

SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING  
TOWN OF WILSON, SHEBOYGAN COUNTY, WISCONSIN  
MINUTES OF February 15th, 2021

**CALL TO ORDER & DECLARATION OF OPEN MEETING:** President John 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 Nancy DesJardins, Tom Stoelb and Brian Hoffmann and Matt Fore were present. Also in attendance: Secretary Julie Wicker, Sanitary Administrator Karen Bollwahn, Treasurer Kari Mooney, Technicians Tom Sanville and Otis Kiehl and Town Engineer Scott Schramm.

**NEW BUSINESS / APPOINTMENTS:**

1. **Approval of draft minutes for February 1st, 2021** - Motion by Stoelb, second by Hoffmann, to approve the draft minutes for February 1st, 2021, All Commissioners present voted aye. Motion carried.

2. **Indian Mound Trunk Sewer Improvements** –

Town Treasurer Kari Mooney relayed the information she received from the Town's accountants regarding the Sanitary District 1 budget and the pros and cons of amending the budget. An amendment can be made, however any future over budget situations would require consistency in the way it is handled. Essentially, in the past the Town has explained any over budget situation to the residents and auditors without presenting a formal budget amendment. Therefore, rather than change course the Commissioners agreed to continue with the Town's tradition of an explanation of this over-budget project, rather than a formal budget amendment. Motion by Stoelb, second by Fore to approve the protective coating of manholes with sealant for \$91,700. All Commissioners voted, Aye. Motion carried. Motion by Hoffmann second by Fore to approve the removal of rings and raising the barrels for the estimate of \$68,500. Stoelb asked Schramm if the removal of rings in the manholes is in conjunction with the repair. Schramm indicated that indeed it is part of the repair process and if the rings aren't removed the repair would be subpar and ineffective. The rings need to be removed first, and the manholes adjusted for a thorough repair. Hoffmann asked Ehmann if they should include a "not to exceed" statement in the motions? Ehmann asked Schramm about whether the numbers are conservative or not? Schramm said they were conservative numbers, and there are contingencies built in the estimates. Hoffmann amended his motion for the ring removal and manhole barrel raising not exceed \$68,500 Second by Fore. Stoelb asked what the likelihood is of anomalies popping up to driving up the price of the sealing project from it's projected \$91,700. Schramm indicated that the \$91,700 also includes a contingency percentage. In his assessment of all the manholes in the area, he didn't see any reason to suspect additional surprises. Ehmann directed back to the motion by Hoffmann, second by Fore to approve the ring removal and manhole barrel raising not exceed \$68,500, all Commissioners voted Aye. Motion Carried. President Ehmann opened the floor to the prior motion for the protective sealing and coating. Motion by Stoelb, second by Hoffmann to cancel the previous motion to approve the protective coating of manholes with sealant for \$91,700. Motion by Stoelb, second by Fore to approve the rehab project to install protective coating of manholes with sealant not to exceed \$91,700. All Commissioners voted Aye. Motion carried.

**Maintenance related issues as presented by Otis Kiehl and Tom Sanville** – Sanville reported that although it was been extremely cold, there are no issues to report.

**Reports:**

- a. **Sanitary Administrator** – Bollwahn reported that deferred assessment debt has been satisfied for the property located at 235 South Lake Court. One property has been removed from the Debt Service, as their debt was paid in full, and the billing software for the sanitary district has been updated to reflect the increase in rates for 2021, and the meter maintenance fee for commercial customers.
- b. **Treasurer** – Treasurer Mooney reported that everything has been pretty quiet and that reports are in the written packets if any commissioners have questions they should let her know.
- c. **Secretary** – No Report
- d. **Commissioners** – President Ehmann and Engineer Schramm were approached by Gibbville sanitary District. They are making plans for the future and are considering the possibility of running a force main

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to the Town of Wilson and running through our sewer pipes as a route to get it ultimately to the treatment plant in Sheboygan. After some questions about corrosion and the effect it might have on our system, it was determined that if at any point the Town of Wilson is not interested in this project we do have the right to say no. At this point it is simply in a planning and discussion phase. It was recommended that this item be placed on a March agenda to discuss once more information is available.

3. **Sanitary District No. 1 Disbursements** - Motion by Hoffmann, second by Stoelb to approve disbursement checks dated 02/15/2021, check numbers 3058-3062 for \$1027.11 all members voted aye, motion carried.
  - a. **Sanitary District No. 1 Payroll Disbursements** - Motion by Hoffmann, second by Stoelb, to approve payroll direct deposit disbursements for 02/10/2021, for \$1321.50 all members voted aye, motion carried.
4. **ADJOURN** - Motion by Fore, second by Stoelb to adjourn at 6:02 p.m. Meeting Adjourned.

Minutes Respectfully Submitted by: Karen Bollwahn, Sanitary Administrator