

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

CALL TO ORDER & DECLARATION OF OPEN MEETING: Commissioner Fore 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: Commissioners Matt Fore, Nancy DesJardins, Tom Stoelb, and Brian Hoffmann. Also in attendance: Secretary Julie Wicker, Treasurer, Shawna Scovronski, Public Works Director, Ben Darkow, Technician Otis Kiehl.

NEW BUSINESS / APPOINTMENTS:

1. Approval of draft minutes for June 19th 2023 SD1 Commissioner's Meeting - Motion by Hoffmann, second by DesJardins to approve the draft minutes for the June 19th, 2023 Commissioner's meeting, All members voted Aye. Motion carried.
2. Discussion and Action to appoint Matthew Fore as President of the Sanitary Districts – Tom Stoelb nominated Matt Fore to serve as President of the Sanitary Districts, nomination was seconded by Brian Hoffmann; Matt Fore made a call for any other nominations? No other nominations were presented. Nancy DesJardins also made a nomination for Matt Fore to serve as President of the Sanitary Districts making the nomination unanimous. Matt Fore accepted the nomination, appointment carried.
 3. **Maintenance issues as reported by Ben Darkow and Otis Kiehl** – Darkow reported that Sabel Mechanical will be working on the Valve Vault rehab for KK station next week. He also reportedly took delivery of the new Ford truck for the maintenance department on Friday. As an option to think about he presented the idea of keeping the 2012 Chevy pickup truck for use in plowing and other maintenance projects. The reported value of the truck is between \$15,000 and \$20,000. Some issues to consider is there is no room currently to keep the truck inside, it needs tires and an alternator.
 4. **Reports:**
 - a. **Sanitary Administrator** – Bollwahn had a written report in the Commissioner's packets. State of Wisconsin feedback from the SD1 CMAR filing was positive.
 - b. **Treasurer** –Treasurer's reports were presented in the packets. Treasurer Scovronski reported the total accounts balances, total deposits, and disbursements totals.
 - c. **Secretary** – No report
 - d. **Commissioners** – No reports.
- Sanitary District No. 1 Disbursements - Motion by Hoffmann second by DesJardins to approve disbursement checks dated 07/03/2023, check numbers 3472-3480 for \$34,482.10 All commissioners voted aye, motion carried. Motion by DesJardins, second by Hoffmann to approve direct deposit payroll, date of checks 06/28/2023 for \$1,700.91, all members voted aye, motion carried.
5. **ADJOURN** - Motion by Stoelb second by Hoffmann to adjourn. President Fore adjourned the meeting at 6:50 p.m.

Minutes respectfully transcribed from audio recording by: Karen Bollwahn, Sanitary District Administrator