

Telephone: (262) 728-4140

Fax: (262) 728-4142

WALWORTH COUNTY METROPOLITAN SEWERAGE DISTRICT

975 W. Walworth Ave. • Delavan, WI 53115

www.walcomet.org

PUBLIC HEARING AND REGULAR MEETING

NOVEMBER 8, 2022

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, anyone experiencing any symptoms of COVID-19 are encouraged to participate in the meeting virtually. To help avoid the spread of COVID-19 those attending the meeting in-person are encouraged to practice social distancing, proper hygiene, and the use of face coverings.

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 through the Microsoft Teams page by following the website and entering the meeting ID: 235 111 528 124 and meeting passcode: ZsKbTK.

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 8, 2022

1:00 pm

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENTS/CORRESPONDENCE/OTHER**
- 4. PUBLIC HEARING – YEAR 2023 BUDGET:** Public Comment will be received on the 2023 Budget.
The 2023 Budget may be approved as presented or amended
- 5. APPROVAL OF REGULAR MEETING MINUTES October 11, 2022**
- 6. ADMINISTRATOR’S MONTHLY REPORT**
- 7. RECEIPTS AND DISBURSEMENTS REPORT**
- 8. ACCOUNTS PAYABLE LISTING**
- 9. OLD BUSINESS**
 - a) **CTH O Lift Station Grinder Replacement** - Move to purchase a channel grinder from Franklin Miller for the price of \$79,855.00 plus \$1,000.00 for shipping and installation contingencies for a total not to exceed \$80,855.00
- 10. NEW BUSINESS**
 - a) **Budget for Fiscal Year 2023** - Move to adopt the Fiscal Year 2023 budget as presented with any changes discussed at the public hearing.
 - b) **Rate Structure – Fiscal Year 2023** - Move to adopt the rate study as presented with any changes discussed at the public hearing and implement the adopted rates on February 1, 2023.
 - c) **Connection Fee – Fiscal Year 2023** - Move to adopt the fiscal year 2023 connection fee of \$4,000 per new customer unit
 - d) **Wage and Salary Plan** – Move to adopt the Wage and Salary Plan as presented with an effective date of January 1, 2023
 - e) **Resolution Abating Tax Levy 2022 Real Estate Taxes** – Move to approve Resolution 2022-07 to abate the tax levy and direct the officers of WalCoMet to pay the 2023 obligations when due from the funds on hand
 - f) **Lift Station Grating Replacement Project Payment Application** - Move to approve payment application number 1 and 2 for the Lift Station Grating Replacement Project to Beson and Houle for a total amount of \$120,543.60
 - g) **Invoices from Strand Associates** - Move to approve invoices 0189104, 0189103, and 0187367 in the total amount of \$4,849.04 for construction-related service for the lift station grating replacement project, miscellaneous on-call services, and preliminary engineering for the Williams Bay #2 force main project
 - h) **RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF UP TO \$20,593,842 GENERAL OBLIGATION SEWERAGE SYSTEM PROMISSORY NOTES, SERIES 2022, AND PROVIDING FOR OTHER DETAILS AND COVENANTS WITH RESPECT THERETO** – Move to adopt resolution 2022-08, authorizing the issuance and sale of up to \$20,593,842 general obligation sewerage system promissory notes, series 2022, and providing for other details and covenants with respect thereto
 - i) **Donohue Invoice 13885-20** - Move to approve invoice 13885-20 from Donohue & Associates for 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 \$69,454.75

- j) **Phosphorus Removal Improvement Project Payment Application** – Move to approve payment application number 3 for the Phosphorus Removal Improvement Project to CD Smith in the amount of \$261,287.08
- k) **Phosphorus Removal Improvement Project Change Order** - Move to approve change order 1 for the Phosphorus Removal Improvement Project for an amount not to exceed \$80,000.00
- l) **Holiday Luncheon & Holiday Benefit** – Move to set the meeting time for the December 13th meeting at 11:00 am, establish the “Annual Holiday Luncheon” on December 13, 2022, beginning at 12:30 PM, instruct Staff to make the necessary preparations for the luncheon and move to authorize a payment of \$50.00 per employee for the annual holiday benefit
- m) **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 (review of compensation of district staff)
- n) **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 equipment lease for Walworth County)
- o) **Reconvene in open session**
- p) **Consideration of Action Arising from Closed Session**

11. **ADJOURN**