

# WALWORTH COUNTY METROPOLITAN SEWERAGE DISTRICT

975 W. Walworth Ave. • Delavan, WI 53115  
262-728-4140  
www.walcomet.org

## REGULAR MEETING

### Agenda

January 9, 2024

1:30 pm

1. CALL TO ORDER
2. ROLL CALL
3. PUBLIC COMMENTS/CORRESPONDENCE/OTHER
4. ADMINISTRATOR'S MONTHLY REPORT
5. CONSENT ITEMS (One motion & a second will approve all the following items listed. Any item may be pulled from the list and handled separately.)
  - a) Minutes of the Regular Meeting of December 12, 2023
  - b) Receipts and Disbursements
  - c) Accounts Payable Listing
  - d) Phosphorus Removal Improvement Project Payment Application
6. NEW BUSINESS
  - a) WalCoMet Election of Officers - Move to adopt Resolution 2024-01 which will establish the officers for the WalCoMet Commission for 2024
  - b) WalCoMet Declaration of Official Newspapers - Move to adopt Resolution 2024-02 which will declare the official newspapers for WalCoMet for 2024 as the Delavan Enterprise, Elkhorn Independent, and the Lake Geneva Regional News
  - c) Sodium Hypochlorite 2024 Purchase Order - Move to approve the 2024 sodium hypochlorite purchase order for the approved budget amount of \$6,500.
  - d) Accounting Software – Move to award the capital purchase of Work Horse accounting software suite in the amount of \$22,600 plus an additional estimated cost of \$1,200 for accounting setup and date conversion.
  - e) Donohue Task Order 10 – Primary Clarifier Rehabilitation Engineering Services – Move to approve Task Order 10 from Donohue and Associates for the Primary Clarifier Rehabilitation Engineering Services for \$134,900.
7. Convene in Closed Session Pursuant to Wisconsin Statute Section 19.85(1)(c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (Performance review evaluation of administrator)
8. Reconvene in open session
9. Consideration of Action Arising from Closed Session
10. ADJOURN

## DIRECTIONS TO ATTEND MEETING ELECTRONICALLY

You may attend via videoconference by accessing Microsoft Teams on your computer at <https://www.microsoft.com/en-us/microsoft-teams/join-a-meeting>. At the date and time of the meeting log on by entering the meeting ID: 235 111 528 124 and meeting passcode: ZsKbTK. Please mute yourself when not speaking to ensure best possible audio quality.