

SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING  
TOWN OF WILSON, SHEBOYGAN COUNTY, WISCONSIN  
MINUTES OF June 1<sup>st</sup>, 2020

**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. Meeting was held via Zoom which complies with open meeting laws. Public comment session was removed from the meeting agenda to facilitate the zoom platform.

**PRESENT:** President John Ehmann, Commissioners Tom Stoelb, Nancy DesJardins, Matthew Fore, and Brian Hoffmann present. Also in attendance: Secretary Julie Wicker, Sanitary Administrator Karen Bollwahn, Treasurer Kari Mooney, Technicians Tom Sanville and Otis Kiehl.

**NEW BUSINESS / APPOINTMENTS:**

1. **Approval of draft minutes May 18th, 2020** - Motion by Hoffmann, second by DesJardins, to approve the draft minutes, All Commissioners present voted aye except President Ehmann Abstained. Motion carried.
2. **Maintenance related issues** – Otis Kiehl reported a few issues that are being addressed. A pump at the Curtiss Station was not seated properly. Xylem had pulled the pump and removed the flush valve and resealed the pump and it is not working effectively. The North pump at the KK station was not working correctly. After examination it was determined the impeller was worn and is in the process of being rebuilt. At the Lakeshore pump station the exhaust fan motor was submerged and is wearing out. A new one has been ordered. Commissioner Stoelb asked questioned if it was an explosion proof motor, Kiehl indicated that it was. Commissioner Stoelb also requested an update on the water levels at the pump station. Kiehl stated the water levels had returned to normal.
3. **Reports:**
  - a. **Sanitary Administrator** – Bollwahn reported that after one more attempt at contacting Seven Oaks and issuing a deadline, payment has not been received for the lateral damage that occurred on Weeden Creek Road in November of 2019. She indicated that the next step will be to turn it over to legal counsel for filing, and include all expenses incurred by the district as a result of the damage.
  - b. **Treasurer** - Sanitary District No. 1 balance sheet, cash balances, and activity in written reports. Treasurer Kari Mooney indicated she is working on the CMAR report that is due in August.
  - c. **Secretary** – No report
- d. **Commissioners** – No Report
- e. **Sanitary District No. 1 Disbursements** - Motion by Stoelb, second by Hoffmann, to approve disbursements for 06/01/2020, check numbers 2896-2901 for \$25127.95 all members voted aye, motion carried.
- f. **Sanitary District No. 1 Payroll Disbursements** - Motion by Stoelb, second by DesJardins, to approve payroll direct deposit disbursements for 06/03/2020, for \$1448.19, all members voted aye, motion carried.
- g. **ADJOURN** - Motion by Fore, second by Stoelb, to adjourn at 5:40 p.m., all members voted aye, motion carried

Minutes Respectfully Submitted by: Karen Bollwahn, Sanitary Administrator