

**SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING  
TOWN OF WILSON, SHEBOYGAN COUNTY, WISCONSIN  
MINUTES OF August 7th, 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, Brian Hoffmann and Todd Richter. Also in attendance: Secretary Julie Wicker, Treasurer Scovronski, Sanitary Administrator Karen Bollwahn, and Public Works Director Ben Darkow. Additional attendees were Code Enforcement Officer Jason Schoen, residents Cathy Loeske, Belle Raggins, Jayne Zabrowski, and Mary Faydash.

**NEW BUSINESS / APPOINTMENTS:**

1. **Approval of draft minutes for July 17<sup>th</sup> 2023 SD1 Commissioner's Meeting - Motion by Stoelb, second by DesJardins to approve the draft minutes for the July 17th, 2023 Commissioner's meeting, All members voted Aye. Motion carried.**
2. **Maintenance issues as reported by Ben Darkow and/or Otis Kiehl – Darkow had no report.**
3. **Reports:**
  - a. **Sanitary Administrator –** Bollwahn shared a report of sanitary customer past due billing totals. She informed the Commissioners that she could find no record from the past of contacting people whose bills were significantly overdue. She explained that in November, all unpaid bills get tax rolled and we receive payment through Sheboygan County. Bollwahn shared that over \$12,000 is currently overdue and asked the commissioners if they would like her to be sending notices. President Fore asked if there were any repercussions to people being tax rolled? Bollwahn didn't not know for certain but didn't think so. Treasurer Scovronski also didn't think there were repercussions. President Fore suggested determining if there was anything negative for the residents to be aware of and if not, let the past due balances go until tax rolling.
  - b. **Treasurer –**Treasurer's reports were presented in the packets. Treasurer Scovronski shared the number of total deposits \$121,838.88. The largest being received from the City Sheboygan for \$58,855. Resident payments this period equaled \$62,284, Disbursements equaled \$32383.73 with the largest bill being from the City of Sheboygan for \$19,425 and payroll that equaled \$3310.13.
  - c. **Secretary –** No report. Clerk Wicker mentioned to Bollwahn that in her home area, residents do not receive any repercussions for being tax rolled.
  - d. **Commissioners –** No reports.

**Sanitary District No. 1 Disbursements - Motion by DesJardins second by Stoelb to approve disbursement checks dated 08/07/2023, check number 3504 for \$5795.39 All commissioners voted aye, motion carried. Motion by DesJardins second by Richter to approve disbursement checks dated 08/07/2023, check numbers 3492-3498 for \$23,278.20 All commissioners voted aye, motion carried. Motion by Hoffmann, second by Stoelb to approve direct deposit payroll, date of checks 08/09/2023 for \$1,696.95, all members voted aye, motion carried.**

4. **ADJOURN - Motion by DesJardins second by Richter to adjourn. President Fore adjourned the meeting at 5:37 p.m.**

Minutes respectfully submitted by: Karen Bollwahn, Sanitary District Administrator