

MINUTES**REGULAR MEETING****December 13, 2016**

The Regular Meeting of the Lake Pewaukee Sanitary District (LPSD) was duly convened at the Administration Building on the 13th day of December. This meeting was properly noticed. Chairman Richard Nowacki and Commissioners Gutenkunst and Ruf 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 5:00 P.M.

Citizens Request –None

Approval of Minutes – Richard Nowacki entered a Motion to approve the Minutes as submitted from the November 15, 2016 Meeting. John Ruf so moved. John Gutenkunst seconded. All said aye.

Financial Report –James O'Brien presented the financial report for November. He highlighted any variances on the Sewer and Lake. Following the above report, Richard Nowacki requested a Motion to approve the November statements as presented and to approve the vouchers for payment. Lake (\$2,219.10) Sewer (\$92,935.72. John Ruf so moved. John Gutenkunst seconded. All said aye.

Legal Report –Attorney Fabyan gave a report on his research done on the requirements to do an annual audit. It is required per state statute. Following a discussion, Richard Nowacki made a Motion to approve the annual audit bid as presented by Reilly, Penner & Benton. John Gutenkunst seconded. All said aye.

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New Business – The accountant presented a report regarding current banking procedures. Following a discussion, it was requested that he report back to the commission on his findings.

Unfinished Business- -Thomas Koepp reported on the following:

- Orthopedic Association of Wisconsin – Waiting for the flow reports for October thru December before he can discuss RUE calculations. Also need to do a final acceptance once the RUES are established.

- Woodridge Estates – Phase II – No update at this time.

- Lake Management Plan by SEWRPC – Will update Dr. Anderson, Wisconsin Lutheran College regarding the Aquatic plant survey that needs to be sent to SEWRPC and also need the final report.

-Rue Study – The superintendent reported that he is still working on finalizing the flows after year end to re-evaluate RUES. Also will need to check the installed meter date and calculate the flows of each one against study results.

-PWC 0894976-Kopmeier – No update at this time

- Gave a report regarding the Waterways Commission Grant requirements and what equipment will be needed now and in the future. Following discussion, Richard Nowacki made a Motion to approve Thomas Koepp to proceed with Opt 1 and to apply for a grant for (2) harvesters and to send the grant application for the Waterways Commission for their January meeting. John Ruf so moved. John Gutenkunst seconded. All said aye. It was also suggested to set up a meeting prior to 2018 with the accountant and the City of Pewaukee to discuss the terms of the current contract.

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Superintendent Report-

Sewer Report – The Scada System is up and running without any issues other than Station #14 will need a taller antennae tower. Over at the Prospect site they will be adding heat to the radios.

We have a proposal for Visu Sewer to video Beach Park, Edgewood and through the wetlands (Gluths) and Lakeview through the area where we had the SSO. Waiting until the ground is frozen to allow access with heavy trucks.

Lake Report – At this time everything is out of the water. Shawn is refurbishing the conveyor.

New Business contd - At 6:16 P.M., Richard Nowacki requested a Motion to adjourn to closed executive session as permitted by Wisconsin State Statute [19.85] (1)(c) to discuss the employee wage and benefit package for 2017 as presented by Accountant James O'Brien. John Ruf so moved. John Gutenkunst 2nd. A roll call vote was taken: Commissioner Richard Nowacki, John Gutenkunst and John Ruf all voted Aye. Attorney Fabyan, Accountant James O'Brien and Thomas Koepp were also present.

Following the discussion on the wage & the benefit package for 2017 for staff, it was requested that Thomas Koepp leave the room at 6:43 P.M. to further discuss Thomas Koepp's wage & benefit package.

Following the above discussion, John Gutenkunst made a Motion at 7:00 P.M. to terminate the closed session and go back into open session. John Ruf 2nd. A roll call vote was taken. Commissioners Richard Nowacki, John Ruf and John Gutenkunst all voted aye.

Following further discussion in open session, a Motion was made by Richard Nowacki. John Ruf so moved, John Gutenkunst, 2nd to approve the recommendations as modified . The SEP contribution will remain at the current 11% of gross wages.

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The Motion passed unanimously.

Next Meeting-The next meeting is January 17, 2017 at 6:30 P.M. There being no further business brought before the board, Richard Nowacki made a Motion to adjourn at 7:01 P.M., John Ruf so moved, and all voted aye.

_____ John Ruf, Secretary

_____ Richard Nowacki, President

