

**SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING
TOWN OF WILSON, SHEBOYGAN COUNTY, WISCONSIN
APPROVED MINUTES OF MAY 01, 2017**

CALL TO ORDER & DECLARATION OF OPEN MEETING: President Ehmann called the Sanitary District No.1 Commissioners Meeting to order at 5:37 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, Daniel Rostollan, Nancy DesJardins and Commissioner Tom Stoelb. Also in attendance: Secretary Georgene Lubach, 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; April 17, 2017** - Motion by DesJardins, second by Rostollan to approve the April 17, 2017 draft meeting minutes, all members present voted aye, Stoelb abstained, motion carried.
2. **Scott Schramm, SMS Inc., presenting bid for 2017 General Engineer Consultation** – Scott Schramm presenting SMS Inc. General Engineering Agreement with Task Proposals #1, #2 and #3 addressing 2017 SD1 goals on general engineer support, system capacity analysis, and long term financial planning.
3. **Review and possible action on General Engineer Contract 2017** - Motion by Rostollan, second by DesJardins to approve SMS Inc. General Engineering Agreement together with Task Agreements #1, #2 and #3, all members present voted aye, motion carried.
4. **Maintenance related issues as presented by Tom Sanville and/or Otis Kiehl** – Sanville reported on scheduled flow meter calibration and annual flow meter review with Mark Wittstock. Kiehl reported that pea gravel concern located at City Wastewater Treatment Plant is caused by the City facility and not related to Town of Wilson Sanitary District.
5. **Reports:**
 - a. **Clerical Assistant** – Tran reported on Indian Mound Road project status and OK Road Expansion project status, will also be initiating CMAR reporting.
 - b. **Treasurer** - Sanitary District No. 1 balance sheet, cash balances and activity in written report.
 - c. **Secretary** – SD office telephone problems have been corrected.
 - d. **Commissioners** – No report.
6. **Sanitary District No. 1 Disbursements** – Motion by Hoffmann, second by DesJardins to approve disbursements for 5/1/17, check number 2276-2283, for \$21,759.55, all members present voted aye, motion carried.

ADJOURN: Motion by Stoelb, second DesJardins to adjourn at 5:58 p.m., all members present voted aye, motion carried.

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