

MINUTES

REGULAR MEETING

NOVEMBER 16, 2021

The Regular Meeting of the Lake Pewaukee Sanitary District (LPSD) was duly convened on the 16th day of November. This meeting was properly noticed. Commissioner Joseph Boland was present. Chairman John Ruf attended via conference call. Also, in attendance: Thomas Koepp, Manager; James O'Brien, Accountant; and Recording Secretary, Rita Michaelsen.

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

Citizens Request –

Approval of Minutes – J. Boland made a motion to approve the Minutes from the October 19, 2021, meeting as presented. John Ruf seconded. Motion passed.

Financial Report – James O'Brien presented the financial statements for October. The report highlighted any cost variances that may affect the budget. Following the discussion, J. Boland made a motion to approve the October statements as presented and the vouchers for payment. Lake (\$16,854.16) Sewer (\$208,896.35). J. Ruf seconded. Motion passed.

Legal Report – None

Manager's Report:

Lake – The lake equipment is being winterized and shrink wrapped.

The old barge is beyond repair and will either be scraped or sold.

Sewer – Flushing is near total completion. The old generator from PS #4 was sold for \$2500.00.

The Rocky Point sewer repair was scheduled but had to be reschedule due to rain.

Unfinished Business –

Lift Station Engineering Service Contracts:

- PS #1 – Is near 80% complete. WE Energies will be installing the transformer across the street.
- PS #10 – The project is 80% complete. The extra cost from DF Tomasini for \$8,824.00 was to raise
- the wet well prior to paving the driveway. LPSD staff used the skid steer to add stone and grade the

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- Driveway for better drainage. The gas & electric are completed Both stations should be completed by year end, except for restoration that would be done in the spring.
- The load bank test is scheduled for later this week.
- Sewer Building Expansion Project. When T. Koepp met with the City of Pewaukee to discuss a possible pole barn addition at the Prospect property, they mentioned that they will require a landscape plan and we should submit preliminary drawings to be presented at a Common Council meeting. T. Koepp will contact Strand Engineering and have them submit a preliminary plan to the City.
- A discussion was held regarding candidates that have been contacted (or to be contacted) for the position of a functional equivalent of a part-time Chief Financial Officer. We are waiting for responses from several companies.

New Business – A discussion regarding the “Resolution Designating Depository Form” was had and the form was signed by the Clerk as required by Waukesha State Bank for the new Wetland Fund account. J. Ruf made a Motion to approve. J. Boland, 2nd. Motion passed.

Next Meeting - The next monthly meeting is December 15, 2021, at 5:00 P.M. There being no further business brought before the Board, J. Ruf made a Motion to adjourn at 8:45 P.M. J. Boland seconded. Motion passed.

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