

DELAVAN LAKE SANITARY DISTRICT

MINUTES

Regular & Closed Session

February 11, 2025

9:00 A.M.

CALL TO ORDER

President Miller called the Regular and Closed Session 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 (*via phone 9:30am*)
David Reider, Commissioner
Ted Kasch, Commissioner

Absent: None

Other: Administrator, Jim DeLuca
Adam Handel
Ray Seitz
Doug Snyder (*Engineer*)
Stan Riffle (*Attorney*)

Visitors: Mary Knipper
August Pepper
Bertha Pepper

DECLARATION OF A QUORUM

President Miller declared a quorum present for doing business.

APPROVAL OF MINUTES OF REGULAR MEETING OF JANUARY 22, 2025

After a review of the Regular Meeting minutes of January 22, 2025, Commissioner Reider made a motion to waive the reading of the minutes and approve January 22, 2025, Regular Meeting minutes as written. Commissioner Kasch seconded the motion which carried unanimously.

FINANCIAL

After a review and discussion of the bills represented by check numbers 29690 through 29717 and Allocation of Funds through January 31, 2025, President Miller made a motion to accept payment of bills and Allocation of Funds as presented, Commissioner Kasch seconded the motion which passed unanimously.

ADMINISTRATOR'S MONTHLY REPORT

Administrator DeLuca shared they are working on the punch list at 2A. Also, Pat's Sanitary Service is cleaning District wet wells today.

LAKE COMMITTEE REPORT

Mary Knipper mentioned next Saturday the Walworth County Lakes Association will have its regular meeting and the guest speaker is the Executive Director of Wisconsin Lakes, Mike Engleson. Many lakes across the state are looking into enhanced waves and what the state is planning to do legislatively. This will be what is addressed at the meeting.

COMMENTS AND SUGGESTIONS OF CITIZENS PRESENT REGARDING AGENDA ITEMS

Mr. and Mrs. Peppers shared their concerns regarding the land the District is looking to purchase for dumping and spreading weeds removed during weed harvesting.

DISCUSSION/POSSIBLE ACTION – ONGOING LAKE MANAGEMENT

None

DISCUSSION/POSSIBLE ACTION REGARDING REPAIR SEWER LINE

Administrator DeLuca discussed a couple of defects found during televising. The sewer crew is continuing to do televising to see the extent of any other issues discovered. Once this has been done, he will report back to the Commission with estimated costs for repairs.

DISCUSSION/POSSIBLE ACTION REGARDING COMMISSION VACANCY APPLICANTS

A discussion took place regarding applications for the vacant commissioner seat on the Delavan Lake Sanitary District Commission as the Town has expressed support for input from the District. Mary Knipper believes the applications will be brought before the Town Board in March for a vote.

DISCUSSION/POSSIBLE ACTION REGARDING CHANGE ORDER #2 – LS# 2A REPLACEMENT

Administrator DeLuca shared that the change order to be discussed and possibly acted on is Change Order #1, not Change Order #2 as indicated on the agenda. Doug Snyder mentioned Change Order #1 is a proposal from the contractor to reduce the contract price by \$68,709.06. There were unused cash allowances and work changes which created this credit. Doug went over each of the changes and requested the Commission's approval. President Miller made a motion to reflect a correction to agenda item #12 from Change Order #2 to Change Order #1 and to approve Change Order #1 for LS# 2A Replacement. Commissioner Kasch seconded the motion which passed unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING PAYMENT REQUEST #2 – LS# 2A REPLACEMENT

Doug Snyder discussed payment request #2 from the contractor in the amount of \$522,629.37 dated February 7, 2025. He recommended approval of the request. President Miller made a motion to approve payment request #2 and Commissioner Kasch seconded the motion. The motion passed unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING LS# 7

Doug Snyder reviewed the handout that showed an overview for the LS# 7 Replacement Project. He plans to advertise the project in the paper February 26, 2025, open bids for this project on March 20, 2025, and award the contract at the following scheduled meeting thereafter.

DISCUSSION/POSSIBLE ACTION REGARDING LS# 3 REPLACEMENT CONCEPT PLAN

Doug Snyder reviewed the handout for the LS# 3 Replacement Concept Plan and accompanying cost estimate sheet. The plan includes getting rid of the steel can at the station, putting new submersible pumps in the existing wet well, and making room for a new valve and metering structure on the site. He stated there are things to be worked out with the neighbors before this project can move ahead. A joint meeting is to be scheduled with the neighbors in the

spring. Commissioner O'Keefe made a motion to approve costs related to working out the issues prior to proceeding with LS# 3 Replacement Concept Plan engineering. Commissioner Kasch seconded the motion which carried unanimously.

CLOSED SESSION

President Miller made a motion that the commissioners, upon duly made and carried, will immediately convene to closed session. Commissioner Reider seconded the motion, a roll call vote was taken, and the motion passed unanimously. The purpose of the closed portion of the meeting is;

- a. To deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session as authorized under Section 19.85(1)(e), Wisconsin Statutes. Specifically, to be discussed is land purchases or sales in the Town of Delavan.

RECONVENE IN OPEN SESSION

Commissioner O'Keefe made a motion to reconvene in open session at 10:00 a.m. The motion was seconded by Commissioner Reider which carried unanimously.

DISCUSSION/POSSIBLE ACTION ON ANY CLOSED SESSION MATTERS

None

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 March 11, 2025, at 9:00 a.m.

ADJOURNMENT

There being no further items to discuss, Commissioner O'Keefe made a motion to adjourn the meeting. President Miller seconded the motion which passed unanimously. The meeting adjourned at 10:01 a.m.

Kim O'Keefe, Secretary

Date Approved: March 11, 2025