

**SANITARY DISTRICT NO. 2 COMMISSIONERS MEETING
TOWN OF WILSON, SHEBOYGAN COUNTY, WISCONSIN
MINUTES OF October 18th, 2021**

CALL TO ORDER & DECLARATION OF OPEN MEETING: Commissioner Matt Fore called the Sanitary District No.2 Commissioners Meeting to order at 5:41 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 present.. Also in attendance: Operators Tom Sanville and Otis Kiehl, Secretary Julie Wicker, Treasurer Kari Mooney, and Sanitary Administrator Karen Bollwahn.

NEW BUSINESS / APPOINTMENTS:

1. Approval of draft minutes for September 20th, 2021 – Motion Stoelb, second by Hoffmann, to approve the draft minutes for September 20th, 2021. All Commissioners present voted aye. Motion carried.
2. Approval of Sanitary District 2 Purchasing and Accounts Payable Procedures (21.01) Updated Sept. 2021 – Motion by Stoelb, second by DesJardins to approve the Sanitary District 2 Purchasing and Accounts Payable Procedures (21.01) updated September 2021. All members voted Aye, Motion carried.
3. Maintenance related issues as presented by Tom Sanville or Otis Kiehl – No Report
4. Reports:
 - a. **Sanitary Administrator** – Bollwahn reported that Millipore Sigma has paid the 3rd Quarter Invoice she had sent.
 - b. **Treasurer** –Treasurer Mooney reported on balances in the SD2 Checking account and presented the commissioners with reports in their packets.
 - c. **Secretary** – No Report
 - d. **Commissioners** – No Report
5. Sanitary District No. 2 Disbursements - Motion by Stoelb, second by DesJardins, to approve disbursement checks dated 10/18/2021, check numbers 2167-2172 for \$17,961.66 all members present voted aye, motion carried.
6. ADJOURN - Motion by Stoelb, second by Hoffmann to adjourn at 5:47 p.m. Meeting Adjourned.

Minutes Respectfully Submitted by: Karen Bollwahn, Sanitary District Administrator