

WALWORTH COUNTY METROPOLITAN SEWERAGE DISTRICT
975 W. Walworth Ave. • Delavan, WI 53115

October 11, 2022

1:30 p.m.

CALL TO ORDER

The Regular meeting was called to order at 1:30 p.m. by Commissioner Logterman.

ROLL CALL

Commissioner Duncan, yes, arrived at 1:36 pm; Commissioner Henriott yes; Commissioner Logterman, yes; Commissioner Snyder, yes; Commissioner Tapson, not present

Others present:

Neal Kolb, Administrator

Cindy Moehling, Assistant Administrator

Jennifer Greenlee, Administrative Assistant

William Cole, Axley Brynelson

Harry Domask, Collection Systems Superintendent

Todd Hanson, Administrative Service Superintendent

Kevin Berg, Donohue

Lisa Trebatoski, Ehlers

PUBLIC COMMUNICATIONS/OTHER BUSINESS – None

APPROVAL OF MINUTES OF REGULAR MEETING September 13, 2022

Commissioner Logterman made a motion to approve the minutes of the regular Commission meeting on September 13, 2022. Commissioner Henriott seconded, and the motion unanimously passed.

RECEIPTS AND DISBURSEMENTS REPORT

Commissioner Snyder made a motion to accept the Receipts and Disbursements Report for September 2022 as presented. Commissioner Henriott seconded, and the motion unanimously passed.

ACCOUNTS PAYABLE LISTING

Commissioner Duncan made a motion to approve October 11, 2022, General Accounts Payable listing in the amount of \$115,098.77 and the Construction Accounts Payable listing in the amount of \$304,519.47. Commissioner Snyder seconded, and the motion unanimously passed.

OLD BUSINESS

- a) **Classification and Compensation Study Update** – Commissioner Henriott made a motion to accept the Wage and Compensation Study from Public Administration Associates, LLC in the final form and authorize payment of \$4,420.00 to PAA. Commissioner Duncan seconded, and the motion unanimously passed.

NEW BUSINESS

- a) **Long Range Financial Plan** - Commission accepted the Long-Range Financial Plan presented by Ehlers Public Finance Advisor Lisa Trebatoski.
- b) **2023 Preliminary Budget Presentation** – Commissioner Snyder made a motion to instruct Staff to publish the Walworth County Metropolitan Sewerage District Proposed Budget for the Fiscal Year 2023 and to establish a public hearing on November 8, 2022, at 1:00 PM for the purpose of public comment on the budget. Commissioner Duncan seconded, and the motion unanimously passed.

- c) **Invoices from Strand Associates** – Commissioner Henriott made a motion to approve invoices 0187811, 0187290, 0188423, 0188424, and 0187810 in the total amount of \$7,121.79 for construction-related service for the lift station grating replacement project, construction related services for the County O lift station force main project, miscellaneous on-call services, and preliminary engineering for the Williams Bay #2 force main project. Commissioner Duncan seconded, and the motion unanimously passed.
- d) **Donohue Invoice 13885-19** – Commissioner Snyder made a motion to approve invoice 13885-19 from Donohue & Associates for design-related services and construction-related services for the phosphorus removal improvement project and design-related services and hardware procurement for the SCADA & PCN improvement project in the amount of \$122,304.72. Commissioner Henriott seconded, and the motion unanimously passed.
- e) **Phosphorus Removal Improvement Project Payment Application** – Commissioner Duncan made a motion to approve payment application number 2 for the Phosphorus Removal Improvement Project to CD Smith in the amount of \$182,214.75. Commissioner Snyder seconded, and the motion unanimously passed.
- f) **CTH O Lift Station Grinder Replacement** – Commissioner Duncan made a motion to table this item until the November meeting requesting more information. Commissioner Snyder seconded, and the motion unanimously passed.
- g) **Biosolids Semi Tanker Replacement** – Commissioner Duncan made a motion to approve quote # PT-47225.01 from Polar Tank Trailer for the cost of \$85,091.00 with a contingency for unexpected material costs not to exceed \$87,000.00. Commissioner Henriott seconded, and the motion unanimously passed.
- h) **Holiday Social** – The Commission instructed staff to select the time, date, and location of the 2022 holiday social.

ADJOURN: Commissioner Snyder made a motion to adjourn, seconded by Commissioner Duncan and the motion unanimously passed. The Regular meeting adjourned at 2:38 p.m.



Ron Henriott
Secretary

APPROVED: November 8, 2022

PUBLISHED: November 17, 2022