

DELAVAN LAKE SANITARY DISTRICT

MINUTES

Regular & Closed Session

March 11, 2025

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
Kim O'Keefe, Commissioner
David Reider, Commissioner
Ted Kasch, Commissioner

Absent: None

Other: Administrator, Jim DeLuca
Adam Handel
Ray Seitz
Mark Turner (R & R Insurance)

Visitors: None

DECLARATION OF A QUORUM

President Miller declared a quorum present for doing business.

APPROVAL OF MINUTES OF REGULAR MEETING OF FEBRUARY 11, 2025

After a review of the Regular Meeting minutes of February 11, 2025, Commissioner O'Keefe made a motion to waive the reading of the minutes and approve February 11, 2025, Regular Meeting minutes as written. President Miller seconded the motion which carried unanimously.

FINANCIAL

After a review and discussion of the bills represented by check numbers 29718 through 29753 and Allocation of Funds through February 28, 2025, Commissioner Kasch made a motion to accept payment of bills and Allocation of Funds as presented, Commissioner O'Keefe seconded the motion which passed unanimously.

ADMINISTRATOR'S MONTHLY REPORT

Administrator DeLuca shared DLSD is almost finished with the easement revision for 2502 Manor Lane. A DLSD force main was installed and exists on the vacant lot next to 2502 Manor Lane that used to be a public road right-of-way, and no easement existed as it was a right-of-way. The Town of Delavan switched this parcel to a private parcel, identified as Tax Parcel FMH 00025, and the parcel is now owned by Parkway, Etal. Under State Statute we have reciprocity rights as we currently have our force main on the parcel, so Attorney Stan Riffle suggests we leave that parcel alone right now rather than go through the expense of creating an easement or the condemnation process.

LAKE COMMITTEE REPORT

None

COMMENTS AND SUGGESTIONS OF CITIZENS PRESENT REGARDING AGENDA ITEMS

None

DISCUSSION/POSSIBLE ACTION – ONGOING LAKE MANAGEMENT

None

DISCUSSION/POSSIBLE ACTION REGARDING INSURANCE RENEWAL

Mark Turner of R & R Insurance discussed the premium increase of 3.8% and the driving force behind the increase. Several deductible options were presented to the commission to offset the increase. After a brief discussion, the commission decided to keep the current deductible in place. Commissioner O'Keefe made a motion to accept the insurance proposal as provided, keeping the deductibles as listed in the proposal. Commissioner Kasch seconded the motion which passed unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING SEWER BILLING ISSUE AT DELAVAN LAKE YACHT CLUB

Administrator DeLuca shared an email he received from Ben Nixdorf on behalf of the Delavan Lake Yacht Club. The Yacht Club experienced a water softener valve malfunction that spiked the water volume which went down the drain. They are requesting consideration of an adjustment to their sewer bill as the spike in usage is reflected in their billing. After further discussion, more information needs to be gathered. The matter was tabled until next month's meeting.

DISCUSSION/POSSIBLE ACTION REGARDING 2025 AQUATIC TREATMENTS

Administrator DeLuca shared the aquatic treatment proposal is for pricing on an as needed basis. If we need the lake treated, they will come and treat the lake in the specific areas for the price quoted. Commissioner O'Keefe made a motion to accept the proposal by ILM and amended the motion to include approval of Adam or Administrator DeLuca's signature on the proposal. Commissioner Kasch seconded the motion which passed with a 3 aye, 1 nay vote. President Miller, nay, Commissioner O'Keefe, aye, Commissioner Kasch, aye, Commissioner Reider, aye.

DISCUSSION/POSSIBLE ACTION REGARDING BAXTER AND WOODMAN CONTRACT FOR EXTRA SERVICES

Doug Snyder has submitted a work order for miscellaneous work that Baxter and Woodman does for the District at a discounted rate. President Miller made a motion to accept the Baxter and Woodman work order for miscellaneous work at the discounted rate of \$100 and Commissioner O'Keefe seconded the motion. The motion carried unanimously.

CLOSED SESSION

The commission dismissed the closed session as no new information was available.

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 April 8, 2025, at 9:00 a.m.

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 9:36 a.m.

Kim O'Keefe, Secretary

Date Approved: April 15, 2025