

**DEHAVAN LAKE SANITARY DISTRICT**

**MINUTES**

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**Regular & Closed Session**

**October 16, 2019**

**9:00 A.M.**

**CALL TO ORDER**

President Miller, called the Regular Meeting to order at 9:04 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

Absent: Thomas Johnson, Commissioner

Other: Administrator Jim DeLuca  
Stan Riffle (Attorney)  
Doug Snyder (Engineer)

Visitors: Lori Stearns  
Rebecca Wardlow

**DECLARATION OF A QUORUM**

President Miller declared a quorum present for doing business.

**APPROVAL OF MINUTES OF REGULAR MEETING OF SEPTEMBER 4, 2019,  
SPECIAL MEETING OF SEPTEMBER 20, 2019**

After reviewing the Regular Meeting minutes of September 4, 2019, Commissioner O'Keefe made a motion to approve the minutes as written. Commissioner Beers seconded the motion which passed unanimously. After reviewing the Special Meeting minutes of September 20, 2019 Commissioner

Beers made a motion to approve the minutes as written. President Miller seconded the motion which carried unanimously.

## **FINANCIAL**

Commissioner Beers made a motion to approve payment of bills represented by check numbers 26671 through 26739. Commissioner seconded the motion upon which a discussion took place. A vote was taken and the motion passed unanimously.

The Financial Reports through September 30, 2019 were reviewed and discussed. Commissioner Beers made a motion to approve the Allocation of Funds through September 30, 2019. Commissioner O'Keefe seconded the motion which passed unanimously.

## **ADMINISTRATOR'S MONTHLY REPORT**

This item was moved to after the Discussion/Possible Action On Any Closed Session Matters item on the agenda.

## **LAKE COMMITTEE REPORT**

Commissioner Beers discussed at the Lake Committee meeting it was stated DLSD would be given a Memorandum of Understanding and that there are no plans to hire an outside dredging company for this project. Administrator DeLuca shared he has received the document and Attorney Stan Riffle has reviewed it and given us a copy with comments on it. There was nothing further to report.

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

Lori Stearns has a home in the District and offered her services as a volunteer to take samples in the channel area of the Highlands. This past summer she saw the rivers of water coming from South Shore farm lands and feels this is where most of the bad stuff is getting into the lake. She will reach out to Charlie to let him know she would like to help wherever she can. Commissioner Beers encouraged her to reach out to the Lake Committee as well. Commissioner O'Keefe also encouraged taking photos for documentation purposes.

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

None.

**DISCUSSION/POSSIBLE ACTION REGARDING EXTENDING WEED HARVESTING SEASON**

Administrator DeLuca talked with Charlie in regard to potentially hiring some retirees for the additional part-time seasonal needs.

*President Miller took the Agenda out of order to go into Closed Session so Attorney Stan Riffle could leave on time for his next appointment.*

**CLOSED SESSION**

Commissioner Beers made a motion that the commissioners, upon motion duly made and carried, will immediately convene into closed session. The purpose of the closed session portion of the meeting is:

- a) To deliberate or negotiate the purchase of public properties, the investing of public funds, or conduct other specified public business, whenever competitive or bargaining reasons require a closed session. Specifically, to be discussed is the Memorandum of Understanding Agreement with the Town of Delavan regarding future lake operations.
- b) To deliberate or negotiate the purchase of public properties, the investing of public funds, or conduct other specified public business, whenever competitive or bargaining reasons require a closed session. Specifically, to be discussed is the Developers Reimbursement Agreement for future development around LS#11 within City of Delavan boundaries.

The motion was seconded by Commissioner O'Keefe. A roll call vote revealed President Miller and Commissioner Reider in favor. The motion carried unanimously.

**RECONVENE IN OPEN SESSION**

Commissioner Beers made a motion to reconvene in open session at 10:30 a.m. The motion was seconded by President Miller and passed unanimously.

**DISCUSSION/POSSIBLE ACTION ON ANY CLOSED SESSION MATTERS**

Commissioner O'Keefe made a motion to accept the \$5,000 deposit received from Fairwyn Development Corp for the Lake Lawn Marina Development with the understanding that once the \$5,000 deposit is depleted the deposit amount will be increased to \$20,000 and District staff be directed to discuss opinions that only include District service to Lake Lawn. Commissioner Reider seconded the motion which passed unanimously.

**ADMINISTRATOR'S MONTHLY REPORT**

Administrator DeLuca discussed the different capabilities and features of the Mudcat and the Truxor for the purpose of dredging the ponds as well as what Peter Berini's thoughts are. While the Mudcat is a high end, desirable piece of equipment for dredging, the Truxor is an efficient piece of equipment that has versatile uses. There is a meeting planned with Heidi from the DNR in regard to buying the Truxor under the Water Ways Grant to use as a weed harvester and receive 35% of the cost back. The grant funds received could then be used to buy the attachments for dredging. We would be partnering with the Town of Delavan to apply for this grant. Ultimately, the Town of Delavan will be the decision maker for any plans and will need to apply for the necessary permits.

**DISCUSSION/POSSIBLE ACTION REGARDING SCADA UPGRADE**

Administrator DeLuca shared the slow response by AT&T to service calls we make after a major rain event and the need to consider other options such as a cellular based service. Todd found an upgrade to our SCADA software that would make us fully cellular so that we are no longer subject to the problems the copper lines present. Commissioner Beers made a motion to approve the SCADA upgrade not to exceed \$14,000. Commissioner O'Keefe seconded the motion which passed unanimously.

**DISCUSSION/POSSIBLE ACTION REGARDING LAKE LAWN MARINA PROJECT SERVICE REIMBURSEMENT AGREEMENT**

This was discussed under the item Discussion/Possible Action On Any Closed Session Matters.

**DISCUSSION/POSSIBLE ACTION REGARDING 2019 MANHOLE REHABILITATION**

During regular maintenance inspections it was discovered there are manholes in area 12 that need maintenance due to leaks from hydrogen sulfide decay. There is money in the budget to get these repairs done. It is being brought to the Commission's attention as the dollar amount is over \$5,000. Ray put the report together and got quotes from more than one contractor. Commissioner O'Keefe made a motion to accept the Great Lakes proposal and proceed with the repairs. Commissioner Beers seconded the motion which carried unanimously.

**DISCUSSION/POSSIBLE ACTION REGARDING DISTRICT FUNDS**

There is a CD that is up for renewal and a decision needs to be made as to what the Commission would like to do with it. Commissioner Beers made a motion to move the CD into a 13 month 2.25% CD offered at Settlers Bank. Commissioner O'Keefe seconded the motion which passed unanimously.

**CONSIDERATION OF FUTURE AGENDA ITEMS**

None.

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

The Public Hearing on November 6, 2019 at 8:30 was confirmed with the regular monthly meeting to follow. A separate meeting is scheduled for November 20, 2019 at 9:00 a.m.

**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 11:15 a.m.

  
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Kim O'Keefe, Secretary

Date Approved: 11/6/2019