

DELAVAN LAKE SANITARY DISTRICT

MINUTES

Regular Meeting

September 19, 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
Thomas Johnson, Commissioner
David Reider, Commissioner
Richard Beers, Commissioner

Absent: Kim O'Keefe, Commissioner

Other: Administrator Jim DeLuca
Charlie Handel
Doug Snyder (Baxter and Woodman)

Visitors: Dan Lemanski, Don Holst, Mary Knipper

DECLARATION OF A QUORUM.

President Miller declared a quorum present for doing business.

APPROVAL OF MINUTES OF REGULAR MEETING OF AUGUST 15, 2018

Commissioner Beers made a motion to waive the reading of the minutes of the special meeting of August 15, 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 August 15, 2018 and approve them as written. Commissioner Johnson seconded the motion which carried unanimously.

FINANCE

After reviewing the bills, President Miller made a motion to approve payment of bills represented by check numbers 26083 through 26130. Commissioner Reider seconded the motion which carried unanimously.

President Miller made a motion to accept the Allocation of Funds report for the period ending on August 31, 2018 and place on file. The motion was seconded by Commissioner Beers and carried unanimously.

Commissioner Johnson made a motion to accept the Financial Statements for the period ending on August 31, 2018 and place on file. The motion was seconded by President Miller and carried unanimously.

ADMINISTRATOR'S MONTHLY REPORT

Administrator DeLuca shared the harvesters are being pulled in now that the college summer crew has gone back to school. Weather permitting, we are still planning to harvest some weekends as a few college students are willing to work weekends.

Lift Station 2 project is coming to a close. We have to go through the punch list one more time and that should be done by the end of the month.

Grouting of manholes is being done. The grouting project at View Crest is being finished up.

WIN-911 has had some updates that may make it possible for the District to go cellular and get rid of the phone land lines that are giving us problems with our RACO system and SCADA call outs.

Lift Station 8 generator was ordered. We need to discuss the cost to get it wired. We may need to make a change per Alliant's request which will be talked about later as it is an item on this agenda.

LAKE COMMITTEE REPORT

Commissioner Beers shared that Aquafix will be coming to the next Lake Committee meeting to share the data they are collecting from Brown's Channel and the ponds.

The committee is putting together information that shows where money has been spent on lake issues.

The big issue going forward is to go back through the watershed action items that were put together a few years ago and see what the priorities are for the lake now that some of those priorities have been under way for a couple years.

COMMENTS AND SUGGESTIONS OF CITIZENS PRESENT REGARDING AGENDA ITEMS

Don Holst requested the opportunity to ask questions after Charlie gave his report. Permission was granted.

DISCUSSION/POSSIBLE ACTION REGARDING LIFT STATION CONDITION STUDY UPDATE

Doug from Baxter and Woodman asked to discuss this in conjunction with item 11 as it is also discussed under that agenda item. Permission was granted.

DISCUSSION/POSSIBLE ACTION SITE WORK AT LIFT STATION 9 AND DISTRICT OFFICE: "PERMISSION TO ALLOW OUR ENGINEER TO DECLARE CONTRACTOR IN DEFAULT OF CONTRACT"

Doug from Baxter and Woodman shared that the contractor satisfied the material request so no issues need to be pursued with the contractor.

DISCUSSION LIFT STATION STUDY PRIORITY LIST

Doug Snyder from Baxter and Woodman showed maps, a connection charge calculation sheet and a revised table that is in the report that was e-mailed to the commissioners. He went over each of the lift stations and their locations around the lake. The total cost is \$7,700,000 for doing all the capital improvements if you want to do them in the next 20 years. Some of these improvements could be done in 25 years and slide out of the analysis. The improvements are listed by what Doug would like to see done at each lift station, the list of items needed for the improvement, subtotal of cost for the improvement and what year it should potentially be done.

Lift station 6 is in the most need of work for a total cost of \$1,600,000. It includes work at the station as well as an additional force main to take the flow from lift station 6 to lift station 4, bypassing lift station 5 to give relief to lift station 5.

This recommendation shows running pipe right along the lakeshore. There is another option which goes up Lake Shore Drive and around South Shore and County O. The cost for this is 2,500,000 as opposed to going along the lakefront for 900,000 plus the cost of buying more capacity from WalCoMet as well as a larger pump at Lift Station 6.

To fund these improvements, the budget needs adjustments and/or the timeline for some of the improvements needs to be extended. The connection charges either need to be increased (which could scare away potential development) or DLSD needs to increase the amount set aside each year for improvements.

Doug also went over information from the 2005 plan. If the District wanted to completely expand the area with the Town of Walworth and the Town of Delavan, expansion is possible. Doug shared what facilities are necessary before that can be done.

Timing, engineering and weather conditions in regard to the improvement of lift station 6 were discussed. Commissioner Beers requested information be gathered showing 2 years of truck expenses during high water events as this is an expense the District is already paying.

Commissioner Johnson made a motion to allow Baxter Woodman to move forward with the engineering plans for upgrading lift station 6 contingent on an acceptable work order at the next meeting. Commissioner Beers seconded the motion which passed unanimously.

MOTION TO MOVE AGENDA OUT OF ORDER

Commissioner Beers made a motion to take the agenda out of order to address items 13 and 14 to accommodate Doug from Baxter and Woodman. President Miller seconded the motion. The motion carried unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING LIFT STATION #8 GENERATOR REPAIR/REPLACEMENT ELECTRIC SERVICE UPGRADE ADDED

Administrator DeLuca discussed changes needed to the quote for rewiring of the new generator at Lift Station 8. Alliant Energy notified us that the transformer started to fail and they would like us to get the CT cabinet placed on the outside of the lift station and wants us to upgrade our service. They are going to replace the transformer and the lateral wiring to the CT cabinet from

the transformer. This will bump up the original cost, which was already approved, to \$23,800. Commissioner Johnson made a motion to approve the service upgrade and wiring of the new generator at lift station 8 in the amount of \$23,800. Commissioner Reider seconded the motion which passed unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING LIFT STATION #6 ELECTRIC SERVICE UPGRADE

Alliant let us know that the lateral did fry at lift station 6. They fixed it but would like to replace that lateral, go to a "Y" system and have us move the CT cabinet to the outside of the lift station. This would add approximately \$6,000 to our upgrade cost. Administrator DeLuca would like Doug to assess the 480 volt 200 amp service to make sure it's adequate for the upgrades planned. Commissioner Johnson made a motion to approve the expense of moving the CT cabinet to the outside of lift station 6 not to exceed \$7,000. President Miller seconded the motion which carried unanimously.

DISCUSSION & REVIEW OF PELLET TECHNOLOGY STUDY PARAMETERS & MONITORING CONTINUED

Charlie went over a Power Point presentation that showed the results he had thus far from the use of pellets in the lake. While he believes the pellets are doing some good, there are so many variables to consider when looking at the results that it makes it hard to evaluate and interpret the test results. The charts appear to show the desire for increased water depth and compressed settlement are taking place however at this point it is not a significant change. Taking into consideration the current test results as well as the cost of continued DLSD testing, extra DLSD testing is to be stopped after two more weeks.

Don Holst talked about the different projects that have been undertaken to get a clean healthy lake and how cost seemed to be the predominant deciding factor. After breaking down the cost per pound to reduce phosphorus in the lake, he believes dredging ponds seems to be the best solution as it's cost effective and has been proven to work.

DISCUSSION/POSSIBLE ACTION REGARDING SUMP PUMPS AND FAILED LATERALS – ILLEGAL DISCHARGES

Administrator DeLuca wants the commissioners to be aware that he is sending out letters to residents who are in violation or have laterals in need of repair.

DISCUSSION/POSSIBLE ACTION REGARDING TOOL-CAT-V-BLADE EXCHANGE FOR 90" MOWER

Administrator DeLuca shared that the Tool-Cat that we use came with a v-blade snow plow that we never use. As we would benefit from and could use a 90" mower, he would like to trade in the v-blade on a 90" mower. The cost for the 90" mower with the v-blade trade in is \$3,300. Commissioner Beers made a motion to approve the spending of up to \$3,300 with the trade in of the v-blade for the purchase of a 90" mower. Commissioner Johnson seconded the motion which passed unanimously.

DISCUSSION/POSSIBLE ACTION 2018 MANHOLE REHABILITATION PROJECT

Administrator DeLuca discussed finishing up the 2018 rehabilitation project. They are coating some manholes and doing various repairs on Borg road, area 12 and View Crest. The cost will be approximately \$24,600. This is informational only as bills for this will start coming in.

DISCUSSION POSSIBLE ACTION REGARDING NLC SERVICE LINE WARRANTY PROGRAM

Administrator DeLuca shared information he received from the National League of Cities that offers a warranty program to residents for sewer laterals. They would like to come and do a presentation to share more about the program. Administrator DeLuca will invite them to a meeting to briefly share more regarding their program.

DISCUSSION POSSIBLE ACTION REGARDING COMPUTER REPLACEMENT

Administrator DeLuca opened up an e-mail that had a virus attached. The virus crashed his computer and despite efforts by Dan Romenesko of Salt Box Ventures, Inc. to isolate and remove the virus, the virus keeps crashing the computer. Administrator DeLuca would like to purchase a new computer for no more than \$3,500. President Miller made a motion to approve the purchase of a new computer not to exceed \$3,500. Commissioner Johnson seconded the motion which passed unanimously.

CONSIDERATION OF FUTURE AGENDA ITEMS

None

DISCUSSION/POSSIBLE ACTION SCHEDULING BUDGET WORKSHOP DATES

None

DISCUSSION/POSSIBLE ACTION OR CONFIRMATION OF NEXT MEETING DATE

The next regular meeting date is scheduled to be held on October 17, 2018 at 9:00 a.m.

ADJOURNMENT

There being no further items to discuss, Commissioner Beers made a motion to adjourn the meeting President Miller seconded the motion which passed unanimously. The meeting adjourned at 11:03 a.m.

Kim O'Keefe, Secretary

Date Approved: 10/16/2018