

## TOWN OF WILSON, SHEBOYGAN COUNTY, WISCONSIN

### APPROVED MINUTES OF JULY 20, 2015 SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING

**CALL TO ORDER & DECLARATION OF OPEN MEETING:** President John Ehmann called the Sanitary District No. 1 Commissioners Meeting to order at 5:44 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 Dan Rostollan, Nancy DesJardins and Tom Stoelb, Clerk/Secretary Georgene Lubach, Treasurer Julie Evans, and Clerical Assistant Shelly Weidig. Commissioner Brian Hoffmann was excused and absent. Sanitary District Technicians Tom Sanville was also in attendance.

#### ROLL CALL

**PUBLIC COMMENT SESSION:** None

#### NEW BUSINESS / APPOINTMENTS:

- 1. Approval of draft minutes of July 6, 2015 Sanitary District No. 1 Commissioners Meeting:** Motion by Stoelb, second by Rostollan to approve draft minutes of July 6, 2015 Commissioners Meeting as printed; motion carried with no nay votes, DesJardins abstaining and Hoffmann absent.
- 2. Appointment with inspector, Larry Hilbelink, regarding clear water inspections in the Sanitary District:** The State Budget signed on July 2, 2015, prohibited clear water inspections from being legally required on the sale of a home. The Sanitary District will address this ordinance.
- 3. Discussion/possible motion regarding buried manholes in the Sanitary District.** Tom Sanville and Tom Stoelb will be reviewing the buried manholes and reporting back at a later date.
- 4. Discussion/possible motion regarding recommendation from Ad Hoc committee on Sanitary District Commissioners.** The Ad Hoc committee recommends leaving the commissioners as it is currently set up and hiring a consulting engineer. The Ad Hoc committee would like to re-evaluate the commissioners in one year.
- 5. Maintenance related issues as presented by Tom Sanville and/or Otis Kiehl.** A Preventative Maintenance Agreement from Flygt was presented. Motion by Rostollan, second by DesJardins, to enter into the preventative maintenance agreement with Flygt from January 1, 2015 through December 31, 2015 in the amount of \$1641.00 annually; motion carried with no nay votes, no abstentions and Hoffmann absent.
- 6. Discussion/possible motion regarding repairing garage located at Lakeshore Pump Station:** Steve Kissel Construction was the only contractor to submit a bid for repairing the garage. Motion by Stoelb, second by DesJardins, to hire Kissel Construction to repair and close up the wall on the garage at the cost of \$4042.89; motion carried with no nay votes, no abstentions and Hoffmann absent.
- 7. Discussion/possible motion regarding hiring engineering firm to do consulting work for Sanitary District No. 1:** Motion by Stoelb, second by Rostollan, to have Atty. St. Peter draft a Request for Proposals for a Sanitary District Engineer and let the commissioners write the scope; motion carried with no nay votes, no abstentions and Hoffmann absent.
- 8. Motion to reschedule Sanitary District Commissioners meeting scheduled on Labor Day, September 7, 2015:** Motion by Rostollan, second by DesJardins to move the September 7, 2015 Commissioners meeting to Tuesday, September 8, 2015; motion carried with no nay votes, no abstentions and Hoffmann absent.
- 9. Discussion/possible motion to loan money to Sanitary District No. 2 on short-term basis for CTH A sewer relocation project:** Motion by Rostollan, second by Stoelb, for Sanitary District No. 1 to loan money short-term to Sanitary District No. 2 on an as-needed basis for the CTH A sewer relocation project at the current prime rate (currently 3.25%) not to exceed \$400,000; motion carried with no nay votes, no abstentions and Hoffmann absent.

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10. Reports:

- a. **Clerical Assistant:** There was a discussion on training for employees.
- b. **Treasurer:** Balance Sheet dated July 15, 2015 was presented. Excluding equipment replacement funds, the cash and investments balance is \$483,290.54.
- c. **Clerk/Secretary:** no report provided.
- d. **Commissioners:** The Emergency Response Plan is being re-evaluated and will be addressed at a later meeting.

11. **Sanitary District No. 1 Disbursements:** Motion by Rostollan, second by DesJardins, to approve Sanitary District No. 1 disbursements dated July 20, 2015 totaling \$22,874.91 for checks 1894 through 1902; motion carried with no nay votes, no abstentions and Hoffmann absent.

**ADJOURN:**

Motion by Stoelb, second by Rostollan to adjourn; motion carried with no nay votes, no abstentions and Hoffmann absent. Meeting adjourned at 6:29 p.m.

Minutes submitted by: Shelly Weidig, Clerical Assistant  
Georgene Lubach, Clerk/Secretary