

**SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING
TOWN OF WILSON, SHEBOYGAN COUNTY, WISCONSIN
DRAFT MINUTES OF NOVEMBER 7, 2016**

CALL TO ORDER & DECLARATION OF OPEN MEETING: President Ehmann called the Sanitary District No.1 Commissioners Meeting to order at 5:43 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 John Ehmann, Commissioners Nancy DesJardins, Tom Stoelb, Brian Hoffmann, and Daniel Rostollan. Also in attendance, Secretary Georgene Lubach, Treasurer Julie Evans, Clerical Assistant Mandy Tran, and Technicians Tom Sanville and Otis Kiehl.

PUBLIC COMMENT SESSION: President Ehmann called for Public Comment

NEW BUSINESS / APPOINTMENTS:

1. **Approval of draft minutes; October 17, 2016** - Motion by DesJardins, second by Stoelb to approve the October 17, 2016 meeting draft minutes, all members present voted aye, motion carried.
2. **Maintenance related issues as presented by Tom Sanville and/or Otis Kiehl:** Otis reported on quote status for landscaping of Lakeshore Pump Station Garage, will inquire on need for fill permit.
3. **Approval of Great Lakes Jetting Quote** – Motion by Stoelb, second by DesJardins to approve Great Lakes estimates as presented for services up to 6 miles, all members present voted aye, motion carried.
4. **Review and possible action on quotes for replacement of wet-well lights** – Motion by Stoelb, second by DesJardins to approve Detroye Electric quote of wet-well lights and replacement services as presented, all members present voted aye, motion carried.
5. **Reports:**
 - a. **Clerical Assistant** – Tran reported on project review meeting with Steve Peterson of SEH wherein President Ehmann, Commissioner Stoelb and Clerical Assistant Tran were present.
 - b. **Treasurer** - Sanitary District No. 1 balance sheet, cash balances and activity reports were presented, with reminder of the November 15 deadline to pay sewer fees on delinquent accounts, and with suggestion to consider rate increase to justify expenses.
 - c. **Secretary** – No report.
 - d. **Commissioners** –Rostollan suggests system capacity review to consider expansion of sewer boundaries.
6. **Sanitary District No. 1 Disbursements** – Motion by Rostollan, second by DesJardins to approve Sanitary District No. 1 disbursements for 11/07/16, check numbers 2170-2181 for \$20,171.86, all members present voted aye, motion carried.
Motion by DesJardins, second by Rostollan to approve Sanitary District No. 1 payroll disbursements for 10/12/16, check number 50318, for \$1,758.80, all members present voted aye, motion carried.
Motion by DesJardins, second by Stoelb, to approve Sanitary District No. 1 payroll disbursements for 10/26/16, check number 50319, for \$3,485.43, all members present voted aye, motion carried.

ADJOURN: Motion by Rostollan, second by Hoffmann to adjourn at 6:11 p.m., all members present voted aye, motion carried.

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