

**SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING  
TOWN OF WILSON, SHEBOYGAN COUNTY, WISCONSIN  
MINUTES OF February 7th, 2022**

**CALL TO ORDER & DECLARATION OF OPEN MEETING:** President John Ehmann called the Sanitary District No.1 Commissioners Meeting to order at 5:35 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 Brian Hoffmann, Nancy Des Jardins, Matt Fore and Tom Stoelb were present. Also in attendance: Operators Tom Sanville and Otis Kiehl, Secretary Julie Wicker, Sanitary Administrator Karen Bollwahn, Treasurer Kari Mooney and Public Works Director Ben Darkow.

**NEW BUSINESS / APPOINTMENTS:**

1. **Approval of draft minutes for January 17th, 2022 SD1 Commissioners Meeting - Motion by Stoelb second by DesJardins to approve the draft minutes for January 17<sup>th</sup>, 2022 Commissioners meeting, All members voted Aye, Motion carried.**
2. **Discussion and possible approval of Quote # Q220035AB from Air Flow, Inc. for 1 Wall Exhaust Fan with explosion Proof Motor and fan guard with wall collar –** Otis Kiehl presented the quote to the commissioners. Tom Sanville noted that he has concerns about whether we are purchasing the right piece of equipment. It should be a supply fan not an exhaust fan. Last time it was replaced an exhaust fan was installed and the district had to reverse blades so that the airflow would be blowing in instead of sucking out as an exhaust fan would do. He also would like more information on the specifications. Specifically, the voltage, number of phases and brand name of the fan and motor. Motion by Hoffmann to delay this decision until we have more specifics on the specifications available. Commissioner Fore asked if this was something that we needed soon? Kiehl shared that there is a 12 week lead time on the fan. Fore asked if we could approve a certain dollar amount provided all the specifications are appropriate since we need the fan, and taking into consideration the extensive lead time? Sanville explained the dollar amount could vary significantly because supply fans are less available, and with the needed specs the cost could potentially skyrocket. President Ehmann asked if the topic could wait until the next board meeting? Both Sanville and Kiehl stated in agreement that it is required by law to have working ventilation, the fan we have now is on borrowed time and the lead time of 12 weeks is a significant issue. Hoffmann rescinded his motion and made a new motion. Motion by Hoffmann, second by Fore to approve the purchase of a fan for \$2686 specifically meeting the specifications of airflow direction, a 3 phase power supply, 460 Volt explosion proof motor to include a fan guard, all members voted AYE. Motion carried.
3. **Acceptance of Lake Aire 5 Sanitary Sewer: Petition by Green Acres, LLC to dedicate Sanitary Sewer improvements to Sanitary District #1 –** President Ehmann asked Bollwahn to update the commissioners on this topic. Bollwahn explained that Green Acres Annexed into the District in 2019. The formality of Acceptance once the project was ready just flew under the radar. Bollwahn had worked with Greg Wagner from Green Acres, LLC and Town Engineer Scott Schramm to make sure everyone was on the same page with the details. Wagner met the conditions and formally petitioned the District to dedicate the Sewer Improvements to the District. He gave a warranty consisting of 2 years from original date of service. Warranty ends March 27, 2022. He also accepts responsibility for any raising of or adjustment to manholes that may be needed once Green Acres Circle Road is complete. Motion by Fore, Second by Stoelb to Accept the sewers in Lake Aire 5 into Sanitary District 1. All members voted Aye, Motion carried. Commissioner Stoelb asked if Ben Darkow was brought in on any of this failure since he will be working with these issues. Ben stated that he was brought in on the pump replacement.
4. **Maintenance related issues as presented by Tom Sanville –** President Ehmann introduced this meeting topic by asking participants to refrain from conversation that should be left for a closed session meeting. Sanville reported that KK Pump station had multiple failures. Dialers hadn't notified due to changes in phone company protocol, and the station had a lock-up failure. KK pump station was flooded and responding staff were able to get pump 1 running. At

this time Flyght has removed the faulty pump and is inspecting it for cause. We currently have our spare pump installed. The Dialers programming has been repaired. Flyghts' pump mechanic thought there may have been evidence indicating moisture but won't know definitively until the pump has been opened up. We are waiting to hear back with a cause report. President Ehmann is working with Scott regarding the Stonebrook Subdivision, debris in the pipes and wet well from construction and any connection between the two incidences.

5. **Reports:**

- a. **Sanitary Administrator** –Bollwahn has no report.
- b. **Treasurer** –Treasurer Mooney reported the monetary totals for cash and investments, replacement fund, checking account totals, and bills paid. The commissioners also received written reports in their packets.
- c. **Secretary** – Secretary Wicker had no report.
- d. **Commissioners** – No report from Commissioners DesJardins, Hoffmann Fore or Stoelb. President Ehmann reported that he has given the City ample time to respond to his last inquiry on the Deferred Assessment Lien owed to the District. He has emailed the City Administrator and the City Mayor to follow up. He has not heard back yet.

6. **Sanitary District No. 1 Disbursements - Motion by Stoelb second by DesJardins, to approve disbursement checks dated 02/07/2022, check numbers 3245-3252 for \$21847025 all commissioners voted aye, motion carried. Motion by Hoffmann second by Stoelb to approve sanitary Payroll direct deposit dated 02/09/2022, all members voted Aye, motion carried.**

7. **ADJOURN - Motion by Fore, second by Hoffmann to adjourn at 6:01 p.m. Meeting Adjourned.**

Minutes Respectfully Submitted by: Karen Bollwahn, Sanitary District Administrator