SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING TOWN OF WILSON, SHEBOYGAN COUNTY, WISCONSIN APPROVED MINUTES OF OCTOBER 17, 2016

CALL TO ORDER & DECLARATION OF OPEN MEETING: President Ehmann called the Sanitary District No.1 Commissioners Meeting to order at 5:52 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 Nancy DesJardins, Tom Stoelb, Brian Hoffmann, and Daniel Rostollan. Also in attendance, Secretary Georgene Lubach, Treasurer Julie Evans, Clerical Assistant Mandy Tran, and Technician Tom Sanville.

PUBLIC COMMENT SESSION: President Ehmann called for Public Comment

NEW BUSINESS / APPOINTMENTS:

- 1. Approval of draft minutes; October 03, 2016 Motion by Stoelb, second by DesJardins to approve the October 03, 2016 meeting draft minutes subject to clerical corrections, all members present voted aye, Rostollan abstained, motion carried.
- 2. Maintenance related issues as presented by Tom Sanville and/or Otis Kiehl: Sanville reported on pump repair status.
- 3. Select dates for 2017 Sanitary District No.1 Budget Hearing/Meeting Motion by Stoelb, second by Rostollan to hold 2017 Sanitary District No.1 Budget Hearing/Meeting on December 5, 2016 starting at 5:15pm and before SD2 meeting, all members present voted aye, motion carried.
- 4. Motion to finalize the Pros4 Technology IT Computer consultant contract Motion by Rostollan, second by Stoelb to approve for Sanitary District No. 1 to pay the Town of Wilson a one-time fee of \$700.00 and annual ongoing fee of \$1472 for IT maintenance fees, all members present voted aye, motion carried.
- 5. Review and possible action on adoption of Sanitary District No.1 Emergency Response Plan Motion by Stoelb, second by Rostollan to approve and adopt Sanitary District No. 1 Emergency Response Plan as presented, all members present voted aye, motion carried.
- 6. Reports:
 - a. Clerical Assistant Tran reported on updates for 2017 engineering quotes.
 - **b.** Treasurer Sanitary District No. 1 balance sheet, cash balances and activity reports were presented, updates regarding bank draft fees.
 - c. Secretary No report.
 - **d. Commissioners** –Rostollan suggests long term budget to include enlarging garage and obtaining vehicle for Sanitary District No.1.
- 7. Sanitary District No. 1 Disbursements Motion by Rostollan, second by DesJardins to approve Sanitary District No. 1 disbursements for 10/17/16, check numbers 2164-2169 for \$870.76, all members present voted ave, motion carried.

ADJOURN: Motion by Hoffmann, second by Stoelb to adjourn at 6:15 p.m., all members present voted aye, motion carried.

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