

**Approved Minutes**  
**Town of Waterford Sanitary District No. 1**  
**Commissioners Meeting**  
**Wednesday May 14, 2014 @ 6:00PM**  
**Town Hall Meeting Room**  
**415 N. Milwaukee Street, Waterford, WI**

Commissioners Present: McNeiley and Santaga

Commissioners Absent: Dickinson

Also Present: Operations Superintendent Nelson, Jim Filicetti (KJ Tax)

Meeting called to order at 6:00 p.m. by Commissioner Santaga

**Minutes of Previous Meeting**

*Motion made by Commissioner McNeiley, seconded by Commissioner Santaga to approve minutes of April 9, 2014 Regular Monthly Commissioner's Meeting as presented. No one opposed. Motion carried.*

**Report from Western Racine County Sewerage District (WRCSD)**

Report from WRCSD included in Commissioner's packets to review.

**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)

*Motion made by Commissioner McNeiley, seconded by Commissioner Santaga to approve the cost of \$481.60 for WE Energies to upgrade the electrical service required to complete this project. No one opposed. Motion carried.*

2. Update by KJ Tax on accounting, billing, and other book keeping matters and possible action in support (DD)

*Filicetti reported April billings were 1971 with approximately 50 issues. They are working through issues and expect 2nd Qtr billing to go much smoother.*

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)

*Norm is investigating the repair cost per manhole to see if a bidding process is required. He will provide an update at next month's meeting.*

**New Business**

1. 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)

*Norm stated that Scott Bernau is an established seasonal employee that was brought in when he was going out of town and Jerry was in the hospital. Commissioner McNeiley stated that his decision was reasonable to assure WSD operations weren't jeopardized. This will be put on next month's agenda to establish a guideline for utilizing temporary seasonal help moving forward.*

2. Discuss and possible action regarding scheduled and unscheduled vacation approval, coverage plan, and other planned and unplanned absence. (DD)

*Motion made by Commissioner Santaga, seconded by Commissioner McNeiley that any scheduled or non-scheduled vacation be approved by Commissioner McNeiley. No one opposed. Motion carried.*

### **Operations & Maintenance Report**

*Norm had nothing new to report other than usual spring maintenance.*

### **Treasurer Report**

*Jim Filicetti noted that given the current financials we are on target to achieve the goal of 10% efficiency savings this year. There will be further findings shared from the Rate Study that is being worked on.*

### **Adjournment**

*Motion made by Commissioner Santaga, seconded by Commissioner McNeiley to adjourn at 6:30 p.m. No one opposed. Motion carried.*