

# **WESTERN RACINE COUNTY SEWERAGE DISTRICT MEETING**

**Tuesday, March 16, 2021**

President Klemko called the meeting to order at 7:00 PM. Present at the time were: Lynn Tamblyn, Frank Czuta, Pat Goldammer, Laura Webb, Jeff Bratz, Applied Technologies representatives Jim Smith and Will Hein.

Smith and Hein presented the Commissioners with an update on the flow study they are doing. They departed at 8PM.

**Minutes of Previous Meeting** – Motion made by Czuta, seconded by Webb to approve the minutes dated February 16, 2021. Motion Carried.

**Invoices to be Approved** – Motion was made by Czuta and seconded by Tamblyn to approve the February invoices as presented. Motion carried.

**Correspondence** – Plans received for Dollar General and the Park Villa Condos.

**Monthly Plant Operations Report** – Bratz reported flows are down slightly. Operating numbers are good. Revenues are down due to the cold weather.

**Mercury Park** – Bratz updated the Commissioners stating that the possible occupants will have no significant impact on the plant.

**Fiber Installation** – The project is moving to the west side of River Road by the lift station then heading south. The cable will not be on top of the sewer line.

**Employee Manual** – Commissioners are to review the manual and submit recommendations to Bratz. He will edit and present at the next meeting.

**Other business** – Bratz updated the Commissioners on Joe's probation and oncall period. Requested that he be removed from probation effective 4/1/2021. Motion made by Tamblyn and seconded by Goldammer to remove Joe Schenk from probation effective 4/1/2021. Motion carried.

Schenk's job description was reviewed. Bratz will update with the recommended changes.

Discussion held on using email for communication between the Commissioners.

Tamblyn asked if documentation has been created when discussing issues with employees. Bratz will implement this moving forward. Discussed the differences between Schenk's contract and the personnel manual.

Motion made by Tamblyn and seconded by Czuta to adjourn at 9:13PM. Motion carried.

The next regular meeting will be April 20, 2021 at 7:00 PM.

Ellie Mack

Recording Secretary