

**MINUTES****REGULAR MEETING****September 20, 2016**

The Regular Meeting of the Lake Pewaukee Sanitary District (LPSD) was duly convened at the Administration Building on the 20th day of September. This meeting was properly noticed. Chairman Richard Nowacki and Commissioner Gutenkunst were present. Also in attendance; Attorney Erick Fabyan; Accountant James O'Brien; Superintendent Thomas Koepp; and Recording Secretary Rita Michaelson.

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

**Citizens Request** – None

**Approval of Minutes** – Richard Nowacki entered a Motion to approve the Minutes as submitted from the August 16, 2016 meeting. John Gutenkunst so moved. All said aye.

**Financial Report** – James O'Brien presented the financial reports 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 August vouchers for payment. Lake (\$32,264.44) Sewer (\$161,267.06). John Gutenkunst so moved. All said aye.

The accountant presented the preliminary budget assumptions for 2017. A discussion followed the presentation. The quarterly sewer charge is anticipated to increase due to additional costs of inspecting our lines and televising to meet requirements for the CMOM maintenance report.

**Legal Report** – None

**New Business** – Following the recommendation by Attorney Fabyan, Richard Nowacki made a Motion to approve the sanitary sewer easement for Lot 17 Maple Avenue.

Seconded by John Gutenkunst. Motion passed.

Discussion was held regarding the funding request from the lake organization of \$1,000. per year for three years, to sponsor the Clean Boat Clean Water activities.

**Unfinished Business-** Thomas Koepp reported on the following:

- Orthopedic Association of Wisconsin – Tom Koepp will inspect the grinder. The sewer system has not been approved yet. We still need a confirmation letter regarding the RUE calculations and water use.
- Woodridge Estates – Phase II - We received an updated Letter of Credit. The final lift of asphalt is not yet completed. Need the final lift of asphalt and manholes inspected prior to approval.
- Lake Management Plan by SEWRPC - Thomas Koepp distributed the draft for the Lake Management Plan being done by SEWRPC.
- Rue Study – Per a request from the 5 O’Clock Club , Tom Koepp reviewed the survey they submitted and also did an onsite study. Following the site visit their rue calculations will be reduced from 13 rues to 11.
- Thomas Koepp reported there is nothing new on the status of PWC 0894976.
- We have received some of the equipment for the Scada System. Each Station will be done separately and existing system will be the backup until everything is done, operating and punch listed.

**Superintendent Report –**

*Lake Report* – The signage on the Lake building should be completed by tomorrow.

We will continue with pile pickup and some harvesting into the fall. We are working with the Village of Pewaukee over at Kopmeier Drive and also using their truck to unload weeds.

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We are still in need of two more employees. An ad has been placed in the Lake County Reporter.

Reviewing cost of Lake Supervisor and sewer employee as a full time position or permanent part time

*Sewer Report*- We will be doing sewer station cleaning in October.

**Next Meeting** - The next meeting is October 18, 2016 at 6:15 P.M. There being no further business brought before the board, Richard Nowacki made a Motion to adjourn at 9:25 P.M., John Gutenkunst so moved, and all said Aye.

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

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