

TOWN OF WILSON
SHEBOYGAN COUNTY, WISCONSIN
APPROVED MINUTES OF JULY 8, 2011 SANITARY DISTRICT NO. 1 COMMISSIONER MEETING

CALL TO ORDER & DECLARATION OF OPEN MEETING:

President David Gartman called the meeting to order at 12:17 p.m., meeting notice in accordance with open meeting law was confirmed with clerk and the meeting was declared an open meeting.

PRESENT: President David Gartman, Commissioner Michael Bergin, Commission Dale Sommer (arrived at 12:45 p.m.), Supervisor Brian Hoffmann, Treasurer Laurie Pankratz, Clerk Cheryl Rostollan, Lift Station Operators Tom Sanville and Otis Kiehl. **ABSENT:** Supervisor David Senkbeil.

PUBLIC COMMENT SESSION: None received.

APPOINTMENTS / NEW BUSINESS:

1. Approval of draft minutes - deferred
2. Clerical Assistant Position – Discussed posting for interviews, meeting
3. Maintenance Related Issues:
 - a) Lakeshore Lift Station door replacement – Motion by Hoffmann to approve proposal number 402001 dated April 15, 2011 from Dirkse Glass in the amount of \$1,780.00; second by Sommer; motion carried with no nay votes and no abstentions and Senkbeil absent.
4. Letter of Engagement between Sanitary District No. 1 and Schenck Business Solutions for Accounting Services for 2011, 2012 and 2013 – Motion by Hoffmann to approve entering into letter of engagement with Schenck Business Solutions for accounting services for 2011, 2012 and 2013; second by Bergin; motion carried with no nay votes. abstention from Sommer, and Senkbeil absent.
5. Reimbursement for personal phone – Motion by Sommer to reimburse Otis Kiehl \$10.00 per month for use of his personal phone effective August 1, 2011, when the Sanitary District issued phone is turned in and handed in; second by Hoffmann; motion carried with no nay votes, no abstentions, Senkbeil absent.
6. Non-sufficient fund notice of May 18, 2011 for sewer service – Motion by Hoffmann to waive \$50 non-sufficient fund fee; second by Bergin; motion carried with no nay votes, no abstentions, Senkbeil absent.
7. Reports:
 - a) Lift Station Operators – Motion by Hoffmann; second by Bergin, to approve Flygt Annual Pump Station Maintenance Agreement in the amount of \$1,479.00; motion carried with no nay votes, no abstentions, Senkbeil absent.
 - b) Treasurer – Laurie Pankratz provided written reports. Motion by Sommer; second by Bergin to close Edward Jones Money Market account and transfer these funds to Oostburg State Bank in the form of an 11 month Certificate of Deposit at 1.05%; motion carried with no nay votes, no abstentions, Senkbeil absent.
 - c) Clerk
 - d) Commissioners
8. Disbursements:
 - a) Sanitary District No. 1 disbursements – Motion by Gartman, second by Bergin to approve Sanitary District No. 1 disbursements, check number 1126 through 1140, in the total amount of \$27,536.10; motion carried with no nay votes, no abstentions, Senkbeil absent.
 - b) May 2, 2011 disbursement adjustment – Motion by Hoffmann to approve Sanitary District No. 1 General Ledger Journal Entry dated May 2, 2011 to reduce payment amount to Community Bank & Trust by \$8.62 due to voided payroll check for Steven Pautz; second by Bergin; motion carried with no nay votes, no abstentions, Senkbeil absent.

ADJOURN

Motion by adjourn by Hoffmann; second by Sommer; motion carried with no nay votes, no abstentions, Senkbeil absent and the meeting was adjourned at 1:13 p.m.

Minutes submitted by: Cheryl Rostollan, Clerk