

# LAKELAND SANITARY DISTRICT NO. 1

(715) 356-4454  
Phone

8780 Morgan Road \* Minocqua, WI 54548  
[sandist@frontier.com](mailto:sandist@frontier.com)

(715) 358-8830  
Fax

## 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:** JUNE 25, 2024  
**PURPOSE:** REGULAR BOARD MEETING  
**TIME:** 4:00 P.M.

### **AGENDA:**

1. CALL MEETING TO ORDER.
2. APPROVAL OF 6-25-24 AGENDA
3. APPROVAL OF 5-14-24 MEETING MINUTES
4. BAKER TILLY 2023 AUDIT REVIEW AND APPROVAL
5. PAT MORROW OF MSA – WWTP FACILITY UPGRADE UPDATES
6. DISCUSSION AND APPROVAL OF SECURITY CAMERAS FOR WWTP
7. APPROVAL OF 2023 COMPLIANCE MAINTENANCE REPORT – RESOLUTION 2023-1
8. 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 interviews for the WWTP operator position.
9. CONVENE INTO OPEN SESSION
10. ACTION TAKEN FROM CLOSED SESSION
11. APPROVAL OF MAY CREDIT CARD STATEMENT AND PAYMENTS
12. SIGN CHECKS/PAY BILLS
13. INFORMATION/CORRESPONDENCE

**TIME OF POSTING:** JUNE 21, 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

June ~~26~~<sub>25</sub>, 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 June 26, 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 6-25-24 Agenda:** M. Killian made a motion to approve 6-25-24 agenda. R. LaPlante seconded the motion. All in favor, motion carried.

**Approval of 5-14-24 Meeting Minutes:** R. LaPlante made a motion to approve the minutes for the 5-14-24 meeting; M. Killian seconded the motion. All in favor, motion carried.

**Agenda Item #4: Baker Tilly 2023 Audit Review and Approval:**

Megan Cahill of Baker Tilly was on a conference call to present the board the 2023 audit. She went over briefly the highlights of the Reporting and Insights report. She informed the board that the audit went smoothly and there were no significant issues to cover. She did inform the board about new debt compliance requirements that we will need to be aware of with the WWTP facility upgrades and the new debt incurred. She went over the Utility Results handout and said the rate of return will go up over 2024 since 2023 rate increase was only for part of the year. The Clean Water funding will require us to review rates every two years. It does not have to be a formal full rate study, just as long as we are reviewing the rates to make sure it covers the new debt for the facility upgrades. The board thanked Megan for her information and time. M. Killian made a motion to approve the 2023 audit; T. Wipperfurth seconded the motion. All in favor, motion carried.

**Agenda Item #5: 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 have met with A. Schlieve and W. Peters to go over all control options. He asked if he could pass on the security camera quotes to Lance, MSA's electrical engineer, to make sure that the new upgrades and technology will work together. He also said that he is getting inquiries from contractors about the facility upgrade and that they are interested in bidding on the project. P. Morrow stated that he hopes the plans will be in WI DNR que in the next month or so and that Pat Hageman from the DNR contacted him and is helping move things forward. The board thanked P. Morrow for the updates

**Agenda Item #6: Discussion and Approval of Security Cameras WWTP:**

Since P. Morrow would like to go over the security camera bids the board tabled this agenda item.

**Agenda Item #7: Approval of 2023 Compliance Maintenance Report – Resolution 2023-1:**

M. Killian made a motion to approve the 2023 Compliance Maintenance Report – Resolution 2023-1; R. LaPlante seconded the motion. All in favor, motion carried.

**Agenda Item #8: 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 interviews for the WWTP operator position:** 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 #9: 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 4:46 P.M.

**Agenda Item #10: Action Taken from Closed Session:** M. Killian made a motion to offer the WWTP operator position to Donovan Mayo starting at \$21 per hour with a start date of June 26, 2024; T. Wipperfurth seconded the motion. All in favor, motion carried.

**Agenda Item #11: Approval of May Credit Card Statement and Payments:** M. Killian made a motion to approve the May credit card statement and payments, R. LaPlante seconded the motion. All in favor, motion carried.

#### **Agenda Item #12: Sign Checks/Pay Bills**

**Agenda Item #13: Info/Correspondence:** W. Peters informed the board about blacktop that still has not been completed by Pitlik and Wick and that he will hold off paying the invoice for the repairs done on Old Highway 70 until they complete these previous projects. He also informed the board that Merrill Sand and Gravel did the manhole rehabilitation work on South USH 51 due to HydroPro not being available to get the work done while the WI DOT was doing the repairs on the road. Merrill Sand and Gravel completed the repairs and the work came under budget. W. Peters told the board about lift station #17 and that the operators are continually having to pull the pump here due to large amounts of rags being flushed into the system. He is looking into a different kind of pump that has a reverse pumping action to help clear the rags and shred them up so they pass through. M. Killian asked that W. Peters keep track of the man hours spent at this particular lift station due to the large amount of rags that are coming solely from the assisted living facility. The board feels that the assisted living facility should either have a pretreatment system in place to alleviate this continuing problem or that the district will start billing them for the excess labor. The next board meeting will be held Tuesday, July 9, 2024. There being no further business, the meeting was adjourned at 5:08 P.M., on a motion by T. Wipperfurth, seconded by M. Killian.

Clerk:

