

DELAVAN LAKE SANITARY DISTRICT

MINUTES

Regular Meeting

December 16, 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
Charlie Handel
Eric Ritchey
Doug Snyder (Engineer)

Visitors: Tom Thiele (Town of Delavan)

DECLARATION OF A QUORUM

President Miller declared a quorum present for doing business.

APPROVAL OF MINUTES OF REGULAR MEETING OF NOVEMBER 18, 2020

Commissioner Beers made a motion to approve the Regular Meeting minutes of November 18, 2020 as written. Commissioner O'Keefe seconded the motion which passed unanimously.

FINANCIAL

After a review and discussion of the bills represented by check numbers 27341 through 27401, Commissioner O'Keefe made a motion to accept check numbers 27341 through 27401. Commissioner Beers seconded the motion which passed unanimously.

Administrator DeLuca reviewed the Allocation of Funds through November 30, 2020 and the Financial Statements for periods ending November 30, 2020. Commissioner Beers made a motion to accept the Allocation of Funds report through November 30, 2020 and the Financial Statements for periods ending November 30, 2020 and place them on file. Commissioner O'Keefe seconded the motion which carried unanimously.

ADMINISTRATOR'S MONTHLY REPORT

Administrator DeLuca shared an update on LS #3A replacement work in progress. The foundation walls for the vault have been poured and directional boring has been completed for the conduits.

He is looking into a camera update for the camera truck. A demo is going to take place today as the current camera is outdated and has very poor resolution. The clarity of the pictures makes it difficult to show leaks. We are still pursuing a few leaks. There are three leaks that are being repaired right now from owners that do have the lateral insurance coverage.

MOTION TO MOVE AGENDA OUT OF ORDER

Commissioner O'Keefe made a motion to take the agenda out of order to address item 13 before item 7 to accommodate Eric Ritchey who will need to leave for the camera demo scheduled for 9:30. Commissioner Beers seconded the motion. The motion carried unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING PURCHASE OF VACTOR TRUCK

Administrator DeLuca discussed the spreadsheet Commissioners received in their packets that compared 3 different vac trucks. Of the 3, Eric favors the GapVax as it has a better warranty. Annual repairs on the existing 2001 truck cost approximately \$6,000 to \$8,000 per year and we are not able to operate the easement machine with this truck as it does not have the capacity to do so. The cost and benefits of renting this equipment or contracting out the work versus

purchasing the truck were discussed. It was agreed to move forward looking into quotes from GapVax for purchasing a truck. A detailed proposal with optional down grades and upgrades was requested. The potential to sell the existing vac truck was also discussed.

LAKE COMMITTEE REPORT

Commissioner Beers discussed a video meeting with the DNR that took place the day before the Lake Committee meeting. That meeting reinforced the perception that the DNR needs to be managed through continual persistence regarding responses to submittals and questions. Correspondence that is sent to the DNR has gotten lost or put to the side on more than one occasion. Theresa has committed to getting back to us by the end of the day with answers however, that commitment has not been followed through on. Yesterday Katherine Gaulke sent an email to Theresa requesting a response by the end of the day. Katherine is still waiting for a response. Until there is a DNR permit, DLSD should not commit to doing anything as we do not know what we can do. The Town is facing an urgency to get approval for the dredging permit as the money needs to be spent by a certain date. If permitting does not happen in a timely fashion, the money will be spent on something else. Administrator DeLuca and Katherine Gaulke are trying to organize a meeting with the head of the DNR, Preston Cole, Tyler August and Senator Nass to figure out why we are not getting a response from Theresa. Baxter and Woodman presented optional ideas to the DNR regarding dewatering the existing ponds allowing them to dry out before dredging them or removing the water via semi-mounted wastewater treatment equipment rather than constructing ponds. The Committee has asked for an updated Certified Engineering Plan that analyzes the Berini plan as well as Baxter & Woodman Plan.

COMMENTS AND SUGGESTIONS OF CITIZENS PRESENT REGARDING AGENDA ITEMS

None.

DISCUSSION/POSSIBLE ACTION – ONGOING LAKE MANAGEMENT

Lowering the lake to winter level is in progress. The lake turnover would most likely have taken place in October. The wind and wave action are contributing factors to the early turnover.

DISCUSSION/POSSIBLE ACTION REGARDING 4225 S. SHORE ACCESSORY STRUCTURE

Administrator DeLuca shared DLSD ordinances do not address accessory structures. WalCoMet does not charge for an accessory structure. The owners of 4225 S Shore went back to the County and had the permit amended to state that the building will not be used as a dwelling unit, will not be used for overnight stays, and shall not exceed the maximum height of 25 feet and will not have a basement. They do not want to be charged the connection fee or the monthly sewer fees. It needs to be determined if they tapped their sewer lateral for the accessory building or if they tapped our main. If they tapped our main, there will be a charge.

DISCUSSION/POSSIBLE ACTION REGARDING PINNO DEVELOPMENT

Doug Snyder shared Pinno Construction's plans to put storage sheds and a professional building up on a 5-acre parcel of land west of the existing police building and south of the new fire station on Townhall Road. As part of this, they are planning to extend sewer from Townhall Road to halfway through the development. He has reviewed their plans and made some recommended changes. He believes the sewer extension can be approved contingent on the Engineer's December 14, 2020 review comments relating to pipe material, layout and design and construction details. President Miller made a motion to authorize the Developer's Agreement with all the recommended corrections to the sewer system per Baxter and Woodman's report with authorization for the Administrator to sign the Agreement. Commissioner Beers seconded the motion which carried unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING LS#1 ACCESS

LS#1 is on North Shore Road and the road has been rebuilt. On the side where the lift station is, the contractor re-soiled the ditch which created a problem for DLSD crew as that is our station's access point. Tom from the Town of Delavan shared that the issue is that the road was raised and that if DLSD wants to put a culvert in we need to get a permit and pay for that ourselves as there was never a culvert there before. He did recognize that there is more of a slope now. He has gone over there and parked and does not see an issue with the slope. Administrator DeLuca's issue is that they have a culvert coming under the access from Assembly Park and the invert of that culvert is substantially below the invert of the ditch. He is confused as to why they didn't extend the culvert all the way across as the water has to fill up a hole now to get up and out of that run and there is a very steep slope coming down the North Shore ditch line. On the

west side, they paved that shoulder but on the other side they top soiled it. This is upsetting as we access that lift station every day. Administrator DeLuca has had discussions with Assembly Park as this situation has created a problem as well as a safety concern. Assembly Park has no intention of replacing the fence that is there. They did say we could remove the fence and plant some arborvitae or redo the fence. If we do a path along the fence line, they prefer porous pavers as opposed to gravel. John Olson stated we needed to pay to put a culvert in and pull a permit to do so. Administrator DeLuca feels they should have extended the culvert as the water coming from under the road needs to raise up almost 18 inches to get out of a pit to drain to the lake. Now we must deal with that situation, and we do not like the slope. Tom as the public works manager and Jim need to meet at the site for further discussion.

DISCUSSION/POSSIBLE ACTION REGARDING USGS JOINT FUNDING AGREEMENT

Every year, we share with the Town funding of USGS lake monitoring. The price has gone up this year. Commissioner Reider is frustrated with the lack of timely information we receive from USGS. He would like an information condition added to the agreement prior to signing and funding it. President Miller does not think this should be the Sanitary District's responsibility. Charlie shared that Dale Robertson gives us a presentation of the data in March. It is not the raw data that Commissioner Reider is interested in and what the District pays for. Grants would be much more difficult to receive without the USGS data collected. This agreement was originally set up so we would know when the ponds needed to be dredged as well as the impact development has on the lake. Any permits also require the information that USGS collects for us. Commissioner Beers made a motion to approve the appropriation of money as is written for the USGS Joint Funding Agreement. Commissioner O'Keefe seconded the motion which passed with a 3 aye, 2 nay vote. President Miller, nay, Commissioner O'Keefe, aye, Commissioner Johnson, aye, Commissioner Reider, nay, Commissioner Beers, aye.

DISCUSSION/POSSIBLE ACTION REGARDING WH#81 REPLACEMENT OF FLOAT STABILIZERS

Charlie shared WH#81 had floats put on it 5 years ago to stabilize it after someone rolled it over. The floats are starting to leak and need to be replaced. The cost to replace them is \$5,960. Commissioner Beers made a motion to approve the expenditure of \$5,960 for floats as written. President Miller seconded the motion which passed unanimously.

DISCUSSION ONLY REGARDING LWMMI 2021 SAFETY GRANT PROGRAM

Administrator DeLuca shared that the League of Wisconsin Municipal Insurance program that we participate in has qualified us for a 50/50 grant of up to \$500 for safety equipment we purchase. We need to replace one of the harnesses for confined space entry and other safety equipment for gas detection. We will make those purchases and be reimbursed up to \$500 from the grant.

DISCUSSION/POSSIBLE ACTION REGARDING DISTRICT FUNDS

Administrator DeLuca shared CD rates are still very low. Kim is using her best discretion the day she makes a transfer as the market changes daily.

CONSIDERATION OF FUTURE AGENDA ITEMS

Commissioner O'Keefe would like On-going Lake Management to remain on the agenda. Commissioner Beers requested a copy of the Lateral Insurance Contract be given to all Commissioners for future discussion.

DISCUSSION/POSSIBLE ACTION OR CONFIRMATION OF NEXT MEETING DATE

The next regular meeting date is scheduled to be held on January 20, 2021 at 9:00 a.m.

ADJOURNMENT

There being no further items to discuss, Commissioner Beers made a motion to adjourn the meeting. Commissioner Reider seconded the motion which carried unanimously. The meeting adjourned at 11:00 a.m.

Kim O'Keefe, Secretary

Date Approved: 1/20/2021