

Lake Geneva Utility Commission Minutes  
Lake Geneva Utility Commission Meeting  
Monday September 15, 2025, 4:00pm  
Council Chambers, City Hall – 626 Geneva St

Call Meeting to Order – Lyon called the meeting to order at 4:00pm

Roll Call – Lyon, Krause, Smith, Fesenmaier, De Angelis, Binn & Marquardt

Staff in Attendance – Gajewski & Busch

Public in Attendance – Terri Meyerhofer & Matt Castillo both from MSA Professional Services, and Randy Langer from Strand Associates.

**Comments from the public as allowed by Wis. Statutes §19.84(2), limited to items on this agenda except for public hearing items. Comments will be limited to 5 minutes.**

None

**Approve Utility Commission Minutes from August 18, 2025 as prepared and distributed.**  
Binn/Smith motion to approve. Passed unanimously.

**Acknowledgement of Correspondence**

None

**Approval of August 2025 Financials**

De Angelis/Binn motion to approve. Passed unanimously.

**Approval of August 2025 Bills**

Smith/De Angelis motion to approve. Passed unanimously.

**Director's Report**

Gajewski reviewed the submitted Director's report.

**Presentation/Acceptance of 2024 Lake Geneva Utility Commission Annual Financial Report and Management Letter by Lauterbach & Amen**

Krisztina Dommer from Lauterbach & Amen was in attendance via Zoom, but no discussion was had.

De Angelis/Smith motion to accept. Passed unanimously.

**Discussion/Action regarding release of warranty bond for the Symphony Bay Phase 5 Lift Station Improvements**

Gajewski went over the history of the Lift Station Improvements and explained where we are with it today. Staff have done a walk through and would recommend authorizing the release of the warranty bond as of October 3<sup>rd</sup>, 2025.

Binn/Marquardt motion to authorize the release of the warranty bond on October 3, 2025. Passed unanimously.

**Discussion/Action regarding new service truck purchase and disposal of surplus truck for the Water Utility**

Gajewski said a specification was put out for pricing and Ewald provided the cheapest quote. The quote came in under the budgeted amount of \$45K. Staff recommend moving forward with the quote from Ewald.

De Angelis/Krause motion to move forward with the quote from Ewald. Passed unanimously.

**Discussion/Action regarding preliminary draft of the 2026 Utility Capital Projects**

Gajewski explained that we have a handful of things that we have received preliminary budget pricing for, and the spreadsheet in the packet shows expected funding sources. Next month the draft Operating & Maintenance portion of the budget will be presented. No action taken.

**Discussion/Action regarding proposals for Wastewater Treatment Plant Facilities Planning Services, and possible adjourning to Closed Session pursuant to Wis. Stat 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive bargaining reasons require a closed session, specifically regarding contracting for Wastewater Treatment Plant Facilities Planning Services**

Gajewski explained what a Facilities Plan is and why we need one. The last full Facilities Plan was implemented in 2002 and when the WDNR were contacted to see if potential projects would need review, they strongly suggested that we perform one. Gajewski gave the background of receiving the proposals from both MSA Professional Services and Strand Associates. Staff reviewed each proposal multiple times and would recommend proceeding with MSA Professional Services. Binn/Fesenmaier motion to award the contract to MSA Professional Services. Passed unanimously.

The Commission did not convene into closed session.

**Adjourn**

Fesenmaier/Binn motion to adjourn at 4:16pm Passed unanimously.

/s/ J Busch

**THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY  
THE LAKE GENEVA UTILITY COMMISSION**