

**SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING
TOWN OF WILSON, SHEBOYGAN COUNTY, WISCONSIN
MINUTES OF August 15th, 2022**

CALL TO ORDER & DECLARATION OF OPEN MEETING: President John Ehmann called the Sanitary District No.1 Commissioners Meeting to order at 5:32 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 Public Works Director Ben Darkow.

NEW BUSINESS / APPOINTMENTS:

1. Approval of draft minutes for August 1st, 2022 SD1 Commissioner's Meeting - Motion by Stoelb, second by DesJardins to approve the draft minutes for the August 1st, 2022 Commissioner's meeting, All members present voted Aye. Motion carried.
2. **Maintenance issues as reported by Ben Darkow** – Mr. Darkow reported that the mission system for Curtiss has been delivered to Sabel and he is coordinating with them to schedule the upgrade. He also reported on Lakeshore pump station's backup generator batteries. The batteries were discovered to be boiling on August 6th, so Darkow and Kiehl replaced the batteries for \$165 each. Storms were expected that night and they wanted to be sure the generator would start in the event that it was needed.
3. **Reports:**
 - a. **Sanitary Administrator** – Bollwahn reported that the State of Wisconsin had sent their response to our CMAR reporting for 2021. The report was shared in the Commissioners packets.
 - b. **Treasurer** –Treasurer's reports were presented in the packets. Ehmann stated the balance sheet is reflective of where we are at. Wicker mentioned that she and Treasurer Scovronski are working on reports. Treasurer Scovronski reported on some variances on the budget summary that she has on her list of things to dive into to figure out. Ehmann asked if it would be reasonable to expect accurate profit and loss statements by next meeting? Treasurer Scovronski said she felt confident in that. Wicker also felt this was reasonable given the break in the election load of work.
 - c. **Secretary** – No report
 - d. **Commissioners** – No reports

Sanitary District No. 1 Disbursements - Motion by DesJardins second by Stoelb to approve disbursement checks dated 08/15/2022, check numbers 3338-3344 for \$1713.60 all commissioners voted aye, motion carried. Motion by Hoffmann, second by DesJardins to approve Sanitary District 1 direct deposit payroll date of checks 08/10/2022 for \$2075.91 all commissioners voted Aye, motion carried.
4. **ADJOURN** - Motion by Fore second by DesJardins to adjourn. Chairman Ehmann adjourned the meeting at 5:43 p.m.

Minutes respectfully submitted by: Karen Bollwahn, Sanitary District Administrator