

SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING
TOWN OF WILSON, SHEBOYGAN COUNTY, WISCONSIN
MINUTES OF November 2nd, 2020

CALL TO ORDER & DECLARATION OF OPEN MEETING: President John Ehmann called the Sanitary District No.1 Commissioners Meeting to order at 5:33 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 Nancy DesJardins, Tom Stoelb, 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 for October 19th, 2020** - Motion by Hoffmann, second by Stoelb, to approve the draft minutes for October 19th, 2020, All Commissioners voted aye. Motion carried.
2. **Discussion and possible action regarding quotes received for cleaning/jetting/video for the 2021 calendar year** –Technician Tom Sanville gave a brief synopsis of the quotes that he had received for the cleaning/jetting and video recording of 6 miles of sewer for the upcoming year. One quote was for approximately \$3000 less than the other, but Technician Sanville explained why he thought the value from the more expensive quote exceeded the cost increase. To summarize, the quality of the completed job as well as the indexing of video files is well worth the higher cost. The board was offered a chance to ask questions. Commissioner Stoelb wondered why one of the companies had issued 2 quotes, one for only 3 miles of sewer. Sanville informed him that it was simply an option. That in some instances the District had made a choice to do less in a given year. DesJardins recalled a year where the Board had split the job between the two companies. Sanville agreed that it was done that way 2 years ago. Sanville explained the areas that are up for filming and cleaning are the Curtiss Watershed and Sunnyside. Sanville recalled an instance where the company with the more expensive quote reworked an area at no additional cost when during viewing of the camera footage they realized that it hadn't come clean on the first pass. That type of service makes the quality of work very desirable. Stoelb inquired if this was a job that we need to concern ourselves with open bidding on. Sanville had already inquired with the Town Engineer Schramm on that and because of the maintenance nature of the work it does not need open bidding. Commissioner Fore said he felt comfortable given the presentation to make a motion for the more expensive quote. Motion by Fore, Second by DesJardins to approve the cleaning, jetting, video quote #14166 from Great Lakes TV Seal, Inc. for \$24482.30. All members present voted Aye, Motion carried.
3. **Maintenance related issues as presented by Tom Sanville** – Otis reported on a bad combination air valve that was replaced and mentioned he is hopeful that this one will work.
4. **Reports:**
 - a. **Sanitary Administrator** – Bollwahn reported that the NOI filling with the DNR is complete and permits have been issued. Sanville asked if the permits were included in electronic communications? Bollwahn said the actual permit is coming in the mail, but we have received our permit numbers and assurance that everything was satisfactorily completed.
 - b. **Treasurer** –Paperwork for the Treasurer's reports are in Commissioners packets. Billing is being received as expected. No unforeseen changes. Bollwahn apologized for the interruption but had forgotten to mention that CPR classes have been scheduled and extended an invite to any Commissioners interested in participating.
 - c. **Secretary** – No report
- d. **Commissioners** – Hoffmann made a suggestion for the next newsletter that we include information on the rags that keep ending up in the sewer and clogging up pumps. Bollwahn will make a note and be sure to include it in Spring 2021. The commissioners mentioned receiving positive feedback on the Newsletter and early voting that was organized by Clerk Julie Wicker.
- e. **Sanitary District No. 1 Disbursements** - Motion by Stoelb, second by DesJardins, to approve

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disbursements for 11/04/2020, check numbers 3005-3008 for \$14460.30 all members voted aye, motion carried.

- f. **Sanitary District No. 1 Payroll Disbursements** - Motion by DesJardins, second by Hoffmann, to approve payroll direct deposit disbursements for 11/04/2020, for \$1258.02 all members voted aye, motion carried.
- g. **ADJOURN** - Motion by Fore, second by Stoelb to adjourn at 5:59 p.m. Meeting Adjourned.

Minutes Respectfully Submitted by: Karen Bollwahn, Sanitary Administrator