

**SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING
TOWN OF WILSON, SHEBOYGAN COUNTY, WISCONSIN
DRAFT MINUTES OF APRIL 1, 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, and Nancy DesJardins. Brian Hoffmann and Matthew Fore via remote attendance. Also in attendance: Secretary Georgene Lubach, Sanitary Administrator Laura Kaat, Treasurer Kari Mooney. Technicians Tom Sanville and Otis Kiehl.

PUBLIC COMMENT SESSION: President Ehmann called for Public Comment: none made.

NEW BUSINESS / APPOINTMENTS:

1. **Approval of draft minutes;**
 - a. **March 4, 2019 Commissioners Meeting Minutes – Motion by Stoelb, second by DesJardins, to approve the draft minutes, all members voted aye, motion carried.**
2. **Discussion with resident David Gartman regarding deferred assessments –** Gartman explained history regarding deferred assessments and voiced concerns of deferred assessments not being collected. Will be working with SD admin and board to identify if this has happened.
3. **Discussion of draft construction standards for Sanitary District with Scott Schramm, SMS –** Schramm invited discussion on draft construction standards, anticipation of adoption next meeting.
4. **Maintenance related issues as presented by Tom Sanville and/or Otis Kiehl–** Kiehl, manhole next to Poth farm hit by plows, needs to be repaired this summer. New home at 1619 Willow View lateral blocked near road, private sewer still owned by Wagner – ongoing issue will be addressed. Bids for lawnmower passed to commissioners, will be put on next agenda.
5. **Reports:**
 - a. **Sanitary Administrator –** All property owners on Frontage Rd, north of WP&L, have verbally agreed to annex into SD1. Anticipates initial paperwork to be completed next week after the election. Field training of admin by Sanville for manual meter readings completed last week.
 - b. **Treasurer –** Sanitary District No. 1 balance sheet, cash balances, and activity in written reports.
 - c. **Secretary –** No report.
 - d. **Commissioners –** No report.
6. **Sanitary District No. 1 Disbursements – Motion by DeJardins, second by Stoelb, to approve disbursements for 4/1/19, check numbers 2660-2670 for \$13,962.43, all members voted aye, motion carried. Motion by DeJardins, second by Fore, to approve direct deposit payroll 3/13/19 for \$1,354.86, all members voted aye, motion carried. Motion by DeJardins, second by Stoelb, to approve direct deposit payroll 3/27/19 for \$2,683.54, all members voted aye, motion carried.**
7. **ADJOURN: Motion by Stoelb, second by Hoffmann, to adjourn at 6:36 p.m., all members voted aye, motion carried.**

Minutes Respectfully Submitted by: Laura Kaat, Sanitary Administrator