

**DELAVAN LAKE SANITARY DISTRICT**

**MINUTES**

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**Regular & Closed Session**

**March 8, 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  
Charlie Handel  
Ray Seitz  
Mitch Lepkowski  
Doug Snyder (Engineer)  
Rick Kalscheuer (R & R Insurance Agent)

Visitors: Edward Bromeland  
Janet Mohr  
Lisa Loepke  
Kevin Russin  
Mike Frank  
Jason Blodgett  
Jason Shallcross  
Ryan Simons

**DECLARATION OF A QUORUM**

President Miller declared a quorum present for doing business.

**APPROVAL OF MINUTES OF REGULAR MEETING OF FEBRUARY 15, 2023,  
SPECIAL MEETINGS OF FEBRUARY 18, 2023**

After review of the Regular Meeting Minutes of February 15, 2023, Commissioner Beers made a motion to approve the February 15, 2023 Regular Meeting Minutes as written. Commissioner Kasch seconded the motion which passed unanimously.

After a review of the Minutes of the Special Meetings of February 18, 2023, Commissioner O'Keefe made a motion to approve the February 18, 2023 Special Meetings Minutes as written. The motion passed with a 4 aye and 1 abstain vote. President Miller, abstain, Commissioner O'Keefe, aye, Commissioner Kasch, aye, Commissioner Reider, aye, Commissioner Beers, aye.

**MOTION TO MOVE AGENDA OUT OF ORDER**

Commissioner O'Keefe made a motion to take the agenda out of order to address item 15, Discussion/possible action regarding insurance renewal, before returning to item 5, Financials. Commissioner Reider seconded the motion which carried unanimously.

**DISCUSSION/POSSIBLE ACTION REGARDING INSURANCE RENEWAL**

Rick Kalscheuer of R & R Insurance reviewed the insurance renewal presented to the Commission. This year's premium increased approximately 3%. The cyber coverage increased 14% due to claims being experienced by municipalities and businesses in general. The property premium increased slightly due to inflationary factors. Overall, this is a very favorable renewal. Commissioner Kasch made a motion to approve the insurance renewal with R & R Insurance. Commissioner O'Keefe seconded the motion which passed unanimously.

**FINANCIAL**

After a review and discussion of the bills and the Allocation of Funds through February 28, 2023, Commissioner O'Keefe made a motion to accept payment of bills represented by check numbers 28603 through 28637 and the Allocation of Funds through February 28, 2023. Commissioner Kasch seconded the motion which carried unanimously.

**ADMINISTRATOR'S MONTHLY REPORT**

Administrator DeLuca shared the Hwy O project is progressing with little to no problems. Ray shared granular backfill needs to be added to the soils as the soil

has too much silt and does not compact to an acceptable level. Doug mentioned that the soils improve as they head south.

### **LAKE COMMITTEE REPORT**

Commissioner Beers shared the Lake Committee has a meeting tonight and has not met since the last District Commission meeting so there is nothing new to share.

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

Several people were at the meeting to share their position on the potential sanitary sewer extension of Broad Street and Wood Avenue. Edward Bromeland shared he cannot afford the assessment and would have to sell his property. Lisa Leopke shared not only can they not afford this project, they do not want the project to move forward as they maintain their septic field every three years and more often if they feel they need to. Jason Blodgett shared the extension would be beyond a financial burden. If he wants to sell his property, he will need to disclose the possible extension which will reduce the sale price. To expect the residents to pay for something that no one on the street wants seems ridiculous and unnecessary. Jason Shallcross stated he agrees with all the comments and does not want the project to move forward. Kevin Russin shared he does not have a house built yet but is concerned with having to pay for an outrageously expensive sewer extension if he does build when everyone else was able to put in an alternative system.

Mike Frank requested information on the timeline for upgrading Lift Station #2A as his driveway is eroding and he's trying to coordinate the repair/replacement with the upgrade to Lift Station #2A as his driveway is the access point for Lift Station 2A.

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

None

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

While we did have rain events, the water table is still low and we have not been able to observe and confirm leaks yet.

**DISCUSSION/POSSIBLE ACTION REGARDING L.S.#1 AND L.S.#10 WELL REPAIRS**

Administrator DeLuca shared L.S.#9 had a pump failure and while the gentleman from Sugar Creek Well and Pump was here regarding this issue, he was asked to check other lift stations that have the original equipment. He recommended replacing the pump and tank at L.S.#1 and do the same at L.S.#10 with an airlift, which is basically jetting out the well, due to the amount of sediment and deposits inside the cavity and casing. We only have a quote from Sugar Creek Well and Pump as we have not received a response from any other company we contacted. Additional information was requested and it was suggested to place this back on the next agenda once we receive more information.

**DISCUSSION/POSSIBLE ACTION REGARDING L.S.#2A**

Administrator DeLuca shared the driveway has washed out at L.S.#2A and the pole box is full of sediment. The owner of the property is requesting a timeline as he needs to replace his driveway. The upgrade involves changing the lift station from a hut to a submersible station. As we are going to be tearing the driveway up within a few years, it does not pay for the owner to repair the driveway. After a brief discussion, Doug is to put together a proposal for the next meeting.

**DISCUSSION/POSSIBLE ACTION REGARDING ALTA VISTA AND ADELIA SANITARY SEWER EXTENSION**

After going over the sequence of events that brought the project to the Commission's attention, the Commission decided to remove this from the agenda and keep the plan that was submitted on file as no one that came to the meeting was interested in moving the project forward. Commissioner Beers made a motion to remove the Alta Vista and Adelia Sanitary Sewer Extension plan from the agenda and keep the plan as submitted on file. Commissioner Kasch seconded the motion which carried unanimously.

**DISCUSSION/POSSIBLE ACTION REGARDING BROAD STREET AND WOOD AVENUE SANITARY SEWER EXTENSION**

Doug discussed an alternative option which involved a sewer extension off Mildred Street to serve residents on Wood Avenue if we can get an easement from everyone facing Wood Avenue. If they did agree to grant the easement, the cost of sewer would decrease significantly. Those at the meeting that would need to grant an easement stated they would potentially be open to granting the

easement for the purpose of exploring the costs for this option. Commissioner O'Keefe made a motion to direct Doug to draw up the addendum to the existing Broad Street and Wood Avenue proposal that looks at obtaining potential easements along the north side of the Wood Avenue properties and coming down on Broad Street from the access point of Mildred Street. Commissioner Beers seconded the motion which carried unanimously.

#### **DISCUSSION/POSSIBLE ACTION REGARDING SEWER USE ORDINANCE**

Administrator DeLuca discussed updates Attorney Riffle made to the Sewer Use Ordinance. A clarification to definition 12, which defines controlled manhole was made to be more compliant with WalCoMet requirements. Attorney Riffle also made some additional recommendations to better reflect State Statute 66.703 on page 16. Commissioner O'Keefe made a motion to accept the Sewer use Ordinance as presented with an amended date of March 8, 2023. Commissioner Reider seconded the motion which passed unanimously.

#### **CLOSED SESSION**

Commissioner Beers 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 carried 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 staff.

#### **RECONVENE IN OPEN SESSION**

Commissioner Beers made a motion to reconvene in open session at 10:53 a.m. The motion was seconded by Commissioner Kasch which carried unanimously.

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

Commissioner O'Keefe made a motion to authorize Administrator DeLuca to follow up with the recommendation made in closed session. President Miller seconded the motion which passed unanimously.

**CONSIDERATION OF FUTURE AGENDA ITEMS**

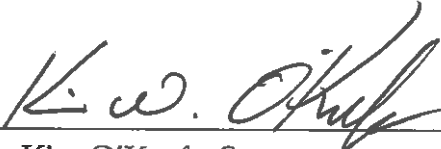
None

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

The next regular meeting date is scheduled to be held on April 26, 2023 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 10:56 a.m.

  
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Kim O'Keefe, Secretary

Date Approved: April 26, 2023