

Delafield-Hartland Water Pollution Control Commission

Meeting Minutes for Tuesday, January 20, 2026 5:30 PM

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

Call to Order: The meeting was called to order at 5:30 P.M.

Roll Call of Commissioners:

City of Delafield: Tim Aicher, Mayor, Chairman
Erv Sadowski, Citizen Member, Secretary
Kevin Maples, Citizen Member
Mark Schaefer, Alderman
John Seymour, Alternate

Village of Hartland: Dave Lamerand, Citizen Member, Vice Chair - excused
Ann Wallschlager, Trustee
Adam Pfeiffer, Trustee - excused
Linda Hallquist, Citizen Member

Also Present: Rob Minnema, General Manager
Ericka Buchberger, Finance Director/Treasurer

Approve Minutes of November 18, 2025 Commission Meeting

**Motion (Sadowski/Wallschlager) to approve the Commission Meeting minutes of November 18, 2025.
Carried (6-0) Pfeiffer abstained**

Commission Matters

Finance Director/Treasurers Report

Review Financial Statements (November and December 2025)

The year closed (pre-audit) with a net income of \$1.8 million after recording an increase in FV of restricted assets in the amount of \$236 thousand. Restricted assets are \$11 million, there are no outstanding accounts payable at this time, and the income statement shows an operating loss for the month of December of \$54 thousand. The financial statements show a year-to-date operating loss of \$215 thousand compared to a year-to-date operating loss of \$666 thousand for December 2024. Again, the increases made to the user rate are doing their job. Year-to-date, Del-Hart has collected over \$1.2 million in connection charges verses \$597 thousand last year, and the year-to-date net income is \$1.8 million verses \$178 thousand showing at December 2024.

A short discussion ensued regarding Del-Hart's bond investments and interest rates. The FD/T is going to contact Del-Hart's Baird advisor to get some clarification to bring back to the Commission.

The Commissioners are encouraged to contact the FD/T if any questions come up.

Approve Expenses and Transfers (November and December 2025)

**Motion (Sadowski/Pfeiffer) to approve the expenses and transfers for November 2025.
Carried (7-0).**

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Carried (7-0).**

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Update on 2025 Audit

The annual audit started with some preliminary fieldwork completed prior to 12/31/2025. The remainder of the fieldwork will be complete by mid March with the final audit findings being presented to the Commission at the May 2026 Commission Meeting.

General Manager's Report

2025 Operational and Project Review

General Manager, Rob Minnema, gave a brief summary of the 2025 maintenance projects completed. He described some tasks that Del-Hart's operators do above and beyond their regular, weekly maintenance duties. There are numerous projects that Del-Hart's staff does in-house while other plants contract out for the same type of task.

R. Minnema also gave a short summary of two of the larger 2025 capital projects that were completed: 1) drained/cleaned the east digester and 2) new headworks screens installed. The screens are doing an exceptional job.

Finally, the General Manager lead a short but interesting discussion regarding the plant's flows for 2025. Even with the extremely large amount of rainfall back in August of 2025, the facility was successful getting the flows through the plant. It has proven to operate as designed. Several questions were raised and Rob answered them as well as talking about how the Del-Hart plant compares to other plants.

Next Commission Meeting and Agenda Items

Adjourn Commission Meeting

Motion (Sadowski/Maples) to adjourn at 5:53 P.M. Carried (7-0).

Respectfully submitted by:

Ericka Buchberger
Finance Director/Treasurer
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