

**WALWORTH COUNTY METROPOLITAN SEWERAGE DISTRICT**

975 W. Walworth Ave. • Delavan, WI 53115

**August 9, 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; Commissioner Henriott yes; Commissioner Logterman, yes; Commissioner Snyder, yes; Commissioner Tapson, yes

**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

Dave Bretl, Public Administration Associates, LLC

Dave Tebo, Public Administration Associates, LLC

Kevin Berg, Donohue

Nathan Cassity, Donohue

**PUBLIC COMMUNICATIONS/OTHER BUSINESS – None**

**APPROVAL OF MINUTES OF REGULAR MEETING July 9, 2022**

Commissioner Duncan made a motion to approve the minutes of the regular Commission meeting on July 12, 2022. Commissioner Henriott seconded, and the motion unanimously passed.

**APPROVAL OF MINUTES FOR CLOSED SESSION July 9, 2022**

Commissioner Duncan made a motion to approve the minutes of the closed session on July 12, 2022. Commissioner Henriott seconded, and the motion unanimously passed.

**RECEIPTS AND DISBURSEMENTS REPORT**

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

**ACCOUNTS PAYABLE LISTING**

Commissioner Snyder made a motion to approve the Accounts Payable listing on August 9, 2022, in the amount of \$111,338.04. Commissioner Tapson seconded, and the motion unanimously passed.

**OLD BUSINESS - None**

**NEW BUSINESS**

- a. **2022 Sanitary Sewer Televising Project** – Commissioner Snyder made a motion to award the 2022 sanitary sewer televising project to Northern Pipe, Inc. for the price of \$22,048.50 with a 5% contingency for heavy cleaning for a price not to exceed \$23,150.93. Commissioner Duncan seconded, and the motion unanimously passed.

- b. **Donohue Invoice 13885-17**- Commissioner Duncan made a motion to approve invoice 13885-17 from Donohue & Associates for construction-related services for the phosphorus removal improvement project and the SCADA path forward study in the amount of \$17,283.35. Commissioner Snyder seconded, and the motion unanimously passed.
  - c. **SCADA Path Forward Study Presentation**- Commissioner Snyder made a motion to accept the "Technical Memorandum Control System Evaluation" as the final deliverable from Donohue for the SCADA path forward study. Commissioner Duncan seconded, and the motion unanimously passed.
  - d. **Donohue Task Order No. 8 (SCADA upgrades)** – After discussion, Commissioner Snyder made a motion to move forward on Donohue Task Order No. 8 contingent on the non-professional activities to meet the requirements of the Clear Water Fund. Commissioner Duncan seconded, and the motion unanimously passed.
  - e. **2021 Annual Report** – Commissioner Snyder made a motion to approve the Annual Report for WalCoMet for the calendar year 2021. Commissioner Henriott seconded, and the motion unanimously passed.
  - f. **Borg Road Sanitary Sewer Extension Request** – Commissioner Duncan made a motion to approve Resolution 2022-06, for the approval of the sanitary sewer extension for the Borg Road Sanitary Sewer Extension in the Town of Delavan. Commissioner Henriott seconded, and the motion passed. Commissioner Snyder abstained.
  - g. **High Voltage MCC Breaker Remediation** – Commissioner Duncan made a motion to award the project to remediate the SPB 100 circuit breaker to Electrical Testing Solutions for the price of \$6,140.00. Commissioner Snyder seconded, and the motion unanimously passed.
  - h. **2022 Standby Generator Preventative Maintenance Project**- Commissioner Henriott made a motion to award the 2022 standby generator preventative maintenance project to Interstate Power Systems for the price of \$6,855.90. Commissioner Snyder seconded, and the motion unanimously passed.
  - i. **County O Lift Station Standby Generator Rebuild Project** – Commissioner Snyder made a motion to award the County O lift station standby generator rebuild project to Fabick Caterpillar for the price of \$20,823.50. Commissioner Henriott seconded, and the motion unanimously passed.
- a) **OLD BUSINESS**
- a. **Classification and Compensation Study Update** – After discussion Commissioner Duncan made a motion to table any action on the Classification and Compensation Study until the September meeting. Accept Wage and Compensation Study from Public Administration Associates, LLC and instruct staff to develop an implementation plan and wage and salary plan for discussion at the September meeting. Commissioner Henriott seconded, and the motion unanimously passed.

#### **ADJOURNMENT TO CLOSED SESSION**

Convene in Closed Session Pursuant to Wisconsin Statute Section 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (review of farmland lease(s)).

Commissioner Snyder made a motion to convene into a closed session, seconded by Commissioner Duncan, and roll call as follows:

Commissioner Duncan	Yes
Commissioner Henriott	Yes
Commissioner Logterman	Yes
Commissioner Snyder	Yes
Commissioner Tapson	Yes

The closed session convened at 3:55 pm.

RECONVENE TO OPEN SESSION

Commissioner Duncan made a motion to reconvene to open session, seconded by Commissioner Snyder.

Commissioner Duncan	Yes
Commissioner Henriott	Yes
Commissioner Logterman	Yes
Commissioner Snyder	Yes
Commissioner Tapson	Yes

The open session reconvened at 4:26 p.m.

**ADJOURN:** Commissioner Snyder made a motion to adjourn, seconded by Commissioner Henriott and the motion unanimously passed. The Regular meeting adjourned at 4:27 p.m.



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Ron Henriott  
Secretary

APPROVED: September 13, 2022

PUBLISHED: September 22, 2022