

**MINUTES****REGULAR MEETING****February 18, 2020**

The Regular Meeting of the Lake Pewaukee Sanitary District (LPSD) was duly convened at the Administration Building on the 18th day of February. 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; 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 21st, 2020 meeting as presented. J. Gutenkunst 2<sup>nd</sup>. 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. Gutenkunst made a Motion to approve the January statements as presented and the vouchers for payment. Lake (\$133,913.78) Sewer (\$165,938.31). J. Boland 2<sup>nd</sup>. The Motion passed.

**Legal Report** – None

**Manager's Report:**

**Lake Report** – The lake crew ads were placed on Indeed and Craigslist. We have a total of six applicants already hired, of those, three students are returning from last year.

Due to the injury of Shawn O'Hern, we may get a temporary "fill in" person.

**Sewer Report**- Painting the existing garage interior. Also sorting and organizing everything.

Computers will be upgraded this week by Brian Seefeldt, Ruekert-Mielke.

**Unfinished Business –**

- Lake Management Plan by SEWRPC – Discussion was held regarding the edits that should be done to the plan along with suggestions for better clarification of certain sections. Thomas Koepf will request the deadline be extended to the 1<sup>st</sup> week in March, to complete the review and send to SEWRPC.

- PS #7 is scheduled to be energized by the end of this week.

- Lift Station Engineering Service Contract PS #2 & PS #4 – The surveyors are out and site plan is ready for T. Koepf to locate the building. Notice letters are in the process of being written and a date to meet the surrounding homeowners on site will be included.

- Pewaukee Lake Dam Order & Lake Levels – T. Koepf reported at this time SEWRPC's is creating documents regarding the spring/fall dam levels for Michelle Haze, WDNR. T. Koepf reported that the Village of Pewaukee will purchase the gauge that will electronically measure levels only and that LPSD will do a cost share.

J. O'Brien, Accountant requested the Employee Procedures & Practices discussion regarding a review of the current disability insurance policies be postponed until the next meeting for further research.

**New Business- None**

**Next Meeting -** The next monthly meeting is March 18<sup>th</sup>, 2020 at 6:30 P.M. There being no further business brought before the Board, Joseph Boland made a Motion to adjourn at 7:20 P.M. John Gutenkunst 2nd. The motion passed unanimously.

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Joseph Boland, Secretary

John F. Ruf, President