

**DELAVAN LAKE SANITARY DISTRICT**

**MINUTES**

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**Regular Meeting**

**April 14, 2021**

**9:00 A.M.**

**CALL TO ORDER**

President Miller called the Regular 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

Visitors: Gerald Edwards

**DECLARATION OF A QUORUM**

President Miller declared a quorum present for doing business.

**APPROVAL OF MINUTES OF REGULAR MEETING OF MARCH 10, 2021,  
SPECIAL MEETING OF MARCH 24, 2021**

After a review of the Regular Meeting minutes of March 10, 2021 and Special Meeting minutes of March 24, 2021 Commissioner Beers made a motion to approve the minutes as written. Commissioner O'Keefe seconded the motion which passed unanimously.

**FINANCIAL**

After a review and discussion of the bills, Commissioner Beers made a motion to approve payment of bills represented by check numbers 27522 through 27577. Commissioner Reider seconded the motion which carried unanimously.

Administrator DeLuca reviewed the Allocation of Funds through March 31, 2021 and the Financial Statements for periods ending March 31, 2021. Commissioner Kasch made a motion to accept the Allocation of Funds through March 31, 2021 and the Financial Statements for periods ending March 31, 2021 and place on file. Commissioner Reider seconded the motion which carried unanimously.

### **ADMINISTRATOR'S MONTHLY REPORT**

Administrator DeLuca shared lift station 3A is behind schedule as design changes needed to be tweaked. The electrical contractor is doing a design build and when changes are made we do not agree with, meetings and additional changes need to be made. Our Engineer, Doug Snyder, is aware and involved in these changes.

The sewer crew is spending a good portion of their time marking Diggers Hotline requests as this is the time of year utility projects and construction are getting underway. They are also busy putting the culvert in at lift station 1 and doing final repairs on Viewcrest manholes.

Administrator DeLuca and Mitch still need to get together to create the illegal lateral connections spreadsheet. Once the spreadsheet is created, a tally of what we are aware of will be kept. Administrator DeLuca noted that this is a very busy season and homeowners that do have repairs to be made are having trouble finding a local contractor that is available.

### **LAKE COMMITTEE REPORT**

Commissioner Beers shared the Lake Committee is still waiting on the Baxter & Woodman evaluation of the three proposals which was not placed on the agenda for the Committee of the Whole. Mary Knipper would like a pre-meeting before the Township Annual Meeting to talk about the Baxter & Woodman evaluation. Much of the meeting was a discussion on buoys.

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

Gerald Edwards expressed concern over the increase in the monthly sewer fee charged and the litigation with Westshire over lack of payment for sewer service. He also questioned why there was an increase to property taxes for the past couple of years.

Administrator DeLuca shared we pay WalCoMet monthly based on flows and those flows have gone up almost 30%. DLSD is also following a 20-year plan to rehab the 40 plus year old lift stations as well as sewer lines that are failing. The 20-year plan is in place to keep the District operating debt free.

Leaking laterals and illegal sump pumps dumping clear water into our system that we must pay for is also a factor of the increased rate. We are televising different areas to find the leaks and illegal connections and addressing them as we find them.

Westshire's litigation is an ongoing fight. They have accrued interest and penalties and the attorneys are handling that. At some point in time, the utility will be paid.

The tax rate going up has to do with the lake maintenance efforts we are undertaking.

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

Commissioner Reider would like to see DLSD looking at opportunities to educate the public on the impact of positive as well as negative lake events that have taken place such as manure dumping and use of pellets to help with phosphorus levels. The cost of using pellets to significantly reduce the phosphorus level is very affordable and he would like this option to be considered for the use of excess lake funds. Commissioner Kasch agreed with Commissioner Reider however felt the Town of Delavan should be paying for half the cost of pellet use. Commissioner Reider made a motion to allocate \$11,000 for pellet application of the channel for comparison purposes in reducing the phosphorus level in the lake upon the condition of receiving financial support of 50% from the Town of Delavan. Commissioner Kasch seconded the motion and further discussion ensued. Upon further discussion, Commissioner Reider withdrew his motion and Commissioner Kasch agreed with the withdrawal of the motion. Commissioner Beers stated he would like to something more specific on paper and Commissioner Reider agreed to provide this. It was decided to add this as an agenda item for the next meeting.

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

Administrator DeLuca shared he and Mitch still need to get together to create the spreadsheet showing the number of leaks and illegal connections identified, the number repaired, and quantity remaining.

**DISCUSSION/POSSIBLE ACTION REGARDING PAYMENT REQUEST #4 – LS#3A REPLACEMENT**

Doug Snyder of Baxter & Woodman sent a Payment Recommendation letter recommending the Commission approve partial payment to Staab Construction Corporation in the amount of \$79,290.45. Commissioner Beers made a motion to approve payment request #4 in the amount of \$79,290.45 to Staab Construction Corporation as written. Commissioner Kasch seconded the motion which carried unanimously.

**DISCUSSION/POSSIBLE ACTION REGARDING AUTHORIZING DESIGN AND BIDDING FOR THE REMODELING OF LS#4**

Administer DeLuca discussed the Baxter & Woodman work order for engineering to remodel lift station 4. He would like to give Doug Snyder permission to move forward with designing lift station 4 so he has ample time to do so. Commissioner Beers made a motion to approve the Baxter & Woodman work order in the amount of \$42,000 to engineer the remodeling of lift station 4. The motion was seconded by Commissioner Kasch which passed unanimously.

**CONSIDERATION OF FUTURE AGENDA ITEMS**

On-going Lake Management to remain on the agenda and add pellet program topic to the agenda.

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

The next regular meeting date is scheduled to be held on May 19, 2021 at 9:00 a.m.

**ADJOURNMENT**

There being no further items to discuss, Commissioner Kasch made a motion to adjourn the meeting. Commissioner O'Keefe seconded the motion which carried unanimously. The meeting adjourned at 10:28 a.m.

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Kim O'Keefe, Secretary

Date Approved: 5/19/2021