

**SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING  
TOWN OF WILSON, SHEBOYGAN COUNTY, WISCONSIN  
MINUTES OF June 21st, 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, and Brian Hoffmann present, Nancy DesJardins and Matt Fore were excused. Also in attendance: Secretary Julie Wicker, Sanitary Administrator Karen Bollwahn, Treasurer Kari Mooney, and Engineer Scott Schramm.

**NEW BUSINESS / APPOINTMENTS:**

1. **Approval of draft minutes for June 7th, 2021 - Motion by Stoelb, second by Hoffmann, to approve the draft minutes for June 7th, 2021, all members voted aye. Motion carried.**
2. **Discuss and act on South 16<sup>th</sup> Street Sewer Repair –** Engineer Schramm took the floor and gave the Commissioners and overview of the sewer repairs necessary at the intersection of Weeden Creek Road and South 16<sup>th</sup> Street and to the North on 16<sup>th</sup> Street. Several City of Sheboygan properties that have connected to the Town of Wilson Sanitary district were constructed with inferior parts and in substandard ways, resulting in a collapse of the main line. This was first noted when Great Lakes tried to camera the area and were unable to get the camera into the pipe. It is estimated that the 8 inch pipe has been collapsed in 3 areas by at least 3 inches. If this were to fully collapse 5 blocks of residents would be affected. Schramm gave 2 options for repair including repairing the 3 areas which could be serviced through 2 diggings for \$41,000 or completely replacing 400 feet of main line for \$90,000. Schramm also suggested a strongly worded letter be sent to the City with confirmed receipt to public works director, engineer, plumbing / building inspectors, administrator, and mayor that addresses the damage, repairs and required District standards. This has happened many times and the repairs are costly. Schramm indicated it is time to put a stop to it and the following suggestions will help the district to achieve compliance. 1. Require the District review and approve proposed materials and methods (i.e. "submittal) before issuing permit / approval, 2. require the District observe and document connections before and during backfill process, 3. the District TV inspect new connections the same year and require immediate corrections. President Ehmann questioned when these connections were made. Schramm and Sanville estimated 30 years ago. Treasurer Mooney questioned whether the cost was something we could recoup from the City, and Schramm thought it would probably be hard to get them to pay. Commissioner Hoffmann brought up the point that some of the homes in the area in question are significantly newer than 30 years. Bollwahn was given the task to research the age of construction. Schramm also brought to the commissioners a few different options for bidding the project. The first option was with traditional bidding with the appropriate public notice, the second was to declare an emergency by resolution and obtain bids approximately 2 weeks earlier than the traditional method. Motion by Stoelb, second by Hoffmann to traditionally bid with public notice for the 3 spot repair estimated at 41,000. All members present voted Aye, motion carried.
3. **Maintenance related issues as presented by Tom Sanville and/or Otis Kiehl –** Tom Sanville reported that there was a minor issue with a panel board at the Lakeshore Pump Station that has been remedied.
4. **Reports:**
  - a. **Sanitary Administrator –**Bollwahn reported that the City of Sheboygan payment for first quarter has been received.
  - b. **Treasurer –**Treasurer Mooney reported the monetary totals for cash and investments, replacement fund and checking account totals. The commissioners also received written reports in their packets
  - c. **Secretary –** No Report
  - d. **Commissioners –** No Report
5. **Sanitary District No. 1 Disbursements - Motion by Hoffmann, second by Stoelb, to approve disbursement checks dated 06/21/2021, check numbers 3127-3134 for \$22020.64 all members present voted aye, motion carried.**
  - a. **Sanitary District No. 1 Payroll Disbursements - Motion by Hoffmann, second by Stoelb, to approve payroll direct deposit disbursements for 06/07/2021, for \$1308.09 all members present voted aye, motion carried.**
6. **ADJOURN - Motion by Hoffmann, second by Stoelb to adjourn at 6:11 p.m. Meeting Adjourned.**