

**TOWN OF WATERFORD SANITARY DISTRICT NO. 1
MINUTES**

April 11, 2012

Commissioner Gerard called the meeting to order at 6:00 p.m.

Commissioners Present: Commissioners Gerard, Santaga and Block
Commissioners Absent: None
Also Present: Administrator Debbie Nelson; Operations Superintendent Norm Nelson; WRSCD Representative Lynn Tamblyn; Attorney John Macy, and Town of Waterford Residents

Motion made by Commissioner Santaga, seconded by Commissioner Block to approve the Commission Meeting minutes dated March 07, 2012 as printed. All in favor. Motion carried.

Motion made by Commissioner Block, seconded by Commissioner Santaga to approve the Special Meeting minutes dated March 28, 2012 as printed. All in favor. Motion carried.

**Report from Western Racine County Sewerage District (WRCS D):
Presented by Lynn Tamblyn**

WRCS D Representative Tamblyn did not have anything to report. Commissioner Block updated the commission on where they stand since sending correspondence to WRCS D requesting to renegotiate the contract with them. After looking through all the documentation the last letter was from the Village of Rochester saying they were willing to meet and discuss the issues so she suggested we call for a meeting with them.

Old Business:

None.

New Business:

Motion made by Commissioner Block, seconded by Commissioner Santaga to write a letter to County Executive Ladwig requesting he re-appoint Lynn Tamblyn to the Western Racine County Sewerage District. All in favor. Motion carried.

Motion made by Commissioner Block, seconded by Commissioner Santaga to adopt the Identity Theft Prevention Program for the Town of Waterford Sanitary District No. 1 with the change of "administrator" replacing "general manager" under "Personal Information Security Procedures." All in favor. Motion carried. Motion amended by Commissioner Santaga, seconded by Commissioner Block to replace "administrator" in all places the policy references "manager." All in favor. Motion carried. All Commissioners initialed the two changes and signed the Identity Theft Prevention Program for the Town of Waterford Sanitary District No. 1.

Motion made by Commissioner Santaga, seconded by Commissioner Block not to increase the connection fees. All in favor. Motion carried.

Motion made by Commissioner Santaga, seconded by Commissioner Block to send the users served by a district owned grinder pump the notice prepared in letter format in addition to submitting the notice for publication in the Waterford Post. All in favor. Motion carried.

Discussion ensued regarding the verbal "forever" promise made by prior Commissioners regarding the district owned grinder pumps. This item will be tabled to next month.

Motion made by Commissioner Santaga, seconded by Commissioner Block to adopt Ordinance No. 12-01, AN ORDINANCE TO AMEND THE CODE OF ORDINANCES FOR THE TOWN OF WATERFORD SANITARY DISTRICT NO. 1 TO RESCIND ORDINANCE 11-01 WHICH RECLASSIFIED USERS

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SERVED BY MUNICIPAL-OWNED GRINDER PUMPS. All in favor. Motion carried. All Commissioners signed Ordinance No. 12-01.

Motion made by Commissioner Block, seconded by Commissioner Santaga to adopt Resolution Number 1204, RESOLUTION AS TO SEWER SERVICE CHARGES FOR CATEGORY A USERS, and Resolution Number 1205, RESOLUTION AS TO SEWER SERVICE CHARGES FOR CATEGORY B USERS. All in favor. Motion carried. All Commissioners signed Resolution 1204 and 1205.

**Monthly Operations & Maintenance Report (O&M):
Presented by Operations Superintendent Norm Nelson**

Operations Superintendent Nelson reported due to the nice weather he is about a month ahead on the routine maintenance. Commissioner Gerard said when he frequents the District garage he notices how all the equipment is being well maintained and really being taken care of and commended Nelson for doing a nice job.

Treasurer's Report:

Commissioner Block explained the two Certificate of Deposits that matured last month were renewed at Citizens Bank, the monthly Revenues and Expenditures with Comparison to Budget Report for March along with the February Cash on Hand Report.

Correspondence consisted of:

- WRCSD Agenda & Minutes

**Administrator Comments:
Presented by Administrator Debbie Nelson**

Administrator Nelson stated it has been a very busy month with the preparation necessary for and subsequent mailing of the notice to the users of district owned grinder pumps which resulted in frequent calls and office visits from frustrated users. After the Special Meeting the ordinance, resolutions, and notice had to be re-done and the first quarter billing done twice due to the change in fees. Residents are now paying their bills and PSN is continuing to grow. Commissioner Santaga wanted to publically make a comment stating the Commissioners did a lot of things that complicated Nelson's life as she is the person around for the aftermath. Commissioner Santaga saw the notice that went out and thought she did a great job with it and in getting the notice out in a timely manner while working under a lot of pressure. He acknowledged that she has had to deal with people giving their opinions on the decisions the Commissioners made and feels she has done a great job through all of this and wanted to thank her for taking some of the grief they caused. Commissioners Block and Commissioner Gerard agreed and also thanked Nelson. Nelson choked up with Commissioner Gerard kidding her not to cry.

Accounts Payable:

Commissioner Block said Operations Superintendent Nelson touched on the radio study earlier in the meeting but asked him to explain in further detail the bill from B&M Technical Services. Nelson explained this study was recommended about seven (7) years ago when lift stations that were radio sites began experiencing communication failure due to trees growing taller while the antennas stayed the same height. Currently there are fourteen (14) lift stations using two (2) telephone lines per station that are thirteen miles each. TDS presently supplies the communication; however this can change at any time. The District's collection system dates back to 1988 and the parts are becoming increasingly more difficult to find, in fact the parts being used are not made for this application. The study laid the foundation for the new communication system which is GIS mapped satellite communication to provide each site with a self-contained radio and tower providing the necessary wattage. In the past Nelson estimated probably twice the amount the survey cost was spent on contractors that tried to fix the problem by guess and by gosh. Commissioner Block recommended having a policy whereby any expenditure that is not ongoing of a certain dollar amount be approved by the commission prior to it being spent. Motion made by Commissioner Block, seconded by Commissioner Santaga to approve the accounts payable. All in favor. Motion carried.

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Motion made by Commissioner Santaga, seconded by Commissioner Block to adjourn at 7:35 p.m. All in favor.
Motion carried.

Respectfully submitted,

Debbie Nelson
Administrator