

**SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING
TOWN OF WILSON, SHEBOYGAN COUNTY, WISCONSIN
APPROVED MINUTES OF JANUARY 21, 2019**

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 Tom Stoelb, Nancy DesJardins, and Matthew Fore. Brian Hoffmann via remote attendance. Also in attendance: Secretaries Georgene Lubach and Julie Wicker, Sanitary Administrator Laura Kaat, Treasurer Kari Mooney

PUBLIC COMMENT SESSION: President Ehmann called for Public Comment: no public present.

NEW BUSINESS / APPOINTMENTS:

1. **Approval of draft minutes;**
 - a. **January 7th, 2019, Commissioners Meeting Minutes – Motion by, Stoelb, second by DesJardins to approve the draft minutes, all members voted aye, motion carried.**
2. **Maintenance related issues as presented by Tom Sanville or Otis Kiehl – Not present.**
3. **Consideration to create incentive for paperless billing/ACH – Agenda item is tabled until attorney is contacted to address legal considerations.**
4. **Reports:**
 - a. **Sanitary Administrator** – Reported on 4th quarter billing and paperless enrollment.
 - b. **Treasurer** – Sanitary District No. 1 balance sheet, cash balances, and activity in written reports. Discussed with board about refund to be issued to customer Butler at 5215 Evergreen Drive.
 - c. **Secretary** – No report.
 - d. **Commissioners** – No report.
5. **Sanitary District No. 1 Disbursements – Motion by DesJardins, second by Stoelb to approve disbursements for 1/21/19, check numbers 2619-2630 for \$2,334.88, all members voted aye, motion carried. Motion by DesJardins, second by Fore to approve payroll direct deposit 01/02/19 for \$1,402.99, all members voted aye, motion carried. Motion by DesJardins, second by Stoelb to approve payroll direct deposit 01/16/19 for \$987.19, all members voted aye, motion carried.**
6. **ADJOURN: Motion by DesJardins, second by Stoelb to adjourn at 6:01 p.m., all members voted aye, motion carried.**

Minutes Respectfully Submitted by: Laura Kaat, Sanitary Administrator