

**SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING TOWN  
OF WILSON, SHEBOYGAN COUNTY, WISCONSIN  
MINUTES OF March 18th, 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 and Tom Stoelb present. Commissioners Brian Hoffmann and Todd Richter excused. Also in attendance: Administrator Karen Bollwahn, Secretary Julie Wicker, Treasurer Shawna Scovronski, Public Works Director Ben Darkow, Residents Erik Thelen, Belle Raggins, Stu Stempihar, and Mike Kelm from Town of Mosel.

**NEW BUSINESS / APPOINTMENTS:**

1. Approval of draft minutes for March 4th, 2024 SD1 Commissioner's Meeting - Motion by Stoelb, second by DesJardins to approve the draft minutes for the March 4th, 2024 SD1 Commissioner's meeting, All members voted Aye, Motion carried.
2. **Maintenance issues as reported by Ben Darkow and/or Otis Kiehl** – Darkow had no report.
3. **Reports:**
  - a. **Sanitary Administrator** – Administrator Bollwahn reported that two additional lateral leaks were found on the corner of Moening Road, and Riverdale Avenue during annual inspection. A letter will be sent, however Kiehl had requested that the District include a per day fine if not repaired by the deadline similar to the Clearwater fines, which currently stand at \$200 to \$650 per day. (This was mis-stated by Bollwahn, Fines are actually \$200-\$750 a day for clearwater violations) Bollwahn asked what the commissioners felt was a fair fine? Bollwahn was directed to see if we have anything on our fines list that pertains. Chairman Fore stated that he felt that was excessive for a per day fine. Bollwahn agreed, but said that it is intended to serve as incentive to fix the problem rather than a means for collection.
  - b. **Treasurer** –Treasurer's reports were presented in the packets. Treasurer Scovronski shared the following financial information: Total Cash balance 1,631,689 Deposit totals of \$3,754.87 Liability Totals of \$41,930.97 and payroll total of \$3,295.96. CLA was paid \$6,600 for the annual audit, \$2628 in Legal Fees, and \$19,635 in treatment costs.
  - c. **Secretary** – The Secretary had no report.
  - d. **Commissioners** – No reports were presented.
4. Sanitary District No. 1 Disbursements - Motion by DesJardins second by Stoelb to approve disbursement check number dated 3/18/2024, for \$38,709.57. All commissioners voted aye, motion carried. Motion by Stoelb, second by DesJardins to approve direct deposit payroll, date of checks 3/20/2024 for \$1997.03. All members voted aye, motion carried.
5. ADJOURN - Motion by Stoelb second by DesJardins to adjourn. President Fore adjourned the meeting at 5:35 p.m.

Minutes respectfully submitted by: Karen Bollwahn, Sanitary District Administrator