

DELAVAN LAKE SANITARY DISTRICT

MINUTES

Regular Meeting

October 28, 2020

8:24 A.M.

CALL TO ORDER

Commissioner O'Keefe called the Regular Meeting to order at 8:24 A.M. at the Delavan Lake Sanitary District located at 2990 County Rd F South, Delavan, Wisconsin.

ROLL CALL Present: Kim O'Keefe, Commissioner
Thomas Johnson, Commissioner
David Reider, Commissioner
Richard Beers, Commissioner

Absent: Thomas Miller, President

Other: Administrator Jim DeLuca
Kim Crosby
Shelly Weeks

Visitors: None

DECLARATION OF A QUORUM

Commissioner O'Keefe declared a quorum present for doing business.

MOTION TO APPOINT COMMISSIONER O'KEEFE AS ACTING PRESIDENT AND COMMISSIONER JOHNSON AS ACTING SECRETARY

Commissioner Beers made a motion to appoint Commissioner O'Keefe as Acting President and Commissioner Johnson Acting Secretary for the day. Commissioner Reider seconded the motion which carried unanimously.

APPROVAL OF MINUTES OF REGULAR MEETING OF SEPTEMBER 16, 2020, SPECIAL MEETING OF OCTOBER 1, 2020, SPECIAL MEETING OF OCTOBER 16, 2020

After reviewing the Regular Meeting minutes of September 16, 2020, Special Meeting minutes of October 1, 2020, and Special Meeting minutes of October 16, 2020, Commissioner Beers made a motion to approve the minutes as written. Commissioner Reider seconded the motion which passed unanimously.

FINANCIAL

After a review and discussion of the bills represented by check numbers 27253 through 27312, Commissioner Beers made a motion to accept check numbers 27253 through 27312. Commissioner Johnson seconded the motion which carried unanimously.

Commissioner Beers made a motion to accept the Allocation of Funds report for the period ending September 30, 2020 and place on file. Commissioner Reider seconded the motion which carried unanimously.

Administrator DeLuca reviewed the financial statements for periods ending September 30, 2020. Commissioner Beers made a motion to accept the financial statements and place them on file. Commissioner Reider seconded the motion which carried unanimously.

ADMINISTRATOR'S MONTHLY REPORT

Administrator DeLuca shared we are still using FirstNet as it is performing adequately at the present time although it is still a work in progress.

Mr. Maly signed the easement agreement for LS #3A. We are now working on easement abatement. The new easement to be created will be based off an as built. There is a pre-construction meeting tomorrow at 9am with Staab Construction to start the project.

The last harvester was taken off the lake today and winterizing the equipment is in process. Charlie is working on the grant paperwork to replace a motor on one of them.

LAKE COMMITTEE REPORT

Commissioner Beers mentioned Administrator DeLuca announced the higher WalCoMet expense and maintenance expenses DLSD is experiencing from added wear on what is an older system due to seasonal residents staying longer than usual. This was unforeseen and not budgeted for.

The concern of injection of manure upstream of the lake was discussed. This could potentially increase the phosphorus in the middle of the lake. There is no data that shows that it did, however there have been reports of visual change in the water quality.

There were no questions or complaints about weed harvesting. It was restated that until there is a DNR declaration of what is going to be permitted, the Intergovernmental Agreement is on hold from DLSD's point of view. No one took issue with that statement. Everyone is waiting on Theresa from the DNR to respond to them. Administrator DeLuca shared that he, Eric, and Doug from Baxter & Woodman believe that it would be easier to bypass the ponds, dry them up and use earthen excavators to dig out the soil. By doing this, we do not have to deal with the water treatment process due to the ammonia levels found in the soil samples taken by Peter Berini. Doug did present this idea to the DNR.

COMMENTS AND SUGGESTIONS OF CITIZENS PRESENT REGARDING AGENDA ITEMS

None

DISCUSSION/POSSIBLE ACTION – ONGOING LAKE MANAGEMENT

Acting President O'Keefe wondered if the diversion channel to bypass the ponds could be kept ready to use again in the future. Administrator DeLuca shared it either needs to be dug out again or use a set of plastic pipes with valves on each end. DNR approval would be needed for this. Once the ponds are excavated, it will be much easier to dredge the ponds.

DISCUSSION/POSSIBLE ACTION REGARDING RESOLUTION No. 3 OF 2020 ADOPTING THE 2021 BUDGET

Commissioner Beers made a motion to approve Resolution Number 3 of 2020 Adopting the 2021 Budget with changes to the signature lines to reflect the

current acting President and current acting Secretary. Commissioner Reider seconded the motion which passed unanimously.

**DISCUSSION/POSSIBLE ACTION REGARDING RESOLUTION No. 4 OF 2020
LEVYING TAXES FOR 2020 PAYABLE IN 2021**

Commissioner Beers made a motion to approve Resolution Number 4 of 2020 Levying Taxes for 2020 payable in 2021 with changes to the signature lines to reflect the current acting President and current acting Secretary. Commissioner Reider seconded the motion which passed unanimously.

**DISCUSSION/POSSIBLE ACTION REGARDING RESOLUTION No. 5 OF 2020
SETTING THE VALUE OF AN EQUIVALENT RESIDENTIAL UNIT FOR 2021**

Commissioner Beers made a motion to approve Resolution Number 5 of 2020 Setting the Value of an Equivalent Residential Unit for 2021 with changes to the signature lines to reflect the current acting President and current acting Secretary. Commissioner Johnson seconded the motion which carried unanimously.

**DISCUSSION/POSSIBLE ACTION REGARDING RESOLUTION No. 6 OF 2020
SETTING THE MONTHLY SEWER SERVICE CHARGE FOR 2021**

Commissioner Beers made a motion to approve Resolution Number 6 of 2020 Setting the Monthly Sewer Service Charge for 2021 with changes to the signature lines to reflect the current acting President and current acting Secretary. Commissioner Reider seconded the motion which carried unanimously.

**DISCUSSION/POSSIBLE ACTION REGARDING RESOLUTION No. 7 OF 2020
SETTING THE CONNECTION FEE CHARGE FOR 2021**

Commissioner Reider made a motion to approve Resolution Number 7 of 2020 Setting the Connection Fee Charge for 2021 with changes to the signature lines to reflect the current acting President and current acting Secretary. Commissioner Beers seconded the motion which passed unanimously.

**DISCUSSION/POSSIBLE ACTION REGARDING FINAL PAYMENT REQUEST –
LS#6 FORCE MAIN**

Administrator DeLuca discussed the recommendation of Doug from Baxter and Woodman to pay the Reesman's Excavating & Grading Inc. final payment request in the amount of \$24,713.75 with stated contingencies. Acting President

O'Keefe made a motion to approve the final payment request from Reesman's Excavating & Grading Inc. in the amount of \$24,713.75 with stated contingencies. Commissioner Beers seconded the motion which passed unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING TRANSFER OF FUNDS FROM GENERAL FUND TO ADMINISTRATIVE & SEWER CAPITAL FUND

Administrator DeLuca shared this is just a formality to meet auditors requests as they like to see at the very least, a motion to approve the moving of funds from one fund to another. Commissioner Beers made a motion to approve the transfer of \$1.1 million from the General Fund to the Administrative & Sewer Capital Fund to cover the cost of LS#6, LS#4, and LS#3A. Commissioner Johnson seconded the motion which carried unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING TELEPHONE ISSUES – CELLULAR/FIBER OPTIONS

Administrator DeLuca shared FirstNet is still a work in progress. Dan is still working on separating the two SIM cards to avoid overtaxing the phones and internet capabilities for the computers. There are a few more tests that need to be run on this. It is working at an acceptable level right now. Dan should have the separation completed within a week. We will be able to evaluate the system better at that point.

DISCUSSION/POSSIBLE ACTION REGARDING ANNUAL HOLIDAY LUNCHEON DATES & LOCATION

Several Commissioners shared they would not be attending a holiday luncheon this year as COVID-19 is still an issue. After further discussion, it was decided to leave the holiday luncheon decision to the staff.

CONSIDERATION OF FUTURE AGENDA ITEMS

Acting President O'Keefe would like On-going Lake Management to remain on the agenda.

DISCUSSION/POSSIBLE ACTION OR CONFIRMATION OF NEXT MEETING DATE

The next regular meeting date is scheduled to be held on November 18, 2020 at 9:00 a.m.

ADJOURNMENT

There being no further items to discuss, Commissioner Johnson made a motion to adjourn the meeting. Commissioner Beers seconded the motion which carried unanimously. The meeting adjourned at 9:19 a.m.

Tom Johnson, Acting Secretary

Date Approved: 11/18/2020