

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

**CALL TO ORDER & DECLARATION OF OPEN MEETING:** President John Ehmann called the Sanitary District No.1 Commissioners Meeting to order at 5:30 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 and Tom Stoelb and Brian Hoffmann were present. Also in attendance: Secretary Julie Wicker, Treasurer Shawna Scovronski, Public Works Director Ben Darkow and Sanitary District Administrator Karen Bollwahn and Technician Otis Kiehl.

**NEW BUSINESS / APPOINTMENTS:**

1. **Approval of draft minutes for October 17<sup>th</sup>, 2022 SD1 Commissioner's Meeting - Motion by Stoelb, second by Fore to approve the draft minutes for the October 17th, 2022 Commissioner's meeting, All members present voted Aye. Motion carried.**
2. **Maintenance issues as reported by Ben Darkow –** Mr. Darkow reported that Flyght has completed the annual preventative pump maintenance and several issues have been found. Technician Kiehl gave a list of the issues found. Both pumps are bad at Curtiss Lift Station, there is a nick in the impeller at Lakeshore. Pump 3 is out, and the Aldrich pump megged low. We do have a spare for Aldrich but no spares for KK or Curtiss. President Ehmann asked what the total number of pumps that need replacing is? Darkow replied with there are 3 pumps that we are getting quotes for and will be able to ascertain if replacement or repair is more feasible after we see the numbers. Tom Stoelb asked what the replacement cost of a pump is, and Otis replied with between 35 and \$40,000. Commissioner Hoffmann asked how many of these can be rebuilt, and Darkow answered with we will know more after we get information from Flyght on what they all find. Additionally, Kiehl reported on a leak in the foundation of the Lakeshore pump station. Hoffmann asked what the remedy will be for that? Darkow suggested we have Scott Schramm take a look at it and determine what would be a suitable fix.

Kiehl reported that the air release valves were flushed on Friday and the valve at Curtiss is bad and needs replacement. Motion by Hoffmann, second by DesJardins to order a new valve not to exceed \$7500. All members voted Aye, Motion carried.

**3. Reports:**

- a. **Sanitary Administrator –** Bollwahn reported that the 3<sup>rd</sup> quarter bill payment has been received from the City. She also reported that staff is ready for the tax rolling deadline of November 15<sup>th</sup> for unpaid utilities, Rammer Ponds utilities and maintenance site annual fees. She also reported on an ongoing issue with Alliant Ash Pit. Unfortunately a dropped ball was discovered in that Alliant has been receiving service from the District since early 2020 and we have yet to decide on a means of invoicing them fairly. Alliant paid for and dedicated the pipe they are using to the district, however they do dump millions of gallons annually and we need to be mindful of our pump station wear and tear as well as future repair and replacement costs. Bollwahn completed a spreadsheet of all the discharges made over the years and contacted the Town Engineer for direction. He suggested that she call the water treatment plant and ask them to share two recent invoices that have been sent to Alliant, as Alliant states they are direct billed from the treatment plant. Bollwahn had made that call earlier in the day and spoke with Mark Wittstock who will be

getting back to Bollwahn after he has had a chance to inquire with his staff. He stated that it's an in-depth question and he wants to be sure to have a correct answer. Bollwahn stated that the bottom line of this report is that a decision will need to be made by the commissioners as to what is the appropriate course of action for invoicing once Bollwahn has some more details from Schramm and the treatment plant. Hoffmann asked if we would be billing them retroactively. Bollwahn replied with yes. They knew that they would be receiving invoicing from the district and despite our lack of timely invoicing. Stoelb asked if Bollwahn had any idea how this happened? Bollwahn stated that she believed it to just be oversight. With ongoing projects and staff changes, she believes the ball just got dropped. Bollwahn had looked over her notes from early 2020 and found that she was told to hold off on invoicing until a decision was made, and it just never came back around. Bollwahn will be following up on this.

- b. **Treasurer** –Treasurer's reports were presented in the packets. Treasurer Scovronski highlighted the deposits made from bill payments. The largest disbursements were to the City of Sheboygan for water treatment.
- c. **Secretary** – No report
- d. **Commissioners** – No reports

Sanitary District No. 1 Disbursements - Motion by Stoelb second by DesJardins to approve disbursement checks dated 11/07/2022, check numbers 3373-3378 for \$20847.98. All commissioners voted aye, motion carried. Motion by Stoelb, second by DesJardins to approve Sanitary District 1 direct deposit payroll date of checks 11/02/2022 for \$1900.84 all commissioners voted Aye, motion carried.

4. **ADJOURN** - Motion by Fore second by Stoelb to adjourn. President Ehmann adjourned the meeting at 5:50 p.m.

Minutes respectfully submitted by: Karen Bollwahn, Sanitary District Administrator