

**SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING
TOWN OF WILSON, SHEBOYGAN COUNTY, WISCONSIN
MINUTES OF December 5th, 2022**

CALL TO ORDER & DECLARATION OF OPEN MEETING: President John Ehmann called the Sanitary District No.1 Commissioners Meeting to order at 5:31 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, Tom Stoelb and Brian Hoffmann were present. Commissioner Matt Fore was excused. Also in attendance, Secretary Julie Wicker, Treasurer Shawna Scovronski, Public Works Director Ben Darkow, Technician Otis Keihl and Sanitary District Administrator Karen Bollwahn. Additionally, Jack Leonhardt and Deb Lisberg were present.

NEW BUSINESS / APPOINTMENTS:

1. **Approval of draft minutes for November 21st, 2022 SD1 Commissioner's Meeting** - Motion by DesJardins, second by Hoffmann to approve the draft minutes for the November 21st, 2022 Commissioner's meeting, All members present voted Aye. Motion carried.
2. **Maintenance issues as reported by Ben Darkow** – Mr. Darkow gave the floor to Otis Kiehl who reported on an immediate need with two additional dialers that are non-functional. He highlighted the fact that these dialers have been put in the budget for 2023 and was requesting permission to get them on order so they can be put into service as soon as possible. Brian Hoffmann stated that he thought it would be a good idea to order now and get them in service. Chairman Ehmann agreed and asked if anyone was opposed to the idea. Nobody was opposed, permission granted.
3. **Reports:**
 - a. **Sanitary Administrator** – Bollwahn said that everything has been pretty quiet so she had nothing to report.
 - b. **Treasurer** – Treasurer's reports were presented in the packets. Treasurer Scovronski highlighted the deposits made from bill payments and balances in accounts.
 - c. **Secretary** – No report
 - d. **Commissioners** – President Ehmann reported that the Town Engineer Scott Schramm, and Ben Darkow and himself had met with the City of Sheboygan to discuss the City's Southside Sewer Study. Scott Schramm will be attending a meeting in January to discuss this with the commissioners.

Sanitary District No. 1 Disbursements - Motion by Hoffmann second by Stoelb to approve disbursement checks dated 12/05/2022, check numbers 3384-3387 for \$33,804.27. All commissioners voted aye, motion carried. Motion by Hoffmann, second by Stoelb to approve Sanitary District 1 direct deposit payroll date of checks 11/30/2022 for \$2397.48 all commissioners voted Aye, motion carried.
4. **ADJOURN** - Motion by Hoffmann second by Stoelb to adjourn. President Ehmann adjourned the meeting at 5:40 p.m.

Minutes respectfully submitted by: Karen Bollwahn, Sanitary District Administrator