

**CITY OF SHEBOYGAN**  
**BOARD OF WATERWORKS COMMISSIONERS MINUTES**  
**Monday, October 19, 2026**

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**OPENING OF MEETING**

President Howe called the meeting to order at 3:32 PM.

Present: President Tom Howe, Secretary Rich Dale.

Superintendent Joe Trueblood

1. Pledge of Allegiance

All present honored the flag of the United States of America.

**MINUTES**

2. Approval of Minutes:

Secretary Dale noted an omission on the draft minutes of the Sept. 21, 2026. Approval will be requested at the next Board meeting.

**REPORTS**

3. Financial reports and approval of vouchers

Commissioner Dale made a motion, seconded by Commissioner Howe, to approve the reports as presented along with general vouchers of \$355,123.79 and gross payroll of \$231,324.63. Motion passed unanimously.

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

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

**ITEMS FOR DISCUSSION AND POSSIBLE ACTION**

5. Update on 2027 health insurance renewal

Superintendent noted that the broker had received a renewal quote from UHC including dual plan options. More details will follow at the November Board meeting.

6. Approval for renewal of annual Unity subscription

Superintendent reviewed a recommendation from Distribution Supervisor McMillan to renew Trimble Unity, which is the Utility's asset management/work order/and GIS integration software. Annual cost for 31 users is \$38,750.00. Commissioner Dale made

a motion, seconded by Commissioner Howe, to approve the purchase. Motion passed unanimously.

7. Approval to transmit Q3 report to Common Council

Superintendent reviewed the Q3 report including some highlights such as the Utility's receipt of the annual achievement award from the WI Water Association. Commissioner Dale made a motion, seconded by Commissioner Howe, to approve transmitting the report to Council. Motion passed unanimously.

8. Approval of Resolution authorizing Sheboygan Water Utility to participate in the WI LGIP pursuant to WI Statutes 25.50.

Commissioner Howe made a motion, seconded by Commissioner Dale, to approve the Resolution authorizing the Sheboygan Water Utility to participate in the WI LGIP pursuant to WI Statutes 25.50. Motion passed unanimously.

## **PERSONNEL**

Motion to convene in closed session pursuant to:

**Wis. Stat. § 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; specifically to review the introductory performance evaluation of a specific employee.

Commissioner Dale made a motion, seconded by Commissioner Howe, to enter closed session pursuant to WI Statutes 19.85(1)(c). Motion passed unanimously.

At 4:40 PM, Commissioner Howe made a motion, seconded by Commissioner Dale to reconvene in open session. Motion passed unanimously. President Howe announced that no formal action or votes were taken during the closed session

## **NEXT MEETING DATE**

9. Next scheduled meeting:

Due to travel schedules, the next meeting is scheduled for Tuesday, November 24, 2026.

## **ADJOURN**

10. Motion to Adjourn

At 4:45 PM, Commissioner Dale made a motion, seconded by Commissioner Howe, to adjourn. Motion passed unanimously.