

DELAVAN LAKE SANITARY DISTRICT

MINUTES

Regular Meeting

February 17, 2021

9:00 A.M.

CALL TO ORDER

President Miller called the Regular Meeting to order at 9:02 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
David Reider, Commissioner
Richard Beers, Commissioner

Absent: Thomas Johnson, Commissioner

Other: Administrator Jim DeLuca
Charlie Handel
Mitch Lepkowski
Ray Seitz
Eric Ritchey

Visitors: Katherine Gaulke (Town of Delavan)
Bob Skidmore (Shodeen Development)
John McCarthy
Ted Kasch

DECLARATION OF A QUORUM

President Miller declared a quorum present for doing business.

APPROVAL OF MINUTES OF REGULAR MEETING OF JANUARY 20, 2021

Commissioner O'Keefe made a motion to approve the Regular & Closed Session minutes of January 20, 2021 as written. Commissioner Beers seconded the motion. After a brief discussion, the motion passed unanimously.

MOTION TO MOVE AGENDA OUT OF ORDER

Commissioner Beers made a motion to take the agenda out of order to address item 7, Lake Committee Report, before returning to item 5, Financials, as Katherine Gaulke needed to leave early for another meeting. Commissioner O'Keefe seconded the motion. The motion carried unanimously.

LAKE COMMITTEE REPORT

Katherine Gaulke and Commissioner Beers shared the February Lake Committee meeting discussions. At the Lake Committee meeting, Don Holt and Dan Lemanski discussed and recommended the Town follow the Peter Berini dredging project approach and disassociate itself from the Delavan Lake Sanitary District. The Lake Committee did not act on that recommendation. The Lake Committee recommended the hiring of Baxter and Woodman to assess the different dredging approaches showing the pros and cons of each and presenting the assessment to the Lake Committee and the Town Board. The Town did approve a \$10,000 work order for Baxter and Woodman for the assessment at their January 16, 2021 meeting. Katherine has updated the dredging timeline to include key quotes and information from the DNR meeting with Theresa. As it is still difficult to get timely responses from Theresa, they have once again reached out to her supervisor. It is believed if we want action from the DNR, legislators will have to get involved. The Town also voted to do a support letter for the Surface Suction Grant that DLSD is applying for.

Katherine shared an update on the Water's Edge park project. The location of the Indian mound burial grounds put building a garage on hold. They are hoping to partner with DLSD to add a garage and washroom to the lift station that is over there. They are also planning to partner with the UW extension for a DNR Healthy Lakes educational site and park path. President Miller requested a sketch of what would be requested of DLSD as a partner as well as a list of what their needs and wants are. Katherine also shared that Ted Kasch was approved to be on the DLSD Board.

Commissioner Reider requested test result information from SEWRPC. The Lake Committee receives updates once a month from SEWRPC. Commissioner Beers suggested a chronology summary timeline be passed out to become part of the Lake Committee public record.

FINANCIAL

After a review of the bills represented by check numbers 27457 through 27491, reviewing the Allocation of Funds through January 31, 2021 and the Financial

Statements for periods ending January 31, 2021, Commissioner O'Keefe made a motion to accept check numbers 27457 through 27491, accept the Allocation of Funds report through January 31, 2021 and the Financial Statements for periods ending January 31, 2021. Commissioner Beers seconded the motion which passed unanimously.

ADMINISTRATOR'S MONTHLY REPORT

Administrator DeLuca shared our attorney has been in contact with View Crest. View Crest would like us to provide a sketch of what is to be done. They would like us to keep the grass from the fence to the first bend and then from that bend in through the woods, we can put the gravel path. Ray will put a sketch together so our attorney can address any View Crest concerns. Lift station 3A work has been on hold due to the weather. Administrator DeLuca and Eric met with the representatives of GapVax. Their engineers are willing to make modifications that Eric recommended to customize it to our needs at no additional cost. We will be moving forward with the purchase of the GapVax.

COMMENTS AND SUGGESTIONS OF CITIZENS PRESENT REGARDING AGENDA ITEMS

Bob Skidmore of Shodeen came to the board meeting under the presumption that they would be on the agenda for the acceptance of the Valencia Drive Sanitary Sewer that has been installed. He believes all the documents required by DLSD have been submitted but has not received a response from Baxter and Woodman yet. He would like the Board to make sure the sewer acceptance is on the March agenda. Administrator DeLuca is holding off until he gets a final letter from Doug. Therefore, it wasn't on the February agenda. Administrator DeLuca will be in contact with Doug and then with Bob Skidmore.

DISCUSSION/POSSIBLE ACTION – ONGOING LAKE MANAGEMENT

None.

DISCUSSION/POSSIBLE ACTION REGARDING PAYMENT REQUEST #1 – LS#3A REPLACEMENT

Doug Snyder of Baxter & Woodman sent a Payment Recommendation letter recommending payment to Staab Construction Corporation in the amount of \$109,421.00 for work completed to date. President Miller made a motion to approve payment request #1 in the amount of \$109,421.00 to Staab Construction Corporation. Commissioner O'Keefe seconded the motion which passed unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING PAYMENT REQUEST #2 – LS#3A REPLACEMENT

Doug Snyder of Baxter & Woodman sent a Payment Recommendation letter recommending the Commission approve payment to Staab Construction Corporation in the amount of \$118,996.05. President Miller made a motion to approve payment request #2 in the amount of \$118,996.05 to Staab Construction Corporation. Commissioner O'Keefe seconded the motion which carried unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING DATACOMM PLUS AGREEMENT

Administrator DeLuca shared problems we have been experiencing with Verizon and the struggle to get them rectified. If we go with DataComm Plus, we will have to buy new phones, however the phones we purchase would not be proprietary like the current Verizon phones are. The quote is for the phones and does not include time and materials by our IT person. If we switch to DataComm, there would be a savings of approximately \$100 per month on the monthly bill. Administrator DeLuca felt it would be best if we moved away from Verizon. Commissioner Beers made a motion to adopt the DataComm Plus quote. Commissioner Reider seconded the motion which pass unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING INSURANCE RENEWAL

Administrator DeLuca shared there is a slight increase in this year's renewal. They can expect an even larger increase when the next renewal comes up as appraisers are being sent out to evaluate all our structures and they will be assessed at replacement value. All municipalities are going through an appraisal audit. While we do get quotes from other insurance companies, it is difficult for other companies to compete with general liability quotes from The League of Municipalities. President Miller would like to know if all insurance companies are going with the replacement value approach. Administrator DeLuca will investigate this. Cyber-attack insurance coverage was discussed. Administrator DeLuca stated there are documents he needs to fill out to get a quote on cyber-attack coverage. He needs the help of our IT to answer some of the questions on the form. He is working on getting this coverage quote. Commissioner O'Keefe made a motion to approve the insurance contract with The League of Wisconsin Municipalities. Commissioner Beers seconded the motion which carried unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING DONATION TO HEALTHY LAKES DEMO/EDUCATION SITE

Charlie shared the Town is applying for a Knowles Stewardship Grant at the Town Park. They have requested a \$1,000 donation along with a letter of support. Charlie would like to give them a letter of support but in lieu of the \$1,000 donation, give them an in-kind donation as he will be writing and administrating the Healthy Lakes Grant. If the RBF grant is approved, DLSD will be conducting a surface water suctioning program at the Town Park boat launch and beach areas. DLSD will be investing over \$20,000 in equipment plus all labor costs associated with the program. Commissioner Beers made a motion for DLSD to write a letter of support and offer an in-kind donation via the Healthy Lakes Grant and RBF grant activities. Commissioner O'Keefe seconded the motion which passed unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING BORG ROAD SEWER EASEMENT WORK

Mitch shared the work on the easement to get to the 36" interceptor sewer has begun. They are starting to lay the gravel and mats to have access to the meter in the swamp. More mats are needed as numerous trucks have gotten stuck and on one occasion, a bulldozer was needed to pull the vehicle out. The purchase of additional mats will increase the cost of the project by approximately \$4,000. Commissioner Beers made a motion to allow Administrator DeLuca to complete the Borg Road sewer easement project spending up to \$7,500 to complete the project. President Miller seconded the motion which carried unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING FARM ANIMAL WASTE DUMPING SCENARIO

President Miller noticed an article in the Gazette regarding a factory farm being fined \$144,000 for violations similar to the scenario that took place in Delavan Township. He wondered who is pursuing the incident that took place in Delavan Township. It was clarified while there are violations in the state of Wisconsin for farm run off that the DNR enforces, there was no violation in the Delavan Township scenario. This is something the Lake Committee is dealing with. Brian Smetana, the Senior Conservation Technician for Walworth County did share at a meeting that while it was done in incorrect order, there was no violation according to the County. Mary Knipper is working on creating a discussion group with the County about what took place. Commissioner Reider made a motion that the Sanitary District request the Lake Committee continue to pursue guidelines and identify participants for any run off events impacting Delavan Lake based on the standards that are either in place or being put in

place to help prevent future occurrences. President Miller seconded the motion which passed unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING LAKE ALGAE TREATMENT

Commissioner O'Keefe shared weed harvesting responsibilities were passed on to DLSD and we absorbed them. The reason we are weed harvesting is we choose to be proactive about getting vegetation out of the lake before it can convert into phosphorus. We can quantify the dollars per pound of phosphorus that we are taking out of the lake as well as our operational costs. One of the things that has come to light is the amount of phosphorus that is associated with algae. There is the potential for DLSD to spend less money on weed harvesting by looking into options for algae removal. We may be able to remove more algae and the associated phosphorus from the water at a lower cost per pound of phosphorus than the cost to remove weeds. The Town does not have the level of knowledge to evaluate equipment like DLSD does. Commissioner O'Keefe looks at algae removal as an opportunity to have a much bigger impact on phosphorus removal than weed harvesting does. President Miller is concerned with the increasing lake responsibilities DLSD is taking on and the demands this will be placed on the sewer crew pulling them away from their main purpose of maintaining a sewer system. Commissioner Beers clarified that the sewer crew is not involved in weed harvesting activity. Charlie hires seasonal help for this. Commissioner O'Keefe believes the potential for making the community beach hospitable to swimmers is very significant. When looking for ways to show that something proactive is happening, the most important lake cleanliness project we ever undertook started in 1969 which was the formation of the Delavan Lake Sanitary District as a reason to clean the lake up. Commissioner Beers thinks a one-year experiment to improve the quality of the lake and aide in maintaining lake property values is worth the cost.

DISCUSSION/POSSIBLE ACTION REGARDING ILLEGAL LATERAL CONNECTIONS

President Miller requested an update on where the process stands regarding the illegal lateral connections. He stated the attorney was going to send out final letters and then a lien would be placed on the property if no corrective action is taken. Mitch shared that it is not just illegal connections but lateral leaks that are an issue. With the amount of snow we have and the warmer temperatures ahead, the lift stations in area 7 and 10 may not be able to keep up. Between the two areas there is approximately 100 leaks. As Administrator DeLuca is not present, it was decided to keep this on next month's agenda.

DISCUSSION ONLY REGARDING COMMISSIONER RESIGNATION

Commissioner Beers shared it was a pleasure working with Commissioner Johnson and looks forward to having Ted Kasch join the Commission.

CONSIDERATION OF FUTURE AGENDA ITEMS

On-going Lake Management and illegal lateral connections need to remain on the agenda. Also, final approval of the Sanitary Sewer on Valencia Drive needs to be placed on the agenda.

DISCUSSION/POSSIBLE ACTION OR CONFIRMATION OF NEXT MEETING DATE

The next regular meeting date is scheduled to be held on March 10, 2021 at 9:00 a.m.

ADJOURNMENT

There being no further items to discuss, Commissioner O'Keefe made a motion to adjourn the meeting. Commissioner Beers seconded the motion which carried unanimously. The meeting adjourned at 10:27 a.m.



Kim O'Keefe, Secretary

Date Approved: 3/10/2021