

**DELAVAN LAKE SANITARY DISTRICT**

**MINUTES**

---

**Regular Meeting**

**November 6, 2019**

**8:45 A.M.**

**CALL TO ORDER**

President Miller, called the Regular Meeting to order at 8:45 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  
Thomas Johnson, Commissioner  
David Reider, Commissioner  
Richard Beers, Commissioner

Other: Administrator Jim DeLuca  
Charlie Handel  
Kim Crosby  
Shelly Weeks

Visitors: John Surinak

**DECLARATION OF A QUORUM**

President Miller declared a quorum present for doing business.

**APPROVAL OF MINUTES OF REGULAR MEETING OF OCTOBER 16, 2019**

After reviewing the Regular Meeting minutes of October 16, 2019, Commissioner O'Keefe made a motion to approve the minutes as written. Commissioner Beers seconded the motion which passed unanimously.

**FINANCIAL**

After discussion and review of the bills, Commissioner Johnson made a motion to approve payment of bills represented by check numbers 26740 through 26763. Commissioner Reider seconded the motion which passed unanimously.

**ADMINISTRATOR'S MONTHLY REPORT**

Administrator DeLuca discussed the draft from Peter Berini for the Preliminary Permit Application to Complete Maintenance Dredging at the Mound Road Sediment and Nutrient Control Ponds. The Application contains information and suggestions on managing and handling the dredging project. This will be discussed at the Lake Committee meeting tonight. Based on the quantity of silt removal referenced in the report, acreage to disperse the silt will be an important aspect of the project. Once the DNR grants the permit, we can move ahead with making plans as the permit will identify land disposal options. The importance of acquiring a Memo of Understanding and Support from surrounding communities was discussed and Administrator DeLuca stated a document is being worked on by the Town of Delavan Attorney.

**LAKE COMMITTEE REPORT**

Commissioner Beers handed out minutes from the last Lake Committee meeting and shared what is to be discussed at the Lake Committee meeting held tonight, November 6, 2019. Peter Berini and Dale Robertson will be at the December 4, 2019 Lake Committee meeting.

The Town of Delavan is writing a grant request and is looking for letters of support from surrounding agencies for the Town/DLSD Surface Water Grant application. The District has completed its letter of support.

**COMMENTS AND SUGGESTIONS OF CITIZENS PRESENT REGARDING AGENDA ITEMS**

None

**DISCUSSION/POSSIBLE ACTION – ONGOING LAKE MANAGEMENT**

None

**DISCUSSION/POSSIBLE ACTION REGARDING RESOLUTION NO. 6 OF 2019  
ADOPTING THE 2020 BUDGET**

Commissioner Johnson made a motion to accept Resolution No. 6 of 2019 approving the adoption of the 2020 Budget as written. Commissioner Reider seconded the motion which passed unanimously.

**DISCUSSION/POSSIBLE ACTION REGARDING RESOLUTION NO. 7 OF 2019  
LEVYING TAXES FOR 2019 PAYABLE IN 2020**

Commissioner Johnson made a motion to accept Resolution No. 7 of 2019 approving levying taxes for 2019 payable in 2020 as written. Commissioner Reider seconded the motion which passed unanimously.

**DISCUSSION/POSSIBLE ACTION REGARDING RESOLUTION NO. 8 OF 2019  
SETTING THE VALUE OF AN EQUIVALENT RESIDENTIAL UNIT FOR 2020**

Commissioner Johnson made a motion to accept Resolution No. 8 of 2019 setting the value of an equivalent residential unit for 2020 as written. Commissioner Reider seconded the motion which passed unanimously.

**DISCUSSION/POSSIBLE ACTION REGARDING RESOLUTION NO. 9 OF 2019  
SETTING THE MONTHLY SEWER SERVICE CHARGE FOR 2020**

Commissioner Johnson made a motion to accept Resolution No. 9 of 2019 setting the monthly sewer service charge for 2020 as written. Commissioner Reider seconded the motion which passed unanimously.

**DISCUSSION/POSSIBLE ACTION REGARDING RESOLUTION NO. 10 OF 2019  
SETTING THE CONNECTION FEE CHARGE FOR 2020**

Commissioner Johnson made a motion to accept Resolution No. 10 of 2019 setting the connection fee charge for 2020 as written. Commissioner Reider seconded the motion which passed unanimously.

**DISCUSSION/POSSIBLE ACTION REGARDING ANNUAL HOLIDAY LUNCHEON DATES & LOCATION**

After a short discussion the decision to host the annual holiday luncheon at the Waterfront on December 18<sup>th</sup> was agreed upon.

**DISCUSSION/POSSIBLE ACTION REGARDING 1996 ¾ TON TRUCK FOR SALE & 2000 JEEP REPLACEMENT**

Administrator DeLuca explained the truck to be sold was the fuel truck that has already been replaced. The body mounts on the Jeep need to be replaced and rather than invest more money into that vehicle, he would like to sell both vehicles and accept sealed bids to be opened on a particular date, accepting the highest bid for each vehicle. He would like to replace the Jeep with a newer 4 wheel drive vehicle, preferably another Jeep, for Charlie to use. He will submit a report at the next meeting. Commissioner Beers made a motion to approve the purchase of a new/used vehicle spending up to \$18,000 including the flashers and to sell the 1996 Chevy Truck and 2000 Jeep. Commissioner Johnson seconded the motion which carried unanimously.

**CONSIDERATION OF FUTURE AGENDA ITEMS**

Commissioner O'Keefe suggested leaving Ongoing Lake Management on the next agenda. Commissioner Reider would like to review the data that Lake & Ponds has gathered in regard to the pellets.

**DISCUSSION/POSSIBLE ACTION OR CONFIRMATION OF NEXT MEETING DATE**

The next meeting date was confirmed for December 18, 2019 at 9:00 a.m.

*Please take further notice that the Commissioners will remain to attend a holiday luncheon with the staff on December 18, 2019. This will be strictly a social function and no District business shall be conducted.*

**ADJOURNMENT**

There being no further items to discuss, Commissioner O'Keefe made a motion to adjourn the meeting. President Miller seconded the motion which carried unanimously. The meeting adjourned at 9:33 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: 12/18/2019