

**Town of Waterford Sanitary District No. 1  
Commissioners Meeting  
Wednesday, June 11, 2014, 6:00 p.m.  
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 LS Telemetry and potential Commissioner support resulting from discussions. Confirm project is on schedule to complete in June as reported in April. (DD)
2. Update by KJ Tax on accounting, billing, and other book keeping matters and possibly take action by commissioners regarding policy, specific accounts, etc., in support. (DD)
3. Discuss and possible action regarding inspection and relining of manholes decaying with age. Norm to prepare a document defining scope, schedule and cost, and to prepare a bid document since \$50,000 cost exceeds statute limit of \$25,000 for bidding. (DD)
4. Discuss and possible action and reaffirmation of commissioners authority to hire, fire, set rate and terms of full time, part time and emergency need employees. (DD)

## **New Business**

1. Discuss and potential action regarding WSD 'Draft' rate study. Discussion and actions may include, but not limited to, study findings, initial customer impact on rates as drafted, potential modifications to the study, potential move to create a resolution to adopt the study, anomalies identified in current billing practices and potential corrective action, and other rate and billing topics that may arise from these discussions. (DD)
2. Discuss and potential action on a general user fee reduction. (DD)
3. Discuss and potential action regarding who may be the 'customer of record'. These discussions may include, but not limited to, who is ultimately responsible for user fees and other charges, who may receive customer account information if not the customer of record and authorization for same, transfer of delinquencies to Racine County, and other topics that may arise from these discussions. (DD)
4. Discussion and potential action regarding building security (DD)
5. Discussion and potential action regarding records retention (DD)
6. Discussion and potential action regarding automatic payment to WE Energies (DD)
7. Discussion and potential action regarding EFC (Electronic File Cabinet) (DD)
8. Resolution Accepting the 2013 Compliance Maintenance Report (CMAR) with the Wisconsin Department of Natural Resources NR208 (NN)

## **Operations & Maintenance Report (O&M)**

### **Treasurer Report**

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

### **Correspondence**

WRCSA 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 (6/9/14) by President Dan Dickinson prior to posting. E-mail & posted agenda (6/9/14) Town of Waterford Town Hall (outside), Tichigan Lake Civic Center (outside), Ron's Service Station (inside), emailed to Waterford Post, Lynn Tamblyn (WRCSA)