

**SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING
TOWN OF WILSON, SHEBOYGAN COUNTY, WISCONSIN
MINUTES OF February 6th, 2023**

CALL TO ORDER & DECLARATION OF OPEN MEETING: Commissioner Matt Fore 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 both in person and via Zoom which complies with open meeting laws. Public comment session was removed from the meeting agenda to facilitate the zoom platform.

PRESENT:, Commissioners Nancy DesJardins, Matt Fore, Tom Stoelb, and Brian Hoffmann. Also in attendance: Secretary Julie Wicker, Sanitary Administrator Karen Bollwahn, and Public Works Director Ben Darkow. President John Ehmann was excused. Also in attendance were residents Troy Pietroske, Jayne Zabrowski and Jeremy Udovich.

NEW BUSINESS / APPOINTMENTS:

1. **Approval of draft minutes for January 16th 2023 SD1 Commissioner's Meeting** - Motion by Stoelb, second by Hoffmann to approve the draft minutes for the January 16th, 2023 Commissioner's meeting, All members present voted Aye. Motion carried.

2. **Maintenance issues as reported by Ben Darkow** – Mr. Darkow informed the commissioners that Great Lakes 2023 cleaning and jetting today is still ongoing, and the Mission systems are in the process of coordinating installation. A pump repair quote was presented in the commissioners packets for \$5824.60. Darkow said this was an emergency repair for a pump that we depend on so no motion was necessary. A second quote for the replacement of the door at the Lakeshore Pump Station was presented with two options. One option for \$3333 is for a steel door, another option is for \$8075 for a stainless steel door. Fore asked how long it has been since the door was replaced? Bollwahn said she was digging through old bills and minutes to verify, but hasn't found any record yet. Stoelb said then it may be the original door? Bollwahn said it was possible, but she would keep looking. Darkow said that Otis Kiehl remembers the door being replaced but he has been on vacation so he hasn't had a chance to discuss the quote with him. Fore asked if this topic should move to the next agenda? Darkow said yes, lets gather more information first. Fore said he liked the smaller quote and Darkow said that maybe we could find some epoxy coating to help protect a steel door from the corrosion that happens. Topic moved to the next agenda.

3. **Reports:**
 - a. **Sanitary Administrator** – Bollwahn reported that billing software has been updated to reflect 2023 rate increases, and that she was successful in updating the spreadsheet provided by SMS for city billing to accommodate the new year's daily flow readings and adjusted rates for 2023.
 - b. **Treasurer** –Treasurer's reports were presented in the packets.
 - c. **Secretary** – No report
 - d. **Commissioners** – Stoelb reported that he has a meeting scheduled with the Mayor of Sheboygan for discussion on the deferred assessment properties they have been invoiced for and have not paid.
Sanitary District No. 1 Disbursements - Motion by DesJardins second by Hoffmann to approve disbursement checks dated 2/6/2023, check numbers 3403-3413 for \$28,987.10. All commissioners voted aye, motion carried. Motion by DesJardins, second by Stoelb to approve Sanitary District 1 direct deposit payroll date of checks 01/25/2023 for \$1706.65 all commissioners voted Aye, motion carried. Motion by Hoffmann, second by DesJardins to approve Sanitary District 1 direct deposit payroll, date of checks 2/8/2023 for \$1646.67. All commissioners votes aye, motion carried.

4. **ADJOURN** - Motion by Stoelb second by Hoffmann to adjourn. Commissioner Fore adjourned the meeting at 5:42 p.m.

Minutes respectfully submitted by: Karen Bollwahn, Sanitary District Administrator