS:

1. **Approval of draft minutes; February 15, 2016** - Motion by Rostollan, second by DesJardins to approve the February 15, 2016 meeting draft minutes, all members present voted aye, motion carried.
2. **Maintenance related issues as presented by Tom Sanville and/or Otis Kiehl** – Otis reported heater in control room has been ordered.
3. **Review amendments to SEH contract; possible action to approve** – Motion by Rostollan, second by Stoelb to approve amended SEH contract with the condition of adding of two more projects (Review of Emergency Response Plan and review of CMOM report) to the list of Client Goals prior to contract execution; by roll call vote, Stoelb – aye, Hoffmann – aye, DesJardins – aye, Rostollan – aye, President – aye, motion carried.
4. **Reports:**
 - a. **Clerical Assistant** – Tran reported on expected release date for CMAR forms in April and recent meeting with Sanville and Kiel to prepare for CMOM report.
 - b. **Treasurer** - Sanitary District No. 1 balance sheet, cash balances and activity reports were presented.
 - c. **Secretary** – No report
 - d. **Commissioners** – Stoelb & Kiel reported on installation of drain line for pump to await warmer weather conditions.
5. **Sanitary District No. 1 Disbursements** - Motion by Rostollan, second by Stoelb to approve 3/07/16 disbursements – check numbers 2028-2038, for \$22,343.67, all members present voted aye, motion carried.

Motion by Rostollan, second by DesJardins to approve 2/3/16 payroll disbursements – check numbers 231-234, 50301, for \$1,553.27, all members present voted aye, motion carried.

Motion by Rostollan, second by DesJardins to approve 2/17/16 payroll disbursements – check numbers 235-237, 50302, for \$1,037.56, all members present voted aye, motion carried.

Motion by Rostollan, second by Stoelb to approve 3/02/16 payroll disbursements – check numbers 238-240, 50303, for \$1,139.32, all members present voted aye, motion carried.

ADJOURN: Motion by Stoelb, second by DesJardins, to adjourn at 5:47 p.m., all members present voted aye, motion carried.

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