

# LAKELAND SANITARY DISTRICT NO. 1

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## NOTICE OF MEETING

**TITLE OF GROUP MEETING:** LAKELAND SANITARY DISTRICT NO. 1

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

**DATE:** OCTOBER 13, 2020

**PURPOSE:** REGULAR MEETING

**TIME:** 4:00 P.M.

### **AGENDA:**

1. CALL MEETING TO ORDER.
2. APPROVAL OF 10-13-20 AGENDA
3. APPROVAL OF 9-29-20 MEETING MINUTES
4. PROPOSAL OF 2021 BUDGET
5. REVIEW OF WWTP OPERATOR APPLICANTS
6. APPROVAL OF SEPTEMBER CHECKS AND CREDIT CARD CHARGES
7. SIGN CHECKS/PAY BILLS
8. INFORMATION/CORRESPONDENCE

**TIME OF POSTING:** OCTOBER 9, 2020

**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  
October 13, 2020

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

Absent:

Others: J. Benson, W. Peters, K. Timmons

The meeting was called to order by President T. Wipperfurth on October 13, 2020 at 4:02 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 Agenda 10-13-20:** M. Killian made a motion to approve the agenda for the 10-13-20 meeting; R. LaPlante seconded the motion. All in favor, motion carried.

**Approval of Minutes 9-29-20 Meeting:** M. Killian made a motion to approve the minutes for the 9-29-20 meeting; R. LaPlante seconded the motion. All in favor, motion carried.

**Agenda Item #4: Proposal of 2021 Budget:**

W. Peters went over several handouts for the 2021 Lakeland Sanitary budget. The main overview for the budget is as follows:

Revenues from 2019 to 2020 are roughly the same.

Revenues were down in the beginning of 2020 due to Covid-19 and the shut down of businesses, however as the year progressed consumption was higher due to the increase to the population/ tourists.

Interest rates on bank accounts have continued to drop. Peoples general checking account interest rate is 0.13% / Local Government Investment Pool accounts interest rates are 0.13% as well.

Increase to Revenues:

Connection fees from new dental clinic (Hwy 70 W)

Increase of septic pumpers to plant

Increase of RV/campers to plant

We were able to save funds due to not having any major projects or expenses. Largest expenses for 2020 was a watermain break on USH 51 (MQ Tire & Auto) in January 2020 and watermain break on USH 47 (Soap N Suds). Both project costs were covered by funds in our general checking account.

Expenses for 2019 to 2020 have gone down due to staffing/ wage reductions. We will have to replace personnel in the field but wages will still be reduced from 2019. Added an expense account for Covid related expenses, supplies and/or payroll, however we project 2021 expenses for this to be low as it was for 2020.

Several larger ticket items that we are looking at purchasing in 2021 and budgeting for are as follows:

Screens for presses - \$10,000 – this will be an annual purchase to keep presses running properly.

Vac/Jetter Truck -- \$150,000

Office phone system -- \$8,500

Skidsteer bucket -- \$1,300

Rebuild kit for pumps Parts (#3 Save More) – \$5,800

Air relief valves -- \$7,600 – these air relief valves are over 20 years old – pumps malfunction when air is in the forcemain – area where valves are – AVW school to Plowman's forcemain

#4 Well unit heater --- \$3,000

Utility locator -- \$4,500 – locator we currently have is not working properly and we are unable to locate accurately

Employee wage increase 6% -- employees did not receive an annual increase in 2019 and with the significant changes in personnel in 2020 W. Peters felt that everyone has stepped up in their positions and are working hard to keep LSD running smoothly. M. Killian asked J.

Benson to provide a more detailed outline of wage increases for LSD employees for the past years before making a decision on this item.

There was brief discussion about each line item and the reasons for updating or the need to purchase. W. Peters suggested that \$250,000 from the general checking be put into a different account that provides higher interest rate and to not have so much in the general checking account. It was also stated that we will shop around to see what other banks can offer for higher interest rates. It was noted that interest income on the budget has decreased significantly. This is due to the WI PSC regulation to not allow utilities to charge late fee penalties to customers due to Covid-19 from March 2020 to July 2020. T. Wipperfurth stated that another review of the 2021 budget needs to be on the next meeting to go over line items further. Once approved LSD will hold another meeting for the public budget hearing on the 2021 budget.

**Agenda Item #5: Review of WWTP Job Applicants:** Resumes and applications of each applicant were given to each commissioner. W. Peters went over each applicant, there were six total applicants at this time. Here is a brief breakdown of each and what was decided for each after discussions:

Stacy Shampo – Has many qualifications and certifications however he is looking for \$30/hour, lives in Hiles, WI and not wanting to relocate. W. Peters felt this person was not a good fit.

Thomas Merchak – Has a B.S. in Biology, Minor in Chemistry, no other qualifications or certifications and is looking for \$27/hour. T. Wipperfurth felt he was not a good candidate.

Tyler Shoenick – Has OIT certifications and looking for \$32/hour – decided to withdraw his application due to the significant pay decrease.

Jacob Wanserski – Has OIT certifications and other qualifications however W. Peters called a reference and was not a good review. W. Peters felt that he would not be a good fit either.

Dan Henning – Has OIT certifications and other qualifications for lab samples, etc. W. Peters would like to interview but Henning still needs to submit an application.

Mike Ecklund – Local resident that comes with high recommendations but not many qualifications and/or certifications. However, W. Peters and T. Wipperfurth both stated that he would be worth training and teaching a new person. Wage was agreeable and is not looking at moving out of the area. W. Peters would like to set up an interview.

After discussing each applicant in depth, pros vs. cons etc. it was decided to run the help wanted ad in the Lakeland Times until October 23, 2020 to give more time for other interested parties to apply. We will continue to run the help wanted ads on LSD website, WRWA website and on WI Job Center website until October 23, 2020 as well. After a brief discussion about posting on Facebook marketplace it was decided not to post the help wanted ad here. R. LaPlante asked about doing background checks on the applicants – K. Timmons stated that the Minocqua Police department charges \$10 to do a background check.

**Agenda Item #6: Approval of September checks and credit card charges.**

**Agenda Item #7: Sign checks/ Pay bills**

**Agenda Item #7: Informational/Correspondence:** M. Killian stated the next board meeting will be October 27, 2020 and to put another review of the 2021 budget on the agenda and to also set up interviews for WWTP applicants discussed.

There being no further business, the meeting was adjourned at 4:49 P.M., on a motion by M. Killian, seconded by R. LaPlante.

Clerk: Rick A. LaPlante