

MINUTES**REGULAR MEETING****December 12, 2018**

The Regular Meeting of the Lake Pewaukee Sanitary District (LPSD) was duly convened at the Administration Building on the 12th day of December. This meeting was properly noticed.

Chairman John Ruf and Commissioners John Gutenkunst and Joseph Boland were present.

Also in attendance: Manager Thomas Koepp; Accountant James O'Brien; Attorney Erick Fabyan, and Recording Secretary, Rita Michaelson.

Call to Order—Chairman Ruf called the meeting to order at 5:30 P.M.

Citizens Request – None

Approval of Minutes – J. Boland made a Motion to approve the Minutes from the November 20, 2018 meeting as presented. J. Gutenkunst 2nd. Motion passed.

Financial Report – -James O'Brien presented the financial statements for November. The accountant highlighted any cost variances that affected the reports. Following the discussion, J. Boland made a Motion to approve the November statements as presented and the vouchers for payment . Lake (\$12,808.88) Sewer (\$74,447.15). J. Gutenkunst 2nd. The Motion passed.

Legal Report – None

Manager's Report

Sewer Report- PS #10 replacement of pipes and pumps is completed.

PS#8 on Oak Street manhole repairs bid to be included on their road repairs contract.

The bid opening for PS #3 & 7 is December 13th. A special meeting to award the contract to the lowest bidder will be held on December 18, 2018 at 1:00 P.M. A notice of construction letter will be sent to nearby residents.

Lake Report – Working on refurbishing shore barge paddle wheels and installing Hydro Motors on S-1. Also refurbishing the front end of S-3 with new mesh and rails.

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.
- “Islands” – No update at this time but will discuss at the next meeting.
- PWC0933046 (retaining wall on our easement). Attorney Fabyan and Thomas Koepp are meeting to further discuss “Acknowledgment Regarding Easement” form to James & Carolyn Synder for signature, and recording the document. A cover letter needs to be completed.
- Research on Ordinance #101, #102 & and #103 is complete. When the research for all Resolutions & Policies is completed, Tom Koepp and Attorney Fabyan will review and update.
- Lift Station Engineering Service Contract – Update given under Sewer reports.
- Pewaukee Lake Dam Order & Lake Levels – A letter will be sent to the DNR and SEWRPC to move forward.
- Healthy Lakes Restoration – In January Tom Koepp will apply for a Grant
- The board signed the bank signature form, approved at the previous meeting, for the “Pewaukee Lake Improvement Fund”, which funds from the Walleyes for Tomorrow will be placed and specifically used for improvements to Pewaukee Lake and its watershed.

New Business- At 6:20 P.M., J. Ruf 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 2019 as presented by Accountant James O’Brien. J. Gutenkunst moved. J. Boland 2nd. A roll call vote was taken: Commissioner J.Ruf, J. Gutenkunst and

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J. Boland 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 2019 for staff, it was requested that T. Koepp leave the room at 6:47 P.M. to further discuss T. Koepp's wage & benefit package.

Following the above discussion, J. Ruf made a Motion at 6:59 P.M. to terminate the closed session and go back into open session. J. Gutenkunst 2nd. A roll call vote was taken.

Commissioners J. Ruf, J. Gutenkunst and J. Boland all voted aye.

Following further discussion in open session, a Motion was made by J. Gutenkunst to approve the wage and compensation recommendations as modified. J. Boland 2nd and all voted aye.

John Gutenkunst made a Motion to approve the SEP contribution for 2018 to remain at the current eleven percent (11%) of gross wages. J. Boland 2nd and all voted aye.

Next Meeting - The next monthly meeting is January 15, 2019 at 6:30 P.M. There being no further business brought before the board, John Ruf made a Motion to adjourn at 7:01 P.M.

John Gutenkunst 2nd. The motion passed unanimously.

_____ Joseph Boland, Secretary
_____ John F. Ruf, President