

**SANITARY DISTRICT NO. 2 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.2 Commissioners Meeting to order at 5:55 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, Tom Stoelb, Nancy DesJardins and Matt Fore were present. Also in attendance: Public Works Director, Ben Darkow, Secretary Julie Wicker, Treasurer Shawna Scovronski and Sanitary Administrator Karen Bollwahn.

NEW BUSINESS / APPOINTMENTS:

1. **Approval of the draft minutes for July 18th, 2022 Sanitary District 2 Commissioner Meeting – Motion by Stoelb, second by DesJardins to approve the draft minutes for July 18th, 2022. All members voted Aye, Motion Carried.** At a later point in the meeting Hoffmann mentioned he needs to abstain from voting on the minutes, as he was excused for the July 18th, 2022 meeting.
2. **Maintenance related issues as presented by Ben Darkow –** Darkow reported that the mag meter for Aldrich lift station should be shipping on the 17th of August.
3. **Reports:**
 - a. **Sanitary Administrator –** Bollwahn presented the 2022 CMAR response from the State of Wisconsin. She also reported on a billing issue from the City of Sheboygan, mentioning that the next SD2 meeting will have 3 bills from the City for treatment costs. The invoices are legitimate, however she questioned if there was anything special needing to be done on the accounting side, since one of the missing invoices is from last year. Ehmann questioned how much it was for. Bollwahn said \$4,000. Chairman Ehmann said no, it's immaterial, just book it. That's what our auditors would tell us.
 - b. **Treasurer –** Treasurer reports were presented in the commissioners packets. Scovronski said there was nothing unusual. She asked for some insight as to where the Profit and Loss Budget performance Year to Date reports come from. Chairman Ehmann said he thought they came from quickbooks, but he wouldn't know how because he doesn't use quickbooks. He said that the numbers need to reflect the revenue getting in there, and recommended reaching out to the former treasurer or CLA to see if they can look to tell us how to do it.
 - c. **Secretary –** No Report
 - d. **Commissioners –** Commissioner Hoffmann stated that he inadvertently voted on the minutes, and wanted to make a correction to abstain since during the July 18th meeting he was excused. Minutes will reflect Hoffmann's abstain.
5. **Sanitary District No. 2 Disbursements - Motion by DesJardins, second by Hoffmann, to approve disbursement checks dated 8/15/2022, check numbers 2222-2226 for \$9520.90 all members voted aye, motion carried.**
6. **ADJOURN - Motion by Fore, second by Stoelb to adjourn. Chairman Ehmann Adjourned the meeting at 5:52 p.m.**

Minutes Respectfully Submitted by: Karen Bollwahn, Sanitary District Administrator