

MINUTES**REGULAR MEETING****February 16, 2021**

The Regular Meeting of the Lake Pewaukee Sanitary District (LPSD) was duly convened at the Administration Building on the 16th day of February. 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 January 16, 2021 meeting as presented. J. Gutenkunst 2nd. Motion passed.

Financial Report – James O'Brien presented the financial statements for January. The accountant highlighted any cost variances that affected the reports. Following the discussion, J. Boland made a Motion to approve the January statements as presented and the vouchers for payment. Lake (\$17,004.85) Sewer (\$228,836.61). J. Ruf 2nd. The Motion passed.

Legal Report – Attorney Fabyan reported on terms and requirements for Commissioners.

Manager's Report

Lake Report – The conveyor is completed. The stainless-steel barge is getting the steel super structure put on now. Patching holes, doing any repairs that are needed on the super structure and the hydraulic lines will be replaced. The barge will than be primed and painted.

Sewer Report -The crew from Visu-Sewer is televising several areas of the sewer system. The pipe generally looks like new, so far only one bad spot (crack in crown of pipe) that will be

repaired in the spring. The District wants to stay proactive and analyze the system by locating any potential issues, correct them and plan for future maintenance.

This week we met with Doug Hamilton, Huston Company (RBase Software) and Tim Anderson, Ruekert & Mielke, to discuss the process of our GIS search on RBase. The goal is to have it work with the existing county digital mapping when we search a property.

Unfinished Business – Thomas Koepp reported on the following:

- New generators for PS #2 & PS #4 have been installed. Now working on the piping, louvers and interior.
- PS #1 & PS #10 are set to be advertised for the bidding process. A discussion was held regarding the request of the neighbors around PS #10 that the station be moved so they have a better view of the lake. Attorney Fabyan reported on his research that the new location would be in a Road Right a Way and we would have to obtain some needed easements etc. Following his report, the commissioners all agreed that it would be in the best interest for LPSD that the PS #10 building be built on LPSD property. The commission directed T. Koepp to push the bid dates back one week so he can review the plan sheets.
- The Commission directed the Attorney to order a letter report for the easements for PS 1 & 5 at a cost of \$400.00.
- Pewaukee Lake Dam Order & Lake Levels – WDNR responded that the raising of the water level can be done by March 15, or after “ice is out”. Whichever comes first.
- “Sewer Building Expansion Project”. The Preliminary Design Services Proposal from Strand Engineering, (who designed the original building) at a cost of \$19,000.00 for the conceptual plans has been signed. They will be coming for a meeting tomorrow, to further discuss the preliminary

plans and any changes or additions. We are looking to add adding approximately 10,000 square feet. The commission would like the engineers to do a presentation at a meeting to discuss the plans when they are at 50% or so.

- At 7:45 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 for 2021 as presented by Accountant James O'Brien and Thomas Koepp. J. Gutenkunst so moved. A roll call vote was taken: Commissioner J. Ruf, J. Boland and J. Gutenkunst voted aye. Motion passed. Attorney Fabyan, Accountant James O'Brien, Manager Thomas Koepp and Rita Michaelson, recording secretary were also present.

Following the above discussion, J. Ruf made a Motion at 8:20 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. Motion passed.

Following further discussion in open session, the Board directed the Accountant to review the proposed Northwestern Mutual Disability Insurance policies. Attorney E. Fabyan was asked to update the current language in the Employee Procedures & Practices regarding Disability Insurance.

New Business – None

Next Meeting - The next monthly meeting is March 16, 2021 at 6:30 P.M. There being no further business brought before the board, J. Boland made a Motion to adjourn at 8:25 P.M. John Gutenkunst 2nd. The motion passed unanimously.

Joseph Boland, Secretary

John F. Ruf, President