

**Delafield-Hartland  
Water Pollution Control Commission**

**Meeting Agenda for Tuesday, September 19, 2023  
5:30 PM**

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

Call to Order

Roll Call of Commissioners

Welcome New Commissioner and General Manager

Linda Hallquist, Hartland Commissioner  
Rob Minnema, General Manager

**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 Announcement for Next Commission Meeting and Agenda Items.

Approve Minutes of July 20, 2023 Commission Meeting

Commission Matters

Moment of Silence in Honor of the Late Richard Landwehr

General Manager's Report

Resolution No. 091923 Re: Appointment of General Manager  
Update on Biological Phosphorus Removal Construction Project and Approval of Change Orders  
Purchase of Replacement VFDs (Variable Frequency Drives) for Influent Pumps at Pump Station  
Number One here at the Plant  
Update on Solar Now Revenue

Finance Director/Treasurer's Report

2024 Operating and Capital Budgets  
Financial Statements (July and August 2023)  
Approve Expenses and Transfers (July and August 2023)  
Discussion on Question Asked at the July 20, 2023 Commission Meeting Regarding Investment  
Valuation Method and Timing

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

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: Consideration of a New Electrician/Operator Position) Following the Closed Session, the Commission will then reconvene into Open Session 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):  
Consideration of a New Electrician/Operator Position

Adjourn Commission Meeting

Correspondence

Scott Luczak/Rob Minnema/Ericka Buchberger – 2024 Operating and Capital Budgets

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 [dhfinance7@gmail.com](mailto:dhfinance7@gmail.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.