

Delafield-Hartland
Water Pollution Control Commission
416 Butler Drive, Delafield WI 53018-1871
Phone: 262-646-4364/Fax: 262-646-5187

Commission Meeting Minutes for March 16, 2010
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

Michele DeYoe
Beth Leonard
Gerald MacDougall
Ed McAleer

Village of Hartland

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

Also Present

Rose Frick
Scott Luczak

APPROVE MINUTES OF FEBRUARY 16, 2010 COMMISSION MEETING

R. STEVENS MOTIONED TO APPROVE THE MINUTES FROM THE FEBRUARY 16, 2010 COMMISSION MEETING AS PRESENTED. G. MAC DOUGALL SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. SEVEN WERE IN FAVOR. D. LAMERAND ABSTAINED. MOTION CARRIED.

GENERAL MANAGER'S REPORT

SAWYER ROAD/BARK RIVER WAUKESHA COUNTY CONSTRUCTION PROJECT

S. Luczak received a response from Kevin Yanny of the Waukesha County Department of Public Works stating that the Wisconsin Department of Natural Resources and the Department of Transportation were close to approving the hydraulics plan for the bridge layout; the floor elevation is not a problem. Although there is nothing in writing at this time, there should be no expense to Del-Hart.

FINANCE DIRECTOR'S REPORT

RE-STRUCTURE OF DOMESTIC USER EQUIVALENTS UPDATE

It was reported that the auditors were asked for an engagement letter for the long range financial planning report. This letter was finally received this morning; too late for inclusion for the meeting. This will be put on next month's agenda. After Del-Hart's attorney reviews it, it will be provided to the Commissioners prior to the meeting so they have adequate time to review it.

FINANCIAL STATEMENTS & 2009 AUDIT REPORT

R. Frick stated she was pleased with current financial activity. She noted that on page six of the financial statements that the last bond just purchased, Knoxville TN City Rev Muni Bond, was just over half a million dollars and has a current interest rate of 6.46% that is not callable until 2020. This new bond addition increased the average rate of return on the depreciation account's investments bringing it close to 5.5%.

The audit took place on Monday, March 08, 2010 and went very smooth. There were no adjustments or changes to the books again this year. R. Frick will start work on the ten page Management Discussion & Analysis report for inclusion in the audit report. If the auditors get the final draft ready in time for R. Frick's review, the audit report should be ready for discussion at the next commission meeting.

APPROVE EXPENSES & DISBURSEMENTS

R. STEVENS MOTIONED TO APPROVE THE EXPENSES AND DISBURSEMENTS AS PRESENTED. B. LEONARD 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

1. Baker Tilly Virchow Krause Long Range Financial Planning Report Engagement Letter
2. 2009 Audit Report

ADJOURN MEETING

D. LAMERAND MOTIONED TO ADJOURN THE MEETING. R. STEVENS SECONDED THE MOTION. ALL WERE IN FAVOR. MOTION CARRIED. THE MEETING ADJOURNED AT 7:04 P.M.

Respectfully submitted:

Minutes prepared by:

Rosemary Frick, CPA
Finance Director

Accurate Business Communications, Inc.