

MINUTES**REGULAR MEETING****April 24, 2018**

The Regular Meeting of the Lake Pewaukee Sanitary District (LPSD) was duly convened at the Administration Building on the 24th day of April. This meeting was properly noticed. President Ruf and Commissioners Gutenkunst, and Boland were present. Also in attendance is Manager Thomas Koepp; Accountant James O'Brien; Recording Secretary, Rita Michaelson and John Siepmann, Siepmann Realty Corp.

Call to Order - President Ruf called the meeting to order at 6:28 P.M.

Citizens Request – None

Unfinished Business – John Siepmann, Siepmann Realty Corp. presented a Certified Survey Map for DELT-0780082.004 with the proposed sewer connection and easements. Following discussion, Joseph Boland made a Motion to approve the proposed easements contingent upon review and approval by LPSD's manager, engineer and attorney. The easement document will then be recorded. John Gutenkunst 2nd. All voted aye.

Approval of Minutes – John Ruf requested a Motion be made to approve the Minutes as presented. Joseph Boland made a Motion to approve the Minutes from the March 20, 2018 meeting. John Gutenkunst 2nd. All voted aye.

Financial Report – James O'Brien presented the financial statements for March. The accountant highlighted any cost variances that affected the reports. Following the discussion, John Gutenkunst made a Motion to approve the March statements as presented and the vouchers for payment. Lake (\$8,234.77) Sewer (\$87,222.81). Joseph Boland 2nd. All voted aye.

Following the financial statements, the accountant presented a letter from Waukesha State Bank regarding the loan on the Aquatic Plant Management site and necessary updates in order to assure

compliance with Wisconsin Statutes for loans to municipalities. Following the discussion, a Motion was made by Joseph Boland to approve the proposal by Waukesha State Bank as described. John Gutenkunst 2nd. All voted aye.

Legal Report – None

Manager's Report - Sewer Report-

- Visu-Sewer has rescheduled to start televising our system on May 9th. They will do sections of Rocky Point and Glen Cove Road
- Lift Station repairs – Is in the process of reviewing the two quotes received for pumps and piping for PS #8, 10 and 12.
- Computer upgrades – Reviewing multiple options after meeting with an IT person from Ruckert-Mielke and River Run.
- Space needs – Nothing at this time. In the process of information gathering in order to prepare a report to define all space needs now and for the future.
- Gluth property lease with We Energies is near completion. Discussing final settlement details.
Lake Report – In the process of bidding out the new transporters as we have received the WDNR advance on the grant.
- The big red truck is at Badger Truck and we are waiting for a quote to make sure it is road worthy for the season and if any repairs are needed to the transmission.
- Due to the snow storm last week, the lake equipment was put in today. Will start pile pickup on Monday with a limited crew. A couple of students will start working May 7th, then the 15th & more in June.
- John Ruf, Thomas Koepp, Shawn and Lisa O'Hern attended the Lakes Convention in Stevens Point last week.

New Business – Shawn and Lisa O’Hern attended the Healthy Lakes Restoration seminar at the Wisconsin Lakes Convention last week. They will have a meeting to discuss the seminar. It appears that LPSD would need to apply for the grant to restore a shore line. Then the DNR would reimburse 75% of costs and the home owner 25%.

Unfinished Business cont’d – Thomas Koepp reported on the following:

- Woodridge Estates II – No update at this time.
- Lake Management Plan-Thomas Koepp passed out a copy of the email correspondence regarding the plan update that included a summary table of recommendations for Pewaukee Lake and requested that the commissioners review and return any input by May 1st
- Thomas Koepp reported that it appears they have cut down some trees already, and are possibly doing a private easement. Will inquire if there has been a plumbing permit taken out on the Donna & Anthony Meyer (property owners) of DELT-0765994.001 and DELT0765996, N35 W38146 Taylors Woods Road, Lot 3 only.
- Thomas Koepp reported there is no update at this time regarding the updated District map with a list of sewer downstream charges to others for the undeveloped properties.
- Will discuss the letter with our attorney that was sent to Mr. & Mr. Kellahar, (PWC0933045) regarding the sewer easement conditions with a May 1st deadline and the drafting of the indemnification . Also a letter will be sent to the owner of PWC0933046 regarding the retaining wall on our easement.
- Ordinance #101 will now be reviewed by Thomas Koepp and Attorney Erick Fabyan and updated if needed. Ordinance #102 & #103 are scheduled next to be verified and digitally recorded.
- James O’Brien verified that the additional modifications to include Jury Duty and delete Section A.3 Part IV regarding Holiday Pay Eligibility Requirements, of the Employee Procedures & Practices Handbook were made and updated. Final review will be done by Rita.

- Thomas Koepp is in the process of getting updated quotes for engineering regarding Lift Station Engineering Services Contract to refurbish and rebuild PS #3 & PS #7. The commission requested the quote to be tightened up and in a lump sum cost format vs hourly basis, and the contingency costs should be reviewed and brought back to the board at the next meeting for further discussion.

-Thomas Koepp reported that he has sent an email to Dan Naze, DPW-Engineer, Village of Pewaukee, regarding the plan of operation for the Village Dam and lake levels. To date he has not received a reply.

Next Meeting - The next monthly meeting is May 22, 2018 at 6:30 P.M. There being no further business brought before the board, Joseph Boland made a Motion to adjourn at 8:00 P.M., John Gutenkunst 2nd.

All voted Aye.

Joseph Boland, Secretary

John F. Ruf, President