

**MINUTES****REGULAR MEETING****December 15, 2020**

The Regular Meeting of the Lake Pewaukee Sanitary District (LPSD) was duly convened at the Administration Building on the 15<sup>th</sup> day of December. This meeting was properly noticed.

Chairman John Ruf and Commissioner John Gutenkunst 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 6:55 P.M.

**Citizens Request** – None

**Approval of Minutes** – J. Ruf made a Motion to approve the Minutes from the November 17, 2020 meeting as presented. J. Gutenkunst 2<sup>nd</sup>. 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. Gutenkunst made a Motion to approve the November statements as presented and the vouchers for payment. Lake (\$11,830.67) Sewer (\$59,856.39). J.Ruf 2<sup>nd</sup>. The Motion passed.

**Legal Report - None**

**Manager's Report**

**Lake Report** – The conveyor in the process of being rebuilt and repainted, 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**- Met with Randy Langer, Strand Engineering to discuss the space needs structural requirements for the Sewer Building Expansion Project. It was requested to be placed on the

Agenda for the January meeting to further discuss a preliminary proposal for design services and bidding services.

-PS #7 & PS 12 radios have been having issues with communication. In the process of doing research to resolve the issues. We may be able to participate in a free pilot project using a cell phone system.

-Greg Good has been contacted to trim trees at the Gluth property, and remove the tree by PS #11. It is on the calendar to be removed later this week.

-Televising is expected to start in December yet.

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

- Lift Station Engineering Service Contract – Both generators for PS #2 & PS #4 have been removed and placed in storage with the necessary documents in place. The new generators are ordered and we are awaiting their arrival. The next rebuilding projects will be PS #1 & PS #10.

- Pewaukee Lake Dam Order & Lake Levels – No update at this time.

**New Business-** At 7:42 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 2021 as presented by Accountant James O'Brien. J. Gutenkunst moved. A roll call vote was taken: Commissioner J.Ruf, and J. Gutenkunst voted aye.

Attorney Fabyan, Accountant James O'Brien and Thomas Koepp were also present.

Following the discussion on the wage & the benefit package for 2021 for staff, it was requested that T. Koepp leave the room at 9:10 P.M. to further discuss T. Koepp's wage & benefit package.

Following the above discussion, J. Ruf made a Motion at 9:25 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 and J. Gutenkunst voted aye.

Following further discussion in open session, a Motion was made by J.Ruf to approve the wage and compensation recommendations as discussed and to approve the SEP contribution for 2020 to remain at the current eleven percent (11%) of gross wages. J. Gutenkunst 2<sup>nd</sup> and all voted aye.

**Next Meeting** - The next monthly meeting is January 19, 2021 at 6:30 P.M. There being no further business brought before the board, John Ruf made a Motion to adjourn at 9:29 P.M.

John Gutenkunst 2nd. The motion passed unanimously.

\_\_\_\_\_ Joseph Boland, Secretary  
\_\_\_\_\_ John F. Ruf, President