

DELAVAN LAKE SANITARY DISTRICT

MINUTES

Regular & Closed Session

September 4, 2019

9:00 A.M.

CALL TO ORDER

President Miller, called the Regular 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
Doug Snyder (Engineer)

Visitors: Katherine Gaulke

DECLARATION OF A QUORUM

President Miller declared a quorum present for doing business.

**APPROVAL OF MINUTES OF SPECIAL MEETING OF AUGUST 14, 2019,
REGULAR MEETING AUGUST 14, 2019**

After reviewing the Special Meeting minutes of August 14, 2019, Commissioner O'Keefe made a motion to approve the minutes as written. Commissioner Beers seconded the motion which passed unanimously. After reviewing the Regular Meeting minutes of August 14, 2019 Commissioner Johnson made a motion to

approve the minutes as written. Commissioner Beers seconded the motion which carried unanimously.

FINANCIAL

After a discussion and review of the bills, Commissioner Beers made a motion to approve payment of bills represented by check numbers 26648 through 26670. Commissioner O'Keefe seconded the motion which carried unanimously.

ADMINISTRATOR'S MONTHLY REPORT

Administrator DeLuca shared he received the WalCoMet Annual Report and it is available in his office for anyone who would like to review it.

Most of the seasonal harvester help has gone back to college. There are two that are available to assist for the next few weeks of the harvesting season. Currently the crew is out looking for Starry Stonewort. This is an invasive species that thrives in water less than 35 feet deep, is thick and bush like. Boats using multiple lakes is how invasive species spread to other lakes. The DNR has requested we look for Starry Stonewort as it has been seen in area lakes and is a very aggressive and problematic invasive species. If we find any in the lake we could possibly qualify for a grant to eradicate it and the appearance of Starry Stonewort could also speed up the timing of the plant survey SEWRPC will be handling for us.

The use of harvesting crews through September and potentially mid-October was discussed. Commissioner Beers is concerned with the reasoning for our harvesting time. If college students going back to school is why we stop harvesting, this needs to be looked into. The benefit versus the cost of lengthening the harvesting season is something that needs to be considered as well. This is a discussion that should take place in the spring.

LAKE COMMITTEE REPORT

Commissioner Beers shared the lake meeting is being held tonight (September 4, 2019). He also mentioned that people have shown up to the Lake Committee meeting to complain about lake issues that are handled by the District. The timing of their meetings may be a factor as to why this is happening. Evening meetings may work better with their schedules.

COMMENTS AND SUGGESTIONS OF CITIZENS PRESENT REGARDING AGENDA ITEMS

None

DISCUSSION/POSSIBLE ACTION REGARDING ONGOING LAKE & WATERSHED MANAGEMENT

Katherine Gaulke shared that the bid from Peter Berini in the amount of \$6,000 to create the plan which would include the timeline, checklist, optimum depths, and what knowledge base people should have to perform tasks is going before the Lake Committee. The purpose of this plan is to establish an internal dredging program. This is being undertaken to show that no matter who is in control, a program is in place to consistently dredge. Peter Berini recommends that we consistently dredge in the fall.

Commissioner Reider shared conversations he has had with Roy from Lake and Ponds in regard to phoslock. All the phosphorus and loading in lakes usually occurs in the spring. Roy would like us to consider using phoslock in the retention ponds which will bind all the phosphorus and drop it out and creates a bond on the sediment that holds it in. If this could be controlled for the spring season it would help until we could dredge in the fall. It was noted that phoslock requires a permit from the DNR.

DISCUSSION/POSSIBLE ACTION REGARDING LIFT STATION #6 UPGRADE BIDS

Doug Snyder shared that the District opened the bids for Lift Station #6 last Thursday. There were three bids ranging from \$632,010 to \$896,200. The base bid includes \$29,000 of cash allowances for SCADA Integration, Well Pump Replacement and Roof Membrane Repair. Baxter and Woodman is recommending that the District award the contract to Gilbank Construction for \$632,010 contingent on the necessary environmental permits. Commissioner Beers made a motion to accept the recommendation of Baxter and Woodman to award the contract to Gilbank Construction as the successful bid for the Lift Station #6 upgrade project. Commissioner Reider seconded the motion which passed unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING LIFT STATION #6 FORCE MAIN BIDS

Doug Snyder shared that there were four bidders for the Lift Station #6 Force Main project, and Reesman's Excavating & Grading, Inc. was the low bidder at \$988,500. The high bidder was Super Excavators, Inc. at \$2,685,075. Baxter and Woodman recommends the District award the contract to Reesman's Excavating & Grading, Inc. for \$988,550 contingent on the necessary environmental permits. Commissioner O'Keefe made a motion to accept Baxter and Woodman's recommendation to award the contract to Reesman's Excavating & Grading, Inc. in the amount of \$988,550 contingent on the necessary environmental permits. Commissioner Beers seconded the motion which carried unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING CONSTRUCTION MANAGEMENT AUTHORIZATION FOR BOTH PROJECTS

Doug Snyder presented the Baxter and Woodman Work Order for Construction Management Authorization for both the Lift Station #6 upgrade and the Lift Station #6 force main projects in the amount of \$41,400. He shared the District is saving approximately \$50,000 by having Ray, who is on our staff, act as the Resident Project Representative for these projects. Commissioner Reider made a motion to accept Baxter and Woodman's Work Order in the amount of \$41,400. Commissioner O'Keefe seconded the motion which passed unanimously.

DISCUSSION/POSSIBLE ACTION REGARDING ASBESTOS TESTING

Administrator DeLuca shared that the asbestos testing proposed is for the homes that we own on South Shore Drive and Manor Lane. After discussion it was decided to table this until decisions have been made on the direction the District would like to take with each property.

DISCUSSION/POSSIBLE ACTION REGARDING DISTRICT FUNDS

Administrator DeLuca shared there is a three month CD at 2.5% that the District could temporarily roll money into. This is a good rate as some CD rates are decreasing. Commissioner O'Keefe made a motion to renew the \$400,000 CD at Commerce Bank for three months at 2.5%. Commissioner Beers seconded the motion which passed unanimously.

CLOSED SESSION

Commissioner Johnson made a motion that the commissioners upon motion duly made and carried will immediately convene to closed session. The purpose of the closed portion of the meeting 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.

The motion was seconded by Commissioner Beers. A roll call vote revealed all commissioners in favor of the motion. The motion carried unanimously.

RECONVENE IN OPEN SESSION

Commissioner O'Keefe made a motion to reconvene in open session at 10:47 a.m. The motion was seconded by Commissioner Johnson and carried unanimously.

DISCUSSION/POSSIBLE ACTION ON ANY CLOSED SESSION MATTERS

There was no additional discussion on closed session matters.

DISCUSSION/POSSIBLE ACTION REGARDING BUDGET WORKSHOP

None

DISCUSSION/POSSIBLE ACTION SCHEDULING FURTHER BUDGET WORKSHOP DATES & PUBLIC HEARING DATE

It was decided to have the next workshop meeting on September 20, 2019 at 11:00 a.m.

CONSIDERATION OF FUTURE AGENDA ITEMS

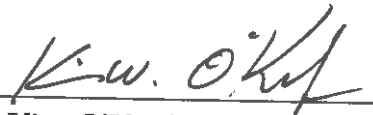
Commissioner Beers would requested the hiring of harvesting crew members that can work past the start of college be added to the agenda.

DISCUSSION/POSSIBLE ACTION OR CONFIRMATION OF NEXT MEETING DATE

The next regular meeting date is scheduled to be held on October 16, 2019 at 9:00 a.m.

ADJOURNMENT

There being no further items to discuss, Commissioner O'Keefe made a motion to adjourn the meeting. Commissioner Reider seconded the motion which carried unanimously. The meeting adjourned at 10:55 a.m.



Kim O'Keefe, Secretary

Date Approved: 10/16/2019