

**SANITARY DISTRICT NO. 2 COMMISSIONERS MEETING TOWN
OF WILSON, SHEBOYGAN COUNTY, WISCONSIN
MINUTES OF December 18th, 2023**

CALL TO ORDER & DECLARATION OF OPEN MEETING: President Matt Fore called the Sanitary District No.2 Commissioners Meeting to order at 5:37 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.

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

NEW BUSINESS / APPOINTMENTS:

1. **Approval of the draft minutes for the December 4th, 2023 Sanitary District 2 Budget Hearing and Special Commissioners Meeting – Motion by Hoffmann, second by Stoelb to approve the draft minutes for December 4th, 2023 Sanitary District 2 Budget Hearing and Special Commissioners Meeting. All members voted Aye, Richter Abstained. Motion Carried.**
2. **Approval of the draft minutes for the November 20th, 2023 Sanitary District 2 Commissioners Meeting – Motion by Hoffmann, second by DesJardins to approve the draft minutes for November 20th, 2023 Sanitary District 2 Commissioners Meeting. All members voted Aye, Richter Abstained. Motion Carried.**
3. **Maintenance related issues as presented by Ben Darkow and/or Otis Kiehl – Kiehl reported on the air release at Millipore Sigma. It needs replacement, costs approximately \$3500 and has a lead time of several weeks. He is seeking permission to order now, since we won't have it, or need to pay for it before the new budget year. Permission granted.**
4. **Reports:**
 - a. **Sanitary Administrator – No report**
 - b. **Treasurer – Treasurer reports on Cash balance reports was \$719,972, Deposits and disbursements were mainly for engineering fees.**
 - c. **Secretary – No Report**
 - d. **Commissioners – The President reported that the Engineer, himself and Darkow met with Kohler, Sheboygan Falls and Millipore to discuss capacity as it relates to Millipore expansion. The request for more capacity was well received and documents will be sent from SMS in the near future outlining a few questions the communities have.**
5. **Sanitary District No. 2 Disbursements - Motion by Stoelb, second by DesJardins to approve disbursement checks dated 12/18/2023, check numbers 2326-2331 for \$16885.53. All members voted aye, motion carried.**
6. **ADJOURN - Motion by Stoelb, second by Richter to adjourn. Commissioner Fore adjourned the meeting at 6:41 p.m.**

Minutes Respectfully Submitted by: Karen Bollwahn, Sanitary District Administrator