

DELANVAN LAKE SANITARY DISTRICT

MINUTES

Regular & Closed Session

June 21, 2023

9:00 A.M.

CALL TO ORDER

President Miller called the Regular & 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
David Reider, Commissioner
Richard Beers, Commissioner
Ted Kasch, Commissioner

Absent: None

Other: Administrator Jim DeLuca
Ray Seitz
Charlie Handel
Adam Handel

Visitors: Mary Kripper

DECLARATION OF A QUORUM

President Miller declared a quorum present for doing business.

APPROVAL OF MINUTES OF REGULAR MEETING OF MAY 17, 2023

After review of the Regular Meeting Minutes of May 17, 2023, Commissioner O'Keefe made a motion to waive the reading of the minutes and approve the May 17, 2023, Regular Meeting Minutes as written. Commissioner Beers seconded the motion which passed unanimously.

FINANCIAL

After a review and discussion of the bills represented by check numbers 28753 through 28811, Allocation of Funds through May 31, 2023, and Financial Statements for periods ending May 31, 2023, Commissioner O'Keefe made a motion to accept payment of bills, Allocation of Funds and Financial Statements as presented. Commissioner Reider seconded the motion which carried unanimously.

ADMINISTRATOR'S MONTHLY REPORT

In addition to his written monthly report, Administrator DeLuca shared he would like to have Doug of Baxter and Woodman look at L.S. #5 as that is a station that needs to be rebuilt. We own the lot next to it and everything can be moved to that lot. Doug can give a presentation after looking at it.

Administrator DeLuca met with WalCoMet as they will be doing a lining on Borg Road and will be bypassing Geneva Landings sewer discharge in November.

LAKE COMMITTEE REPORT

Mary Knipper shared Batterman has finished dredging the east pond and the dredging project is significantly ahead of schedule. She also shared the Town did approve money to have the Inlet, Outlet and Browns Channel bathometric surveys done. This will help decisions on what needs to be done in the Inlet and Outlet. There was a listening session last week for people who live in the Inlet and Outlet and citizens were concerned about water depth, sediment, access to the main lake, and navigation issues. Any decisions will begin with the bathometric surveys. Shodeen approached the Lake Committee and would like them to extend measurements in the Inlet measuring to the last home on the Inlet where Shodeens property is, and they would pay for Integrated Lakes Management to do more studies. As these are sensitive areas, Mary is not sure anything can be done, as we should not be in sensitive areas.

COMMENTS AND SUGGESTIONS OF CITIZENS PRESENT REGARDING AGENDA ITEMS

None

DISCUSSION/POSSIBLE ACTION – ONGOING LAKE MANAGEMENT

None

DISCUSSION/POSSIBLE ACTION REGARDING ILLEGAL LATERAL CONNECTIONS

None

DISCUSSION/POSSIBLE ACTION REGARDING PAYMENT REQUEST #3 – CTH O SANITARY SEWER REPLACEMENT

Administrator DeLuca shared the recommendation from Doug Snyder of Baxter and Woodman for payment of \$144,176.56 on the total CTH O Sanitary Sewer Replacement project. Commissioner O'Keefe made a motion to approve Payment Request #3 recommended by Baxter and Woodman in the amount of \$144,176.56 to Reeseman's per the invoice dated June 14, 2023. Commissioner Beers seconded the motion which passed unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING REPLACE STORAGE BUILDING LIGHT FIXTURES

Administrator DeLuca discussed adding high bay lights to the older portion of the storage building. Russ of Power Tech did the last lights and can continue with the old portion of the storage building at the same cost, therefore he did not get additional quotes. Commissioner Beers made a motion to approve the June 8, 2023, Power Tech proposal. Commissioner O'Keefe seconded the motion which carried unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING AUDIT PROPOSALS

Administrator DeLuca shared our contract with the CliftonLarsonAllen LLP is expiring and Shelly has gotten quotes from several different companies. Of those quotes, CliftonLarsonAllen LLP has offered the best rate for the three-year period. Shelly shared we have no complaints with CliftonLarsonAllen LLP. Commissioner Beers made a motion to accept CliftonLarsonAllen LLP as our Auditor for the next three years. Commissioner O'Keefe seconded the motion which passed unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING DISTRICT FUNDS

Administrator DeLuca discussed the Certificate of Deposit information gathered. The rates are similar to the Money Market rate we currently have. As we have a lot of activity going on, the ability to access the money is important and he recommended we leave the money in the Money Market. Commissioner O'Keefe made a motion to leave the money in the Money Market. The motion was seconded by Commissioner Beers which carried unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING SUMMER STAFF APPRECIATION LUNCHEON

Administrator DeLuca shared his intent to have a summer staff appreciation grill out where DLSD provides the burgers, brats and buns. Staff can bring the side dishes and desserts. Funds from recycling of materials will be used to fund the event. Commissioner O'Keefe made a motion to accept the summer staff appreciation luncheon. Commissioner Kasch seconded the motion which passed unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING PELLETS

Commissioner Reider discussed the success that several companies have experienced using pellets. Pellets can be combined with aeration and oxygen supplements to make them work quicker. Commissioner Reider believes there is an opportunity to co-op with the Town of Delavan, DLIA and DLSD as each has a lake budget and some of those funds could be used as a co-op to help citizens who may want to do pellets and are willing to monitor and measure the results. Commissioner O'Keefe shared after the Lake Committee gets the results from the bathometric survey decisions can be made as to the best way to move forward with lake concerns.

CLOSED SESSION

Commissioner Beers made a motion that the commissioners, upon duly made and carried, will immediately convene to closed session. President Miller seconded the motion, a roll call vote was taken, and the motion carried 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

Commissioner O'Keefe made a motion to reconvene in open session at 9:58 a.m. The motion was seconded by Commissioner Beers which carried unanimously.

DISCUSSION/POSSIBLE ACTION ON ANY CLOSED SESSION MATTERS

None

CONSIDERATION OF FUTURE AGENDA ITEMS

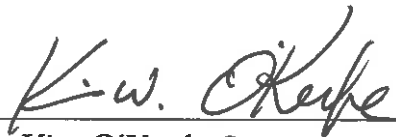
None

DISCUSSION/POSSIBLE ACTION OR CONFIRMATION OF NEXT MEETING DATE

The next regular meeting date is scheduled to be held on July 19, 2023, at 9:00 a.m.

ADJOURNMENT

There being no further items to discuss, Commissioner Beers made a motion to adjourn the meeting. Commissioner O'Keefe seconded the motion which passed unanimously. The meeting adjourned at 10:04 a.m.



Kim O'Keefe, Secretary

Date Approved: July 19, 2023