

DELAVAN LAKE SANITARY DISTRICT

MINUTES

Regular Meeting

March 05, 2026

8:00 A.M.

CALL TO ORDER

President Miller called the Regular Meeting to order at 8:00 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
Carol Radford, Commissioner
David Reider, Commissioner
Ben Nixdorf, Commissioner

Absent: None

Other: Administrator, Jim DeLuca
Adam Handel
Ray Seitz
Rick Kalscheuer (R & R Insurance)

Visitors: Dave Patzelt
Rodiam Montenegro

DECLARATION OF A QUORUM

President Miller declared a quorum present for doing business.

APPROVAL OF THE MINUTES OF REGULAR MEETING OF JANUARY 16, 2026

After a review of the Regular Meeting minutes of January 16, 2026, Commissioner Radford made a motion to waive the reading of the minutes and accept the minutes as written. Commissioner Reider seconded the motion, which carried unanimously.

FINANCIAL

After a review and discussion of the bills represented by check numbers 30190 through 30243, and Allocation of Funds through January 31, 2026,

Commissioner O'Keefe made a motion to accept payment of bills and Allocation of Funds as presented. President Miller seconded the motion which passed unanimously.

ADMINISTRATOR'S MONTHLY REPORTS

Administrator DeLuca shared the closing of the land next door has been completed and we are now in the process of clearing trees on that property. Also, the new all-wheel drive crane truck we purchased has been delivered.

LAKE COMMITTEE REPORT

Commissioner Nixdorf mentioned the Lake Committee is still working with the City of Delavan to establish an agreement.

COMMENTS AND SUGGESTIONS OF CITIZENS PRESENT REGARDING AGENDA ITEMS

None

DISCUSSION/POSSIBLE ACTION – ONGOING LAKE MANAGEMENT

None

DISCUSSION/POSSIBLE ACTION REGARDING INSURANCE RENEWAL

Rick Kalscheuer of R & R Insurance discussed the premium increase of 5.4% and the driving force behind the increase. Crime insurance limits were discussed as cyber-crime is on the rise. Bad actors are getting better at tricking employees to send money that they should not be receiving. After a brief discussion, the commission decided to keep the crime limits the same and discuss these limits with the auditors. Commissioner O'Keefe made a motion to accept the Delavan Lake Sanitary District insurance proposal dated March 15, 2026, to March 15, 2027, in the amount of \$46,445 as presented. Commissioner Radford seconded the motion which carried unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING RESOLUTION NO. 2 OF 2026 ACCEPTING SEWER EXTENSION PROJECT TO SERVICE PARCEL F476100002

Administrator DeLuca shared this sewer main to service the farmhouse and buildings on County Hwy F is an extension from the Shores of Delavan Lake Phase I subdivision sewer main. The extension has been completed and

inspected by Ray as well as Baxter and Woodman. Accepting a sewer main requires the District to do a Resolution. Commissioner O'Keefe made a motion to accept Resolution No. 2 of 2026 and waive the reading of same. Commissioner Reider seconded the motion which carried unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING GAS LINE STAGING AREA

Administrator DeLuca shared this is a fiber optic project, not a gas line project. Someone Ray knows is working on a fiber optic project and contacted him regarding parking their equipment on our property. As we are still waiting for a proposal from the company and they have not contacted us since the initial meeting, we will take this off the agenda.

DISCUSSION/POSSIBLE ACTION REGARDING 2026 AQUATIC TREATMENT PROPOSAL

This is an agreement that we enter every year to preestablish our chemical purchases for the chemical treatments performed on the lake on an as needed basis. While we received quotes from several companies, ILM has given us the best price. President Miller shared he does not believe the Delavan Lake Sanitary District should be paying for this. Commissioner O'Keefe shared the development and history of the Delavan Lake District as well as Delavan Lake Sanitary Districts role in it. Commissioner O'Keefe made a motion to accept proposal #P11058 dated December 23, 2025 from ILM for the 2026 aquatic chemical treatment of Delavan Lake as presented. Commissioner Radford seconded the motion which passed with a 4 aye, 1 nay vote. President Miller, nay, Commissioner O'Keefe, aye, Commissioner Radford, aye, Commissioner Reider, aye, Commissioner Nixdorf, aye.

DISCUSSION/POSSIBLE ACTION REGARDING LS# 9 WET WELL INTAKE AND EXHAUST FANS

There are three fans that need to be replaced at LS# 9. Two that are no longer working and one, that while it still works, is very old. After a brief discussion, it was decided to replace the two fans that are no longer working. Commissioner O'Keefe made a motion to accept Westenn Mechanical proposal dated February 26, 2026, in the amount of \$5,916. President Miller seconded the motion which carried unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING TREE QUOTES ON NEIGHBORING PROPERTY

Part of our purchasing agreement with the neighbors included purchasing and planting trees along their lot line. The neighbors changed the location for the trees to be planted at the last meeting before closing to be planted along our lot line. As this change may impede the farmer renting the land, it would be good for the neighbor to see the placement of the trees before planting. We have received three quotes for the purchase and planting of these trees for consideration. Commissioner O'Keefe made a motion to accept the proposal #200910 from Country Side Trees LLC dated March 3, 2025, in the amount of \$18,300, not to exceed \$20,000. Commissioner Radford seconded the motion which passed unanimously.

CONSIDERATION OF FUTURE AGENDA ITEMS

None

DISCUSSION/POSSIBLE ACTION OR CONFIRMATION OF NEXT MEETING DATE

The next regular meeting is scheduled to be held on April 21, 2026, at 8:00 a.m.

ADJOURNMENT

There being no further items to discuss, President Miller made a motion to adjourn the meeting. Commissioner Radford seconded the motion which passed unanimously. The meeting adjourned at 9:10 a.m.



Kim O'Keefe, Secretary

Date Approved: April 21, 2026