

DELAVAN LAKE SANITARY DISTRICT

MINUTES

Regular Meeting

November 09, 2018

8:20 A.M.

CALL TO ORDER.

President Miller, called the meeting to order at 8:20 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 (*via telecom at 9:00*)
Thomas Johnson, Commissioner
David Reider, Commissioner
Richard Beers, Commissioner

Absent: None

Other: Administrator Jim DeLuca
Charlie Handel
Kim Crosby
Shelly Weeks

Visitors: Dennis Lyon

DECLARATION OF A QUORUM.

President Miller declared a quorum present for doing business.

APPROVAL OF MINUTES OF REGULAR MEETING OF OCTOBER 16, 2018

Commissioner Beers made a motion to waive the reading of the minutes of the regular meeting of October 16, 2018 and to approve them as written. Commissioner Reider seconded the motion. After a discussion of the minutes took place, the motion passed unanimously.

FINANCE

After reviewing the bills, President Miller made a motion to approve payment of bills represented by check numbers 26177 through 26210. Commissioner

Beers seconded the motion which carried unanimously. The Allocation of Funds through October 31, 2018 and the Financial Statements for periods ending October 31, 2018 were reviewed and discussed.

ADMINISTRATOR'S MONTHLY REPORT

Administrator DeLuca shared that a survey crew has been busy at LS #5 and LS #6 force main. Grouting the manholes at View Crest is still in progress. It has been too wet and the ground too soft to finish that project.

The new website that is currently under construction was projected onto the screen for everyone to see. The new website will be user friendly, have active weather information, alerts that people can sign up for if they would like to be notified on their phone or e-mail, publications, upcoming events, recent news and much more. The design of this site should follow the "3 clicks or less" rule to access information you're looking for.

LAKE COMMITTEE REPORT

Commissioner Beers shared what was discussed at the Lake Committee meeting held this month. Data for the ponds was discussed. It appears that the results from the pellet program for the ponds were overshadowed by the large rain events that we had. As a result, the interest in doing continued pellet work for ponds has decreased. There was additional discussions on how the pellets seem to be working in other areas. The company that put in the pellets said the pellets appear to work best the first year of use. The second year of use the same amount of improvement is not necessarily seen. It degrades over time, which means that there isn't a lot of rebuilding between one year and another in terms of organic material. That along with the priorities of the watershed was the majority of what was discussed at the meeting.

COMMENTS AND SUGGESTIONS OF CITIZENS PRESENT REGARDING AGENDA ITEMS

None

OLD BUSINESS DISCUSSION/POSSIBLE ACTION

None

DISCUSSION/POSSIBLE ACTION REGARDING LIFT STATION #2 CHANGE ORDER #1 AND FINAL PAYMENT REQUEST

Administrator DeLuca reviewed the Change Order for lift station #2. There was a net decrease in the contract of \$30,602 due to Doug's estimate verses actual cost of work that was done. Doug is recommending a payment of \$40,738.35 to Gilbank Construction. All the checklist items have been taken completed. Commissioner Reider made a motion to accept the engineer's request for the final payment to Gilbank Construction in the amount of \$40,738.35. Commissioner Beers seconded the motion which carried unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING RESOLUTION NO. 8 OF 2018 ADOPTING THE 2019 BUDGET

Commissioner Johnson made a motion to accept Resolution No. 8 of 2018 approving the adoption of the 2019 Budget. Commissioner Beers seconded the motion which passed unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING RESOLUTION NO. 9 OF 2018 LEVYING TAXES FOR 2018 PAYABLE IN 2019

Commissioner Johnson made a motion to accept Resolution No. 9 of 2018 approving levying taxes for 2018 payable in 2019. Commissioner Reider seconded the motion which passed unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING RESOLUTION NO. 10 OF 2018 SETTING THE VALUE OF AN EQUIVALENT RESIDENTIAL UNIT FOR 2019

Commissioner Beers made a motion to accept Resolution No. 10 of 2018 setting the value of an equivalent residential unit for 2019. Commissioner Reider seconded the motion which passed unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING RESOLUTION NO. 11 OF 2018 SETTING THE MONTHLY SEWER SERVICE CHARGE FOR 2019

Commissioner Beers made a motion to accept Resolution No. 11 of 2018 setting the monthly sewer service charge for 2019. Commissioner Johnson seconded the motion which passed unanimously.

**DISCUSSION/POSSIBLE ACTION REGARDING RESOLUTION NO. 12 OF 2018
SETTING THE CONNECTION FEE CHARGE FOR 2019**

Commissioner Beers made a motion to accept Resolution No. 12 of 2018 setting the connection fee charge for 2019. President Miller seconded the motion which passed unanimously.

**DISCUSSION/POSSIBLE ACTION REGARDING DISCUSSION/POSSIBLE
ACTION REGARDING NLC SERVICE LINE WARRANTY PROGRAM**

Dennis Lyon from NLC discussed the Service Line Warranty Agreement and the coverage this program offers. By offering this type of warranty coverage (aging utility infrastructure) they are able to make the homeowner aware of what is their responsibility versus what is the Municipality's responsibility when it comes to burst or faulty pipes. They are the only company that forms a partnership with the Municipality. It does not cost the Municipality anything to participate in the program. NLC covers the marketing, billing, claims, and customer service. They do use the Municipality's logo as well as a signature from the Municipality when sending out mailings explaining this program is completely voluntary and that they are a private company working in partnership with the Municipality. Local contractors that are thoroughly vetted are used to take care of repairs. Everything is handled very timely. There is no deductible or lifetime limits that the homeowner has to worry about or service fee to have the contractor diagnose the issue. The only reason a lateral claim would be denied is if someone informs them that it was a pre-existing problem. There is also an income stream opportunity for the Municipality if they so choose. One dollar per month per participant in the program is paid out as a royalty if you elect to receive the royalty. If you choose not to receive the royalty, that revenue is passed on as a savings to the homeowner. The District is waiting to hear back from its attorney regarding the agreement before discussing this further.

CONSIDERATION OF FUTURE AGENDA ITEMS

Commissioner Beers made a motion for a closed session on Friday, November 16, 2018 at 8:00 a.m. to discuss property purchases for lake management issues. In the absence of a second to the motion the motion failed. Commissioner Johnson made a motion to have a closed session meeting to discuss lake management issues on December 12, 2018 after the regular meeting. Commissioner Beers seconded the motion which carried unanimously.

DISCUSSION/POSSIBLE ACTION OR CONFIRMATION OF NEXT MEETING DATE

The next regular meeting date is scheduled to be held on December 12, 2018 at 9:00 a.m.

ADJOURNMENT OF PUBLIC HARING ON PROPOSED YEAR 2019 BUDGET

There being no further items to discuss, Commissioner Johnson made a motion to adjourn the meeting. President Miller seconded the motion which carried unanimously. The meeting adjourned at 10:03 a.m.

Kim O'Keefe, Secretary

Date Approved: 12/12/2018