

**SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING
TOWN OF WILSON,
SHEBOYGAN COUNTY, WISCONSIN
MINUTES OF August 19th, 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 Fore, Commissioners Nancy DesJardins and Stu Stempihar and Mike Yocius were present, Commissioner Tom Stoelb was excused. Also in attendance: Public Works Director Ben Darkow, Administrator Karen Bollwahn, Treasurer Shawna Hall, Secretary Julie Wicker, Code Enforcement Officer Jason Schoen. Residents Erik Thelen, Suzie Fredricks, Jack Leonhardt, Bob Werner and Barb Campbell.

NEW BUSINESS / APPOINTMENTS:

1. Approval of the draft minutes for the August 5th, 2024 SD1 Commissioners Meeting Motion by Stempihar, second by DesJardins to approved the draft minutes for August 5th, 2024 SD1 Commissioners meeting. All members voted Aye, Motion carried.
2. Approval to move September 2nd, 2024 Commissioners Meeting to September 3rd, 2024 in observance of Labor Day Motion by Stempihar, second by DesJardins to approve moving the September 2nd, 2024 Commissioners Meeting to September 3rd, 2024 in observance of Labor Day. All members voted Aye, Motion carried.
3. **Presentation and Possible action for a 2025 Preventative Maintenance service contract with Total Energy for generator service** Darkow approached the commissioners with the service contract provided by Total Energy for generator maintenance. He presented his recommendations on the levels of service for each unit. Requested service levels are as follows: general annual contract for 3 years for KK and Lakeshore, and general annual plus a two hour load test for the portable generator. The total as presented equals \$3223 annually. Motion by Yocius, second by Stempihar to approve entering into a three-year service contract with Total Energy beginning in the calendar year 2025 for the total cost of \$3223 annually. All members voted AYE, motion carried.

Maintenance related issues as presented by Ben Darkow or Otis Kiehl – Darkow reported; On Thursday, August 15th, a sanitary emergency had occurred on Wahgouly Road. While the pulverizing was taking place for the planned road replacement, one manhole was not marked and subsequently had gotten buried, and significantly damaged by the pulverizer. As a result, a large load of gravel entered the manhole and inhibited flow to the pumps. In an effort to keep the gravel from damaging the pump and return to full flow, Town of Sheboygan was called along with Cedar Grove. Cedar Grove arrived first with their vacuum truck and worked tirelessly along with our entire sanitary staff in the heavy rain to clear the blockage and return to normal flow. The Town of Sheboygan stayed on standby until they knew we wouldn't need their assistance. In the end, no reports of any resident issues were received and the manhole will be repaired in its entirety during the rest of the road project.

4. **Reports:**
 - a. **Sanitary Administrator** - Bollwahn reported that the State of Wisconsin has given her a final occupancy date for the Vandervart property of November 8th, 2022. She will be giving them a credit on their invoice to reflect reversing the charges for the additional quarters she had charged which were based on the sewer connection date of February 2021.
 - b. **Treasurer Reports** - Reports were presented in the Commissioners packets. Balance totals were shared as follows: Total cash \$1,833,045, total deposits of \$12,247, total disbursements of \$38,437 with the largest disbursements going to Dempsey law firm and the City of Sheboygan for treatment.
 - c. **Secretary** - No report

- d. **Commissioners** – President Fore thanked the Sanitary staff and the neighboring communities that responded to the emergency on Wahgouly Rd. for all their hard work.
5. **Sanitary District No. 1 Disbursements** Motion by DesJardins, second by Yocius to approve Sanitary District #1 Disbursements, date of Checks 8/19/2024, check numbers 3681-3688 totaling \$34,955.88 all members voted AYE. Motion carried. Motion by Yocius, second by DesJardins to approve direct deposit payroll, date of checks 8/21/2024 for \$2093.17, All members voted AYE. Motion carried.
6. **ADJOURN** Motion by Stempihar, second by Yocius to adjourn. President Fore Adjourned the meeting at 5:44 PM

Minutes respectfully submitted by: Karen Bollwahn, Sanitary District Administrator