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**WALWORTH COUNTY METROPOLITAN SEWERAGE DISTRICT**  
975 W. Walworth Ave. • Delavan, WI 53115

**November 14, 2023**

**1:00 p.m.**

**CALL TO ORDER**

The Regular meeting was called to order at 1:00 p.m. by Commissioner Logterman.

**ROLL CALL**

Commissioner Duncan yes; Commissioner Henriott yes; Commissioner Logterman, yes;  
Commissioner Snyder, not present; Commissioner Tapson, yes

**Others present:**

Neal Kolb, Administrator  
Lori Peternell, Finance Officer  
Jennifer Greenlee, Administrative Assistant  
William Cole, Axley Brynelson  
Todd Hanson, Assistant Administrator  
Jared Loofboro, Water Reclamation Superintendent  
Harry Domask, Facilities Maintenance Superintendent  
Kevin Berg, Donohue  
Maegan Jacob, Operations Specialist

**PUBLIC COMMUNICATIONS/OTHER BUSINESS – None**

**PUBLIC HEARING –YEAR 2024 BUDGET** - Commissioner Logterman called the Public Hearing in session at 1:00 p.m. Commissioner Logterman made a second call asking for public comments for or against the proposed 2024 WalCoMet budget. Commissioner Logterman made the final call and asked for public comments for or against the proposed 2024 WalCoMet Budget. Commissioner Tapson made a motion to close the public hearing. Commissioner Henriott seconded, and the motion unanimously passed.

**CONSENT ITEMS**

Motion by Commissioner Duncan and seconded by Commissioner Tapson to approve:

- a) Regular meeting minutes dated October 10, 2023
- b) Receipts and disbursements for October 2023
- c) Accounts Payable listings – General \$125,057.70 and Construction \$894,155.90
- d) Phosphorus removal improvement project payment application to CD Smith for \$801,007.37
- e) Holiday Luncheon & Holiday Benefit -The schedule for the event is to have the monthly meeting at 11:00 am, and the luncheon from 12:30 pm to 2:00 pm. Award the employees a \$50.00 year-end benefit.

**NEW BUSINESS**

- a) **Budget for Fiscal Year 2024** – Commissioner Duncan motioned to adopt the Fiscal Year 2024 budget as presented. Commissioner Henriott seconded, and the motion unanimously passed.

- b) **Rate Structure – Fiscal Year 2024** – Commissioner Duncan motioned to adopt the rate study as presented and implement the adopted rates on February 1, 2024. Commissioner Henriott seconded, and the motion unanimously passed.
- c) **Connection Fee – Fiscal Year 2024** – Commissioner Henriott motioned to adopt the fiscal year 2024 connection fee of \$4,230 per customer unit as outlined in the 2024 rate study update. Commissioner Tapson seconded, and the motion unanimously passed.
- d) **Resolution Abating Tax Levy 2023 Real Estate Taxes** – Commissioner Duncan motioned to approve Resolution 2023-06 to abate the tax levy and direct the officers of WalCoMet to pay the 2024 obligations when due from the funds on hand. Commissioner Henriott seconded, and the motion unanimously passed.
- e) **County O Lift Station Variable Frequency Drive Replacement** – Commissioner Duncan motioned to approve a quote from Pieper Electric for the purchase and installation price of \$18,078.00 of a new ABB variable frequency drive for the County O Lift station. Commissioner Henriott seconded, and the motion unanimously passed.
- f) **Elkhorn #1 Lift Station Variable Frequency Drive Replacements** – Commissioner Duncan motioned to approve the proposal from NEXT Electric to purchase and install four variable frequency drives for the Elkhorn #1 lift station. Commissioner Henriott seconded, and the motion unanimously passed.
- g) **Outstanding Employee Award** – Commissioner Duncan motioned to accept the nomination of Jennifer Greenlee, Administrative Assistant II, and award her the “Outstanding Employee Award” for her continuing exceptional efforts to improve WalCoMet. Commissioner Henriott seconded, and the motion unanimously passed.

**ADJOURN:** Commissioner Duncan made a motion to adjourn, seconded by Commissioner Henriott and the motion unanimously passed. The Regular meeting adjourned at 1:39 p.m.

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**Ron Henriott**  
Secretary

APPROVED: December 12, 2023

PUBLISHED: December 21, 2023