

CITY OF SHEBOYGAN
BOARD OF WATERWORKS COMMISSIONERS MINUTES
Monday, December 01, 2025

OPENING OF MEETING

President Van De Kreeke convened the meeting at 3:32 PM.

Present: Secretary Tom Howe, Member Rich Dale

Superintendent Joe Trueblood

1. Pledge of Allegiance

All present honored the flag of the United States of America

2. Election of officers

Commissioner Dale nominated Gerald Van De Kreeke as President, Tom Howe as Secretary, and Rich Dale as Member. Commissioner Howe seconded the motion, which passed unanimously.

MINUTES

3. Approval of minutes from prior meeting

Commissioner Dale made a motion, seconded by Commissioner Howe, to approve the minutes of the October 20, 2025 meeting. Motion passed unanimously.

REPORTS

4. Financial reports and approval of vouchers

Commissioner Van De Kreeke made a motion, seconded by Commissioner Dale, to approve the financial reports as presented along with general vouchers of \$615,726.81 and gross payroll of \$221,991.43. Motion passed unanimously.

5. Superintendent's report including operations, construction-maintenance, and customer relations/fiscal

Commissioner Van De Kreeke made a motion, seconded by Commissioner Dale, to approve the Superintendent's report as presented. Motion passed unanimously.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

6. Request approval of 2026 water treatment chemical bid

Superintendent reviewed the annual water treatment chemical bids prepared by Supervisor Swearingen. Commissioner Dale made a motion, seconded by Commissioner Van De Kreeke, to approve the following low bid results: food grade aluminum sulfate by ChemTrade at \$461.00 per dry ton; fluoride by Hawkins Inc. at \$5,238.65 per dry ton; sodium hypochlorite by Hydrite Chemicals at \$1.609 per gallon; and liquid phosphate by Hawkins Inc. at \$10.56 per gallon. Motion passed unanimously.

7. Request approval for year-end bankruptcy and other write-offs

Superintendent reviewed a tabulation prepared by Senior Utility Accountant Gottsacker showing requested write-offs due to bankruptcy or otherwise uncollectible balances totaling water charges of \$2,314.85. Commissioner Van De Kreeke made a motion, seconded by Commissioner Dale, to approve the write-offs. Motion passed unanimously.

8. Update on hydraulic model and filter 7/8/9 reconstruction projects

Superintendent noted that field work for the updated hydraulic model project was conducted in September. In addition, a timeline summary of the filter 7/8/9 project was reviewed, and Superintendent noted the project is now out for bidding.

9. Request approval for renewal of UnitedHealthCare health, Delta dental, and Superior Vision medical plans

Superintendent reviewed health insurance renewal proposals from United Health Care and Anthem BCBS, noting that other proposals included significant changes to plan design. The UHC renewal came in at \$920,934.60; with anticipated marketing rebates, the actual figure will be closer to \$895,000. Superintendent noted that the current market pressures employers to reduce plans into higher deductibles and higher employee max annual costs. However, doing so with short notice is a concern, as noted by Commissioner Howe. Superintendent noted that overall health insurance costs remain lower than in previous years of 2021 and 2022 at \$1.18M and \$1.36M respectively. Superintendent has directed the Utility's consultant to update the strategic plan to maintain strong benefit delivery while including more cost controls. The plan update will be provided to the Board for input before August 2026. Commissioner Dale made a motion, seconded by Commissioner Van De Kreeke, to approve the UHC renewal as presented. Motion passed unanimously.

PERSONNEL

10. Update on Utility Accountant and Distribution Technician recruitments

Superintendent noted that interviews have begun for the Utility Accountant position and interviews will start soon for the Distribution Technician position.

NEXT MEETING

11. Next meeting will take place on: Wednesday, December 17, 2025

ADJOURN

12. Motion to Adjourn

At 4:30 PM, Commissioner Dale made a motion, seconded by Commissioner Howe, to adjourn. Motion passed unanimously.

In compliance with Wisconsin's Open Meetings Law, this agenda was posted in the following locations more than 24 hours prior to the time of the meeting:

City Hall • Mead Public Library
Sheboygan County Administration Building • City's website