

**SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING
TOWN OF WILSON, SHEBOYGAN COUNTY, WISCONSIN
MINUTES OF August 1st, 2022**

CALL TO ORDER & DECLARATION OF OPEN MEETING: President John Ehmann called the Sanitary District No.1 Commissioners Meeting to order at 5:37 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 present. Also in attendance: Sanitary Administrator Karen Bollwahn, Secretary Julie Wicker, Treasurer Shawna Scovronski, and guests Gary Leonhardt and Pam Rogers.

NEW BUSINESS / APPOINTMENTS:

1. **Approval of draft minutes for July 18th, 2022 SD1 Commissioner's Meeting - Motion by Stoelb, second by DesJardins to approve the draft minutes for the July 18th, 2022 Commissioner's meeting, All members present voted Aye. Motion carried.**
2. **Update on and Review with possible approval of quote from Sabel Mechanical for Mission Dialer System –** Public works director Ben Darkow gave the commissioners an update regarding the attempted repair of the dialer at Curtiss lift station. Reprogramming was successful for one call out, but on repeated tests it was less reliable. Darkow highly recommended replacing the dialer with the new mission system and then wait to do the remainder with next years budget. This will give staff a chance to get used to the new system and get any bugs worked out before going live with all of them. The Chairman asked if anyone had any questions for Ben. Commissioner Hoffmann asked if we save any money by doing a batch of them instead of just one? Darkow replied that we save 20% if we did it as a 5 piece package. Hoffmann asked if there was money in the budget to get it over with and do it all at one time? Ehmann said we would be over budget and it would be a good idea to modify the budget if we were going to do that. Hoffmann said the 5 grand savings is a significant savings. Ehmann said he's sure that if we purchased 4 next year we would probably get some kind of discount then as well, however prices could go up next year too. Hoffmann asked if we had enough in the account to cover 5? Ehmann said no, we don't. Fore verified with Ben, that the \$5753 on the quote presented was for one unit. Darkow said that was correct. Bollwahn asked Darkow if one of the 5 is an SD2 purchase. Darkow confirmed that was correct. Bollwahn asked if purchasing the 3 for SD1 and excluding the dollar figure for SD2's portion gets us any closer to being in budget? Ehmann said it would get us closer, but we would definitely want to wait for next year for SD2 otherwise we won't be able to recoup that cost from Millipore Sigma. **Motion by Fore to approve the single unity cost for the Curtiss Lift station for \$5753 from Sabel Mechanical, second by DesJardins.** Ehmann asked if there were any further questions? Stoelb asked if we were receiving any AARPA funds next year? Ehmann said we have AARPA funds, it just needs to be spent. Otis Kiehl questioned the amount in the replacement fund and why we couldn't use that? Ehmann explained it isn't really a matter of whether we have the money, or where the money would come from. It was discussed with the Town Engineer that good public policy is to do what you have budgeted for. This is open and transparent for our residents to know what is being done and where money is being spent. If we chose to use AARPA funds or other means, it is good public policy to then adjust the budget so it is being communicated to our residents. **All members voted Aye, motion carried.**
3. **Maintenance issues as reported by Otis Kiehl –** Kiehl reported that the Annual visit from the City had happened August 1st, and they were asking a lot more questions than usual. Hoffmann asked what kinds of questions were being asked? Kiehl said questions regarding flows and similar questions. The water treatment plant has a new person in charge, and they were all taking notes on his questions. Kiehl also mentioned that he checked his sewer vents at home and had elevated H2S readings. He asked if Schramm has given us any solutions regarding this issue? Ehmann said that's a good thing to remind Schramm for budget time.
-
4. **Reports:**
 - a. **Sanitary Administrator –** Bollwahn reported that the billing cycle is wrapping up and going as expected. She

also mentioned that she received another complaint by Kristine and Chad Jones regarding their bill. She gave a brief recap of the repeated complaints so if any commissioners are called regarding it, they are up to speed on what has been attempted and what hasn't worked.

- b. **Treasurer** –treasurer's reports were presented in the packets. Treasurer Scovronski asked that the commissioners to let her know if there are any questions they have. Chairman Ehmann said that prior to the next meeting he would like to sit down with the treasurer and go through the reports. Ehmann will coordinate with Wicker and Scovronski to also get some budget dates together to get started on that.
- c. **Secretary** – No report
- d. **Commissioners** – No reports

Sanitary District No. 1 Disbursements - Motion by Stoelb second by Hoffmann to approve disbursement checks dated 08/01/2022, check numbers 3334-3337 for \$22,673.99 all commissioners voted aye, motion carried. Motion by Hoffmann, second by DesJardins to approve Sanitary District 1 direct deposit payroll date of checks 07/22/2022 for \$1903.42 all commissioners voted Aye, motion carried.

- 5. **ADJOURN** - Motion by Fore second by Stoelb to adjourn. Chairman Ehmann adjourned the meeting at 5:51 p.m.

Minutes respectfully submitted by: Karen Bollwahn, Sanitary District Administrator