

Delafield-Hartland Water Pollution Control Commission

Meeting Agenda for Tuesday, November 21, 2023 **(Revisions shown in bold ink)**
5:30 PM

Commission Conference Room, Treatment Plant, 416 Butler Drive, Delafield, WI 53018

Call to Order

Roll Call of Commissioners

Guest

Gary Kohlenberg, Kohlenberg Consulting L.L.C.

All items on the agenda are subject to action by the Commission except where otherwise noted:

Announcement of Closed Session

There will be a Closed Session following the General Manager's Report.

Approve Minutes of September 19, 2023 Commission Meeting

Commission Matters

Address and Consider Appeal from Gary Kohlenberg Consulting LLC, Representing DHCH Properties at 520 Hartbrook Drive, Hartland, 53209 in an Appeal of the Assignment and Charges for Additional DUEs as Communicated in the Final Notice from Delafield-Hartland WPCC dated August 25, 2023.

General Manager's Report

Update on Biological Phosphorus Removal Construction Project
Update on the New Electrician/Operator Hired (Start Date was November 6, 2023)
Focus on Energy Rebate for Blower/Aeration Upgrade as Part of the BPR Project
Review and Approval of a Phosphorus Analytical System to the 2024 Capital Budget

Closed Session

Motion to convene into Closed Session under Wisconsin Statutes Section 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility Re: 1) Compensation for the Wastewater Operations Employees, 2) Compensation for the Finance Director/Treasurer, 3) Compensation for the Departing General Manager, and 4) Compensation for the General Manager. Following the Closed Session, the Commission will then reconvene into Open Session **(pursuant to Wisconsin Statutes section 19.85(2))** to take any action if necessary, regarding the discussed foregoing matters and to continue with remaining agenda items.

Open Session (Action/Discussion, if any, from Closed Session):

Address Compensation for the Wastewater Operations Employees
Address Compensation for the Finance Director/Treasurer
Address Compensation for the Departing General Manager
Address Compensation for the General Manager

Finance Director/Treasurer's Report

Resolution No. 112123 Re: 2024 Schedule of Fees
Approval of Revised 2024 Budget
Financial Statements (September and October 2023)
Approve Expenses and Transfers (September and October 2023)

Agenda Items for Next Commission Meeting - No Discussion of Requested Items

Adjourn Commission Meeting

Correspondence

Persons requiring special assistance or accommodations should contact Ericka Buchberger, Finance Director/Treasurer within a reasonable amount of time prior to the meeting via phone at 262-646-4364, Extension 1 or via email at ebuchberger@delhartwpc.com.

Notice is hereby given that a majority of the City Common Council, Village Board or any other board, commission or committee may be present at the meeting of the Delafield-Hartland Commission scheduled the third Tuesday of each odd-numbered month to manage and control the sewerage treatment facility and interceptors owned jointly by the City of Delafield and the Village of Hartland. This constitutes a meeting of the City Common Council, Village Board or any other board, commission or committee pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis. 2d 553, 494 2d 408 (1993), and must be noticed as such, although said common councils, boards, commissions or committees will not take any formal action on the behalf of their municipal entities at this meeting.