

**MINUTES****REGULAR MEETING****January 19, 2021**

The Regular Meeting of the Lake Pewaukee Sanitary District (LPSD) was duly convened at the Administration Building on the 19<sup>th</sup> day of January. This meeting was properly noticed.

Chairman John Ruf attended via conference call. 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 Michaelsen.

**Call to Order** – Chairman Ruf called the meeting to order at 6:30 P.M.

**Citizens Request** – None

**Approval of Minutes** – J. Boland made a Motion to approve the Minutes from the December 15, 2020 meeting as presented. J. Gutenkunst 2<sup>nd</sup>. Motion passed.

**Financial Report** – James O'Brien presented the financial statements for December. The accountant highlighted any cost variances that affected the reports. Following the discussion, J. Boland made a Motion to approve the December statements as presented and the vouchers for payment. Lake (\$27,934.38) Sewer (\$467,981.49). J. Gutenkunst 2<sup>nd</sup>. The Motion passed.

**Legal Report** – None

**Manager's Report**

**Lake Report** – The conveyor in the process of being rebuilt and now painted with a heavy primer, will get three coats of yellow paint, along with replacing new track, rollers and bearings, at a cost of approximately \$6,000. The stainless-steel barge will be worked on next.

**Sewer Report** -Televising of the sewer system has started over at Rocky Point & Taylors Woods. The District wants to stay proactive and analyze the system by locating any potential issues and correct them and plan for future maintenance.

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

- PS #7 radio has been quiet since the leaves fell off the trees, helping with communication. We anticipate a potential free pilot project with Ruekert & Mielke Engineering, using a cell phone system to replace the radio system.
- New generators for PS #2 & PS #4 are scheduled for installation sometime this week.
- PS #1 & PS #10 are in the process of being designed. The neighbors around PS #10 are requesting that the station be moved so they have a better view of the lake. A discussion was held regarding possibilities, along with the needed easements. Thomas Koepp is meeting with Atty. Kathy Gutenkunst to discuss the site. Attorney Erick Fabyan has been updated on the issue.
- Pewaukee Lake Dam Order & Lake Levels – No update. Level is where it was/is supposed to be at this time.

**New Business – “Sewer Building Expansion Project”.** A discussion was held regarding the Preliminary Design Services Proposal from Strand Engineering, (who designed the original building) at a cost of \$19,000.00 for the conceptual plans. Following the discussion, J. Ruf made a Motion to support going forward, that Strand Engineering - Phase I. (adding approximately 7,000 to 10,000 square feet). The commission would like the engineers to come to a meeting to discuss. Joseph Boland, 2<sup>nd</sup>. Motion passed.

- At 7:15 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 Disability Insurance benefit for 2021 as presented by Accountant James O’Brien and Thomas Koepp. J. Gutenkunst moved. A roll call vote was taken: Commissioner J. Ruf, J. Boland and J. Gutenkunst voted aye. Attorney Fabyan,

Accountant James O'Brien, Manager Thomas Koepp and Rita Michaelsen, recording secretary were also present.

Following the above discussion, J. Ruf made a Motion at 7:56 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. Boland and J. Gutenkunst voted aye.

Following further discussion in open session, the Board directed Attorney E. Fabyan to update the current language in the Employee Handbook and review the proposed Northwestern Mutual Disability Insurance policies.

**Next Meeting** - The next monthly meeting is February 16, 2021 at 6:30 P.M. There being no further business brought before the board, J. Boland made a Motion to adjourn at 8:03 P.M. John Gutenkunst 2nd. The motion passed unanimously.

\_\_\_\_\_ Joseph Boland, Secretary

\_\_\_\_\_ John F. Ruf, President