

**SANITARY DISTRICT NO. 2 COMMISSIONERS MEETING TOWN  
OF WILSON, SHEBOYGAN COUNTY, WISCONSIN  
MINUTES OF AUGUST 21<sup>st</sup>, 2023**

**CALL TO ORDER & DECLARATION OF OPEN MEETING:** President Matt Fore called the Sanitary District No.2 Commissioners Meeting to order at 5:38 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 in person at the Town Hall and via Zoom which complies with open meeting laws. Public comment session was removed from the meeting agenda to facilitate the zoom platform.

**PRESENT:** President Matt Fore, Commissioners Nancy DesJardins, todd Richter, Tom Stoelb, and Brian Hoffmann. Also in attendance: Secretary Julie Wicker, treasurer Shawna Scovronski. Sanitary Administrator Karen Bollwahn, Public Works Director Ben Darkow and technician Otis Kiehl. Additionally in attendance were Code Enforcement Office Jason Schoen, residents Belle Raggins, Jayne Zabrowski, and Jack Leonhardt.

**NEW BUSINESS / APPOINTMENTS:**

1. **Approval of the draft minutes for the July 17<sup>th</sup>, 2023 Sanitary District 2 Commissioners Meeting – Motion by Hoffmann, second by Richter to approve the draft minutes for July 17<sup>th</sup>, 2023. All members present voted Aye, Motion Carried.**
2. **Maintenance related issues as presented by Ben Darkow and/or Otis Kiehl –** Kiehl reported that the valve vault and fittings replacement project has been completed. While the project was being worked on it was determined that 4 inch adapters did not allow any room for future expansion. A judgement call was made to exchange them for a larger size to accommodate future expansion. Also, the air release should be replaced, but it is not an emergency and can be taken care of in 2024. Ben Darkow reported that the painting is completed at the lift station.
3. **Reports:**
  - a. **Sanitary Administrator –** No report
  - b. **Treasurer –** Treasurer reports were presented in the commissioners' packets. Fore opened the floor for questions, none were presented.
  - c. **Secretary –** No Report
  - d. **Commissioners –** No Report
5. **Sanitary District No. 2 Disbursements - Motion by Hoffmann, second by DesJardins, to approve disbursement checks dated 08/21/2023, check numbers 2297-2302 for \$9013.60. All members voted aye, motion carried.**
6. **ADJOURN - Motion by Stoelb, second by Hoffmann to adjourn. Commissioner Fore adjourned the meeting at 5:41 p.m.**

Minutes Respectfully Submitted by: Karen Bollwahn, Sanitary District Administrator