

MINUTES

REGULAR MEETING

DECEMBER 21, 2022

The Regular Meeting of the Lake Pewaukee Sanitary District (LPSD) was duly convened on the 21st day of December. This meeting was properly noticed. Chairman John Ruf and Commissioner Joseph Boland and Jennifer Barker were present. Also, in attendance: Thomas Koepp, Manager; Erick Fabyan, Attorney; Ruth Shibilski, Accountant; and Recording Secretary, Rita Michaelsen.

Call to Order – Chairman Ruf called the meeting to order at 5:00 P.M.

Citizens Request – None

Approval of Minutes – J. Boland made a motion to approve the Minutes from the November 15, 2022, meeting as presented. J. Barker seconded. Motion passed.

Legal Report – None

Financial Report – Ruth Shibilski presented the financial statements for November. The report highlighted any cost variances that may affect the budget. Following the discussion, J. Boland made a motion to approve the November statements as presented and the vouchers for payment. Lake (\$9,652.14) Sewer (\$92,708.35). J. Ruf seconded. Motion passed.

Manager's Report:

Sewer – Presented his report with photos, showing the process of unclogging the jammed sewer impeller, from the sewer alarm at 3:30 AM this morning. It was caused by someone flushing down underwear.

PS#11 will be getting new impellers installed this coming year.

Lake – Currently working on the crane truck brakes. Next, we will be refurbishing the paddle wheel system on all (3) shore barges.

Unfinished Business –

There are no updates on the flow monitoring, sewer capacity and ground water study currently.

Ruekert-Mielke will start the study in spring when wet weather shows the true flows for capacity analysis

The drafted easement documents for PS 9 & 12 have been sent to Maggie Wagner, Public Works Director, City Engineer, Pewaukee.

New Business –

Following a discussion held regarding the Employee Procedures & Practices Handbook, update of Section IV Employee Benefits, I: SEP Retired Benefit, #2c: a Motion was made by J. Boland to update the section to current IRS regulation as proposed by Atty. Fabyan. J. Barker seconded. Motion passed unanimously.

J. Boland made a Motion to appoint J. Barker as a liaison to the Pewaukee Yacht Club (PYC). J. Ruf seconded. Motion passed.

Following a discussion regarding the SEP contribution for 2022, J. Boland made a Motion that it remain at the current eleven percent (11%) of gross wages. J. Ruf seconded. Motion aApproved

At 6:00 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 2023 as presented by Manager T. Koepp and Accountant R. Shibilski. J. Boland moved. A roll call vote was taken: Commissioner J. Ruf, J. Boland and J. Barker voted aye. Attorney Fabyan, Accountant Ruth Shibilski and Thomas Koepp were also present.

Following the discussion on the wage & the benefit package for 2023 for staff, it was requested that T. Koepp leave the room at 6:30 P.M. to further discuss T. Koepp's wage & benefit package.

Following the above discussion, J. Ruf made a Motion at 6:50 P.M. to terminate the closed session and go back into open session. J. Boland 2nd. A roll call vote was taken. Commissioners J. Ruf, J. Boland, and J. Barker all voted aye.

Following further discussion in open session, a Motion was made by J. Ruf to approve the wage and compensation recommendations as discussed in closed session. J. Barker seconded. All voted aye.

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Next Meeting - The next monthly meeting is January 17, 2023, at 6:30 P.M. There being no further business brought before the Board, J. Boland made a Motion to adjourn at 6:51 P.M. J. Ruf seconded. Motion passed.

Joseph Boland, Secretary

John F. Ruf, President