

**SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING
TOWN OF WILSON, SHEBOYGAN COUNTY, WISCONSIN
MINUTES OF May 17th, 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 Tom Stoelb, Nancy Des Jardins, Brian Hoffmann and Matt Fore present. Also in attendance: Secretary Julie Wicker, Sanitary Administrator Karen Bollwahn, Treasurer Kari Mooney, and Technician Tom Sanville.

NEW BUSINESS / APPOINTMENTS:

1. **Approval of draft minutes for May 3rd, 2021 - Motion by Stoelb, second by DesJardins, to approve the draft minutes for April 19th, 2021, all members voted aye. Motion carried.**
2. **Approval of the 2021 CMOM-:** Bollwahn discussed what changes and updates were made to the CMOM for 2021. Matt Fore mentioned that Parkside Restaurant had a name change and Nansea's Handelbar Saloon did as well, and these should be updated in the CMOM. Tom Sanville gave updated locations for new equipment that was purchased recently. Motion by Fore, Second by DesJardins to approve the 2021 CMOM. All members voted aye, motion carried
3. **Maintenance related issues as presented by Tom Sanville and/or Otis Kiehl –** Tom Sanville reported that the pump station is running very good. He also reported that Kiehl had been working on the force main that had been leaking at 301 Black River Road, and that the issues was located on SD property and therefore is the district's responsibility. Bollwahn reported on Kiehls' behalf explaining a photo that was in the commissioner's packet. It was a photo of manhole steps inside a new City of Sheboygan Manhole. Kiehl had pointed out that it was curious that the City refuses steps for the sanitary district, but puts them in for their own manholes .
4. **Reports:**
 - a. **Sanitary Administrator –**Bollwahn mentioned that Kiehl had reported to her that he was contacted for a sewer back up on South 8th Street. After investigation, it was determined to be an issue with the property's cast iron lateral and not with the District pipes.
 - b. **Treasurer –**Treasurer Mooney reported the monetary totals for checking and reserve accounts. She also reported the bill totals. The commissioners also received written reports in their packets. And she encouraged anyone with questions to ask.
 - c. **Secretary –** No Report
 - d. **Commissioners –** No Report
5. **Sanitary District No. 1 Disbursements - Motion by Stoelb, second by DesJardins, to approve disbursement checks dated 05/17/2021, check numbers 3110-3123 for \$31264.30 all members present voted aye, motion carried.**
 - a. **Sanitary District No. 1 Payroll Disbursements - Motion by DesJardins, second by Stoelb, to approve payroll direct deposit disbursements for 05/19/2021, for \$1634.47 all members present voted aye, motion carried.**
6. **ADJOURN - Motion by Fore, second by Hoffmann to adjourn at 5:42 p.m. Meeting Adjourned.**

Minutes Respectfully Submitted by: Karen Bollwahn, Sanitary District Administrator