## SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING TOWN OF WILSON, SHEBOYGAN COUNTY, WISCONSIN APPROVED MINUTES OF SEPTEMBER 8, 2015

**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 Dan Rostollan, Nancy DesJardins, Brian Hoffmann and Tom Stoelb, Secretary Georgene Lubach, Treasurer Julie Evans, Technicians Otis Kiehl and Tom Sanville.

PUBLIC COMMENT SESSION: Chair Ehmann called for Public Comment

## **NEW BUSINESS / APPOINTMENTS:**

- 1. Approval of draft minutes, August 17, 2015; Motion by Stoelb, second by Rostollan to approve the August 17, 2015 draft minutes, all members present voted aye, motion carried.
- 2. Sheboygan County estimate regarding buried manholes Tom Sanville shared 12 manholes are on the list several are questionable and would only need to be trimmed back. Otis Kiehl plans to join the County to learn the procedure and possibly do the balance. Motion by Hoffmann second by Rostollan to approve the estimate from the county, adjustments for 12 manholes up to \$225 a piece not to exceed \$2,700, all members present voted aye, motion carried.
- 3. Maintenance related issues as presented by Tom Sanville and/or Otis Kiehl Several topics were covered.
- 4. Discussion/possible motion regarding connecting well located on lot next to Lakeshore Pump Station

   Electric estimates to connect the well to the pump station were reviewed, Motion by Stoelb second by

  DesJardins to hire DeTroye Electric to install the power to the lot next to Lakeshore Pump Station for

  \$1,050.00 all members present voted aye, motion carried. Discussion continued concerning hooking up the
  well. Motion by Rostollan second by DesJardins to hire Complete Water Inc. to remove the existing pump,
  piping & well, excavating and capping the existing adapter and determining if a 3hp or a 5hp is sufficient, not to
  exceed \$5975.00 and subtract \$500 if the 3hp is satisfactory. On roll call vote all members present voted aye,
  motion carried.
- 5. Discuss process for evaluating and hiring an engineering firm The Commissioners decided a special meeting would be scheduled allowing a 20 minute slot for each of the five Engineering firms. The Secretary will coordinate this meeting through emails.
- 6. Discussion of applications received for the Clerical Assistant Position A summary was provided. The commissioners decided to schedule a closed session meeting starting at 4:00 pm on Monday, September 14, 2015, scheduling each for 20 minutes.
- 7. Reports:
  - a. Treasurer Sanitary District No. 1 balance sheet, cash balances and activity reports were presented;
  - b. Secretary No report
  - c. Commissioners No report
- 8. Sanitary District No. 1 Disbursements Motion by Rostollan second by DesJardins to approve disbursements check numbers 1917 1926 for \$20,766.53, all members present voted aye, motion carried.

Motion by Stoelb second by Hoffmann to approve Sanitary District No. 1 payroll disbursements dated August 5, 2015 for \$1,104.28, all members present voted ave, motion carried.

Motion by Hoffmann second by Stoelb to approve Sanitary District No. 1 payroll disbursements dated August 19, 2015 for \$2,961.41 all members present voted aye, motion carried.

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Motion by Stoelb second by Hoffmann to approve Sanitary District No. 1 payroll disbursements dated September 2, 2015 for \$1,168.21, all members present voted aye, motion carried.

ADJOURN: Motion by Rostollan, second by DesJardins to adjourn at 6:12 p.m., all members present voted aye. motion carried.

Minutes Respectfully Submitted by: Georgene Lubach, Secretary

