

SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING
TOWN OF WILSON, SHEBOYGAN COUNTY, WISCONSIN
MINUTES OF FEBRUARY 17th, 2020

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 John Ehmann, Commissioners Nancy DesJardins, and Matthew Fore. Commissioner Brian Hoffmann attended by telephone conference call. Commissioner Tom Stoelb, excused. Also in attendance: Secretary Julie Wicker, Sanitary Administrator Karen Bollwahn, Treasurer Kari Mooney, Technician Otis Kiehl.

PUBLIC COMMENT SESSION: President Ehmann called for Public Comment: none made.

NEW BUSINESS / APPOINTMENTS:

1. **Approval of draft minutes February 3rd, 2020** - Motion by Hoffmann, second by DesJardins, to approve the draft minutes, all members voted aye, motion carried.
2. **Discussion and possible action regarding Sanitary Debt Service paid off accounts.** Karen Bollwahn discussed the continued maintenance of Debt service accounts. Upkeep of the files has identified fourteen accounts with varying overpayments. Bollwahn suggests that checks be issued to thirteen of the fourteen account holders, as she would like more time to investigate the total paid on the fourteenth account. Motion by Fore, second by DesJardins, to approve the reimbursement of all overpaid Debt Service accounts with the exception of Account number 471733 until clarification of how much, if any overage exists on that account. All members voted aye, motion carried.
3. **Maintenance related issues as presented by Otis Kiehl** – Otis Kiehl discussed a pump that was plugged 2 times in two consecutive weeks. The first foreign object was a PVC fitting, and the second was a kitchen towel. The pump has been cleared.
4. **Reports:**
 - a. **Sanitary Administrator** – No Report
 - b. **Treasurer** - Sanitary District No. 1 balance sheet, cash balances, and activity in written reports.
 - c. **Secretary** – No report
 - d. **Commissioners** – No report

Sanitary District No. 1 Disbursements - Motion by Hoffmann, second by DesJardins, to approve disbursements for 02/17/2020, check numbers 2832-2837 for \$4528.99, all members voted aye, motion carried. Motion by Fore, second by DesJardins, to approve direct deposit payroll disbursements dated 02/26/20 for \$1130.37, all members voted aye, motion carried.

ADJOURN - Motion by Fore, second by Stoelb, to adjourn at 5:46 p.m., all members voted aye, motion carried

Minutes Respectfully Submitted by: Karen Bollwahn, Sanitary Administrator