

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: MAY 14, 2024
PURPOSE: REGULAR BOARD MEETING
TIME: 4:00 P.M.

AGENDA:

1. CALL MEETING TO ORDER.
2. APPROVAL OF 5-14-24 AGENDA
3. APPROVAL OF 4-15-24 MEETING MINUTES
4. APPROVAL OF 4-19-24 SPECIAL MEETING MINUTES
5. APPROVAL OF 4-29-24 SPECIAL MEETING MINUTES
6. APPROVAL OF 5-3-24 SPECIAL MEETING MINUTES
7. PAT MORROW OF MSA – WWTP FACILITY UPGRADE UPDATES
8. BAKER TILLY – SUGGESTION ABOUT DOING FULL SEWER RATE STUDY
9. DISCUSSION OF SECURITY NEEDS FOR WWTP
10. APPROVAL OF APRIL CREDIT CARD STATEMENT & PAYMENTS
11. SIGN CHECKS/PAY BILLS
12. INFORMATION/CORRESPONDENCE

TIME OF POSTING: MAY 10, 2024
**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
May 14, 2024

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

Absent:

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

The meeting was called to order by President T. Wipperfurth on May 14, 2024 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 5-14-24 Agenda: M. Killian made a motion to approve 5-14-24 agenda. R. LaPlante seconded the motion. All in favor, motion carried.

Approval of 4-15-24 Meeting Minutes: M. Killian made a motion to approve the minutes for the 4-15-24 meeting; R. LaPlante seconded the motion. All in favor, motion carried.

Approval of 4-19-24 Special Meeting Minutes: M. Killian made a motion to approve the minutes for the 4-19-24 meeting; T. Wipperfurth seconded the motion. All in favor, motion carried.

Approval of 4-29-24 Special Meeting Minutes: M. Killian made a motion to approve the minutes for the 4-29-24 meeting; T. Wipperfurth seconded the motion. All in favor, motion carried.

Approval of 5-3-24 Special Meeting Minutes: R. LaPlante made a motion to approve the minutes for the 5-3-24 meeting; M. Killian seconded the motion. All in favor, motion carried.

Agenda Item #7: Pat Morrow of MSA – WWTP Facility Upgrade Updates:

Pat Morrow of MSA Professional Services was in attendance to update the board on how the facility upgrade planning is going. He informed the board that they are having a meeting on Thursday with A. Schlieve and W. Peters to go over building materials and finalizing designs. They also will be exploring the two generator options. There was a brief discussion about the different options and cost difference. P. Morrow stated that they did expand the footprint and there were concerns brought up about an eagle's nest in the proposed area. He said he would address that with the WI DNR since there are no eagle's nest in the area. P. Morrow talked about the Scada alarm system and how it will work in regards to the dewatering and thickening presses. He stated there will be cameras in the sludge building to help with controls and running the presses after hours. The board thanked P. Morrow for the updates.

Agenda Item #8: Baker Tilly – Suggestion Full Sewer Rate Study: J. Benson informed the board that Megan Cahill at Baker Tilly had suggested that Lakeland Sanitary District have a full sewer rate study done and that Baker Tilly would do the rate study. W. Peters told the board that he felt that we had calculated the sewer rate increases accurately and that we should be well covered for the upcoming expenses from the WWTP facility upgrade. It was stated that the revenues will continue to go up based on the population growth in the area and more homes and buildings being built as well. The board agreed that a full sewer rate study would not be necessary at this time.

Agenda Item #9: Discussion of Security Needs for WWTP:

M. Killian asked P. Morrow about the possibility of including security cameras and measures with the plant upgrade. P. Morrow said he would like to talk with his electrical engineer in regards to the best way to have this done. It may cost more to have the engineers integrate a security system than having a local company do it. J. Benson told the board that she had called PerMar and a representative is coming tomorrow to do a walk around and provide different quotes and options they can provide as well.

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

Agenda Item #9: Sign Checks/Pay Bills

Agenda Item #10: Info/Correspondence: J. Benson shared information about a payroll timesheet portal that Workhorse is now offering. Benefits would be automation of the timesheets, greater transparency and reduction in errors and integration with the payroll system that we currently use. A handout was provided to show the cost for the module and the annual pricing for software support. The board inquired how timesheets were being handled presently. W. Peters stated that it is a handwritten timesheet and he goes over the timesheets and approves all the employee's hours and that this is an unneeded expense. W. Peters stated that the district will need to address issues and repairs that need to be completed soon to the South water tower. There was a brief discussion about the needed repairs and that W. Peters will be working on getting quotes for the work that needs to be done. There being no further business, the meeting was adjourned at 4:42 P.M., on a motion by M. Killian, seconded by R. LaPlante.

Clerk: 