

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

March 09, 2011

Commissioner Hinz called the meeting to order at 4:30 p.m.

Commissioners Present: Hinz and Gerard
Commissioners Absent: Ciesielski
Also Present: Administrator Debbie Nelson, Operations Superintendant Norm Nelson,
Western Racine County Sewerage District (WRCS D) Representative Lynn
Tamblyn, and residents of the Town.

Printed Minutes:

Motion made by Gerard, seconded by Hinz to approve the Commission Meeting minutes dated February 09, 2011 as printed. All in favor. Motion carried.

New Business:

Administrator Nelson presented a draft of the website she is designing. The Commissioners stated they were very pleased with Nelson's work.

Old Business:

Due to the lack of new information and the impending April election, legal counsel will be tabled to next months meeting.

Administrator Nelson explained she is exploring different options regarding the Accounts Clerk position and asked this issue be revisited at a later time.

Public Comment:

Tom Hincz commended Administrator Nelson for her work on the website and believes it will be helpful; however suggested showing why the user fees have increased and how the District monies have been spent.

**Monthly Operations & Maintenance Report (O&M):
Norm Nelson, Operations Superintendant**

Informed the Commission he purchased the 20 h.p. pump for lift station 15 which was discussed last month, brackets have been made, and once the weather is better he will install it. The upgrade should be complete within the next couple weeks. The first stage of the upgrade was completed three months ago resulting in a decrease of run time and usage. In May or June lift station 14A will be upgraded to 3-phase with an approximate cost of \$10,000. Gerard explained when the original equipment burns out, the infrastructure is being upgraded to 3-phase; also he will be meeting with someone that will be helping with submitting grants for such upgrades. Norm stated grant money would help and suggested the Commissioners again begin yearly funding of the Replacement Fund to be used towards future equipment that will be needed.

Norm explained the five (5) generator buildings are 11-12 years old and the shingles are curling. After speaking with several roofers he obtained an estimate in the amount of \$1,200 for the tear-off and re-shingling of the buildings provided we purchase the materials which would cost approximately \$1,700. Warranty issues were discussed. Gerard requested Norm look into steel roofs.

After recently becoming aware of a house that burned down at 4417 Waterford Drive resulting in the electric lines to the control panel for two grinder pumps being severed, Norm contacted the Town Building Inspector, Lee Greivell, who said there would be a \$65 permit fee to re-connect the electric power. Although a temporary drop is established it is essential to restore electrical power so the existing house will have an operational grinder pump. Gerard stated it is the homeowner's responsibility, therefore the District will pay the permit fee to

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Greivell and have him reimburse the District when a new permit is pulled by the homeowner. Hinz said since this item is not on the agenda he would like due process and requested this item be placed on the next month's agenda. WRCSD Representative Lynn Tamblyn was allowed to interrupt the meeting with his comments from the audience. Gerard said the homeowner will be reimbursed by their insurance company for this expense. Norm added if a resident remodels or needs to move the panel for any reason it is the homeowner that pays any expense to do so.

**Administrator Comments:
Debbie Nelson, Administrator**

Two checks have been received from the Town Treasurer towards the delinquent sewer amounts placed on the tax roll. The January payment was in the amount of \$37,191.16 and the February payment was in the amount of \$14,011.13. The remaining balance of \$10,841.25 will come due in August.

Due to transfers from the money market to checking, the balance in the money market account fell under the \$10,000 minimum resulting in a \$15/month service charge. Administrator Nelson transferred \$700 from checking to the money market which brought the total over \$10,000 to defer this extra charge.

Administrator Nelson put the January and February Cash on Hand reports in the Commissioner's packets for review.

Correspondence consisted of:

- WRCSD Agenda & Minutes

**Report from Western Racine County Sewerage District (WRCSD):
Lynn Tamblyn**

Reported that two (2) 25 h.p. pumps have been shut down in two (2) ditches.

Accounts Payable:

Motion made by Gerard, seconded by Hinz to approve the accounts payable. All in favor. Motion carried.

Motion made by Gerard, seconded by Hinz to adjourn at 5:07 p.m. All in favor. Motion carried.

Respectfully submitted,

Debbie Nelson
Administrator