

**DELAVAN LAKE SANITARY DISTRICT**

**MINUTES**

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**Regular Meeting**

**August 14, 2019**

**9:00 A.M.**

**CALL TO ORDER**

President Miller, called the Regular Meeting to order at 9:10 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  
Thomas Johnson, Commissioner  
David Reider, Commissioner  
Richard Beers, Commissioner

Absent: None

Other: Administrator Jim DeLuca  
Charlie Handel

Visitors: Katherine Gaulke

**DECLARATION OF A QUORUM**

President Miller declared a quorum present for doing business.

**APPROVAL OF MINUTES OF SPECIAL MEETING OF JULY 11, 2019, PUBLIC HEARING AND REGULAR MEETING JULY 17, 2019**

After reviewing the Special Meeting minutes of July 11, 2019, Commissioner Beers made a motion to approve the minutes as written. Commissioner O'Keefe seconded the motion which passed unanimously. After reviewing the Public Hearing and Regular Meeting minutes of July 17, 2019 Commissioner Beers

made a motion to approve the minutes as written. Commissioner Reider seconded the motion which carried unanimously.

## FINANCIAL

After a discussion and review of the bills, Commissioner O'Keefe made a motion to approve payment of bills represented by check numbers 26607 through 26647. Commissioner Johnson seconded the motion which carried unanimously.

The Allocation of Funds through July 31, 2019 and Financial Statements were reviewed and discussed. Funds decreased after the purchase of the property on South Shore Drive. The start of the rehabilitation project of lift station 6 will continue to bring the funds down. When CD's come due, we will put them in the Town Bank money market while keeping an eye on the CD rates as CD rates appear to be going down right now. The State Pool Investment Fund may be where funds should be placed as the interest rate offered there is at 2.4% right now.

## ADMINISTRATOR'S MONTHLY REPORT

Administrator DeLuca discussed a meeting he had with WalCoMet in regard to the dredging project. They are open to working closely with DLSD, Town of Delavan, and the DNR. Topics discussed were overtime, what exactly will be disposed on their property, use of some equipment as well as their testing lab and the possibility of WalCoMet doing the phosphorus testing for us at no charge. The potential for WalCoMet to receive phosphorus credits through available government programs could be an incentive for them to further assist in the dredging project. This is an opportunity that we need to stay on top of and should keep on future agendas under ongoing lake management.

The meeting with the public in regard to the South Shore Drive and Manor Lane properties took place on Saturday August 11, 2019. Some feedback received was the citizens are opposed to rezoning to P1 as well as any offloading of weeds on either parcel. While they are not happy with us parking the equipment at either of the locations, they didn't argue that point very much. The citizens do want to be kept informed of anything that does happen on those properties. Commissioner Beers recommended another meeting with the public be scheduled in 30 days to keep communication open between both parties. While progress was made at this last meeting by sharing viewpoints, scheduling

another meeting can wait until we are considering doing something in regard to the properties.

At the meeting held with the DNR, the DNR recommended we continue to work on an algae skimmer process. There is a piece of equipment available for approximately \$11,500 that would plug into our vac truck. One could also be mounted on a barge however, disposal of the algae collected could be a problem. More time has to be spent looking into options and costs.

Commissioner Beers wanted to understand why the quantity of weeds harvested this year has gone down compared to previous years when we have added a new harvester to our fleet. Administrator DeLuca shared the filamentous algae weighs the weeds down so the harvesters can't reach the weeds. Wild celery, which is harder to cut, is in abundance this year and a lot of time is spent trying to collect the wild celery floaters. Our cutting time is also down as residents at View Crest don't want us there so we're just clearing the channel and leaving the rest go. Commissioner Beers requested a weed harvesting results tally broken out by month for the next meeting. Commissioner O'Keefe moved to place the Administrator's Monthly Report on file.

## LAKE COMMITTEE REPORT

Commissioner Beers shared it was decided to hire a project coordinator/consultant such as Peter Berini to handle the dredging project to create a more concise plan. This is critical for us as we go into our budget planning in regard to dredging and equipment. John Olson is going to propose a memorandum of understanding between the Town of Delavan, City of Delavan and DLSD to begin to look into this.

Katherine Gaulke shared the Delavan Economic Plan is still in the works. The surveys are being finalized. Also Katherine proposed matching funds be added to the budget in regard to cover crops. Should this be approved, \$4,000 will be added with the intention of asking the DLIA to match those funds to start a cover crop program.

SEWRPC was at the meeting and the Lake Committee defined the scope of what they would like SEWRPC to look at. What that includes is in the notes given to the commissioners. What the District has SEWRPC work on will be in addition to this scope.

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

None

**DISCUSSION/POSSIBLE ACTION REGARDING ONGOING LAKE MANAGEMENT**

Commissioner Reider commented on pellet data that was presented previously. He shared the charting where information was provided was incorrect. Dale Robertson will look into this further to verify. He also discussed the use of the pellets in Brown's Channel in regard to the reduction of sediment levels and the presence of algae. He would like it on record that the information previously presented was incorrect and that the pellets are effective and should be a consideration in the future. The use of phoslock to bind phosphorus and remove it from the lake was discussed. More information needs to be gathered on this to be discussed at the next meeting.

**DISCUSSION/POSSIBLE ACTION REGARDING RESOLUTION NO. 5 OF 2019 UPDATING EMPLOYERS' HEALTH INSURANCE PROGRAM**

Commissioner Johnson made a motion to adopt Resolution No. 5 of 2019 Updating Employers' Health Insurance Program. Commissioner Beers seconded the motion which passed with a 4 aye 1 nay vote. President Miller nay, Commissioner O'Keefe aye, Commissioner Johnson aye, Commissioner Reider aye, Commissioner Beers aye.

**DISCUSSION/POSSIBLE ACTION REGARDING DELINQUENT SEWER CHARGES**

Administrator DeLuca shared that Attorney Riffle needs an authorization to pursue a court order on a delinquent sewer account by Westshire Farms (a.k.a. Delavan Active Seniors Corp), a tax exempt entity that ignores the delinquent sewer charges that go on the tax roll. Attorney Riffle feels we need to record a lien on the property. The Town of Delavan also has a lien on the property for outstanding expenses. Commissioner Beers made a motion to authorize Attorney Riffle to pursue legal action on the delinquent account by Westshire Farms. Commissioner O'Keefe seconded the motion which passed unanimously.

**DISCUSSION/POSSIBLE ACTION REGARDING AQUATIC PLANT SURVEY PROJECT**

Administrator DeLuca discussed the revision to the District's lake management plan. The portion that we take care of is the plant survey. The last time this was done the DNR completed the survey for free however, they don't offer this service anymore. SEWRPC will do the plant survey for \$17,500. While others will do it, this is the least expensive. This survey is required by the DNR. Commissioner O'Keefe made a motion to authorize Administrator DeLuca to contact SEWRPC and move forward with the plant survey project. Commissioner Beers seconded the motion which carried unanimously.

**DISCUSSION/POSSIBLE ACTION REGARDING HARD FLOORING RESURFACING**

Administrator DeLuca shared that President Miller was going to take a look at the flooring. He stated he walked through and did not feel the flooring needed replacing at this point. After further discussion, it was decided to leave the flooring as is.

**DISCUSSION/POSSIBLE ACTION REGARDING BID MEETING DATE FOR LS#6 AND FORCE MAIN PROJECT**

Administrator DeLuca shared the bid opening for these projects is going to be August 29, 2019 at 10:00 a.m. and a special meeting should be held to deny or award the bids. The meeting date is set for September 4, 2019 at 9:00 a.m.

**DISCUSSION/POSSIBLE ACTION REGARDING HOUSE RAZING DIRECTIONS**

Administrator DeLuca discussed the deteriorating condition of the homes owned by the District on South Shore and Manor Lane and the amount of work that needs to be done to them. He felt it wouldn't diminish the property value by razing the homes. The cost to raze each home is between \$7,000 and \$8,000, with additional expenses such as the cost to cap the well, an asbestos report that has to be done and disconnecting the gas and electric bringing the total cost per home to approximately \$12,000. Commissioner O'Keefe felt we should keep Manor Lane as is if we're going to sell it. Commissioner Beers felt the footprint of the home on Manor Lane is of value. Also, until we have a clear idea of what we're

going to do going forward we shouldn't take any action on this. It was decided to wait till spring to discuss this further.

In regard to the South Shore home it was decided to winterize the home, turn the utilities off and drain the water out. Any further decision on this home should wait till spring as well.

**DISCUSSION/POSSIBLE ACTION REGARDING CASELLE SOFTWARE UPGRADE**

Administrator DeLuca shared the need to upgrade our billing software as it will be unsupported if we don't upgrade. The cost to do this is \$21,340. While there are other software options, by the time conversion and training is figured in the cost to do so would more than likely be higher. Commissioner Beers made a motion to approve the Caselle Software Upgrade. Commissioner O'Keefe seconded the motion which passed unanimously.

**DISCUSSION/POSSIBLE ACTION SCHEDULING BUDGET WORKSHOP DATES**

Administrator DeLuca requested another budget workshop date. Commissioner Beers suggested having the workshop meeting on the same day as the bid review. It was decided to have the next workshop meeting on September 4, 2019 after the bid meeting at 9:00 a.m.

**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 September 4, 2019 following the bid meeting and workshop meeting 9:00 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 carried unanimously. The meeting adjourned at 11:03 a.m.



Kim O'Keefe, Secretary

Date Approved: 9/4/2019