

DELAVAN LAKE SANITARY DISTRICT

MINUTES

Regular & Closed Session

June 19, 2024

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
David Reider, Commissioner
Richard Beers, Commissioner
Ted Kasch, Commissioner
Kim O'Keefe, Commissioner

Absent: None

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

Visitors: None

DECLARATION OF A QUORUM

President Miller declared a quorum present for doing business.

APPROVAL OF MINUTES OF REGULAR MEETING OF MAY 22, 2024

After a review of the Regular Meeting minutes of May 22, 2024, Commissioner Kasch made a motion to waive the reading of the minutes and approve the May 22, 2024, Regular Meeting minutes as written. Commissioner Reider seconded the motion which carried unanimously.

FINANCIAL

After a review and discussion of the bills represented by check numbers 29339 through 29375, Allocation of Funds through May 31, 2024, and Financial Statements for periods ending May 31, 2024, Commissioner O'Keefe made a motion to accept payment of bills, Allocation of Funds and Financial Statements as presented. Commissioner Kasch seconded the motion which passed unanimously.

ADMINISTRATOR'S MONTHLY REPORT

Great Lakes TV Seal Inc. has done the sewer lining needed due to the 2214 North Shore Drive illegal connection to the District's main. He also shared a weed harvesting informational brochure Adam has put together to be handed out to residents. It was requested to have this posted on the District website as well.

LAKE COMMITTEE REPORT

Commissioner Beers shared Mary Knipper discussed a desire to have permission from the District Commission to place Adam on the Dam Subcommittee of the Lake Committee. This is an item on this agenda for discussion.

COMMENTS AND SUGGESTIONS OF CITIZENS PRESENT REGARDING AGENDA ITEMS

None

DISCUSSION/POSSIBLE ACTION - ONGOING LAKE MANAGEMENT

None

DISCUSSION/POSSIBLE ACTION REGARDING CHANGE ORDER #3 - LS #4 REMODEL - CONTRACT A

Doug of Baxter and Woodman explained this is a change order to zero out the cash allowance. He had the contractor put \$26,500 into the contract as a line item for a well pump and other items that we were uncertain of their condition. This was a way to avoid higher than necessary bids. The actual cost for the various items came to \$9,957.03 so the change order is a deduction of \$16,542.97. Next month you will see the final price for the project which should be

\$42,662.97 less than the bid price. Commissioner O'Keefe made a motion to approve Change Order #3 for LS #4 Contract A Remodel. Commissioner Reider seconded the motion which passed unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING RESOLUTION NO. 1 OF 2024 APPROVING THE 2023 CMAR

Commissioner Beers made a motion to adopt Resolution No. 1 of 2024 approving the 2023 CMAR to be submitted to the DNR. The motion was seconded by Commissioner O'Keefe and carried unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING MARY KNIPPER'S REQUEST TO PUT ADAM HANDEL ON THE DAM SUBCOMMITTEE FOR DELAVAN LAKE

Commissioner Beers made a motion to approve Adam Handel being appointed to the Dam Subcommittee for the Delavan Lake Committee. Commissioner Kasch seconded the motion and after a brief discussion the motion carried unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING LS #8 VALVE VAULT INSULATING AND EPOXY COATING

Administrator DeLuca mentioned the wet well has a moisture issue and to stay ahead of the corrosion that is occurring we would like to get the vault coated. Ray shared because of limited space, the vault and wet well share a wall. The vault is experiencing excessive moisture buildup because of the wet well being part of the vault wall and the pipes are starting to rust. To counter the moisture buildup, the quote includes spray foam around the wet well in the vault with FRP over it and then epoxy the rest of the walls and the floor and the ceiling. That plus a larger dehumidifier should combat the moisture issue. Commissioner Beers made a motion to adopt the recommendation of insulating and epoxy coating of LS #8. Commissioner O'Keefe seconded the motion which passed unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING REPLACING LS #10 WET WELL GRATING, EXPOXY COATING AND LIFT STATION BYPASS

Commissioner Beers made a motion to approve replacing LS #10 wet well grating, epoxy coating and lift station bypass. Commissioner O'Keefe seconded the motion and after a brief discussion the motion carried unanimously.

CLOSED SESSION

Commissioner Beers made a motion that the commissioners, upon duly made and carried, will immediately convene to closed session. Commissioner O'Keefe seconded the motion, a roll call vote was taken, and the motion passed unanimously. The purpose of the closed portion of the meeting is 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 pursuant to 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

President Miller made a motion to reconvene in open session at 9:48 a.m. The motion was seconded by Commissioner O'Keefe which passed 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 July 17, 2024, 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 passed unanimously. The meeting adjourned at 9:51 a.m.

A handwritten signature in black ink, appearing to read "K. W. O'Keefe", written over a horizontal line.

Kim O'Keefe, Secretary

Date Approved: July 17, 2024