

**SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING
TOWN OF WILSON, SHEBOYGAN COUNTY, WISCONSIN
MINUTES OF November 1st, 2021**

CALL TO ORDER & DECLARATION OF OPEN MEETING: President John Ehmann called the Sanitary District No.1 Commissioners Meeting to order at 5:36 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 Nancy DesJardins, Matt Fore, Brian Hoffmann and Tom Stoelb were all present. Also in attendance: Operators Tom Sanville and Otis Kiehl, Secretary Julie Wicker, Sanitary Administrator Karen Bollwahn, and Treasurer Kari Mooney.

NEW BUSINESS / APPOINTMENTS:

1. **Approval of draft minutes for October 18th, 2021 - Motion by Stoelb second by DesJardins to approve the draft minutes for October 18th, 2021, Stoelb, DesJardins, Fore and Chairman Ehmann voted aye, Hoffmann abstained due to not being able to view the minutes on the one drive. Motion carried.**
2. **Action on intergovernmental agreement with The Town of Wilson regarding purchase of the tax parcel 59030458933 and assessments thereon - Chairman Ehmann presented the intergovernmental Agreement between the Sanitary District and the Town of Wilson. The purpose of the agreement is to benefit both the Town and the District in a land purchase that was approved by the electors on September 23, 2021. Motion by Fore, second by DesJardins to approve the Sanitary District Action on Intergovernmental Agreement with The Town of Wilson regarding purchase of the tax parcel 59030458933 and assessments thereon, all members voted AYE, motion carried.**
3. **Maintenance related issues as presented by Tom Sanville or Otis Kiehl - Kiehl expressed his disagreement with the Intergovernmental agreement and said that he did not understand why the District would forego the money owed on the deferred assessment. Hoffmann agreed with Kiehl. Commissioner Fore commented that the topic had been discussed and decided over the course of open and closed session meetings. Bollwahn clarified the chain of events that led to the decision.**
 - a. **Sanitary Administrator -**Bollwahn had one account to report on. A home at 206 Wahgouly Road was razed in 2019 and should have been removed from quarterly billing but was inadvertently charged every quarter since then. Bollwahn requested permission to reimburse the former owners in the amount of \$629.88 for billings they shouldn't have been charged for. All commissioners agreed that it was the right thing to do, permission granted.
 - 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 -** Secretary Wicker had no report.
 - d. **Commissioners -** No report from Commissioners. Chairman Ehmann asked Commissioner Hoffmann if he had made any progress on setting up a meeting with the City of Sheboygan Mayor regarding the damage to 16th Street sewer. Hoffmann is waiting for a call back and will reach out to them again.
4. **Sanitary District No. 1 Disbursements - Motion by Stoelb second by DesJardins, to approve disbursement checks dated 11/1/2021, check numbers 3211-3212 for \$1250.61 all commissioners voted aye, motion carried. Motion by Stoelb, second by Hoffmann to approve payroll disbursements, checks dated 11/03/2021 totaling \$1876.82. All commissioners present voted aye, motion carried.**
5. **ADJOURN - Motion by Fore, second by Stoelb to adjourn at 5:54 p.m. Meeting Adjourned.**

Minutes Respectfully Submitted by: Karen Bollwahn, Sanitary District Administrator