

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

December 07, 2011

Commissioner Gerard called the meeting to order at 6:00 p.m.

Commissioners Present: Commissioners Gerard and Block

Commissioners Absent: Commissioner Santaga

Also Present: Administrator Debbie Nelson; and Operations Superintendent Norm Nelson

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

**Report from Western Racine County Sewerage District (WRCS D):
Presented by Lynn Tamblyn**

WRCS D Representative Tamblyn requested clarification of the items listed in the letter submitted to WRCS D requesting the contract be re-opened. Discussion ensued.

Old Business:

A letter from Attorney Macy dated November 18, 2011 regarding the second draft of Ordinance 11-01, a redlined version of Ordinance 11-01 showing what has been changed and a clean version of Ordinance 11-01 were presented to the Commission. Commissioners Gerard and Block signed Ordinance 11-01, AN ORDINANCE TO AMEND THE CODE OF ORDINANCES FOR THE TOWN OF WATERFORD SANITARY DISTRICT NO. 1 TO RECLASSIFY USERS SERVED BY MUNICIPAL-OWNED GRINDER PUMPS.

New Business:

Administrator Nelson explained her decision to have local support fix computer issues that had been on going since her computer was stripped and re-built almost a month prior. Nelson felt she needed to get back to having a working computer so she could concentrate on doing her job instead of spending time either not being able to do her work or being the "hands" via telephone for our out of state computer technician. The Commission agreed that Nelson acted responsibly and should contract computer support at her discretion.

**Monthly Operations & Maintenance Report (O&M):
Presented by Operations Superintendent Norm Nelson**

Operations Superintendent Nelson stated Accounts Clerk Greil has been inputting work orders on the computer enabling his department to concentrate on their work.

Treasurer's Report:

Commissioner Block explained the monthly Revenues and Expenditures with Comparison to Budget Report along with the October Cash on Hand Report.

Correspondence consisted of:

- State of WI DWD
- WRCS D Agenda & Minutes

**Administrator Comments:
Presented by Administrator Debbie Nelson**

Administrator Nelson stated she attended a webinar and has begun working with PSN on marketing for the online bill presentment and payment.

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Accounts Payable:

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

Motion made by Commissioner Block, seconded by Commissioner Gerard to adjourn at 6:56 p.m. All in favor. Motion carried.

Respectfully submitted,

Debbie Nelson
Administrator