

DELAVAN LAKE SANITARY DISTRICT

MINUTES

Regular Meeting and Closed Session

October 16, 2018

9:00 A.M.

CALL TO ORDER.

President Miller, called the 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
Thomas Johnson, Commissioner
David Reider, Commissioner
Richard Beers, Commissioner

Absent: None

Other: Administrator Jim DeLuca
Charlie Handel

Visitors: None

DECLARATION OF A QUORUM.

President Miller declared a quorum present for doing business.

**APPROVAL OF MINUTES OF SPECIAL MEETING OF SEPTEMBER 19, 2018,
REGULAR MEETING OF SEPTEMBER 19, 2018 AND SPECIAL MEETING OF
SEPTEMBER 25, 2018**

Commissioner Beers made a motion to waive the reading of the minutes of the special meeting of September 19, 2018 and approve them as written. Commissioner Reider seconded the motion which carried unanimously.

Commissioner Beers made a motion to waive the reading of the minutes of the regular meeting of September 19, 2018 and approve them as written. President Miller seconded the motion which carried unanimously.

President Miller made a motion to waive the reading of the minutes of the special meeting of September 25, 2018 and approve them as written. Commissioner O'Keefe seconded the motion which carried unanimously.

FINANCE

After reviewing the bills represented by checks 26131 through 26176, the Allocation of Funds through September 30, 2018 and the Financial Statements for periods ending September 30, 2018 Commissioner Beers made a motion to approve payment of bills represented by check numbers 26131 through 26176, the Allocation of Funds through September 30, 2018 and the Financial Statements for periods ending September 30, 2018. Commissioner O'Keefe seconded the motion which carried unanimously.

ADMINISTRATOR'S MONTHLY REPORT

Administrator DeLuca gave an update on the replacement of the generator at LS #8. The new generator is en route, transfer switches should be coming soon so we're coordinating efforts with Alliant Energy and our by-passing to make the switchover. The same thing will be happening with LS #6 once we update that service. LS #2 work is in the final check point stage.

DLSD has experienced some electrical outages and surges recently. Our phone system was affected by this. The voicemail and transferring abilities the phone system had no longer work. A phone service out of Janesville assessed the problem and would need to look at searching for after-market parts to repair the system due to its age. Administrator DeLuca shared he is looking into a cellular based option called One Talk that we did a one month trial of a few months back. This is a good option to get away from the AT&T copper land lines which are becoming a thing of the past and not properly serviced. The SCADA and fax lines would need to remain land lines at this point as a special module is needed for digital fax transmissions and the SCADA still needs the copper line.

The County wants DLSD to rezone our easements on quite a few parcels of land. This is not a requirement of the statutes governing utilities. Attorney Stan Riffle is going to take the pathway issue with the County to court.

The new harvester and conveyor that we received a 35% grant for should be here in the spring of 2019.

The Developer's Agreement with Shodeen Development has been approved. We will sign and exchange the document once we receive the final drawings based on the decisions that have been made. The Town should have dealt with the un-compacted area under the sidewalk in the Developer's Agreement therefore, DLSD will not be responsible for the settlement issues that develop due to the lack of compaction. This will be something the Town will need to deal with.

Administrator DeLuca shared the work that is being done to locate and handle illegal sump pump hook-ups as well as what is being done to maintain manholes, mains and laterals to take care of infiltration issues.

Commissioner O'Keefe made a motion to approve the Administrator's Report. Commissioner Beers seconded the motion which passed unanimously.

LAKE COMMITTEE REPORT

Charlie Handel shared the Lake Committee Report. Ryan Simons has every commissioner working on a couple of watershed action items they would like to see done. Then he will put an updated report together of priorities for lake projects.

Roy from Lake and Ponds gave a report on the sediment. The large volume of flows leveled out the sediment and also had an effect on the results.

The dam gate has been repaired. The original installers rethreaded it and it is now operating like it should.

Commissioner O'Keefe shared the DLIA has changed their tax reporting structure to a 501(c)(3) so that contributions are tax deductible. They are working with an agricultural person at the County to identify and carry out projects that are consistent with the Peter Berini report and have experienced an increase in their expenditures. This tax structure change has already shown itself to be of benefit offsetting the expenditure increases.

COMMENTS AND SUGGESTIONS OF CITIZENS PRESENT REGARDING AGENDA ITEMS

None

DISCUSSION/POSSIBLE ACTION REGARDING VALVE REPLACEMENTS

Administrator DeLuca discussed the need for LS #5 & LS #9 to have the check valves replaced as they have deteriorated to a point where they are not sealing correctly. Ray received a quote from J M Brennan in the amount of \$16,880 for both lift stations and a quote from Crane in the amount of \$19,948 for both lift stations. Wanasek Corporation was unable to give a quote as their schedule is full and they don't have available manpower to take on more.

Commissioner O'Keefe made a motion to authorize Administrator DeLuca to move forward with the replacement of the valves for LS #5 and LS #9 at a cost not to exceed \$17,000 with J M Brennan. Commissioner Beers seconded the motion which passed unanimously.

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

Administrator DeLuca shared the ability of a representative from Utility Service Partners, Inc. to come to the November 9, 2018 meeting to share the benefits of the NLC Service Line Warranty Program they would like DLSD to endorse. At that time, they can answer any questions that commissioners and residents may have regarding the program.

A discussion ensued as to the value and necessity of setting up a meeting prior to having a copy of the agreement they would like DLSD to sign as well as the need to have our Attorney review and give an opinion on the contract. It was agreed that in order to have the representative placed on the next agenda we must receive a copy of the agreement no later than November 2, 2018. Commissioner Johnson made a motion to allow the representative to be placed on the November 9, 2018 agenda to talk to us for approximately 15 minutes providing he has supplied us with a copy of the agreement and information we need to make a decision. Commissioner Beers seconded the motion and a vote was taken and passed with a 4 aye 1 nay vote. Commissioner O'Keefe aye, Commissioner Johnson aye, Commissioner Reider aye, Commissioner Beers aye, and President Miller nay.

DISCUSSION/POSSIBLE ACTION REGARDING RESOLUTION NO. 7 OF 2018 REQUESTING ASSISTANCE TO REPAIR WEED HARVESTING EQUIPMENT

Commissioner Beers made a motion to adopt Resolution 7 of 2018. Commissioner O'Keefe seconded the motion and a discussion followed.

Administrator DeLuca shared that a Resolution is required to petition for a grant. The head of the Waterways Grant Association would like to see a rehabilitation grant for harvesters that are 20 years or younger. As the harvester we are petitioning to rehabilitate is 15 years old and having problems, DLSD felt this would be a good candidate for such a grant to rehabilitate the engine and hydraulic system. A vote was taken and passed unanimously.

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 November 9, 2018 following the Public Hearing scheduled November 9, 2018 at 8:00 a.m.

CLOSED SESSION.

President Miller made a motion to go into closed session at 10:42 a.m. Commissioner Beers seconded the motion. A roll call was taken and the motion passed unanimously. The purpose of the closed session is to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility pursuant to section 19.85(1)(c), Wisconsin Statutes. Specifically to be discussed is the performance and compensation of field and office staff.

RECONVENE IN OPEN SESSION

Commissioner Beers made a motion to reconvene in open session at 10:58 a.m. The motion was seconded by Commissioner O'Keefe and passed unanimously.

DISCUSSION/POSSIBLE ACTION ON ANY CLOSED SESSION MATTERS.

Commissioner Beers made a motion to implement a staff incentive compensation plan. Commissioner Johnson seconded the motion which passed unanimously.

ADJOURNMENT

There being no further items to discuss, Commissioner O'Keefe made a motion to adjourn the meeting. President Miller seconded the motion. The meeting adjourned at 11:00 a.m.

Kim O'Keefe, Secretary

Date Approved: _____