

**SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING TOWN
OF WILSON, SHEBOYGAN COUNTY, WISCONSIN
MINUTES OF January 15th, 2024**

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, Brian Hoffmann and Todd Richter present, Tom Stoelb was excused. Also in attendance: Secretary Julie Wicker, Treasurer Shawna Scovronski, Public Works Director Ben Darkow, Technician Otis Kiehl, Residents Jack Leonhardt, Erik Thelen, Belle Raggins, Stuart Stemphiar and Marc Brami.

NEW BUSINESS / APPOINTMENTS:

1. Approval of draft minutes for January 2nd, 2024 SD1 Commissioner's Meeting - Motion by Hoffmann, second by DesJardins to approve the draft minutes for the January 2nd, 2024 SD1 Commissioner's meeting, All members voted Aye, Motion carried.
2. **Maintenance issues as reported by Ben Darkow and/or Otis Kiehl – No Report**
3. **Reports:**
 - a. **Sanitary Administrator** – Administrator reported on information received from the attorney regarding detachment, and she is proceeding with document creation. She also performed an account audit and has changed account numbers for 70 accounts to streamline internal processes. She asked if anyone opposed sending letters out to the 70 residents whose account numbers have changed? No opposition. Bollwahn finally reported that the home at 343 Wahgouly Road has been razed. Kiehl had produced a photo of the capped off lateral and as a result, Bollwahn will be removing the home from billing.
 - b. **Treasurer** –Treasurer's reports were presented in the packets. Anyone with questions were invited to ask them. No questions presented.
 - c. **Secretary** – No report.
 - d. **Commissioners** – No reports
4. Sanitary District No. 1 Disbursements - Motion by Hoffmann second by DesJardins to approve disbursement checks dated 1/15/2024, check numbers 3576-3579 for \$22,828.97. All commissioners voted aye, motion carried. Motion by DesJardins, second by Hoffmann to approve direct deposit payroll, date of checks 1/10/2024 for \$1,837.75. All members voted aye, motion carried.
5. ADJOURN - Motion by Richter second by Hoffmann to adjourn. President Fore adjourned the meeting at 5:35 p.m.

Minutes respectfully submitted by: Karen Bollwahn, Sanitary District Administrator