

**Delafield-Hartland
Water Pollution Control Commission**

416 Butler Drive, Delafield WI 53018-1871

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Commission Meeting Minutes for December 16, 2008
Delafield-Hartland WPCC Treatment Plant Board Room

Time
7:00 PM

CALL MEETING TO ORDER

M. DeYoe called the meeting to order at 7:00 p.m.

ROLL CALL

Delafield

Paul Craig
Michele DeYoe
Gerald MacDougall
Ed McAleer

Village of Hartland

Karen Compton
Richard Landwehr
Michael Meyers
Rick Stevens (excused)
David Lamerand (alternate)

Also Present

Rose Frick
Bob Hyde

Guest

Scott Luczak – Del-Hart Leadman

APPROVE MINUTES OF NOVEMBER 18, 2008 COMMISSION MEETING

M. MEYERS MOTIONED TO APPROVE THE MINUTES OF THE NOVEMBER 18, 2008 COMMISSION MEETING AS PRESENTED. R. LANDWEHR SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. SEVEN WERE IN FAVOR. D. LAMERAND ABSTAINED. MOTION CARRIED.

GENERAL MANAGER'S REPORT

PURCHASE OF DEL-HART PROPERTY BY THE CITY OF DELAFIELD

E. McAleer stated that the appraisal was complete and the property was shown to be valued at \$500,000. The City of Delafield's Common Council went into closed session at their last meeting and a motion was passed to make an offer to Del-Hart for \$500,000. They are not in a position to close now, but would prefer to do so in August 2009 when they do their borrowing. He requested that a conceptual motion be made by Del-Hart tonight. The appraisal was not available for the Del-Hart Commission at this meeting. R. Landwehr stated that he did not have any objection to making such a motion this evening. K. Compton and R. Frick expressed a preference to seeing the appraisal before making a motion. E. McAleer stated that he would like to discuss the actual terms of the agreement at the next meeting and that an offer to

purchase the land based upon the appraisal, along with the agreed upon terms, would be presented at a later date.

P. CRAIG MOTIONED THAT THE CITY OF DELAFIELD PURCHASE THE PROPERTY WITH THE TERMS TO BE DISCUSSED AT THE NEXT MEETING. E. MC ALEER SECONDED THE MOTION. D. LAMERAND MADE A FRIENDLY AMENDMENT TO THE MOTION AS FOLLOWS: THAT DEL-HART WOULD SELL THE 6.3 ACRES OF LAND TO THE CITY OF DELAFIELD CONTINGENT ON THE REVIEW OF THE APPRAISAL BY THE DEL-HART COMMISSION AND WITH TERMS TO BE SATISFACTORILY WORKED OUT BY THE BOARD AND CITY AT THE NEXT DEL-HART MEETING. P. CRAIG AND E. MC ALEER AGREED TO THE FRIENDLY AMENDMENT. R. LANDERWEHR STATED THAT WHEN TERMS WERE DISCUSSED, HE WOULD LIKE TO SEE THAT DEL-HART HAS THE RIGHT OF FIRST REFUSAL ON THE PROPERTY. D. LAMERAND ASKED IF THE BOARD FELT THAT THE APPRAISAL OF \$500,000 WAS ADEQUATE AND IF THEY WERE READY TO ACCEPT IT. K. COMPTON STATED THAT SHE HAD WANTED TWO APPRAISALS BECAUSE THE FIRST TIME APPRAISALS TOOK PLACE ON ANOTHER PIECE OF LAND THE VALUES WERE VERY DIFFERENT. ALL WERE IN FAVOR OF THE MOTION. MOTION CARRIED.

G. MacDougall addressed previous appraisals for the other parcel of land and explained why their values were so different. M. DeYoe will make the current appraisal available to all members of the Del-Hart Commission, Del-Hart Management and to the Del-Hart Attorney.

HYDROGEN SULFIDE (H₂S) MITIGATION PROJECT

A letter was requested from Visu-Sewer's insurance company, CNA, asking for confirmation that they will stand behind the claim. No response has been received; therefore the final payment to Visu-Sewer has not been made.

FOCUS ON ENERGY AUDIT

No reports have been received.

NEW EMPLOYEE

Jason Daniels, master electrician, began employment on December 1, 2008.

PURCHASED WEAR RINGS

B. Hyde reported that wear rings have been purchased. These rings go on the bottom of the impeller, are made of stainless steel, and keep the impeller from wearing down. The supplier wanted \$1,219/set (two wear rings per set); however he was able to obtain them for a cost of \$430/set from a machine shop. Six sets were ordered. The cost was approximately \$2,580, resulting in a savings of \$4,734.

FINANCE DIRECTOR'S REPORT

FYI – NO VISU-SEWER CLEAN & SEAL INVOICE

The final invoice is awaiting a letter of confirmation from Visu-Sewer's insurance company, CNA.

FYI – NO STRAND INVOICE

A final invoice will be issued when the project is complete.

RESOLUTION NO. 121608A – AUTHORITY TO OPEN ACCOUNTS, TO DEPOSIT & WITHDRAW FUNDS

R. Frick briefly explained that this is the resolution from the bank to update all signatures on the Del-Hart accounts.

P. CRAIG MOTIONED TO APPROVE RESOLUTION NO. 121608A – AUTHORITY TO OPEN ACCOUNTS, TO DEPOSIT & WITHDRAW FUNDS. K. COMPTON SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

RESOLUTION NO. 121608B – RESTATEMENT OF THE DELAFIELD-HARTLAND WPCC FLEXIBLE BENEFIT PLAN

R. Frick read the resolution for the Commission.

M. MEYERS MOTIONED TO APPROVE RESOLUTION NO. 121608B – RESTATEMENT OF THE DELAFIELD-HARTLAND WPCC FLEXIBLE BENEFIT PLAN. R. LANDWEHR SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

SECTION 125 PLAN ADOPTION AGREEMENT

R. Frick will sign the agreement with Paychex, Inc. on behalf of the Commission.

FINANCIAL STATEMENTS

R. Frick highlighted the Fair Value Adjustment recovery this month. The budget sheet showing the YTD Actual vs. Budget shows that Del-Hart's Net Income before Fair Value Adjustment is slightly under budget at this time.

APPROVE EXPENSES & DISBURSEMENTS

E. MC ALEER MOTIONED TO APPROVE THE EXPENSES & DISBURSEMENTS. P. CRAIG SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

NEXT COMMISSION MEETING'S AGENDA ITEMS - NO DISCUSSION OF REQUESTED ITEMS

The following items will be included on the next agenda:

- Purchase of Del-Hart Property by the City of Delafield
- Closed Session Regarding the 2009 Finance Director's Salary

ADJOURN MEETING

R. LANDWEHR MOTIONED TO ADJOURN FROM THE MEETING. P. CRAIG SECONDED THE MOTION. ALL WERE IN FAVOR. MOTION CARRIED. THE MEETING ADJOURNED AT 7:21 P.M.

Respectfully submitted:

Minutes prepared by:

Rosemary Frick, CPA
Finance Director

Accurate Business Communications, Inc.