

**Note: These minutes are draft only. They should not be considered final until approved as presented, or corrected, at the next regular commission meeting.**

**DELAVAN LAKE SANITARY DISTRICT**

**MINUTES**

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**SPECIAL MEETING**

**February 22, 2017**

**9:00 A.M.**

**CALL TO ORDER.**

President Surinak, called the 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: John Surinak, President  
Thomas Miller, Commissioner  
Kim O'Keefe, Commissioner  
Thomas Johnson, Commissioner  
Richard Beers, Commissioner  
Stanley Riffle - Attorney

Visitors: Mary Knipper  
Dave Patzelt

**DECLARATION OF A QUORUM.**

President Surinak declared a quorum present for doing business.

**APPROVAL OF MINUTES.**

After a short discussion Commissioner Beers made a motion to waive the reading of the minutes of the Regular Meeting & Closed Session of January 18, 2017 and approve them as written. Commissioner O'Keefe seconded the motion which passed unanimously.

After a short discussion President Surinak made a motion to waive the reading of the minutes of the Special Meeting of February 11, 2017 and approve them with corrections. Commissioner Miller seconded the motion which passed unanimously.

#### **COMMENTS OF CITIZENS PRESENT.**

None

#### **FINANCIAL.**

After reviewing the bills Commissioner O'Keefe made a motion to approve payment of bills represented by check numbers 25132 through 25186. Commissioner Johnson seconded the motion which carried unanimously.

President Surinak made a motion to accept the Allocation of Funds report for the period ending January 31, 2017 and place on file. The motion was seconded by Commissioner O'Keefe and carried unanimously.

#### **ADMINISTRATORS MONTHLY REPORT.**

In addition to the monthly report already provided to the Commissioners Administrator DeLuca advised that a main sewer line off of South Shore Drive was hit by a contractor who was installing a new lateral. We have photos showing the top of the pipe caved in. The contractor has offered to repair the sewer line for free. We will have someone there to be sure it is done to our standards. Thirteen commercial properties have installed meters, the others are billed according to the state rate. Town of Delavan has received a quote to repair the gear box for the gate at the dam for \$20,000. We have since talked to another company who thinks they can fix the gear box, parts only, for a lesser amount. The lake level is being maintained at winter elevation.

President Surinak made a motion to accept the Administrator's Monthly Report and place it on file. The motion was seconded by Commissioner Miller which carried unanimously

#### **LAKE & WATERSHED PROJECTS.**

Administrator DeLuca advised that the Healthy Lakes Grant is still being worked on. The University of Wisconsin – Whitewater college students have

come back and will do some soil studies in Browns Channel and possibly some soil samples in the inlet.

Commissioner O'Keefe advised that the Town Lake Committee recommended the Town Board pay \$6,000 to do sediment coring's in the three ponds on Mound Road.

Commissioner O'Keefe advised that DLIA has changed their tax status to 501(c)(3) so future donations to DLIA will be tax deductible. It will open up opportunities to expand their farm conservation plan with re-pollination projects.

Information only

#### **LS #2, LS #9 AND ADMIN PARKING PROGRESS.**

Administrator DeLuca advised that Doug Snyder of Baxter & Woodman was not able to be present today because he had to attend an emergency meeting.

President Surinak made a motion to table this matter until the next meeting date. Commissioner Beers seconded the motion which passed unanimously.

#### **DISCUSSION DELAVAN LAKE YACHT CLUB AND LS #2 SITE ISSUES.**

Commissioner O'Keefe advised that DLSD is attempting to establish a base line for a ramp at the Yacht Club. DLSD could go to the Yacht Club and say we think a ramp is going to cost X amount of dollars and here are the metrics that we would want to utilize this, i.e. Monday-Thursday – so many days a week – so many trips – we would operate in a certain part of the parking lot and we would remove the equipment at their request. DLYC can take that to their membership and assess the acceptability of it. We could look at a 5 year agreement of some agreed upon cost over a period of time and if they revoked the privilege of using the ramp they would pay the balance of whatever fees were agreed upon.

Commissioner Miller advised that he had obtained drawings of past projects from Doug Snyder and he now understands why the costs are what they are. He wants to think out of the box on this one and will talk to Doug about it.

President Surinak made a motion to table this matter until the next meeting date. Commissioner Miller seconded the motion which passed unanimously.

#### **LS #5 POWER & GENERATOR FAILURE.**

Administrator DeLuca advised that because the generator failure was an emergency the insurance company has allowed the immediate replacement. All our generators are Onen and an Onen generator for LS #5, with the hospital grade muffler, is about \$21,200. We contacted electricians to upgrade the service and Power Tech's total costs will be approximately \$9,200. We will pay for all this upfront and turn the receipts in to the insurance company.

Information only.

#### **2502 MANOR LANE AD-HOC COMMITTEE FORMATION.**

After a short discussion President Surinak made a motion to appoint the 7 citizens who signed up to be on the ad-hoc committee, Commissioner Beers to chair the committee and Commissioner O'Keefe to assist. The meetings may be attended by staff from time to time. Commissioner Beers will coordinate a meeting. Commissioner Miller seconded the motion which passed unanimously.

#### **RENEWAL OF INSURANCE POLICIES.**

Administrator DeLuca advised that the insurance policies only increased a few hundred dollars and recommended the proposal be approved.

Commissioner O'Keefe made a motion to accept the bid for the insurance policies as presented. Commissioner Beers seconded the motion which passed unanimously.

#### **RESOLUTION NO. 1 OF 2017 ADOPTING THE WISCONSIN' HEALTHY LAKES COST-SHARE GRANT FOR THE PURPOSE OF SHORELAND PLANTING.**

Administrator DeLuca explained the resolution is required by the DNR.

President Surinak made a motion to dispense with the first reading of **Resolution No. 1 of 2017** which was seconded by Commissioner O'Keefe. All were in favor and the motion carried.

President Surinak made a motion to dispense with the second reading and adopt **Resolution No. 1 of 2017**, A Resolution Adopting The Wisconsin "Healthy Lakes Cost-Share Grant for the Purpose of Shoreland Planting", as presented. The motion was seconded by Commissioner Miller and passed unanimously.

#### **CLOSED SESSION.**

President Surinak made a motion to immediately convene into closed session. The purpose of the closed session is to consider employment, promotion, compensation or performance evaluation date of any public employee over which the governmental body has jurisdiction or exercises responsibility pursuant to Section 19.85(1)(c), Wisconsin Statutes. Specifically to be discussed is the performance and duties of the Secretary/Receptionist.

The purpose of the 2<sup>nd</sup> closed portion of the meeting is to confer with legal counsel for the governmental body who is rendering oral or written advise concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved as authorized under Section 19.85(1)(e), Wisconsin Statutes. Specifically to be discussed is the ongoing issues with Lift Station #7 easements.

The purpose of the 3<sup>rd</sup> closed portion of the meeting is to confer with legal counsel for the governmental body who is rendering oral or written advise concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved as authorized under Section 19.85(1)(e), Wisconsin Statutes. Specifically to be discussed is the negotiating of land use for harvester off-loading.

The motion was seconded by Commissioner Beers and carried unanimously.

#### **RECONVENE IN OPEN SESSION.**

President Surinak made a motion to reconvene in open session. The motion was seconded by Commissioner O'Keefe and carried unanimously.

#### **DISCUSSION OF CLOSED SESSION MATTERS.**

None

**CONFIRMATION OF NEXT MEETING DATE.**

The next regular meeting date is March 15, 2017 at 9:00 AM

**COMMENTS OF CITIZENS PRESENT.**

None

**ADJOURNMENT**

There being no further items to discuss, President Surinak made a motion to adjourn the meeting. Commissioner Beers seconded the motion which passed unanimously. The meeting adjourned at 10:56 A.M.



Thomas Miller, Secretary

Date Approved: 3/15/2017