

**Official Approved Minutes
Town of Waterford Sanitary District No. 1
Commissioners Meeting
Wednesday, April 8, 2015 @ 8:00 a.m.
Town Hall Meeting Room
415 N. Milwaukee Street, Waterford, WI**

Commissioners Present: Dickinson, McNeiley, Santaga
Also present: Norm Nelson and 2 guests

Meeting called to order at 8:00 a.m. by Commissioner Dickinson

Commissioner Dickinson opened comment from the Floor and stated that because the guests are not on the agenda Commissioners cannot comment on their topic.

Comments from guests, Raymond Grundhoefer and Sandra Baggot, 28729 Mulberry Lane – When they bought the property in 2009 they were told they would pay \$4600 for the sewer lateral. When they began building in 2014 they were told it was \$5800 for the sewer lateral permit. They are requesting a refund of \$1200 since they were never notified of the increase in cost.

Commissioner Dickinson stated he would check into the sewer lateral fees but that the fee did not go up. Developed subdivisions in the area are at a lower rate because the developer paid a portion of the fee. The fee is for the maintenance of the infrastructure and for the reserve fund.

Minutes of Previous Meeting

Motion made by Commissioner Santaga, seconded by Commissioner McNeiley to approve minutes of March 11, 2015 Regular Monthly Commissioner's Meeting as presented. No one opposed. Motion carried.

Old Business

1. Update by KJ Tax and possible action resulting from those discussions (DD)

Motion made by Commissioner Santaga, seconded by Commissioner McNeiley to accept Advanced Office Solutions quote #214 for \$3000 to convert the current MP2 work order program into Quickbooks. No one opposed. Motion carried.

2. Discussion and possible action pursuant to DOT complaint of WSD work completed on Highway 164 during 2014 renovation including, but not limited to, possible Memorandum of Understanding with DOT (DD)

Motion made by Commissioner Santaga, seconded by Commissioner McNeiley to approve the memorandum of understanding between the Waterford Sanitary District and the Department of Transportation regarding existing repairs and the State keeping an open mind to alternate methods for future repairs if necessary. No one opposed. Motion carried.

New Business

1. Discussion and possible action pursuant to review and possible adoption of Employee Handbook (DD)

Commissioner Dickinson stated that he has been working on this and will have Jill send first draft to Commissioners Santaga and McNeiley to review and provide feedback.

2. Discussion and possible action pursuant to Employee Benefits including, but not limited to, comprehensive review and recommendations (DD)

Commissioner Dickinson requested an adhoc meeting to review this and will have Jill set up a meeting with himself and Commissioner Santaga.

3. Discussion and possible action pursuant to standard best practices review (DD)

Commissioner Dickinson stated this is in progress of being developed.

Operations & Maintenance Report

Nothing to report

Treasurer Report

Report from Western Racine County Sewerage District (WRCSD)

Adjournment

Motion made by Commissioner Santaga, seconded by Commissioner McNeiley to adjourn at 8:50 a.m. No one opposed. Motion carried.