

**DELAVAN LAKE SANITARY DISTRICT**

**MINUTES**

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**Regular & Closed Session**

**July 17, 2024**

**9:00 A.M.**

**CALL TO ORDER**

President Miller called the Regular and Closed Session Meeting to order at 9:00 A.M. at the Delavan Lake Sanitary District located at 2990 County Rd F South, Delavan, Wisconsin.

**ROLL CALL** Present: Thomas Miller, President  
David Reider, Commissioner  
Richard Beers, Commissioner  
Ted Kasch, Commissioner  
Kim O'Keefe, Commissioner (*via phone*)

Absent: None

Other: Administrator, Jim DeLuca  
Adam Handel  
Ray Seitz  
Doug Snyder (Engineer)  
Mary Knipper

Visitors: None

**DECLARATION OF A QUORUM**

President Miller declared a quorum present for doing business.

**APPROVAL OF MINUTES OF REGULAR MEETING OF JUNE 19, 2024**

After a review of the Regular Meeting minutes of June 19, 2024, Commissioner Beers made a motion to waive the reading of the minutes and approve the June 19, 2024, Regular Meeting minutes as written. Commissioner Kasch seconded the motion which carried unanimously.

## **FINANCIAL**

After a review and discussion of the bills represented by check numbers 29376 through 29418, Allocation of Funds through June 30, 2024, and Financial Statements for periods ending June 30, 2024, Commissioner Kasch made a motion to accept payment of bills, Allocation of Funds and Financial Statements as presented. Commissioner Reider seconded the motion which passed unanimously.

## **ADMINISTRATOR'S MONTHLY REPORT**

File Cabinets are being added in the filing room to accommodate files for the new developments. Also, the L.S. #11 sewer main by Lake Lawn has been struck, most likely from a directional boring hit as the pipe was broken. Reeseman's Excavating did the emergency repair for the District. Our insurance company has been notified and has requested an engineer's review that Doug is working on and this pipe break is under investigation.

## **LAKE COMMITTEE REPORT**

Mary Knipper shared the Mound Road dredging project is done. The geotubes have been emptied, aerials of the before and after are complete, the Town is now in the process of writing a final report to the DNR, and then a debriefing with the Town, Batterman, and Mid-America Dredging will take place. With all the rain we've had, the drone has been flying during these events so we can see the trouble spots in our watershed. There is also a pilot program starting in the Outlet that's going to use a pier with electricity to provide power to agitators and thrusters that will move what is coming in from the main body of the lake in an effort to try and control additional sediment buildup.

## **COMMENTS AND SUGGESTIONS OF CITIZENS PRESENT REGARDING AGENDA ITEMS**

None

## **DISCUSSION/POSSIBLE ACTION – ONGOING LAKE MANAGEMENT**

The City of Delavan is doing bridge work and has met with us to request we bring the lake flows down to DNR minimums. We will be maintaining a lower lake level to assist them with their bridge project. Adam also shared he would like to purchase a new harvester however, our two oldest harvesters, which we

would like to sell, were refurbished with grant money and per grant terms, we cannot sell them for seven years. Aquarius shared there are lakes looking to lease harvesters and we may be able to lease them for the time being. After further discussion, Adam is to come back with figures for further consideration.

**DISCUSSION/POSSIBLE ACTION REGARDING FINAL PAYMENT REQUEST - LS #4 REMODEL – CONTRACT A**

Doug of Baxter and Woodman discussed the June 20, 2024, letter recommending payment of \$47,736.31 to Mid-City Corporation as a final payment for the LS #4 remodel. Mid-City has completed the project and provided all the necessary paperwork. The project came in \$42,662.67 under bid price. Commissioner Beers made a motion to accept Doug's recommendation of payment to Mid-City Corporation in the amount of \$47,736.31. Commissioner Reider seconded the motion which carried unanimously.

**DISCUSSION/POSSIBLE ACTION REGARDING SHORES OF DELAVAN – CONSTRUCTION OBSERVATION SERVICES.**

Doug of Baxter and Woodman is out at the Shores of Delavan development doing observation for a contractor not hired by the District. The Work Order he is presenting is intended to tell the District what Baxter and Woodman intends to do and what they don't intend to do on a project they cannot control. This is meant to protect them in case something happens. The work order has an estimate of \$90,000 which will be reimbursed by the developer. Commissioner Beers made a motion to approve the Construction Observation Services Work Order. Commissioner Reider seconded the motion which passed unanimously.

**DISCUSSION/POSSIBLE ACTION REGARDING SEWER CONNECTION AT 2214 NORTH SHORE DR.**

Mr. Kelly who requested to have this placed on the agenda is not present at this meeting therefore, no discussion needs to take place.

**DISCUSSION/POSSIBLE ACTION REGARDING COUNTY O AND N. SHORE SEWER LINING**

Lining needs to be done on a portion of the main on County Highway O. We only have one quote from Visu-Sewer as others we have reached out to have chosen not to quote the project. Ray shared the quote from Visu-Sewer is a fair price as it includes some of the bypass that will be needed. After further discussion, Commissioner Beers made a motion to approve the Visu-Sewer

lining project and Commissioner Kasch seconded the motion. The motion passed unanimously.

## **DISCUSSION/POSSIBLE ACTION REGARDING REPLACEMENT OF OFFICE LIGHT FIXTURES**

Administrator DeLuca shared when replacing bulbs in the light fixtures ballasts need to be replaced also as the LED bulbs are not compatible with the ballasts, and we are having to replace ballasts regularly. He is looking to replace the light fixtures to avoid going through ballasts. After a brief discussion Commissioner Beers made a motion to approve the proposal by Ready Electric in the amount of \$5,850 for new fixtures. Commissioner Reider seconded the motion which carried unanimously.

## **CLOSED SESSION**

Commissioner Beers made a motion that the commissioners, upon duly made and carried, will immediately convene to closed session. Commissioner Reider seconded the motion, a roll call vote was taken, and the motion passed unanimously. The purpose of the closed portion of the meeting is;

- a. To deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session as authorized under Section 19.85(1)(e), Wisconsin Statutes. Specifically, to be discussed is land purchases or sales in the Town of Delavan.
- b. To confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved as authorized under Section 19.85(1)(g), Wisconsin Statutes. Specifically, to be discussed is Walworth County's determination of Tax Key parcels FD32 00009 and FS 00008
- c. To consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility pursuant to Section §19.85(1)(c), Wisconsin Statutes. Specifically, to be discussed is the performance and compensation of full-time staff.

## **RECONVENE IN OPEN SESSION**

Commissioner Kasch made a motion to reconvene in open session at 10:24 a.m. The motion was seconded by Commissioner Reider which carried unanimously.

**DISCUSSION/POSSIBLE ACTION ON ANY CLOSED SESSION MATTERS**

None

**CONSIDERATION OF FUTURE AGENDA ITEMS**

None

**DISCUSSION/POSSIBLE ACTION OR CONFIRMATION OF NEXT MEETING DATE**

The next regular meeting date is scheduled to be held on August 21, 2024, at 9:00 a.m.

**ADJOURNMENT**

There being no further items to discuss, President Miller made a motion to adjourn the meeting. Commissioner Beers seconded the motion which passed unanimously. The meeting adjourned at 10:27 a.m.

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Kim O'Keefe, Secretary

Date Approved: August 21, 2024