

**SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING
TOWN OF WILSON, SHEBOYGAN COUNTY, WISCONSIN
APPROVED MINUTES OF JUNE 04, 2018**

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 Tom Stoelb, and Nancy DesJardins. Commissioner Matthew Fore appearing by telephone. Commissioner Brian Hoffmann arrived at 5:35p.m. Also in attendance: Secretary Georgene Lubach, Treasurer Julie Evans, Clerical Assistant Mandy Tran and Technical Assistant Otis Kiehl.

PUBLIC COMMENT SESSION: President Ehmann called for Public Comment

NEW BUSINESS / APPOINTMENTS:

1. **Approval of draft minutes;**
 - a. **May 21, 2018, Commissioner Meeting Minutes - Motion by Stoelb, second by DesJardins to approve the May 21, 2018 draft minutes, all members voted aye, Commissioner Hoffmann not present, motion carried.**
2. **Action to ratify Sewer Project Memorandum of Understanding with City of Sheboygan – Motion by Stoelb, second by Fore to ratify the Memorandum of Understanding for the sewer expansion project with the city as presented by the Memorandum of Understanding, all members voted aye, motion carried.**
3. **Review and approval of the 2017 Sanitary District No.1 CMAR Report – Motion by DesJardins, second by Stoelb to approve the 2017 Sanitary District No.1 CMAR Report, all members voted aye, motion carried.**
4. **Maintenance related issues as presented by Tom Sanville and/or Otis Kiehl – Kiehl reported on completion of garage and soffit repair.**
5. **Reports:**
 - a. **Clerical Assistant** – Updates on Indian Mound Road Sewer Improvement Project.
 - b. **Treasurer** - Sanitary District No. 1 balance sheet, cash balances and activity.
 - c. **Secretary** – Will consult with President Ehmann regarding interviews for clerical assistant position.
 - d. **Commissioners** – President Ehmann reported on update to job description of Sanitary Clerical Assistant Position.
6. **Sanitary District No. 1 Disbursements – Motion by Hoffmann, second by DesJardins to approve disbursements for 6/04/18, check numbers 2508-2515 for \$16,002.43, all members voted aye, motion carried.**
7. **ADJOURN: Motion by Stoelb, second by Fore to adjourn at 6:02 p.m., all members voted aye, motion carried.**

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