

**The monthly Commissioner Meeting will not be held on Wednesday, February 13, 2013,
but is re-scheduled as follows:**

**Commissioners Meeting
February 14, 2013
8:30 a.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), Attorney Christopher Schultz, District Legal Counsel

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

1. Discussion and possible action regarding District provided group life insurance plan. Discussion to include but not limited as to possible participation in the Wisconsin Public Employers' Group Life Insurance Program, possible plan options to select from, District contribution level toward monthly premiums, Employee contribution level toward monthly premiums. Included is the possibility of District to take action on a resolution to participate in the State group life insurance plan. (DD)
2. Discussion and possible action regarding possible outsourcing of work, in particular accounting functions such as book keeping; quarterly user fee billing; payroll, accounts payable, accounts receivable; and any other accounting functions. Discussion shall include but not limited to the development of a bid document, or a request for proposal, or requesting vendor presentations, or other procedures or processes in which to obtain alternate vendor ideas/methods, and various pricing options for this work. This is a follow up to previous discussions on the same topic.(DD)
3. Discussion and possible action regarding monthly reports to Commissioners pertaining to Staff wages, benefits, vacation, overtime, comp time, etc. In particular to review, comment, edit and possibly approve use of a supplemental staff compensation report to the 'previous monthly accounts payable' report presented and approved during monthly meetings. (DD)

4. Discussion and possible action regarding the LS Telemetry project. In particular, review and discussion about routine visits to lift stations and whether the LS Telemetry project scope should be expanded reduce the frequency of visits in order to control costs. (DD)

New Business

1. Discussion and possible action regarding the February 7, 2013 tour of WRCSO (previously noticed). Discussion to include but not limited to observations made and information gathered during the tour, and whether any further District action is necessary regarding WRCSO or District operations; WRCSO billing rates, processes, methods or procedures; or other cost control opportunities pertaining to sewage processing. In addition, discussion and possible action regarding opening a dialog with other neighboring sewage treatment facilities regarding interest in, and budgetary pricing for processing District effluent. (DD)
2. Discussion and possible action regarding the number of and the location of posting places for District meetings, which are in addition to the posting at the Waterford Municipal Building and notice sent to the Waterford Post and other news media. (DD)
3. Discussion and possible action regarding re-scheduling the March Commissioner Meeting. (DD)

Operations & Maintenance Report (O&M)

1. None

Treasurer Report

1. January Expenditures with Comparison to Budget Report
2. December Cash on Hand 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 02/11/2013 by President Dan Dickinson prior to posting.

E-mail & posed agenda 02/11/13, Town of Waterford Town Hall (outside), Tichigan Lake Civic Center (outside), Ron's Service Station (inside), emailed to newspaper, Lynn Tamblyn (WRCSO)