

DELAVAN LAKE SANITARY DISTRICT

MINUTES

Regular Meeting

August 19, 2020

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
Thomas Johnson, Commissioner
David Reider, Commissioner
Richard Beers, Commissioner

Absent: None

Other: Administrator Jim DeLuca
Doug Snyder (Engineer)

Visitors: Katherine Gaulke
Pete Juergens
Teri Kurasch

DECLARATION OF A QUORUM

President Miller declared a quorum present for doing business.

MOTION TO MOVE AGENDA OUT OF ORDER

Commissioner O'Keefe made a motion to take the agenda out of order to address items 10, 13 and 14 to accommodate Engineer Doug Snyder who will need to leave for DOT meeting. Commissioner Reider seconded the motion. The motion carried unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING REIMBURSEMENT AGREEMENT FOR S&P PREMIER INVESTMENTS AND DELAVAN LAKE STORAGE DEVELOPERS AGREEMENT

Pinno Construction is starting a project in the Town of Delavan and will need sewer extended. Administrator DeLuca requested authorization for DLSD to enter into a Reimbursement Agreement with Pinno Construction in the amount of \$5,000 to cover attorney and engineer expenses for the sewer extension. Commissioner Beers made a motion to approve the authorization for DLSD to enter into a Reimbursement Agreement with Pinno Construction for the sewer extension on his S&P Premier Investments project in the Town of Delavan in the amount of \$5,000. Commissioner O'Keefe seconded the motion which passed unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING BORG RD LOW PRESSURE SEWER EXTENSION TO TAX KEY FA344100003 & FA344100002 – DOUG SNYDER

Phil Reader would like to put three houses on three individual parcels that are 6 acres, 6 acres and roughly 18 acres within the sanitary district. He would like to provide low pressure sewer service to these homes. Doug Snyder shared that from a short-term perspective there is not an issue. The long-term plan for the district is to serve the above 30 acres with a single gravity sewer extending from the lakefront sewer. Doug Snyder reviewed the plans and recommends the District approve this as a concept plan with three conditions to protect the district. He read a letter he prepared stating the conditions. Administrator DeLuca requested a fourth condition requiring they establish a Reimbursement Agreement with DLSD to cover the expenses of the engineer and attorney incurred on this project. Commissioner Beers made a motion to approve the letter dated August 18, 2020 written by Doug Snyder with the addition of the fourth condition being added. Commissioner O'Keefe seconded the motion which carried unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING LIFT STATION 3A

Doug Snyder shared the preliminary plans for Lift Station 3A will be ready for review by August 24, 2020. The Maly's have looked at the site plan, that while not complete, is far along. Doug and Administrator DeLuca will be meeting with the Malys Friday August 21, 2020 to go over the plans one more time and give them a deadline for signing the easement. The deadline given them is the same deadline that DLSD has for signing the contract with a contractor. The plans will be available for staff review on August 24, 2020, advertising for first time bids will be on August 27, 2020, bids will be opened on September 10, 2020

at 10:00 A.M. (same day Maly's easement must be signed), the District will award the contract at their September 16, 2020 meeting, and construction could be complete by April of 2021.

MOTION TO MOVE AGENDA OUT OF ORDER

Commissioner Beers made a motion to take the agenda out of order to address item 11 to accommodate Pete Juergens and Teri Kurasch. Commissioner O'Keefe seconded the motion. The motion carried unanimously.

DISCUSSION POSSIBLE ACTION REGARDING 1521 ARROW COURT EASEMENT ENCROACHMENT – JUERGENS' REQUEST

President Miller would like the owner of 1521 Arrow Court to pursue getting possession of the existing 5 foot right of way possibly owned by the Association as there is no sense spending money until this can be obtained. Administrator DeLuca shared that if the Commission is going to oppose any easement adjustment, then that would put a stop to any plans going forward. However, if the Commission is willing to consider the easement adjustment, the owners of 1521 Arrow Court will move forward and spend the money to do what is necessary. Commissioner Beers made a motion to have a Reimbursement Agreement established between the General Contractor Pete Juergen and DLSD. Commissioner O'Keefe seconded the motion. A brief discussion followed whereby Doug Snyder expressed a desire for an exclusive easement for the District on the 5 foot right of way.

APPROVAL OF MINUTES OF REGULAR MEETING OF JULY 15, 2020

After reviewing the Regular Meeting minutes of July 15, 2020, Commissioner Beers made a motion to approve the minutes as written. Commissioner Johnson seconded the motion which passed unanimously.

FINANCIAL

After a review and discussion of the bills represented by check numbers 27158 through 27208, a review of the Allocation of Funds through July 31, 2020 and the Financial Statements for periods ending July 31, 2020, Commissioner O'Keefe made a motion to accept check numbers 27158 through 27208, accept the Allocation of Funds through July 31, 2020 and Financial Statements for periods ending July 31, 2020. Commissioner Beers seconded the motion which carried unanimously.

ADMINISTRATOR'S MONTHLY REPORT

DLSD has acquired 65 large mats at a price of \$40 each to straddle a very wet area in the swamp off the Borg Road easement to get to our metering manhole. DLSD is also looking at purchasing concrete bollards to be used at the back of the top shop for separation of gravels and topsoil for various applications. These will cost between \$45 and \$65 each. We are looking to purchase 24 that are approximately 30 inches by 3 feet.

Administrator DeLuca gave an update on the ongoing internet issues DLSD is currently dealing with. AT&T has officially withdrawn their offer to bring us fiber unless we are willing to pay \$68,000 to bring it in.

Lift Station 11 has had some valve and air release failures and is being worked on.

The old generator is out of Lift Station 4. Russ will probably start working on the transfer switch and service upgrade after Labor Day.

LAKE COMMITTEE REPORT

Commissioner Beers shared that minutes from the August Lake Committee Meeting are not available yet. Katherine Gaulke shared at the Lake Committee Meeting a discussion to review the goals for the lake and re-evaluate them. The Town website has been updated with a new dashboard under Lake Quality. A website separate from the Town is also being worked on. Payment to Peter Berini for Mound Road water sampling was approved. The Water's Edge was also approved at last night's meeting. Friends of The Park has committed \$600,000 in funding to Water's Edge.

COMMENTS AND SUGGESTIONS OF CITIZENS PRESENT REGARDING AGENDA ITEMS

None

DISCUSSION/POSSIBLE ACTION – ONGOING LAKE MANAGEMENT

Commissioner Reider discussed the unwanted consequence of the carp kill was an increase in the number of power boats going through the inlet which has caused an increase in lily pads. The quantity of lily pads has tripled over last

year which is a huge increase in phosphorus in the lake. His recommendation is having the carp kill prior to the lily pad bloom or restricting the areas where power boats and carp hunters can go.

He also shared the issue of dairy farmers who are utilizing trucks to dump manure into farm fields to safely nourish the fields. Unfortunately, there were 95 trucks carrying 7,000 gallons of manure that dumped manure on the fields between Mound Road and County Trunk F which is within the watershed. The ongoing benefit of the pellets that have been applied in the past may help take care of the additional sediment that has been added to the lake because of this dumping.

Commissioner Reider shared that Lake Lorraine has finished all their charts. He will forward the preliminary reports he received from Roy of Lake and Ponds. Potentially someone from Lake Lorraine could come to the November Lake Committee meeting.

DISCUSSION/POSSIBLE ACTION REGARDING BROWN'S CHANNEL REHAB

Administrator DeLuca requested confirmation that the Commission does not want to move forward with Brown's Channel rehabilitation and the opportunity to coordinate with the Town. He received information from Baxter and Woodman on grants available and pricing estimates that totaled approximately \$143,000. There was a yearly maintenance budget of approximately \$2,500. He has not heard of anyone interested in taking over the rehabilitation of Brown's Channel. After a brief discussion, not to move forward at this time was the decision.

DISCUSSION/POSSIBLE ACTION REGARDING LS#11 PUMP & CHECK VALVE REPLACEMENT

Administrator DeLuca does not recommend the pump replacement. DLSD rebuilt the air relief and the pump stabilized itself. Two new valves at a cost of \$2,158 are not needed. While we are going to try and do the work with our own staff, we may need to call Crane if we run into difficulties which is estimated at \$1,330 to change out the valves. Commissioner Reider made a motion to approve replacement of the valves not to exceed \$3,500. Commissioner Johnson seconded the motion which passed unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING HEALTHY LAKES GRANT

Charlie discussed the success of the Healthy Lakes Grant between 2018 and 2020. While successful, it is a very time-consuming task to undertake. There are 5 people who have expressed interest in the grant program for next year. However, the current grant program ends this year. Although we have the option of continuing in this program, Audrey who handled most of the grant work, is no longer with us. It would be good if DLIA or another organization would be willing to sign up for the Healthy Lakes Grant program. Commissioner O'Keefe shared several DLIA board members are interested in Healthy Lakes. He will add it to the next agenda to discuss what role they can undertake. Charlie and Commissioner O'Keefe will get together to further discuss this.

**DISCUSSION/POSSIBLE ACTION REGARDING TELEPHONE ISSUES –
CELLULAR/FIBER OPTIONS**

Administrator DeLuca discussed the limited options DLSD has for reliable cellular and internet service. Verizon has been difficult as we have gotten as low as .02 megabytes per second. When this happens, the phone system completely fails, and we cannot send or receive emails. AT&T will not be bringing their fiber optic unless we are willing to pay \$68,000 for them to do so. Spectrum has offered to run their fiber optic to us at no charge however, they will charge \$919 per month for service. Another option is a government only wireless network called FirstNet. The monthly charge for unlimited data is approximately \$76 per month. He is going to give FirstNet a try as a representative of FirstNet stopped by and got good reception both inside and outside.

**DISCUSSION/POSSIBLE ACTION REGARDING ELECTRONIC OPTIONS FOR
MEETING PACKETS**

Administrator DeLuca discussed the option of each commissioner to receive a tablet and have it set up with a secure connection to send and receive documents and meeting packets. Commissioners were not interested in receiving documents electronically.

DISCUSSION/POSSIBLE ACTION REGARDING HARVESTER UPGRADE

Administrator DeLuca shared breakdowns of an older harvester and discussed pursuing a grant for a new harvester or a grant to rehabilitate the older harvester. After a brief discussion, there was a consensus to pursue the rehabilitation grant with a slight redesign for the mesh.

DISCUSSION/POSSIBLE ACTION REGARDING SCHEDULING BUDGET WORKSHOP DATES

A budget workshop meeting will be held on September 2, 2020 at 8:00. There might need to be a short budget workshop meeting on September 16, 2020 before the regular meeting.

CONSIDERATION OF FUTURE AGENDA ITEMS

Commissioner Reider would like an update on Lake Lorraine pellet use results be added to the agenda as well as new information on pellets be added. Commissioner Beers seconded that request.

DISCUSSION/POSSIBLE ACTION OR CONFIRMATION OF NEXT MEETING DATE

There is a Special and Closed Session on August 21, 2020 at 10:00 a.m., and a Budget Workshop scheduled for September 2, 2020 at 8:00 a.m. The next regular meeting date is scheduled to be held on September 16, 2020 at 9:00 a.m.

ADJOURNMENT

There being no further items to discuss, Commissioner Beers made a motion to adjourn the meeting. Commissioner O'Keefe seconded the motion which carried unanimously. The meeting adjourned at 10:18 a.m.



Kim O'Keefe, Secretary

Date Approved: 9/16/2020