

**MINUTES****REGULAR MEETING****September 15, 2015**

The Regular Meeting of the Lake Pewaukee Sanitary District (LPSD) was duly convened at the Administration Building on the 15th day of September. This meeting was properly noticed. Chairman Richard Nowacki and Commissioners Gutenkunst and Ruf were present. Also in attendance: Attorney Fabyan; Accountant James O'Brien; Superintendent Thomas Koepp; and Recording Secretary, Rita Michaelson.

**Call to Order** -Chairman Richard Nowacki called the meeting to order at 6:30 P.M.

**Citizens Request** - None

**Legal Report** - Richard Nowacki introduced Attorney Erick Fabyan as the new attorney for the District along with signing a retainer to confirm the appointment. For any specialized environmental issues Attorney Don Gallo will be retained.

**Approval of Minutes** - Richard Nowacki made a Motion to approve the Minutes as submitted from the meetings of August 18, 2015. John Ruf so moved. John Gutenkunst seconded. All said aye.

**Financial Report** - James O'Brien presented the financial statements for August. The accountant highlighted any cost variances that affected the reports. Following the discussion, Richard Nowacki requested a motion to approve the August statements as presented and to approve the vouchers for payment. Lake (\$19,669.23) Sewer (\$83,542.06). John Ruf so moved. John Gutenkunst seconded. The motion passed unanimously.

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- The accountant presented the preliminary budget assumptions for 2016. A discussion followed the presentation which included a review of lake studies that may be needed in the future to comply with the plant management plan requirements. The quarterly sewer charge is anticipated to increase from \$103.00 to \$106.00.

**New Business** - Richard Nowacki requested a Motion to approve Resolution 2015-02 for Compliance Maintenance Annual Report (eCMAR) dated September 15, 2015 after reading to the Commission. John Ruf so moved. John Gutenkunst 2<sup>nd</sup>. All said aye.

**Unfinished Business** - Orthopedic Association of Wisconsin – The sewer installation is complete. Thomas Koepp is doing a review and inspection, but is waiting for a video tape.

- Woodridge Estates II –A letter of credit reduction has been requested and sent out. Discussion on erosion control, trenching of ponds and roadside swale was held.

- SEWRPC Lake Management Plan- Thomas Koepp will send a letter to the DNR requesting to apply for an extension of the plan.

- Following a discussion of the *RUE* (Residential Unit Equivalency) Study of commercial properties done by Ruckert-Mielke Engineering, it was requested that Attorney Fabyan review the proposed forms that will be used to notify anyone of a change that will affect their quarterly billing and how it was calculated, and the process needed to review.

- Discussion on the Lakewood Baptist Church was held, and the Board requested that Thomas Koepp follow through on the lateral connection and any necessary easements that may be required. Also, verify how the payment for the CIA (Contribution in Aid) will be processed through the City of Pewaukee

**Manager/Superintendent Report-**

*Sewer Report –*

- A new meter has been installed at the connection to the City of Brookfield at a cost of \$3,250.00
- Gluth building- Dead trees along with a line of small live trees have been removed.

*Lake Report –*

- An updated quote for an installed electric safety gate from the Century Fence Gate at the Aquatic Plant Management Site in the amount of \$7,995.00 has been received. The board would like to see pictures to review.
- Starry Stonewort-At this time we are unaware of any on the lake, but thought we would verify that we do not have any growing in our conservancy area and have sent a photo to the DNR to ID the plant.
- Still waiting for another quote to paint the Lake Building.
- Richard Nowacki commented that the restoration was nicely done by our crew by the lake building following the work done by ATC.

**Next Meeting-** The next meeting is October 20, 2015 at 6:15 P.M. There being no further business brought before the board, Richard Nowacki made a Motion to adjourn at 9:12 P.M., John Gutenkunst 2nd, and John Ruf so moved, and all said Aye.

\_\_\_\_\_ John Ruf, Secretary

\_\_\_\_\_ Richard Nowacki, President