

**SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING
TOWN OF WILSON, SHEBOYGAN COUNTY, WISCONSIN
MINUTES OF June 7th, 2021**

CALL TO ORDER & DECLARATION OF OPEN MEETING: President John Ehmann called the Sanitary District No.1 Commissioners Meeting to order at 5:32 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, Brian Hoffmann and Matt Fore present. Also in attendance: Secretary Julie Wicker, Sanitary Administrator Karen Bollwahn, Treasurer Kari Mooney, and Attorney Matt Parmentier.

NEW BUSINESS / APPOINTMENTS:

1. Approval of draft minutes for May 17th, 2021 - Motion by Stoelb, second by DesJardins, to approve the draft minutes for May 17th, 2021, all members voted aye. Motion carried.
2. The Commission intends to convene into closed session pursuant to Wis. Stat. 19.85(1)(g) for the purpose of conferring with legal counsel for the District who is rendering oral or written advice concerning strategy to be adopted with respect to litigation in which the District is or is likely to become involved and pursuant to Wis. Stat. 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session. During the closed session, the Commission will discuss issues related to collection of deferred special assessments. Motion by Fore, Second by Stoelb to move into closed session. Roll call vote: Nancy DesJardins: Aye, Tom Stoelb: Aye, Matt Fore: Aye, Brian Hoffmann: Aye, and the Chairman voted Aye, Motion Carried.
3. Maintenance related issues as presented by Tom Sanville and/or Otis Kiehl – Due to the closed session nature of the meeting and the zoom platform, Bollwahn presented the reports for Mr. Sanville and Mr. Kiehl. Tom Sanville expressed a change in his position on the previously presented photo of a manhole in the new Stonebrook Subdivision; specifically, the installation of rung steps in the manhole which the City had denied to a Town of Wilson manhole. His wanted to acknowledge that the engineer and builder of the manhole was chosen by the subdivision developer and not the City themselves.

For Mr. Kiehl, Bollwahn shared two quotes for supplies for the Timberlake/Juniper connection project. The supplies are needed as soon as possible so that the District can finish up on their work before other entities start their portion of the job. The quotes were for \$8173 and \$1860 and the monies for the project had been approved last year. Kiehl was requesting permission to place the orders next day. The commissioners approved the order.

4. Reports:
 - a. **Sanitary Administrator** –No report.
 - 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. Mooney reported that Bollwahn had sent a repeat invoice to the City of Sheboygan since the April billing had not yet been paid. Bollwahn added that this time she received confirmation that the City received it therefore payment should be received shortly.
 - c. **Secretary** – No Report
 - d. **Commissioners** – No Report
5. Sanitary District No. 1 Disbursements - Motion by Stoelb, second by Fore, to approve disbursement checks dated 06/07/2021, check numbers 3124-3126 for \$20917.56 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 06/02/2021, for \$1594.12 all members present voted aye, motion carried.
6. ADJOURN - Motion by Fore, second by Stoelb to adjourn at 6:09 p.m. Meeting Adjourned.