

**SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING
TOWN OF WILSON, SHEBOYGAN COUNTY, WISCONSIN
MINUTES OF MAY 15th, 2023**

CALL TO ORDER & DECLARATION OF OPEN MEETING: President John Ehmann called the Sanitary District No.1 Commissioners Meeting to order at 5:32 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 at the Town Hall and via Zoom which complies with open meeting laws.

PRESENT: President John Ehmann, Commissioners Nancy DesJardins, Tom Stoelb, and Brian Hoffmann. Commissioner Matt Fore was excused. Also in attendance: Secretary Julie Wicker, Sanitary Administrator Karen Bollwahn, Public Works Director Ben Darkow, Technician Otis Kiehl and Code Enforcement Office Jason Schoen.

NEW BUSINESS / APPOINTMENTS:

1. Approval of draft minutes for May 1st 2023 SD1 Commissioner's Meeting - Motion by Stoelb, second by DesJardins to approve the draft minutes for the May 1st, 2023 Commissioner's meeting, All members voted Aye. Motion carried.
2. Approval of draft minutes for May 3rd 2023 SD1 Commissioner's Closed Session Meeting - Motion by Stoelb, second by DesJardins to approve the draft minutes for the May 3rd, 2023 Commissioner's meeting, All members voted Aye. Motion carried.
3. **Maintenance issues as reported by Ben Darkow and Otis Kiehl** – Mr. Darkow reported that the door replacement at Lakeshore is complete. Otis Kiehl mentioned that he checked into the coatings, and epoxy will not lay down like a nice finish. The plan is to coat with a heavy-duty enamel coating to get a nice finish with good protection.
4. **Reports:**
 - a. **Sanitary Administrator** – Bollwahn reported that she completed the update of the Emergency Response Plan and has binders on order for anyone interested in having a hard copy. She also reported on a resident just south of Lake Park Estates interested in connecting to the sewer. It's a straight shot, easy connection so she and the district engineer saw no reason not to allow the connection. A map of the area and the proposed connection was presented in the Commissioners packets. The residents are gathering quotes now to see if they want to move forward with the connection. Bollwahn asked if anyone had any questions? Ehmann asked if SMS had considered if any of the neighbors to the South would also be interested in connecting? Bollwahn said that she hadn't discussed that with SMS, but did have a discussion with Mr. Kiehl about it and she planned to approach the other two home-owners to see if they had any interest in connecting. Ehmann asked what a grinder station is? Kiehl explained that it's like a culvert with a pump in the bottom. The sewage goes in, and a pump forces it down the line. Stoelb asked if that is similar to the forcemain? Kiehl answered yes, it is a forcemain. Stoelb asked if there is already a pipe on 12th street in that area? Kiehl answered that yes there is, it comes from the Liftstation on CTH V, runs on the East side of the road and dumps into the manhole on 12th. Bollwahn said that she had asked SMS about connecting directly to the forcemain that runs on 12th street and Schramm said that it would be a horrible idea because if they ever had a problem, it would be a huge, huge problem.
 - b. **Treasurer** –Treasurer's reports were presented in the packets. Clerk Wicker shared:
Total cash balance of \$1,615,618.
Deposits dated 4/28-5/10/23 \$18,614

Sanitary Payments equaled \$14,298

Disbursements including payroll liability and a payment to Dirkse Glass for the door at Lakeshore totaled \$8214

- c. **Secretary** – No report
- d. **Commissioners** – No reports.

Sanitary District No. 1 Disbursements - Motion by DesJardins second by Stoelb to approve disbursement checks dated 05/15/2023, check numbers 3452-3456 for \$5,639.63 All commissioners voted aye, motion carried. Motion by Stoelb, second by Hoffmann to approve direct deposit payroll, date of checks 05/17/2023 for \$1,367, all members voted aye, motion carried.

- 5. **ADJOURN** - Motion by Stoelb second by DesJardins to adjourn. President Ehmann adjourned the meeting at 5:46 p.m.

Minutes respectfully submitted by: Karen Bollwahn, Sanitary District Administrator