

SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING
TOWN OF WILSON, SHEBOYGAN COUNTY, WISCONSIN
MINUTES OF May 18th, 2020

CALL TO ORDER & DECLARATION OF OPEN MEETING: In President Ehmann's absence, Commissioner Stoelb called the Sanitary District No.1 Commissioners Meeting to order at 5:31 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: Commissioners Tom Stoelb, Nancy DesJardins, Matthew Fore, and Brian Hoffmann present, President John Ehmann excused. Also in attendance: Secretary Julie Wicker, Sanitary Administrator Karen Bollwahn, Treasurer Kari Mooney, Technicians Tom Sanville and Otis Kiehl, Maintenance Supervisor Rick Meyer.

NEW BUSINESS / APPOINTMENTS:

1. **Approval of draft minutes May 4th, 2020** - Motion by Hoffmann, second by DesJardins, to approve the draft minutes, All Commissioners present voted aye. Motion carried.

2. **Maintenance related issues** – Otis Kiehl reported that with the extremely heavy rainfall more water is coming in than is going out of the sewers. After 24 hours there has been very little improvement. More rain is expected. Tom Sanville reported that he has been in touch with a contact regarding an old pump that is ready for replacement. This particular pump has been procrastinated on for a few years. His recommendation is that we consider replacing this pump soon and piggyback it with some other work we could have done at the same time.

In explaining the expense, Sanville mentioned the new pump has a higher cost than an older model because of design improvements to the cooling jacket, and a harder casting for the impeller, both areas which the current pump is struggling. Stoelb questioned if we need to competitively bid this project due to the cost. Discussion for both sides of the matter ensued. Stoelb requested that we get clarification on our responsibilities with competitive bidding and follow protocol.

3. **Reports:**

a. **Sanitary Administrator** – Bollwahn reported that payment has not been received yet from the lateral damage that occurred on Weeden Creek Road in November of 2019. Bollwahn recommends setting a deadline for payment, and will contact the attorney requesting follow up with the contractor. Bollwahn also mentioned a potential sale of a vacant lot that is part of a deferred assessment neighborhood. After research and information sharing with Scott Schramm and Tom Sanville, it was determined that the lot is subject to the deferred assessment, therefore should a sale take place that information would need to be included on a special assessment request letter. The treasurer has been alerted to watch for it as well.

b. **Treasurer** - Sanitary District No. 1 balance sheet, cash balances, and activity in written reports.

c. **Secretary** – No report

d. **Commissioners** – Fore expressed his gratitude to Kiehl, Sanville and Pautz for all the extra work they have had to do at the pump stations.

e. **Sanitary District No. 1 Disbursements** - Motion by DesJardins, second by Hoffmann, to approve disbursements for 05/18/2020, check numbers 2886-2895 for \$4871.17 with a correction to the check numbers. 1895 was corrected to 2895, all members voted aye, motion carried.

f. **Sanitary District No. 1 Payroll Disbursements** - Motion by Hoffmann, second by DesJardins, to approve payroll direct deposit disbursements for 05/20/2020, for \$1156.31, all members voted aye, motion carried.

g. **ADJOURN** - Motion by Fore, second by Hoffmann, to adjourn at 5:57 p.m., all members voted aye, motion carried