

**SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING
TOWN OF WILSON, SHEBOYGAN COUNTY, WISCONSIN
APPROVED MINUTES OF JUNE 05, 2017**

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 John Ehmann, Commissioners Brian Hoffmann, Daniel Rostollan and Tom Stoelb. Commissioner Nancy DesJardins present by video conference starting at 5:34pm, no action was taken. 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; May 15, 2017, Commissioner Meeting Minutes** Motion by Stoelb, second by Hoffmann to approve the May 15, 2017 draft meeting minutes, all members present voted aye, DesJardins not present, motion carried.
2. **Phil Bzdusek of Strand; review and possible action on engineering contract for construction cost of CTH OK Manhole Adjustment Project** – Phil Bzdusek provided project update and review of construction contract terms. Motion by Stoelb, second by Rostollan to approve engineering contract for construction services on the CTH OK Manhole Adjustment Project, all members present voted aye, motion carried.
3. **Review and possible action regarding revised bid by Detroye Electric for wet-well explosion-proof replacement light fixtures at Lakeshore lift station** – Kiehl reported he is waiting for a new lower estimate. Will revisit this topic at next meeting.
4. **Maintenance related issues as presented by Tom Sanville and/or Otis Kiehl** – Kiehl reported on recent sewer back-up at Timberline Lane resulting from wet-wipe usage. The problem was cleared and a notice of the back-up with a reminder to not throw wet-wipes into Sanitary will be sent to nearby customers. Sewer video/jetting is recommended for this portion of the sewer main. Kiehl reported on manhole damage at two different locations, awaiting investigation report from Rick Meyer.
5. **Reports:**
 - a. **Clerical Assistant** – Tran reported on Indian Mound Road project status, CTH OK Road Expansion project status, and upcoming approval requirement for CMAR reporting.
 - b. **Treasurer** - Sanitary District No. 1 balance sheet, cash balances and activity in written report.
 - c. **Secretary** – Lubach confirmed letters will be sent out to residences at Timberline Lane affected by sewer-back up.
 - d. **Commissioners** – No report.
6. **Sanitary District No. 1 Disbursements** – Motion by Stoelb, second by Hoffmann to approve disbursements for 06/05/17, check number 2295-2299, for \$6,719.18 all members present voted aye, motion carried.

ADJOURN: Motion by Stoelb, second Rostollan to adjourn at 6:10 p.m., all members present voted aye, DesJardins not present, motion carried.

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