

**SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING
TOWN OF WILSON, SHEBOYGAN COUNTY, WISCONSIN
APPROVED MINUTES OF FEBRUARY 01, 2016**

CALL TO ORDER & DECLARATION OF OPEN MEETING: President Ehmann 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.

PRESENT: President Ehmann, Commissioners Nancy DesJardins, Tom Stoelb, Brian Hoffmann and Dan Rostollan. Also in attendance, Secretary Georgene Lubach, Treasurer Julie Evans, Clerical Assistant Mandy Tran and technicians Otis Kiehl and Tom Sanville.

PUBLIC COMMENT SESSION: President Ehmann called for Public Comment

NEW BUSINESS / APPOINTMENTS:

1. **Approval of draft minutes; January 18, 2015** - Motion by DesJardins, second by Stoelb to approve the January 18, 2016 meeting draft minutes, all members present voted aye, motion carried.
2. **Maintenance related issues as presented by Tom Sanville and/or Otis Kiehl** – Sanville reporting status of completion for jetting project.
3. **Review of SEH Contract Agreement & Terms** – Will seek to update the scope of terms within the agreement before its execution. Updated terms to reflect project goals and strategies discussed with SEH on January 28, 2016 between Steve Peterson, Sanville, Kiehl, Tran, Commissioner Stoelb and President Ehmann.
4. **Reports:**
 - a. **Clerical Assistant** – Current project updates, initiating CMOM documentation, continuing debt service update, preparing monthly city flow datasheets.
 - b. **Treasurer** - Sanitary District No. 1 balance sheet, cash balances and activity reports were presented.
 - c. **Secretary** – No report
 - d. **Commissioners** –DesJardins submitting updated first aid kits, donating additional material to kits.
5. **Sanitary District No. 1 Disbursements** - Motion by Stoelb, second by Rostollan to approve 2/1/16 disbursements – check numbers 2016-2019, for \$2,292.26, all members present voted aye, motion carried; Motion by DesJardins, second by Hoffmann to approve 1/20/16 payroll disbursements – check numbers 227-230, 50300, for \$2,302.76, all members present voted aye, motion carried; Motion by Rostollan, second by Stoelb to approve 1/6/16 payroll disbursements – check numbers 223-226, 50299, for \$1,438.69, all members present voted aye, motion carried.

ADJOURN: Motion by Stoelb, second by DesJardins, to adjourn at 5:55 p.m., all members present voted aye, motion carried.

Minutes Respectfully Submitted by: Mandy Tran, Clerical Assistant
Georgene Lubach, Secretary