

# 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: FEBRUARY 11, 2025  
PURPOSE: REGULAR BOARD MEETING  
TIME: 4:00 P.M.

### AGENDA:

1. CALL MEETING TO ORDER.
2. APPROVAL OF 2-11-25 AGENDA
3. APPROVAL OF 1-21-25 MEETING MINUTES
4. P. MORROW – MSA WWTP FACILITY UPGRADE UPDATES
5. REVIEW AND APPROVAL OF REVISED LSD EMPLOYEE HANDBOOK
6. APPROVAL OF JANUARY CREDIT CARD STATEMENT AND PAYMENTS
7. SIGN CHECKS/PAY BILLS
8. INFORMATION/CORRESPONDENCE

TIME OF POSTING: FEBRUARY 7, 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  
February 11, 2025

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

Absent:

Others: W. Peters, J. Benson, A. Schlieve, P. Morrow – MSA Professional Services, Brian Jopek – Lakeland Times

The meeting was called to order by President T. Wipperfurth on February 11, 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 2-11-25 Agenda:** M. Killian made a motion to approve the 2-11-25 agenda. R. LaPlante seconded the motion. All in favor, motion carried.

**Approval of 1-21-25 Regular Meeting Minute:** R. LaPlante made a motion to approve the minutes for the 1-21-25 meeting minutes; M. Killian seconded the motion. All in favor, motion carried.

**Agenda Item #4: P. Morrow of MSA – WWTP Facility Upgrade Updates:** P. Morrow of MSA Professional Services was present to let the board know that we had the pre-construction meeting with Miron Construction, Pieper Electrical and August Winter & Sons and the meeting went very well. There was good attendance and good questions letting P. Morrow feel confident that everyone is ready to go on the project and planning each step accordingly. The pre-existing condition survey is set for March 10, 2025. This will document any pre-existing damages to buildings, foundations, asphalt, etc. Miron Construction is scheduled to do potholing March 17, 2025 using a vacuum excavator to locate any possible underground piping conflicts. Clearing and scrubbing is set to start the week of April 1, 2025 and the first formal construction meeting with the board and contractors will be April 8, 2025. All dates are tentative with weather. P. Morrow explained to the board the delegation of signature authority form. This gives MSA permission to submit the Stormwater NOI on your behalf. The board thanked P. Morrow for the updates and his time.

**Agenda Item #5: Review and approval of revised LSD employee handbook:** M. Killian made a motion to approve the part time clerical position to receive vacation under the following schedule: 1 years of service = number of hours average/wk (yr prior); 4 years of service = 2 x number of hours average/wk (yr prior); 7 years of service = 3 x number of hours average/wk (year prior). R. LaPlante seconded the motion. All in favor, motion carried.

**Agenda Item #6: Approval of January Credit Card Statement and Payments:** In January's check register, checks #43473 through #43475 had been destroyed (printer problem) and voided. This created the check numbers to be incorrect. J. Benson will call Workhorse to have the correct check numbers assigned to the correct payments. M. Killian made a motion to approve the January credit card statement and payments. R. LaPlante seconded the motion. All in favor, motion carried.

**Agenda Item #7: Sign Checks/Pay Bills**

**Agenda Item #8: Info/Correspondence:** W. Peters informed the board that there were three water main breaks in the month of January and several service line freeze-ups. There being

no further business, the meeting was adjourned at 4:36 P.M., on a motion by M. Killian,  
seconded by R. LaPlante.

Clerk: *Rick A. LaPlante*