

**SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING TOWN  
OF WILSON, SHEBOYGAN COUNTY, WISCONSIN  
MINUTES OF February 5th, 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 Office and via Zoom which complies with open meeting laws.

**PRESENT:** President Matt Fore, Commissioners Nancy DesJardins, Brian Hoffmann, Tom Stoelb and Todd Richter present. Also in attendance: Administrator Bollwahn, Secretary Julie Wicker, Treasurer Shawna Scovronski, Public Works Director Ben Darkow, Code Enforcement Officer Jason Schoen, Residents Jack Leonhardt, Erik Thelen, Belle Raggins, Kelly Wagner, Greg Wagner, Ed Mueller,, Mary Faydash, William Smith and Jeff Roehl.

**NEW BUSINESS / APPOINTMENTS:**

1. **Approval of draft minutes for January 15th, 2024 SD1 Commissioner’s Meeting - Motion by Richter, second by Hoffmann to approve the draft minutes for the January 15th, 2024 SD1 Commissioner’s meeting, All members voted Aye, Stoelb Abstained, Motion carried.**
2. **Maintenance issues as reported by Ben Darkow and/or Otis Kiehl – Great Lakes is in Town for the week getting started on the annual cleaning. This years areas of focus are Panther Avenue, Rammer Ponds, SD2 at Best Buy and Home Depot, and Stahl road at KK to Moenning Road.**
3. **Reports:**
  - a. **Sanitary Administrator** – Administrator reported that the City is 2/3<sup>rd</sup>s of the way to the March 31<sup>st</sup> deadline to respond to our ongoing issues that we had met about in December of 2023. As of now, we haven’t heard any news, however Jordan Skiff has contacted Bollwahn and asked if she and Darkow would be able to get together for an update. Bollwahn will be trying to coordinate that this week and hopes to have some information for the Commissioners at the next meeting.
  - b. **Treasurer** –Treasurer’s reports were presented in the packets. Financial information was shared as follows: \$56,664 in Deposits, \$25,093 in Liabilities, \$2190 in payroll. Of the liabilities, \$2254 was for the Mission Dialer System annual service, and \$16,277 to the Town of Wilson for quarter 4 bills.
  - c. **Secretary** – No report.
  - d. **Commissioners** – No reports
4. **Sanitary District No. 1 Disbursements - Motion by DesJardins second by Hoffmann to approve disbursement check number dated 2/5/2024, for \$223.68. All commissioners voted aye, motion carried. Motion by Hoffmann, second by Stoelb to approve disbursement check numbers 3580-3588, date of checks 2/5/2024 for a total of \$22,679.67, all members voted Aye, Motion carried.**  
**Motion by Stoelb, second by Hoffmann to approve direct deposit payroll, date of checks 1/24/2024 for \$1,467.72. All members voted aye, motion carried. Motion by Stoelb, second by DesJardins to approve direct deposit payroll, date of checks 2/7/2024 for \$1,861.22. All members voted aye, motion carried.**  
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5. **ADJOURN - Motion by Richter second by Stoelb to adjourn. President Fore adjourned the meeting at 5:34 p.m.**

Minutes respectfully submitted by: Karen Bollwahn, Sanitary District Administrator