

**SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING  
TOWN OF WILSON,  
SHEBOYGAN COUNTY, WISCONSIN  
MINUTES OF October 7th, 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, Tom Stoelb, Stu Stempihar and Mike Yocius were present. Also in attendance: Administrator Karen Bollwahn, Technician Otis Kiehl, Treasurer Shawna Hall, Secretary Julie Wicker, Code Enforcement Officer Jason Schoen. Residents Suzie Fredricks, Mary Pitsch, Darlene were also in attendance.

**NEW BUSINESS / APPOINTMENTS:**

1. Approval of the draft minutes for the September 16th, 2024 SD1 Commissioners Meeting Motion by Stoelb, second by Stempihar to approved the draft minutes for September 16<sup>th</sup>, 2024 SD1 Commissioners meeting. All members voted AYE, Motion carried.
2. Review and Act on Resolution 2-2024 to Identify Authorized Representatives to File Applications for Financial Assistance from the State of Wisconsin Environmental Improvement Fund related to Clear Water Funding to Rehabilitate the Interceptor System (the Project) Motion by DesJardins, second by Yocius to approve Resolution 2-2024 to Identify Authorized Representatives to File Applications for Financial Assistance from the State of Wisconsin Environmental Improvement Fund related to Clear Water Funding to Rehabilitate the Interceptor System (the Project), all members voted AYE, motion carried.
3. Review and Act on Resolution 3-2024 a Resolution Declaring Official Intent to Reimburse Expenditures related to Clean Water Funding to Rehabilitate the Interceptor System (the Project) Motion by DesJardins, second by Yocius to approve Resolution 3-2024 a Resolution Declaring Official Intent to Reimburse Expenditures related to Clean Water Funding to Rehabilitate the Interceptor System (the Project), all members voted AYE, motion carried.
4. Presentation and possible action on Preventative Maintenance Plan from Xylem for pumps to be included in the 2025-2027 budgets Fore introduced the PMA quote sent by Xylem, as our current plan ends in 2024. Bollwahn reminded the commissioners that if we take option 2, it locks in rates for the three years proposed. She also recommended including the flush valve option as part of the agreement which is what we did for 2022-2024. Motion by DesJardins, second by Stoelb to approve the Preventative Maintenance Agreement utilizing the 3 year commitment Option two, and to include the flush valve option, all members voted AYE, motion carried.
5. **Maintenance related issues as presented by Ben Darkow or Otis Kiehl** – Kiehl reported that the rebuild of Curtiss lift station is completed. Everything is new, stainless steel and should last us a long time.
6. **Reports:**
  - a. **Sanitary Administrator** - Bollwahn report on progress with the software transition. A soft data pull will happen on October 10<sup>th</sup>, with a final pull after the tax roll deadline of November 15<sup>th</sup>.
  - b. **Treasurer Reports** - Reports were presented in the Commissioners packets
  - c. **Secretary** - No report
  - d. **Commissioners** – No reports were presented.
7. Sanitary District No. 1 Disbursements Motion by Yocius, second by Stoelb to approve Sanitary District #1 Disbursements, date of Checks 10/2/2024, check numbers 3605-3709 totaling \$184.83 all members voted AYE. Motion carried. Motion by Yocius, second by Stempihar to approve direct deposit payroll, date of checks 10/02/2024 for \$2950.97. All members voted AYE, motion carried.
8. **ADJOURN** Motion by Stoelb, second by Stempihar to adjourn. President Fore Adjourned the meeting at 5:36 PM

Minutes respectfully submitted by: Karen Bollwahn, Sanitary District Administrator