

**SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING
TOWN OF WILSON, SHEBOYGAN COUNTY, WISCONSIN
APPROVED MINUTES OF AUGUST 19, 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, Brian Hoffmann, and Matthew Fore. Also in attendance: Secretary Julie Wicker, Sanitary Administrator Laura Kaat, Treasurer Kari Mooney, Technician Otis Kiehl.

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

NEW BUSINESS / APPOINTMENTS:

1. **Approval of draft minutes;**
 - a. **August 5, 2019 Commissioners Meeting Minutes – Motion by Stoelb, second by Fore, to approve the draft minutes, all members voted aye with Ehmann abstaining, motion carried.**
 2. **Maintenance related issues as presented by Tom Sanville and/or Otis Kiehl– No report.**
 - a. **Sanitary Administrator – Debt service update: working with treasurer to clarify balances.**
 - b. **Treasurer – Sanitary District No. 1 balance sheet, cash balances, and activity in written reports. Reports a 2nd license from QuickBooks is needed to do Sanitary payroll per IRS requirements. Motion by DesJardins, second by Fore, to purchase a 2nd license from QuickBooks for sanitary payroll. All present voted aye, motion carried.**
 - c. **Secretary – No report.**
 - d. **Commissioners – No report.**
- Sanitary District No. 1 Disbursements –**
Motion by Hoffmann, second by DesJardins, to approve direct deposit payroll disbursements for 8/14/19 for \$1,375.85, all members voted aye, motion carried.
Motion by DesJardins, second by Stoelb, to approve disbursements dated 8/19/19, check numbers 2741-2750 for \$17,543.32, all members voted aye, motion carried.
3. **ADJOURN: Motion by Fore, second by Hoffmann, to adjourn at 5:45 p.m., all members voted aye, motion carried.**

Minutes Respectfully Submitted by: Laura Kaat, Sanitary Administrator