

Lake Geneva Utility Commission Minutes
Lake Geneva Utility Commission Meeting
Monday October 20, 2025, 4:00pm
Council Chambers, City Hall – 626 Geneva St

Call Meeting to Order – Lyon called the meeting to order at 4:07pm.

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

Staff in Attendance – Gajewski & Busch

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.

Joel Hoiland, Alderman for district 3, spoke on the amount of new development that is being proposed within the city. He suggested that impact statements from all utilities including the water/sewer utility, be submitted to the planning commission as helpful tools to review the proposed developments.

Approve Utility Commission Minutes from September 15, 2025 as prepared and distributed.
Binn/Smith motion to approve. Passed 4-0.

Acknowledgement of Correspondence

Gajewski received notification that the Community Fluoridation Grant has been awarded to the Utility Commission.

Approval of September 2025 Financials

Smith/Binn motion to approve. Passed 4-0.

Approval of September 2025 Bills

Krause/Smith motion to approve. Passed 4-0.

Director's Report

Gajewski reviewed the submitted Director's report and noted that item 9 on the Director's report did not make it on the agenda.

Discussion/Action on election of President and Secretary for the Board of Utility Commissioners

Lyon spoke on the city ordinance regarding election of President & Secretary and its lack of clarity with regard to whether these positions run coterminously or if they run annually. He suggests that they be annually elected to prevent the need for temporary appointments when there is turnover on the Utility Commission board. Krause will look at updating the ordinance. Discussion was had on whether a secretary position is required but it is currently required per ordinance.

Binn/Krause motion to appoint Dennis Lyon as president.

No other nominations were made. Lyon called for a vote, and the motion to appoint Dennis Lyon as president passed 4-0.

Krause/Smith motion to nominate Bill Binn as secretary.

No other nominations were made. Motion to nominate Bill Binn as secretary passed 4-0.

Discussion/Action regarding final payment request and release for retainage submitted by RLP Diversified for the White River Culvert Replacement Project

Gajewski explained that substantial completion was reached in March 2025 and the restoration has been inspected and approved. If retainage is released, any future issues would be addressed with the contractor as part of the warranty.

Smith/Krause motion to release the final payment. Passed 4-0.

Discussion/Action regarding possible award of the 2025 Concrete Floor Coatings project

Gajewski reviewed the three bids that were received and explained that the lowest responding bidder is not a contractor that we have used before. Gajewski did reach out to the references included in the bid documents and received positive feedback. Only one of the three bidders came out to view the jobsites, and it was not the lowest bidder. Gajewski suggests that the notice of award be approved to the lowest bidder but that a meeting is held on the jobsite before the contract is approved. The lowest bidder did provide a bid bond as required, and this would be forfeited if they attended a site meeting and decided not to execute the contract. Discussion followed. The work would be performed in 2025 with a substantial completion date of December 30, 2025.

Krause/Binn motion to approve Grote & Sons for \$69,315 with the condition that an onsite meeting is held. Passed 4-0.

Discussion/Action regarding 2026 Water Utility and Wastewater Utility budget requests

Discussion was had regarding the wage and compensation study update that McGrath Human Resources Group is performing for the city which is expected to be received by the end of October. The 2026 budgets currently have placeholder amounts for the line items that would be affected so these may need adjusting once the update is received. Capital expenses will be incorporated with O&M and any necessary revisions made to present for adoption in November.

No action taken.

Adjourn

Binn/Smith motion to adjourn at 4:38pm. Passed 4-0.

/s/ J Busch

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