

**SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING
TOWN OF WILSON, SHEBOYGAN COUNTY, WISCONSIN
DRAFT MINUTES OF JULY 16, 2018**

CALL TO ORDER & DECLARATION OF OPEN MEETING: President Ehmann called the Sanitary District No.1 Commissioners Meeting to order at 5:37 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, Nancy DesJardins, Brian Hoffmann and Matthew Fore. Also, in attendance: Secretary Georgene Lubach, Clerical Assistant Mandy Tran, and Technician Tom Sanville.

PUBLIC COMMENT SESSION:

- Daniel Rostollan 1452 Terry Andrae Terrace - Commented unsafe placement of barrels along CTH OK construction zone.

NEW BUSINESS / APPOINTMENTS:

1. Approval of draft minutes; July 02, 2018, Special Commissioners Meeting Minutes – Motion by Stoelb, second by DesJardins to approve the July 02, 2018 draft minutes, all members voted aye, motion carried.
2. Review and approval of Sanitary District No. 1, 2018 CMOM Report – Motion by Fore, second by Stoelb to approve the 2018 Sanitary District No. 1 CMOM Report as presented, all members voted aye, motion carried.
3. **Maintenance related issues as presented by Tom Sanville and/or Otis Kiehl** – Sanville reported on receipt and review of video from City relating to CTH OK project, updates on City CTH OK project status, further report on flow meter calibration at Lakeshore Pump Station.
4. **Reports:**
 - a. **Clerical Assistant** – Tran reported on communications re: Lake Aire #4 development.
 - b. **Treasurer** – No report.
 - c. **Secretary** – No report.
 - d. **Commissioners** – No report.
5. Sanitary District No. 1 Disbursements – Motion by Hoffmann, second by Stoelb to approve disbursements for 7/16/18, check numbers 2527-2540 for \$25,759.71, all members voted aye, motion carried.
Motion by DesJardins, second by Stoelb to approve disbursements for 6/20/18, check numbers 50362 for \$2,201.63, all members voted aye, motion carried.
Motion by Hoffmann, second by DesJardins to approve disbursements for 7/4/18, check number 50363 for \$986.57, all members voted aye, motion carried.
6. The Sanitary Commissioners intend to convene into closed session pursuant to Wis. Stat. § 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data for any public employee over which the Sanitary Commissioners has jurisdiction or exercises responsibility, consideration of filing Sanitary District Administrator Position. Motion by Fore second by Hoffmann to move into closed session, on roll call vote all members voted aye, motions carried.
7. Sanitary Commissioners reconvenes to Open Session – Motion by Fore, second by Stoelb to extend an offer of employment to Laura Van Maaren at starting wage of \$15 per hour to be contingent on acceptable references, on roll call vote all members voted aye, motion carried.
8. **ADJOURN:** Motion by Stoelb, second by Fore to adjourn at 6:24 p.m. all members voted aye, motion carried.

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