DELAVAN LAKE SANITARY DISTRICT **MINUTES**

Regular & Closed Session

September 18, 2025

8:00 A.M.

CALL TO ORDER

President Miller called the Regular & Closed Session Meeting to order at 8:00 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
Carol Radford, Commissioner
David Reider, Commissioner
Ben Nixdorf, Commissioner

Absent: None

Other: Administrator, Jim DeLuca
Adam Handel
Ray Seitz
Kim Crosby
Shelly Weeks

Visitors: None

DECLARATION OF A QUORUM

President Miller declared a quorum present for doing business.

CLOSED SESSION

Commission O'Keefe made a motion that the commissioners, upon duly made and carried, will immediately convene to closed session. President Miller 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.

RECONVENE IN OPEN SESSION

Commissioner O'Keefe made a motion to reconvene in open session at 8:08 a.m. The motion was seconded by Commissioner Reider which carried unanimously.

DISCUSSION/POSSIBLE ACTION ON ANY CLOSED SESSION MATTERS

Commissioner O'Keefe made a motion to approve President Miller signing the Vacant Land Purchase and Sale Agreement that was attached to the letter from Attorney Stan Riffle dated September 17, 2025. Commissioner Reider seconded the motion which passed unanimously.

APPROVAL OF THE MINUTES OF REGULAR MEETING OF AUGUST 19, 2025

After a review of the Regular Meeting minutes of August 19, 2025, Commissioner O'Keefe made a motion to waive the reading of the minutes and accept the minutes as written. Commissioner Radford seconded the motion, and the motion carried unanimously.

FINANCIAL

After a review and discussion of the bills represented by check numbers 29985 through 30020 and Allocation of Funds through August 31, 2025, and Financial Statements for periods ending August 31, 2025, Commissioner O'Keefe made a motion to accept payment of bills, Allocation of Funds and Financial Statements as presented. President Miller seconded the motion which passed unanimously.

ADMINISTRATOR'S MONTHLY REPORTS

Administrator DeLuca shared an update on LS #7. The contractor is approximately 70' away from making the final connection to the force main. The vault floor cracked from one corner to the other. If it's leaking, epoxy injections will be necessary.

LAKE COMMITTEE REPORT

Commissioner Nixdorf shared DLIA was given a permanent voting spot on the Lake Committee. Also, the Lake Committee is working on setting up a meeting with the City of Delavan and the Town of Delavan to discuss what can be done regarding boat rentals as the drowning last month involved a rental boat and boat safety is a concern. Last month over $2,500 in tickets were written out to boaters for equipment and operator violations.

COMMENTS AND SUGGESTIONS OF CITIZENS PRESENT REGARDING AGENDA ITEMS

None

DISCUSSION/POSSIBLE ACTION – ONGOING LAKE MANAGEMENT

Harvesting will continue into October, weather permitting.

DISCUSSION/POSSIBLE ACTION REGARDING DLIA CARP REMOVAL PROGRAM

Administrator DeLuca shared we have received an invoice from the Town of Delavan to share the cost of the DLIA Carp Removal Program. The invoice is for $5,000 rather than the $7,500 originally approved as the program does not need the full amount right now. Commissioner Nixdorf made a motion to approve the payment of invoice 08182025-1 to the Town of Delavan in the amount of $5,000. Commissioner Radford seconded the motion which carried with a 4 aye and 1 nay vote. President Miller, nay, Commissioner O'Keefe, aye, Commissioner Radford, aye, Commissioner Reider, aye, Commissioner Nixdorf, aye.

DISCUSSION/POSSIBLE ACTION REGARDING RESOLUTION NO. 5 OF 2025 REQUESTING ASSISTANCE TO ACQUIRE WEED HARVESTING EQUIPMENT

Resolution No. 5 is a requirement by the DNR to move forward with pursuing a possible grant for replacing our weed harvester. The DNR requires an official statement from the elected body that they are pursuing the purchase of a weed harvester. Commissioner O'Keefe made a motion to accept and move forward with Resolution No. 5 of 2025 as presented. Commissioner Nixdorf seconded the motion which passed unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING MEMORANDUM OF UNDERSTANDING FOR WINTER MAINTENANCE OPERATIONS

Administrator DeLuca stated Walworth County is requiring a Memorandum of Understanding to be signed by the elected body President. This memorandum gives us the right to purchase salt from them at a cheaper rate than if we tried to purchase salt privately. Purchases depend on the weather; we are not committed to buy any certain amount. Commissioner O'Keefe made a motion to have our Delavan Lake Sanitary President sign the Memorandum of Understanding for Winter Maintenance Operations as presented by Walworth County. Commissioner Nixdorf seconded the motion which carried unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING 2026 BUDGET WORKSHOP

Administrator DeLuca presented the budget which was approved at the previous meeting for any further discussion if desired. A review of the previous decisions took place.

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 October 16, 2025, immediately following the Public Hearing being held at 7:45 a.m.

ADJOURNMENT

There being no further items to discuss, Commissioner O'Keefe made a motion to adjourn the meeting. Commissioner Reider seconded the motion which passed unanimously. The meeting adjourned at 9:48 a.m.

____
Kim O'Keefe, Secretary

Date Approved: October 16, 2025