

MINUTES**REGULAR MEETING****FEBRUARY 20, 2018**

The Regular Meeting of the Lake Pewaukee Sanitary District (LPSD) was duly convened at the Administration Building on the 20th day of February. This meeting was properly noticed. President Ruf and Commissioners Gutenkunst and Boland were present. Also in attendance were Manager Thomas Koepp, Accountant James O'Brien and citizen Dick Nowacki.

Call to Order - President Ruf called the meeting to order at 6:31 P.M.

Citizens Request - None

Approval of Minutes – Joseph Boland made a Motion to approve the Minutes from the January 16, 2018 meeting as presented. John Gutenkunst 2nd. The Motion passed unanimously.

Financial Report – James O'Brien presented the financial statements for January. The accountant highlighted any cost variances that affected the reports. Following the discussion, John Gutenkunst made a motion to approve the January statements as presented and to approve the vouchers for payment. Lake (\$6,677.71) Sewer (\$183,921.34). Joseph Boland 2nd. The motion passed unanimously. The field work for the annual audit is complete. The audit report will be ready for the March 2018 meeting.

Legal Report – None

New Business – Thomas Koepp provided an update on the Project Work Plan. A handout was presented that contained a proposal from Ruckert & Mielke for engineering services to upgrade lift stations #3 and #7. He is waiting on a proposal from Strand.

- Accountant James O'Brien provided a summary of the provisions in the Employee Handbook with the proposed modifications highlighted in yellow. Following the discussion, John Gutenkunst made a

motion to approve the changes (additions/deletions) as presented in the handout. Joseph Boland 2nd. The Motion passed unanimously.

Unfinished Business - Thomas Koepp reported on the following:

- Woodridge Estates II – No update at this time.
- Lake Management Plan by SEWRPC – No update at this time. Thomas Koepp will send a follow-up e-mail to Michelle Hase, WDNR and will formally request a Dam Order change be incorporated into the plan.
- Taylors Woods – No update at this time. Citizen Nowacki commented on seeing green and orange markings on trees on the property.
- "Islands" – No update at this time. It's in Chuck Anderson's hands.
- Peterson Drive – Thomas Koepp spoke to Attorney Fabyan and sent letter to Rich & Barb Kellaheer. He took photographs of the retaining wall on the neighbor's encroachment and will mark the stones that need to be removed.
- Resolutions & Ordinances – Binders were passed out to each Commissioner with the latest version of Ordinance #101. A copy will be redlined, scanned and e-mailed to Chuck Anderson for review. Discussion and comments will occur during the March meeting.

Manager's Report-Lake Report – The lake equipment track is pulled out and the rotted wood members are being replaced. We are working on documents to allow us to bid out the transporters in the next two months.

We are in process of interviewing and hiring lake staff. The City of Pewaukee has requested assistance in some deer herd reduction in the Rocky Point area. We will be helping attract deer to LPSD hunt area #1 in hopes of taking out ten deer or so.

Sewer Report – The construction of a new water tank for the new flushing truck is underway. It is being designed to allow our existing Honda pump to connect to it for water and flushing use.

Visu-Sewer is scheduled for video and cleaning of the system in the next two weeks.

Lift station cleaning by Environmental Services is scheduled for next month.

Next Meeting - The next monthly meeting is March 20, 2018 at 6:30 P.M. There being no further business brought before the board, Joseph Boland made a Motion to adjourn at 7:58 P.M., John Gutenkunst 2nd. All said Aye motion passed.

_____ Joseph Boland, Secretary

_____ John F. Ruf, President