

## WALWORTH COUNTY METROPOLITAN SEWERAGE DISTRICT

975 W. Walworth Ave. • Delavan, WI 53115  
www.walcomet.org

Date: September 7, 2017

Commissioners:	Thomas S. Eck	Dean Logterman	Attorney: Timothy D. Fenner
	Ron Henriott	William Duncan	Attorney: William Cole
	Douglas Snyder		Treasurer: Laura Duchemin (Notice/Agenda)

(Please notify the office if you are unable to attend)

### NOTICE OF REGULAR MEETING

**Please Take Notice** that there will be a Meeting of the Commission of the Walworth County Metropolitan Sewerage District, commencing at 1:30 PM on Tuesday, September 12, 2017 in the Meeting Room of the Administration Building located at 975 W. Walworth Ave., Delavan, WI. Attached and incorporated herein is an Agenda that sets forth the subject matters to be considered at this meeting. If the Agenda so indicates, the Commission may convene into closed session for the purpose(s) indicated thereon. Upon conclusion of the closed session, the Commission will reconvene into open session for the purpose of concluding the Agenda.

Ron Henriott  
District Secretary

Any person who has a qualifying disability, as defined by the Americans With Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format, must contact the municipal secretary at 262-728-4140, 975 West Walworth Avenue, Delavan, Wisconsin, at least twenty-four hours prior to the commencement of the meeting so that any necessary arrangements can be made to accommodate each request.

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### **REGULAR MEETING September 12, 2017 1:30 pm**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENTS/CORRESPONDENCE/OTHER BUSINESS**
- 4. APPROVAL OF MINUTES OF REGULAR MEETING, August 8, 2017**
- 5. APPROVAL OF MINUTES OF CLOSED SESSION, August 8, 2017**
- 6. ADMINISTRATOR'S MONTHLY REPORT**
  - a) Plant Operation**
  - b) Financial**
  - c) Training**
  - d) FY 2018 Budget Updates**
- 7. RECEIPTS AND DISBURSEMENTS REPORT**
- 8. ACCOUNTS PAYABLE LISTING**
- 9. OLD BUSINESS**
- 10. NEW BUSINESS**
  - a) Elkhorn No.1 Lift Station Pump No.3 Repair** - That the Commission approve the repair of the Elkhorn No.1 pump No.3 by Xylem at the proposed cost of \$7,529.50 and include a 20% contingency for unforeseen repairs for a total sum not to exceed \$9,035.00.
  - b) Auditing Services** - Move to accept the arrangement letter from RSM US LLP for auditing services for the fiscal years 2017, 2018 and 2019 for a fee of \$26,700, \$27,600 and \$28,600 respectively, plus additional annual service fees of not to exceed \$700 for out of pocket costs and up to \$1,000 for fixed asset schedules.
  - c) 2016 Annual Report** - Move to approve the Annual Report for WalCoMet for calendar year 2016.
- 11. ADJOURN**