

LAKELAND SANITARY DISTRICT NO. 1

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NOTICE OF MEETING – REGULAR MEETING

TITLE OF GROUP MEETING: LAKELAND SANITARY DISTRICT NO. 1

PLACE: LAKELAND SANITARY DISTRICT NO. 1 OFFICE
8780 MORGAN RD.
MINOCQUA, WI 54548

DATE: JANUARY 21, 2025

PURPOSE: REGULAR BOARD MEETING

TIME: 4:00 P.M.

AGENDA:

1. CALL MEETING TO ORDER.
2. APPROVAL OF 1-21-25 AGENDA
3. APPROVAL OF 12-10-24 MEETING MINUTES
4. P. MORROW – MSA WWTP FACILITY UPGRADE UPDATES
5. PROPOSAL AND APPROVAL OF #1 PUMP REPLACEMENT AT #7 LIFT STATION
6. CONVENE IN TO CLOSED SESSION PURSUANT TO WI STATS 19.85(1)(c) Considering employment, promotion, compensation, of performance evaluation data of any public employee over which the governmental body has jurisdiction of or exercises responsibility – for the purpose of employee evaluation, and/or six month review.
7. CONVENE INTO OPEN SESSION
8. ACTION TAKEN FROM CLOSED SESSION
9. REVIEW AND APPROVAL OF REVISED LSD EMPLOYEE HANDBOOK
10. APPROVAL OF DECEMBER CREDIT CARD STATEMENT AND PAYMENTS
11. SIGN CHECKS/PAY BILLS
12. INFORMATION/CORRESPONDENCE

TIME OF POSTING: JANUARY 17, 2025

**NAME AND TITLE OF PERSON
DIRECTING THAT THIS NOTICE
BE POSTED:** TOM WIPPERFURTH
PRESIDENT

Upon reasonable notice, efforts will be made to accommodate the needs of the disabled individuals through appropriate aids and service. Contact the Lakeland Sanitary District @ 715-356-4454.

NOTICE OF MEETING.doc

LAKELAND SANITARY DISTRICT NO. 1
REGULAR MEETING
January 21, 2025

Present: T. Wipperfurth, M. Killian, R. LaPlante

Absent:

Others: W. Peters, J. Benson, R. Ansari – MSA Professional Services, N. Kizorek, AJ Schlieve

The meeting was called to order by President T. Wipperfurth on January 21, 2025 at 4:00 P.M. All public notices have been posted to meet with the open meeting law and the building is accessible for the handicapped.

Approval of 1-21-25 Agenda: M. Killian made a motion to approve the 1-21-25 agenda. R. LaPlante seconded the motion. All in favor, motion carried.

Approval of 12-10-24 Regular Meeting Minute: M. Killian made a motion to approve the minutes for the 12-10-24 meeting minutes; R. LaPlante seconded the motion. All in favor, motion carried.

Agenda Item #4: Rahim Ansari of MSA – WWTP Facility Upgrade Updates: R. Ansari of MSA Professional Services handed the board the professional services agreement contract for construction services and for the funding services provided by MSA Professional. R. Ansari went over the project bid and each line item and what each cost will be covering. The final Clean Water loan from WI DNR amount will be \$24,148,200. He then went through each contract; the construction services contract and the funding services contract and explained what each contract cost will be covering. There were a few questions and everything was explained and discussed. M. Killian made a motion to approve the professional services agreement contract for construction services in the amount of \$2,358,700 and for the professional agreement contract for funding services in the amount of \$48,000 to MSA Professional Services. R. LaPlante seconded the motion. All in favor, motion carried.

Agenda Item #5: Proposal and approval of #1 pump replacement at #7 lift station: W. Peters explained to the board that the #1 pump at lift station number 7, located at 502 Chicago Ave., Minocqua, is over 38 years old and on Thanksgiving 2024 the pump ceased to work and we have been using pump 2 solely at this station. Crane Engineering came in and pulled the pump to see if it could be fixed but because of the year and damage it is not fixable. Also for the new pump to fit all the piping in the lift station needs to be redone. Crane Engineering quoted a new pump, piping and labor to install at \$29,478. M. Killian made a motion to approve the purchase and replacement of the #1 pump at #7 lift station; T. Wipperfurth seconded the motion. All in favor, motion carried.

Agenda Item #6: Convene into Closed Session Pursuant to Wisc. Stats 19.85(1)(c)- Considering Employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility- for the purpose of employee evaluation, and/or six month review: M. Killian made a motion to convene into closed session, R. LaPlante seconded the motion. Roll call vote taken: T. Wipperfurth – Aye, M. Killian – Aye, R. LaPlante – Aye. The Board convened into closed session at 4:42 P.M.

Agenda Item #7: Reconvene into Open Session: M. Killian made a motion to reconvene into open session, R. LaPlante seconded the motion. Roll call vote taken: T. Wipperfurth – Aye, M. Killian – Aye, R. LaPlante – Aye. The board reconvened into open session at 5:15 P.M.

Agenda Item #8: Action Taken from Closed Session: M. Killian made a motion to approve a \$1.00 per hour raise for D. Mayo (6 month evaluation) and \$1.00 per hour raise for N. Kizorek for successfully passing his DNR water operator exams. Both to be effective on the next pay period; R. LaPlante seconded the motion. All in favor, motion carried.

Agenda Item #9: Review and approval of revised LSD employee handbook: M. Killian made a motion to table this agenda item until the next board meeting. R. LaPlante seconded the motion. All in favor, motion carried.

Agenda Item #10: Approval of December Credit Card Statement and Payments: T. Wipperfurth made a motion to approve the December credit card statement and payments. M. Killian seconded the motion. All in favor, motion carried.

Agenda Item #11: Sign Checks/Pay Bills

Agenda Item #12: Info/Correspondence: J. Benson informed the board that while doing the last account payable that the laser printer had a jam and three checks were wrecked in the process. In January's check register, checks #43473 through #43475 have been voided and she wanted them to be aware that there will be a skip in the check numbers. M. Killian asked J. Benson to check with the Town of Minocqua clerk if there are any regulations or rules on how the board members are paid, if it has to be quarterly or if that could be changed to monthly. There being no further business, the meeting was adjourned at 5:28 P.M., on a motion by M. Killian, seconded by R. LaPlante.

Clerk: Rick A. LaPlante