

**SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING
TOWN OF WILSON, SHEBOYGAN COUNTY, WISCONSIN
MINUTES OF July 19th, 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, Brian Hoffmann, Nancy DesJardins and Matt Fore were all present. Also in attendance: Operators Tom Sanville, Secretary Julie Wicker, Sanitary Administrator Karen Bollwahn, and Treasurer Kari Mooney.

NEW BUSINESS / APPOINTMENTS:

1. **Approval of draft minutes for July 6th, 2021** - Motion by Stoelb, second by DesJardins to approve the draft minutes for July 6th, 2021, all members voted aye. Motion carried.
2. **Sanitary wage review** – President Ehmann opened the topic by explaining that as he was reviewing job descriptions and preparing for budgeting for next year, it stood out to him that the Administrators wages are very low considering the value she brings to her job. Ehmann wanted to bring it to the Commissioners at this time and propose a discussion on raising the Administrators wage to \$18/hr. Motion by Fore, second by DesJardins to raise Bollwahn's wage to \$18 an hour. President Ehmann opened the topic up to the Commissioners for discussion. DesJardins stated that Bollwahn is very talented and helpful. She made mention of Bollwahn's management of the Town Website and that she is in full support of giving Bollwahn a raise. Fore agreed and mentioned what she has done with the Town Newsletter as well. Hoffmann agreed with the previous comments. Stoelb also agreed with the previous comments. All commissioners voted Aye, motion carried. Ehmann congratulated Bollwahn and thanked her for all she does. Bollwahn thanked the commissioners.
3. **Maintenance related issues as presented by Tom Sanville** – Sanville told the commissioners that everything has been going pretty smoothly, including the construction taking place on Timberlake Road and Juniper Drive. The County has finished grinding the road and everything is going well.
 - a. **Sanitary Administrator** –Bollwahn reported that payments are rolling in for second quarter billing.
 - b. **Treasurer** –Treasurer Mooney reported the monetary totals for cash and investments, replacement fund and checking account totals. She also reported on disbursements. The commissioners also received written reports in their packets
 - c. **Secretary** – Secretary Wicker updated the commissioners on the progress made in researching the hiring of Rich Ternes for Sanitary Projects. She presented the Commissioners the minutes from 2016 that approved Mr. Ternes for employment with the Sanitary District at the 2016 pay rate for Sanitary District employees. Since he has been doing work for SD1 as well as the Town Maintenance Department, it has come to office staff's attention that he was only being compensated at his Maintenance Department wage. It was decided to pay him for the shortfall from pervious hours and going forward pay him at the current Sanitary rate for hours worked for the Sanitary District.
 - d. **Commissioners** – No Reports; Hoffmann asked if there was any update of the 16th Street sewer repair project. Ehmann received a draft letter written by Engineer Schramm that he plans to follow up on in the coming days and will report back.
4. **Sanitary District No. 1 Disbursements** - Motion by Stoelb, second by DesJardins, to approve disbursement checks dated 07/19/2021, check numbers 3145-3150 for \$6260.61 all commissioners voted aye, motion carried.
5. **ADJOURN** - Motion by Fore, second by Stoelb to adjourn at 5:44 p.m. Meeting Adjourned.

Minutes Respectfully Submitted by: Karen Bollwahn, Sanitary District Administrator