

Commissioners Meeting
Wednesday January 09, 2013
6:00 p.m.
Town Hall Meeting Room
415 N. Milwaukee Street, Waterford, WI

Commissioners Dickinson, McNeiley, and Santaga, Administrator Nelson, Accounts Clerk Thompson
Operations Superintendent Nelson & Operations Assistant Ignatowski

AGENDA

Public Appearances

- Lynn Tamblyn, Western Racine County Sewerage District (WRCSD)

If a commissioner or staff member requested an agenda item it will be followed by their initials, Dan Dickinson (DD), Ricky McNeiley (RN), Jeff Santaga (JS), Debbie Nelson (DN) and Norm Nelson (NN) and they will introduce the issue(s) associated with it, provide supporting information, and recommend a course of action.

Public Comments

This is a meeting of the Waterford Sanitary District Commissioners in public for the purpose of conducting the District's business and is not to be considered a public community meeting. At the beginning of each meeting Commissioners will receive limited information from District residents and property owners, but no action can be taken. For any specific agenda item, at the discretion of the Commission, the public may be allowed to provide comments on those agenda items.

Announcements

Minutes of Previous Meeting(s)

Report from Western Racine County Sewerage District (WRCSD)

Old Business

None

New Business

1. Discussion and possible action regarding any payroll withdrawals including but not limited to health and deferred compensation (e.g. 457(b)); topics to include but are not limited to process, procedures, scheduling, and/or payroll deduction authorization forms (DD)
2. Discussion and possible action regarding any restructuring, reorganization including but not limited to those internal to District, and/or limiting the number of hours the office is open for customer service, any opportunities working with the Town of Waterford on a Utility District, update of discussions with the Town of Waterford pursuant to Utility District, and/or discussions with other districts and/or municipalities, and Staff assignment of preparing surveys, time studies, reports, and other tasks to identify workloads and efficiencies to facilitate evaluation of opportunities and potentially take action on them. (DD)
3. Discussion and possible action regarding any outsourcing of work, contracting with third parties, process for obtaining pricing, bids or budgetary estimates, identification of outsourcing opportunities, prioritization of outsourcing opportunities, and Staff assignments for preparing time studies, surveys, obtaining/providing reports, or any other collection of data necessary to identify and/or evaluating efficiency improvement opportunities. Such outsourcing topics to consider include but are not limited to

- LS grass cutting; vacuum truck operations; LS and grinder pump servicing; and book keeping, billing, payroll, accounts payable, accounts receivable, and any other accounting functions. (DD)
4. Discussion and possible action regarding future scheduling of any ad hoc committees, or regular meeting, to facilitate efficiency initiatives which may include but not limited to the committee on restructuring or reorganization of District and/or work with the Town of Waterford on a Utility District, and/or outsourcing of work. (DD)
 5. Discussion and possible action regarding scheduling Highway 164 project and/or the LS Telemetry project. (DD)
 6. Discuss and possible action regarding reducing quarterly user fee including but not limited to timing, process, and amount. (DD)
 7. Discussion and possible action regarding any reports to be prepared and presented for review during monthly Commissioners' meeting including but not limited to Staff wages, withdrawals and deductions, over time, comp time, vacation time, etc. (DD)

Operations & Maintenance Report (O&M)

1. None

Treasurer Report

1. December Expenditures with Comparison to Budget Report

Correspondence

1. WRCSO Agenda & Minutes

Administrator Comments

1. None

Account Payables

Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made to the Waterford Sanitary District No. 1 at 262-534-4646, with as much advance notice as possible.

Agenda was written and approved 01/07/2013 by President Dan Dickinson prior to posting.

E-mail & posed agenda 01/07/13, Town of Waterford Town Hall (outside), Tichigan Lake Civic Center (outside), Ron's Service Station (inside), emailed to newspaper, Lynn Tamblyn (WRCSO)