

**SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING  
TOWN OF WILSON, SHEBOYGAN COUNTY, WISCONSIN  
APPROVED MINUTES OF NOVEMBER 18, 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, Brian Hoffmann, and Matthew Fore. Nancy DesJardins, excused. Also in attendance: Secretary Julie Wicker, 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 November 4, 2019** – Motion by Stoelb, second by Fore. to approve the draft minutes, all members voted aye, motion carried
2. **Update on increasing city wastewater rates** – Schramm reports the sanitary district has been underbilling the city for at least 10 years. He has created a new budget tool based on the 1994 joint agreement that considers wastewater treatment costs, collection system costs, and Lakeshore Pump station costs that will correspond with the budget. Recommends an agenda item next meeting to adopt the new billing recommendations. A meeting will we set up with city leaders to share our information
3. **General discussion on 2020 budget and rates** – S. Schramm updated the board. He will be working with K. Mooney item budget items that are needed for 2020.
4. **Maintenance related issues as presented by Tom Sanville and/or Otis Kiehl** - Sanville gave an update to the commissioners on Curtiss pump station
5. **Reports:**
  - a. **Sanitary Administrator** – Kaat asked the commissioners about scheduling the Budget Hearing for the District. Motion by Fore, second by Hoffmann to schedule the SD1 2020 Budget hearing for December 16, 2019, all members voted aye, motion carried.
  - b. **Treasurer** - Sanitary District No. 1 balance sheet, cash balances, and activity in written reports
  - c. **Secretary** – Update on deferred assessments, clerk talking with auditors. Impact if any should be small.
  - d. **Commissioners** - J. Ehmann reported that Laura would be stepping back from her duties as Sanitary Administrator and focusing on her health. He thanked her for her time that she has given to the District and wished her well.
- Sanitary District No. 1 Disbursements** - Motion by Fore, second by Hoffmann, to approve disbursements dated 11/18/19, check numbers 2789-2796, for \$2,783.32, all members voted aye, motion carried. Motion by Hoffmann, second by Stoelb, to approve direct deposit payroll disbursements dated 11/20/19 for \$1,014.55 all members voted aye, motion carried.
6. **ADJOURN** - Motion by Fore, second by Hoffmann, to adjourn at 6:27 p.m., all members voted aye, motion carried.

Minutes Respectfully Submitted by: Julie Wicker, Clerk