

WALWORTH COUNTY METROPOLITAN SEWERAGE DISTRICT

975 W. Walworth Ave. • Delavan, WI 53115

www.walcomet.org

Date: November 5, 2020

Commissioners:	Ron Henriott	Dean Logterman	William Duncan
	Douglas Snyder	Sam Tapson	Treasurer: Laura Duchemin
			(Notice/Agenda)

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

NOTICE OF REGULAR MEETING AND PUBLIC HEARING

Please Take Notice that there will be a Meeting of the Commission of the Walworth County Metropolitan Sewerage District, commencing at 1:00 PM on Tuesday, November 10, 2020 in the Meeting Room of the Administration Building located at 975 W. Walworth Ave., Delavan, WI. Following the opening of the Regular Meeting, the WalCoMet Commission will immediately hold a Public Hearing on the review of the WalCoMet Budget for the year 2021 and to receive public comment thereon. Following the close of the public hearing the Commission will proceed to conduct its regular scheduled meeting. 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 AND PUBLIC HEARING

November 10, 2020

1:00 pm

This meeting will be held in-person with optional access via video/teleconference. Given the concern for the health and wellbeing of employees and visitors, those attending the meeting will be required to complete a health screening upon entering the facility. Anyone experiencing any symptoms of COVID-19 are encouraged to participate in the meeting virtually. To comply with the State of Wisconsin Emergency Order #1, those who will attend the meeting in-person will be required to wear a face covering worn to cover the nose and mouth completely. Practicing social distancing and proper hygiene are encouraged.

DIRECTIONS TO ATTEND MEETING ELECTRONICALLY

You may attend via videoconference by accessing Google Meet program on your computer at <https://meet.google.com/>. At the date and time of the meeting log on through the Google Meet page by following the website and clicking on the “Join or start a meeting” button. Then enter Meeting ID: sat-eedg-dir

You may attend via telephone conference by calling the following phone number: 208-715-5894. You will then be prompted to enter a meeting ID followed by the # key. Please enter 501 364 878 #. You can either use the phone number for audio if you have no microphone on your computer, or you may use the phone option in lieu of video conferencing on a computer.

Please Mute Your Phone When Not Speaking To Ensure Best Possible Audio Quality.

WRITTEN COMMENTS

Due to the logistical challenges of online meeting attendees, public comments are encouraged to be submitted prior to the meeting. Written comments on agenda items can be submitted by emailing them to: nkolb@walcomet.com

Agenda

November 10, 2020

1:00 pm

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENTS/CORRESPONDENCE/OTHER BUSINESS**
- 4. PUBLIC HEARING – YEAR 2021 BUDGET:** Public Comment will be received on the 2021 Budget. The 2021 Budget may be approved as presented or amended.
- 5. APPROVAL OF MINUTES OF REGULAR MEETING October 13, 2020**
- 6. ADMINISTRATOR’S MONTHLY REPORT**
 - a) Plant and Collection System Operations**
 - b) Financial**
 - c) Administration**
 - d) Training**
- 7. RECEIPTS AND DISBURSEMENTS REPORT**
- 8. ACCOUNTS PAYABLE LISTING**
- 9. OLD BUSINESS**
- 10. NEW BUSINESS**
 - a) Budget for Fiscal Year 2021 -** Move to adopt the Fiscal Year 2021 budget as presented with any changes discussed at the public hearing.
 - b) Rate Structure – Fiscal Year 2021 -** Move to adopt the rate study as presented with any changes discussed at the public hearing and implement the adopted rates on February 1, 2021.
 - c) Connection Fee – Fiscal Year 2021 -** Move to adopt the connection fee for a 5/8” or 3/4” meter for the fiscal year 2021 at \$4,000.00 per new connection.
 - d) Hourly Employee Compensation Matrix –** Move to approve the 2021 hourly employee compensation matrix as presented and instruct staff to implement for the first payroll of 2021
 - e) Resolution Abating Tax Levy 2020 Real Estate Taxes –** Move to approve Resolution 2020-07 to abate the tax levy and direct the officers of WalCoMet to pay the 2021 obligations when due from the funds on hand.
 - f) Midwest Contractors Payment Application No. 5 -** Move to approve payment application number 5 for the nitrification blower upgrade and aeration system improvement project to Midwest Contractors in the amount of \$ \$363,923.71 for work already completed.
 - g) Invoice 13706-07 from Donohue -** Move to approve invoice 13706-07 from Donohue for engineering and project management services for the nitrification blower upgrade and aeration system improvement project in the amount of \$14,446.60.
 - h) Authorization to Advertise for Bids –** Motion authorizing staff to advertise for bids for the MCC 1A & 1B Replacement Project.
 - i) Holiday Social & Holiday Benefit –** Move to authorize staff to distribute the year-end benefit to each employee.
- 11. ADJOURN**