

**Town of Waterford Sanitary District No. 1
Commissioners Meeting
Wednesday November 13, 2013 @ 6:00PM
Town Hall Meeting Room
415 N. Milwaukee Street, Waterford, WI**

**Commissioners Dickinson, McNeiley, and Santaga
Operations Superintendent Nelson**

AGENDA

Public Appearances

Lynn Tamblyn, Western Racine County Sewerage District (WRCSD)
Jim Filicetti – KJ Tax and Accounting

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), 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 public meeting of the Waterford Sanitary District Commissioners for the purpose of conducting the District's business. At the beginning of each meeting Commissioners may 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. Discuss and possible action regarding process for taking meeting minutes including the possibility of recording and later transcribing meeting minutes, procedure, purchase of digital recorder, etc. Possible action may also include changing the day of the month and time of day form meetings to coincide with in-house resources. (DD)
2. Discussion and Update on LS Telemetry project, and possibly take action on items that may arise from the discussion. (DD)

New Business

1. Discuss and possible action on December 2013 meeting date due to commissioner one-time unavailability. (DD)
2. Discuss and possible action regarding transfer of funds from general funds to the reserve fund for repayment of money utilized for special projects, and to be consistent with the 2013 budget previously adopted. (DD)
3. Discuss and possible action regarding authorizing the administrative assistant to 1) sign checks, 2) have access to the WSD safety deposit box at the bank, 3) bonding and, 4) other bank authorizations deemed appropriate as a result of the discussions. (DD)
4. Discuss and possible action regarding elimination of certain bank transfer options (sometimes called ACH) as a form of quarterly fee payment. (DD)
5. Discuss and possible action regarding miscellaneous expenses, cost containment, and other items that may evolve from the discussion. (RM)

Operations & Maintenance Report (O&M)

Treasurer Report

Expenditures with Comparison to Budget Report(s)
Cash on Hand Report(s)

Correspondence

WRCS D Agenda & Minutes

Account Payables

Adjournment

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 11/12/2013 by President Dan Dickinson prior to posting. E-mail & posted agenda 11/12/2012 Town of Waterford Town Hall (outside), Tichigan Lake Civic Center (outside), Ron's Service Station (inside), emailed to Waterford Post, Lynn Tamblyn (WRCS D