

**TOWN OF WATERFORD SANITARY DISTRICT NO. 1
MINUTES**

January 13, 2010

Commissioner Gerard called the meeting to order at 4:33 p.m.

Present: Commissioners Gerard and Hinz
Absent: Commissioner Ciesielski
Also Present: Lynn Tamblyn, WRCSD; Duane Erickson, Operations Superintendent; Debbie Nelson, Administrator; Norm Nelson, Operations Assistant & Kelly Crawford, Accounts Clerk

Gerard stated that due to Ciesielski's absence at tonight's meeting and Hinz's absence at last month's meeting there is a lack of quorum necessary to approve the December 09, 2009 minutes therefore the minutes will be laid over to the February meeting.

Tamblyn did not have anything to report for WRCSD.

Hinz motioned to approve Resolution Number 1001, Resolution as to Sewer Service Charges for Category A Users, and Resolution 1002, Resolution as to Sewer Service Charges for Category B Users, seconded by Gerard. All in favor. Motion carried. Resolutions signed by Hinz and Gerard.

Erickson explained that he has signed up for Medicare B in an effort to lower the premium paid to United Healthcare by the district on his behalf and is requesting the district pay his \$331.50 quarterly Medicare Premium. Discussion ensued. Hinz motioned that for one year the district will pay Erickson's quarterly Medicare bill in the amount of \$331.50 provided Erickson is employed by the district for the time frame submitted, seconded by Gerard. All in favor. Motion carried.

Monthly O&M Report:

- Fixed a pressure sewer leak at 8008 Fox River Road.
- A clean out broke at 6716 Channel Road which needed to be repaired.
- One of two pumps at LS 1 has burned out and needs to be replaced. Erickson has been researching what it would cost to convert from single to three phase electric along with the cost of two new pumps. WE Energies submitted an estimate in the amount of \$1,200 to run the electric from the pole into the electrical panel and two estimates ranging from \$3,500 to \$5,000 were obtained for the two pumps. Taking into consideration the additional costs for the meter socket, circuit breakers, and miscellaneous parts the final estimate is \$10,000.

Administrator Comments:

- Kelly Crawford has passed the State of Wisconsin board exam to become a registered nurse and is in the process of scheduling classes for her bachelor and masters degree.
- Kitchen cabinets were donated and installed adding functionality along with appearance in the employee lunchroom. Administrator Nelson stated we are in need of an electric stove if anyone would be interested in donating one.

Correspondence consisted of:

- WRCSD Agenda & Minutes

Hinz questioned what the bill from Hostak, Henzl & Bichler, S. C. in the amount of \$2,351.40 was for. Gerard explained that due to Commissioner Ciesielski's challenge of the employee contract specifically relating to the clerical work being done in the operations department that was enforceable it was necessary to have Attorney Chris Geary research the employee contracts, job descriptions, and WERC decisions back to 2000 to prove the contract the employees are currently under is that which should be used for reference.

Accounts payable were approved on a Hinz/Gerard motion. All in favor. Motion carried.

**TOWN OF WATERFORD SANITARY DISTRICT NO. 1
MINUTES**

Hinz motioned to adjourn to closed session pursuant to Wisconsin State 19.85(1)(c) to consider personnel matters, seconded by Gerard. Roll call of Commissioners: Hinz aye, and Gerard aye. Meeting adjourned to closed session at 5:30 p.m.

Gerard motioned to return to open session at 6:00 p.m., seconded by Hinz. All in favor. Motion carried.

Hinz motioned effective February 01, 2010 to increase Kelly Crawford's pay by \$1.00 per hour, seconded by Gerard. All in favor. Motion carried.

Hinz motioned to adjourn at 6:03 p.m., seconded by Gerard. All in favor. Motion carried.

Respectfully submitted,

Debbie Nelson
Administrator