

**SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING  
TOWN OF WILSON, SHEBOYGAN COUNTY, WISCONSIN  
MINUTES OF January 3rd, 2023**

**CALL TO ORDER & DECLARATION OF OPEN MEETING:** President John Ehmann called the Sanitary District No.1 Commissioners Meeting to order at 6:31 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, Matt Fore, Tom Stoelb, and Brian Hoffmann. Also in attendance: Secretary Julie Wicker, Sanitary Administrator Karen Bollwahn, Treasurer Shawna Scovronski, Public Works Director Ben Darkow. Also in attendance was residents Jack Leonhardt, Jayne Zabrowski, Marcy Kerpe, and Liysa Callsen.

**NEW BUSINESS / APPOINTMENTS:**

1. **Approval of draft minutes for December 19<sup>th</sup> 2022 SD1 Commissioner's Meeting - Motion by Stoelb, second by DesJardins to approve the draft minutes for the December 19<sup>th</sup>, 2022 Commissioner's meeting. All members present voted Aye. Motion carried.**
2. **Approval of the draft minutes for the December 19<sup>th</sup>, 2022 – 2023 Budget Hearing and Special Commissioners Meeting- Motion by Stoelb, second by DesJardins to approve the December 19<sup>th</sup> 2022, 2023 Budget Hearing and Special Commissioner meeting . All members voted aye, motion carried.**
3. **Maintenance issues as reported by Ben Darkow –** Mr. Darkow informed the commissioners that he has been working on gathering the maps for Great Lakes to begin the 2023 cleaning and jetting in the very near future. He is also working with Sabel to coordinate the installation of the Mission dialer system.
4. **Reports:**
  - a. **Sanitary Administrator** – Bollwahn reported that bill mailing is complete, and payments are rolling in. She also reported that she has updated the website with some information on rising costs and rates. Bollwahn asked the commissioners if they had an opportunity to view it, and if there were any objections. Hearing none, she offered the idea of calling the printer she uses for the Town Newsletter to get a quote on mailing out flyers to the district customers to kick off the "education campaign" and give more information to the public on why costs are rising so much. Chairman Ehmann asked if we could do something similar to the maintenance site flyer in the newsletter? Bollwahn said yes, that is possible however many more homes receive the newsletter than are district customers so it might be more financially advantageous to sent it out separately. Bollwahn will be getting quotes and bringing it back to the commissioners.
  - b. **Treasurer** –Treasurer's reports were presented in the packets. Treasurer Scovronski shared the details of the larger bills paid this cycle, which were for water treatment and the district's Engineer.
  - c. **Secretary** – No report
  - d. **Commissioners** – No reports
5. **Sanitary District No. 1 Disbursements - Motion by DesJardin second by Stoelb to approve disbursement checks dated 1/03/2023, check numbers 3388-3394 for \$52932.13 including check #3395 which was not listed. All commissioners voted aye, motion carried. Motion by DesJardins, second by Stoelb to approve Sanitary District 1 direct deposit payroll date of checks 12/28/2022 for \$1763.52 all commissioners voted Aye, motion carried.**
5. **ADJOURN - Motion by Fore second by Stoelb to adjourn. President Ehmann adjourned the meeting at 5:44 p.m.**

Minutes respectfully submitted by: Karen Bollwahn, Sanitary District Administrator