

**SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING  
TOWN OF WILSON, SHEBOYGAN COUNTY, WISCONSIN  
APPROVED MINUTES OF SEPTEMBER 3, 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 19, 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 and/or Otis Kiehl– No report.**
  - a. **Sanitary Administrator – Debt service update: invoices being sent out tomorrow for 153 accounts where the debt service fell off in error during program transition. Ongoing work on the debt service program will continue to prevent further issues.**
  - b. **Treasurer – Sanitary District No. 1 balance sheet, cash balances, and activity in written reports.**
  - c. **Secretary – No report.**
  - d. **Commissioners – Stoelb inquired on status of deferred assessment collection. Office personnel will work on this project next.**

**Sanitary District No. 1 Disbursements –**

**Motion by DesJardins, second by Stoelb, to approve direct deposit payroll disbursements for 8/28/19 for \$2,381.66, all members voted aye, motion carried.**

**Motion by Stoelb, second by DesJardins, to approve disbursements dated 9/3/19, check numbers 2752-2755 for \$1,279.40, all members voted aye, motion carried.**

3. **ADJOURN: Motion by Fore, second by Hoffmann, to adjourn at 5:49 p.m., all members voted aye, motion carried.**

Minutes Respectfully Submitted by: Laura Kaat, Sanitary Administrator