

Official Approved Minutes
Town of Waterford Sanitary District No. 1
Commissioners Meeting
Wednesday, June 10, 2015 @ 8:00 a.m.
Town Hall Meeting Room
415 N. Milwaukee Street, Waterford, WI

Commissioners Present: Dickinson, Santaga
One person in attendance: Norm Nelson

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

Announcement

Commissioners plan to discuss performance of public employee(s). After the discussions the Commissioners may go into closed session pursuant to Wis. Stat. § 19.85(1)(c) for the purpose of discussing employee performance. The review will include employees of the operations and accounting functions of the District.

This may not happen due to Commissioner Santaga's limited availability this morning.

Minutes of Previous Meeting

Motion made by Commissioner Santaga, seconded by Commissioner Dickinson to approve minutes of May 13, 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 Dickinson to advance KJ Tax \$10,000 which is not additional money, it is just payment in advance for what they will be due. . 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)

Commissioner Dickinson and Norm Nelson will proceed as discussed.

3. Discussion and possible action pursuant to updates, additions, edits or other revisions to the Employee Handbook (DD)

Commissioner Dickinson stated the labor attorney reviewed the handbook and made some minor revisions.

Motion made by Commissioner Santaga, seconded by Commissioner Dickinson to incorporate into our WSD Employee Handbook the sick leave policy document of June 10, 2015 @ 8:00 a.m.

as presented by Commissioner Dickinson. No one opposed. Motion carried

4. Discussion and possible action pursuant to Employee Benefits including, but not limited to, possible change to existing employee benefits and transition to new benefits (DD)

Commissioners walked through the chart of benefits and will finalize and vote on at the next Commissioner's meeting in July.

5. Discussion and possible action pursuant to standard best practices review presented by B&M (DD)

Commissioner Dickinson stated he and Norm will review further. Jim Filicetti will create something similar to mirror this on the Accounting side.

New Business

1. Discuss and possible action pursuant to user fee auto pay and various other on-line payment options including, but not limited to, temporary suspension of certain payment options (DD)

Motion made by Commissioner Santaga, seconded by Commissioner Dickinson that we as a District are going to suspend auto pay and various other online options until we get to something we feel comfortable that will accommodate both the District and our members and that there will be a newspaper notification so that all our members are aware. No one opposed. Motion carried.

2. Discuss and possible action pursuant to monthly meeting date/time (DD)

Meeting time will remain the same. No action taken.

3. Discuss and possible action pursuant to LW Allen quote for lift station pumps (NN)

Commissioners were provided a quote to review. Norm recommends that we have one spare pump but by purchasing two we get a discount.

Motion made by Commissioner Santaga, seconded by Commissioner Dickinson to follow through with Norm's recommendation to purchase two pumps at the cost of \$12,000 and that Commissioner Dickinson has the authority to follow up with attorney Chris Schultz to give the notice that may be necessary in the paper. No one opposed. Motion carried.

Operations & Maintenance Report

Nothing to report

Treasurer Report

Nothing to report

Report from Western Racine County Sewerage District (WRCSD)

Adjournment

Motion made by Commissioner Santaga, seconded by Commissioner Dickinson to adjourn at 9:00 a.m. No one opposed. Motion carried.

Motion made by Commissioner Santaga, seconded by Commissioner Dickinson to go back into open session at 9:00 a.m. No one opposed. Motion carried.

Commissioners plan to discuss performance of public employee(s). After the discussions the Commissioners may go into closed session pursuant to Wis. Stat. § 19.85(1)(c) for the purpose of discussing employee performance. The review will include employees of the operations and accounting functions of the District.

Commissioner Dickinson will not call for a vote therefore they will not go into closed session.

Motion made by Commissioner Santaga, seconded by Commissioner Dickinson to adjourn at 9:01 a.m. No one opposed. Motion carried.