

**SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING  
TOWN OF WILSON, SHEBOYGAN COUNTY, WISCONSIN  
APPROVED MINUTES OF SEPTEMBER 18, 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, Tom Stoelb, and Daniel Rostollan. Commissioner Nancy DesJardins excused absence. Also in attendance: Secretary Georgene Lubach, Treasurer Julie Evans, 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; September 06, 2017, Commissioner Meeting Minutes Motion by Stoelb, second by Hoffmann to approve the September 06, 2017 draft meeting minutes, all members voted aye, DesJardins not present, motion carried.
2. **Review and approval of Indian Mound Road Sewer Improvement Project, Customer Letter** – President Ehmann suggesting additional notice regarding system access during construction.
3. **SMS Memo regarding annexation process to SD1 for property at 1715 CTHV** – SMS providing a course of action for this subject matter; Commissioners will discuss at a later time when a petition is presented for Commissioner action.
4. **Maintenance related issues as presented by Tom Sanville and/or Otis Kiehl** – Kiehl reported that light fixtures have arrived and installed successfully; Sanville reported City Engineer request for access and review of Lakeshore Pump Station, Sanville will provide access.
5. **Reports:**
  - a. **Clerical Assistant** – Tran providing update on Indian Mound Road Improvement Project schedule, OK Corridor Manhole Adjustment Project schedule, and SMS Capacity/Rate review schedules. Rostollan suggests including sewer considerations for CTH V with SMS long term capacity analysis.
  - b. **Treasurer** - Sanitary District No. 1 balance sheet, cash balances and activity in written report.
  - c. **Secretary** – No report.
  - d. **Commissioners** – No report.
6. Sanitary District No. 1 Disbursements – Motion by Rostollan, second by Stoelb to approve disbursements for 9/18/17, check numbers 2359-3368 for \$31,479.50, all members voted aye, DesJardins not present, motion carried.  
Motion by Hoffmann, second by Rostollan to approve payroll disbursements for 8/30/2017, check number 50341 for \$3652.49, all members voted aye, DesJardins not present, motion carried.  
Motion by Rostollan, second by Hoffmann to approve payroll disbursements for 9/13/17, check number 50342 for \$1285.74, all members voted aye, DesJardins not present, motion carried.

**ADJOURN:** Motion by Rostollan, second by Stoelb to adjourn at 5:54 p.m., all members voted aye, DesJardins not present, motion carried.

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