

**SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING
TOWN OF WILSON, SHEBOYGAN COUNTY, WISCONSIN
APPROVED MINUTES OF AUGUST 5, 2019**

CALL TO ORDER & DECLARATION OF OPEN MEETING: Acting chair Brian Hoffmann 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: Commissioners Tom Stoelb, Nancy DesJardins, and Matthew Fore and Brian Hoffmann (acting chair). President John Ehmann, excused. Also in attendance: Secretary Julie Wicker, Sanitary Administrator Laura Kaat, Treasurer Kari Mooney, Technician Otis Kiehl.

PUBLIC COMMENT SESSION: Hoffmann called for Public Comment: none made.

NEW BUSINESS / APPOINTMENTS:

1. **Approval of draft minutes;**
 - a. **July 22, 2019 Commissioners Meeting Minutes – Motion by Stoelb, second by DesJardins, to approve the draft minutes, all members voted aye, motion carried.**
2. **Review and discuss Development Agreement for Alliant’s Frontage Rd project - with Scott Schramm, SMS :** Scott Schramm from Strategic Municipal Services reported on some last minute changes Alliant wants to make to the developer’s agreement. The town compromised on the 2-week notification to 1 week and added “acts of God”/emergency wording, where they would have 48 hours to report turning the pump on to technicians. The other points will remain as-written with the support of the board.
3. **Update on the City of Sheboygan providing steps in the manholes they are replacing as part of their SouthPointe Enterprise project – with Scott Schramm, SMS-** The estimate for adding steps in the manholes from Sunset Rd to Weeden Creek Rd is approximately \$11,500. This is a safety for our Technicians and OSHA compliance necessary. This is how all Town of Wilson manholes have been constructed in the past. President Ehmann will share the quote with Daryl from the city.
4. **Maintenance related issues as presented by Tom Sanville and/or Otis Kiehl–**
 - a. **Sanitary Administrator** – Debt service update: accounts with debt service were unbilled in error the past two quarters after the sewer rate change. This problem will be fixed by next billing cycle and will result in the debt payoff completion dates being 6 months later for resident’s impacted.
 - b. **Treasurer** – Sanitary District No. 1 balance sheet, cash balances, and activity in written reports.
 - c. **Secretary** – No report.
 - d. **Commissioners** – No Report.

Sanitary District No. 1 Disbursements – Motion by Stoelb, second by DesJardins, to approve disbursements dated 8/5/19, check numbers 2729-2740, for \$18,716.15, all members voted aye, motion carried.
Motion by Stoelb, second by DesJardins, to approve direct deposit payroll dated 7/31/19 for \$2,801.40, all members voted aye, motion carried.
5. **ADJOURN: Motion by Fore, second by Stoelb, to adjourn at 6:14 p.m., all members voted aye, motion carried.**

Minutes Respectfully Submitted by: Laura Kaat, Sanitary Administrator