

DELAVAN LAKE SANITARY DISTRICT

MINUTES

Regular & Closed Session

July 19, 2023

9:00 A.M.

CALL TO ORDER

President Miller called the Regular & 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
Kim O'Keefe, Commissioner
David Reider, Commissioner
Richard Beers, Commissioner
Ted Kasch, Commissioner

Absent: None

Other: Administrator Jim DeLuca
Ray Seitz
Charlie Handel
Adam Handel
Doug Snyder (Engineer)

Visitors: Mary Knipper
Tyler Jensen

DECLARATION OF A QUORUM

President Miller declared a quorum present for doing business.

APPROVAL OF MINUTES OF REGULAR MEETING OF JUNE 21, 2023

After review of the Regular Meeting Minutes of June 21, 2023, Commissioner Beers made a motion to waive the reading of the minutes and approve the June 21, 2023, Regular Meeting Minutes as written. Commissioner Kasch seconded the motion which passed unanimously.

FINANCIAL

After a review and discussion of the bills represented by check numbers 28812 through 28854, Allocation of Funds through June 30, 2023, and Financial Statements for periods ending June 30, 2023, Commissioner O'Keefe noted the percentage to budget was unusually high on the Financial Statements. Administrator DeLuca stated he would have this investigated. Commissioner O'Keefe made a motion to accept payment of bills, Allocation of Funds and Financial Statements. Commissioner Kasch seconded the motion which carried unanimously.

ADMINISTRATOR'S MONTHLY REPORT

In addition to his written monthly report, Administrator DeLuca shared LS# 4 is in full bypass mode. He also mentioned there were some metering errors by WalCoMet which caused the District to be overbilled. WalCoMet is working on correcting this error and a credit will be issued soon. The billing was questioned because we calculate the flow based on pump run time that gets entered into a spreadsheet formulated to calculate flows. We are also metering our stations, which also helps to calculate flows. The District is usually within 5% of what WalCoMet is billing the District. When the margin is greater than this, we go on alert. This time, the margin of difference was 58% which dictated a call to WalCoMet to see what is going on.

LAKE COMMITTEE REPORT

Mary Knipper shared the Town approved the expense of an additional geotube dewatering liner to be used for the dredging project of the ponds. The dewatering liners we have are full. Work is currently halted as another containment area needs to be created for additional dewatering liners as the liners fall over if stacked on top of one another. The project is still ahead of schedule for completion.

Mary also shared that the residents of the Inlet and Outlet are very concerned about navigation and access due to the buildup of sediment. A proposal for a bathometric survey of the Inlet, Outlet and Brown's Channel has been approved by the Town. This will help in the planning of what to do for the residents in these areas.

Also mentioned is an extensive article Dale Robertson just wrote about the phosphorus loading of Delavan Lake. The article has been approved for publication by USGS. Some of what is in the article will be part of the Lake Management Plan.

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

None

DISCUSSION/POSSIBLE ACTION – ONGOING LAKE MANAGEMENT

Charlie shared he is unable to use Blue Gill to unload weeds due to the low lake level. This will decrease the volume of weeds harvested. He also mentioned a problem with Lake Lawn boat rentals to people who don't appear to understand boater safety. These boaters are driving very fast (boat nose in the air) toward the barge. He blows the horn and they pass close to the barge which is very tippy when fully loaded. Mary Knipper shared she has noticed this problem as well. Administrator DeLuca shared Lake Lawn could require anyone renting boats from them watch a short video and sign off that they watched the video. Mary Knipper liked this idea and will work on it. Administrator DeLuca also shared he could get Batterman to check our benchmarks to make sure our lake level is accurate, and our equipment is working properly. The Commission agreed this should be done.

**DISCUSSION/POSSIBLE ACTION REGARDING ILLEGAL LATERAL
CONNECTIONS**

None

**DISCUSSION/POSSIBLE ACTION REGARDING CHANGE ORDER #3 – CTH O
SANITARY SEWER REPLACEMENT**

Doug of Baxter and Woodman shared wherever there was a roadway crossing on County Highway O, the plan showed slurry material, which is a mixture of stone and sand, carried by a concrete truck. Trying to work with the County, we changed that to include one bag per yard of One Bag mixture added to the same slurry material. This increased the cost of the material being delivered, which Doug wrote a work order directive for and estimated the increase to be approximately \$4,000. The work was done as we wanted, the invoices came in and Reesman wants to be paid for all the material, not just the difference for the additional material. Doug does not see the logic as the work order is very clear that the One Bag is a replacement of the slurry and believes if there was disagreement about this, it should have been discussed the day the work directive was issued which was before the work was done.

Tyler Jensen from Reesman's shared they don't think it's a replacement of the slurry, they consider it additional slurry. Reesman's never planned to have

slurry go to the top of the ditch as asphalt was going to be laid down. County plans to pave prompted the work order directive which led to slurry going to the top of the ditch. Ray did receive delivery tickets which confirm the number of cubic yards of slurry delivered. Tyler also shared that the original slurry didn't have much of a labor component to it but by adding the One Bag, there was an added labor component that the District is not being charged for.

After further discussion, Tyler shared he does not have the authority to agree to anything except the full payment Reesman's is asking for. After further discussion, President Miller made a motion to table this giving staff the authority to work with Reesman's to negotiate a payment amount and bring it forward with final payment. Commissioner O'Keefe seconded the motion which passed unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING VIEW CREST MANHOLE

Doug of Baxter and Woodman shared manhole #4-45 in View Crest has tipped and twisted roughly two and a half degrees since its original construction. An epoxy repair was done on this manhole approximately 3 years ago and that epoxy is still effective. Doug does not think the manhole is moving now but would like to see this get televised once a year to see sewer coming in and going out of it. This will let us know if anything changes and if we need to do something. When the manhole does need work, it will be expensive as the ground is very spongy there and a soil boring should be done to confirm soil composition. Having this information is a good baseline and will be helpful for budgeting. The soil boring for this can be requested when boring for another project is done.

DISCUSSION/POSSIBLE ACTION REGARDING LS# 5 – FUTURE PROJECT

Administrator DeLuca shared the house we own by LS# 5 is dilapidated and the roof needs repair. If in the future, we plan to rebuild that lift station, we could move it to the property that we physically own. He would like to authorize Doug to do a simple design on it and get it to the County as the County process could take a couple of years. This project could take 3 to 4 years due to the time it may take to get through Building and Zoning at the County to rebuild the station. Because there is a structure there, Administrator DeLuca does not know what the push back from the County will be. This lift station is on Doug's master plan of stations to be serviced and redo. President Miller made a motion to authorize Doug to do preliminary drawings to be submitted to the County to determine what ramifications the District might have at the County level regarding the revisions we would like to make to LS# 5 and the site. Commissioner Reider seconded the motion which carried unanimously.

CLOSED SESSION

Commissioner O'Keefe made a motion that the commissioners, upon duly made and carried, will immediately convene to closed session. Commissioner Kasch 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 pursuant to Section §19.85(1)(e), Wisconsin Statutes. Specifically, to be discussed is land purchases or sales in the Town of Delavan.
- b. 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

President Miller made a motion to reconvene in open session at 10:35 a.m. The motion was seconded by Commissioner O'Keefe 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 23, 2023, at 9:00 a.m. following the budget workshop.

ADJOURNMENT

There being no further items to discuss, Commissioner O'Keefe made a motion to adjourn the meeting. Commissioner Kasch seconded the motion which passed unanimously. The meeting adjourned at 10:38 a.m.



Kim O'Keefe, Secretary

Date Approved: August 23, 2023