

**DELAVAN LAKE SANITARY DISTRICT**

**MINUTES**

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**Regular & Closed Session**

**December 13, 2024**

**9:00 A.M.**

**CALL TO ORDER**

Commissioner O'Keefe called the Regular and Closed Session Meeting to order at 9:03 A.M. at the Delavan Lake Sanitary District located at 2990 County Rd F South, Delavan, Wisconsin.

**ROLL CALL** Present: Kim O'Keefe, Commissioner  
David Reider, Commissioner  
Ted Kasch, Commissioner

Absent: Thomas Miller, President

Other: Administrator, Jim DeLuca  
Adam Handel  
Ray Seitz  
Mitch Lepkowski  
Doug Snyder (Engineer)

Visitors: None

**DECLARATION OF A QUORUM**

Commissioner O'Keefe declared a quorum present for doing business.

**MOTION TO APPOINT COMMISSIONER O'KEEFE AS ACTING PRESIDENT**

Commissioner Reider made a motion to appoint Commissioner O'Keefe as Acting President for the day. Commissioner Kasch seconded the motion which carried unanimously.

**MOTION TO APPOINT COMMISSIONER REIDER AS ACTING SECRETARY**

Commissioner O'Keefe made a motion to appoint Commissioner Reider as Acting Secretary for the day. Commissioner Kasch seconded the motion which carried unanimously.

#### **APPROVAL OF MINUTES OF REGULAR MEETING OF NOVEMBER 20, 2024**

After a review of the Regular Meeting minutes of November 20, 2024, Commissioner Kasch made a motion to waive the reading of the minutes and approve the November 20, 2024, Regular Meeting minutes as written. Acting President O'Keefe seconded the motion which carried unanimously.

#### **FINANCIAL**

After a review and discussion of the bills represented by check numbers 29595 through 29630, Allocation of Funds through November 30, 2024, and Financial Statements for periods ending November 30, 2024, Acting President O'Keefe made a motion to accept payment of bills, Allocation of Funds, and Financial Statements as presented. Commissioner Reider seconded the motion which passed unanimously.

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

Administrator DeLuca shared the lining project at L.S. #10 has been postponed until April 2025. Also, the bid for removal of the USEMCO at L.S. #7 will go out in February 2025. The County rejected the approval of plans for L.S. #2A and L.S. #5. The District Attorney is working on this.

#### **LAKE COMMITTEE REPORT**

Adam shared the placement of Bouy's around the lake was discussed at this months Lake Committee meeting and that there will not be a Lake Committee meeting in January.

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

None

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

None

**DISCUSSION/POSSIBLE ACTION REGARDING SHORES OF DELAVAN**

Doug from Baxter and Woodman discussed a letter dated December 2, 2024 from Shodeen Construction Company for the Shores of Delavan Project. Last month the Letter of Credit was reduced by 50 percent. Based on the December 2, 2024 letter and progress being made, Baxter and Woodman is recommending an additional reduction to a total of \$92,769.50. After a brief discussion, Acting President O'Keefe made a motion to reduce the Line of Credit from Shodeen to \$92,769.50. Commissioner Reider seconded the motion which passed unanimously.

**DISCUSSION/POSSIBLE ACTION REGARDING ERU ISSUE AT SIDEWAYS BAR**

Administrator DeLuca mentioned there was a water softener leak that was not discovered right away, and the owner of the bar received a substantially higher sewer bill due to the water usage being metered. Typically, the total water usage is equivalent to 1 ERU. The owner is hoping to receive some relief as some of the water went into the ground. Acting President O'Keefe made a motion to direct DLSD personnel to adjust the billing for Sideways Bar back to the original 1 ERU average. Commissioner Reider seconded the motion which carried unanimously.

**CLOSED SESSION**

Acting President O'Keefe made a motion to table item number 12, Closed Session, under new business. Commissioner Reider seconded the motion and the motion passed unanimously.

**DISCUSSION/POSSIBLE ACTION REGARDING MR. BEERS FAMILY REQUEST**

Administrator DeLuca discussed the desire of the family to have a donation to the Delavan Lake Sailing School in lieu of flowers. After a brief discussion Commissioner Kasch made a motion to donate \$400 to the family. Acting President O'Keefe seconded the motion which carried 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 January 15, 2025, at 9:00 a.m.

**ADJOURNMENT**

There being no further items to discuss, Acting President O'Keefe made a motion to adjourn the meeting and recess to the Wagon Wheel for the Holiday Luncheon. Commissioner Kasch seconded the motion which passed unanimously. The meeting adjourned at 9:39 a.m.

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David Reider, Acting Secretary

Date Approved: January 22, 2025