

**SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING  
TOWN OF WILSON, SHEBOYGAN COUNTY, WISCONSIN  
MINUTES OF JULY 17th, 2023**

**CALL TO ORDER & DECLARATION OF OPEN MEETING:** President Fore called the Sanitary District No.1 Commissioners Meeting to order at 5:30 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 Matt Fore, Commissioners Nancy DesJardins, Tom Stoelb, and Brian Hoffmann. Also in attendance: Secretary Julie Wicker, Sanitary Administrator Karen Bollwahn, Public Works Director, Ben Darkow. Additional attendees were Code Enforcement Officer Jason Schoen, Mr. and Mrs. Ray TenPas, Roger Miller, and Kathleen Bachhuber.

**NEW BUSINESS / APPOINTMENTS:**

1. **Approval of draft minutes for July 3<sup>rd</sup> 2023 SD1 Commissioner's Meeting** - Motion by Stoelb, second by DesJardins to approve the draft minutes for the July 3<sup>rd</sup>, 2023 Commissioner's meeting, All members voted Aye. Motion carried.
2. **Maintenance issues as reported by Ben Darkow and/or Otis Kiehl** – Darkow reported that Sabel Mechanical has been delayed regarding working on the Valve Vault rehab for KK station. Another district had an emergency repair that required their pump truck and progress will be started on our project once the pump truck is available again. Additionally, Darkow informed the Commissioners that annual confined space annual training is due to be completed. He received a quote from Fehr Graham for the necessary training.
3. **Reports:**
  - a. **Sanitary Administrator** – Bollwahn had no report.
  - b. **Treasurer** –Treasurer's reports were presented in the packets. Treasurer Scovronski was not present because she is attending training seminars for treasurer certification.
  - c. **Secretary** – No report
  - d. **Commissioners** – No reports.

Sanitary District No. 1 Disbursements - Motion by Hoffmann second by DesJardins to approve disbursement checks dated 07/19/2023, check numbers 3481-3491 for \$45,448.21 All commissioners voted aye, motion carried. Motion by DesJardins, second by Hoffmann to approve direct deposit payroll, date of checks 07/12/2023 for \$1,801.91, all members voted aye, motion carried.

4. **ADJOURN** - Motion by Stoelb second by Hoffmann to adjourn. President Fore adjourned the meeting at 5:36 p.m.

Minutes respectfully submitted by: Karen Bollwahn, Sanitary District Administrator