

**SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING
TOWN OF WILSON, SHEBOYGAN COUNTY, WISCONSIN
MINUTES OF November 20th, 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 Brian Hoffmann, Nancy DesJardins, Tom Stoelb, and Todd Richter. Also in attendance: Secretary Julie Wicker, Treasurer Shawna Scovronski, Public Works Director Ben Darkow and Sanitary Administrator Karen Bollwahn. Additional attendees were Code Enforcement Officer Jason Schoen and residents Erik Thelen, Jayne Zabrowski and Eileen Madden

NEW BUSINESS / APPOINTMENTS:

1. Approval of draft minutes for November 6th, 2023 SD1 Commissioner's Meeting - Motion by Stoelb, second by Richter to approve the draft minutes for the November 6th, 2023 Commissioner's meeting, All members voted Aye, President Fore abstained. Motion carried.
2. **Maintenance issues as reported by Ben Darkow and/or Otis Kiehl** – Darkow reported that Flyght will be installing the replacement impeller at Schinker on next Thursday, and the repaired flush valve.
3. **Reports:**
 - a. **Sanitary Administrator** – No report
 - b. **Treasurer** –Treasurer's reports were presented in the packets. Values shared were total cash of \$1,679,252, total deposits of \$5629.81 from the date of 11/3-11/16/23, total disbursements of \$4661.03 including payroll liabilities. The floor was opened for questions and none were presented.
 - c. **Secretary** – No report.
 - d. **Commissioners** – President Fore reported on a meeting that he attended on Friday November 17th, 2023. In attendance was Darkow, Bollwahn, himself and Scott Schramm representing the District. Representing the City of Sheboygan was Mayor Sorenson, Jordan Skiff, Mark Wittstock and Ryan Sazma. Priority focus was given to our Lakeshore Pump station upgrades that are required and the second force main required by the 1975 Agreement. Focus was put on how the City needs to work with us to get a plan of action in place. District Engineer Schramm will be presenting the City with an "Ask" list within 3 weeks containing all of the things we are requesting from them. The City agreed to have a response to the list by March 31, 2024.

Sanitary District No. 1 Disbursements - Motion by Stoelb second by DesJardins to approve disbursement checks dated 11/20/2023, check numbers 3549-3554 for \$2181.64. All commissioners voted aye, motion carried. Motion by Stoelb, second by DesJardins to approve direct deposit payroll, date of checks 11/15/2023 for \$1895.61 All members voted aye, motion carried.

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

Minutes respectfully submitted by: Karen Bollwahn, Sanitary District Administrator