



Lake Geneva Utility Commission

Municipal Water and Wastewater Services

361 W Main Street
PO Box 187
Lake Geneva, WI 53147
262-248-2311 - www.lgutilitycommission.com

Dennis Lyon-President
Josh Gajewski-Utility Director
Jeff Ecklund-Water Superintendent
Ken Bauman-Wastewater Superintendent

Utility Commission Agenda

Monday, March 16, 2026 - 4:00 PM

Lake Geneva City Hall; Council Chambers

Members:

President Dennis Lyon, Mayor Todd Krause, Alderperson Mary Jo Fesenmaier, Alderperson Brian Smith,
City Administrator Dave De Angelis, Bill Binn, James Marquardt

1. Call to Order
2. Roll Call
3. Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda, except for public hearing items. Comments will be limited to 5 minutes
4. Approval of the minutes from February 16, 2026
5. Acknowledgement of Correspondence
6. Approval of February 2026 Financials
7. Approval of February 2026 Bills
8. Director's report
9. Discussion/Action regarding Payment Application #4 for the Big Foot Lift Station Force Main Replacement Project submitted by PTS Contractors
10. Discussion/Action regarding replacement of the Geneva Bay Estates Lift Station pump controller and operator interface
11. Staff update regarding the Center Street Tower Recoating Project
12. Discussion/Action regarding lease renewal terms proposed by Verizon for the Host Drive Tower, and possible adjournment to Closed Session pursuant to Wisconsin Statutes 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 or bargaining reasons require a closed session specifically regarding negotiating lease terms with Verizon for the Host Drive Tower.
13. Motion to return to open session pursuant to Wisconsin Statutes 19.85 (2) and take action on any items discussed in closed session
14. Adjournment

A quorum of the Council may be present; however, no official Council action will be taken.
Requests from persons with disabilities who need assistance to participate in this meeting should be made to the City Clerk's office in advance so that the appropriate accommodations can be made.

Lake Geneva Utility Commission Minutes
Lake Geneva Utility Commission Meeting
Monday February 16, 2026, 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, De Angelis, Binn & Marquart Excused: Fesenmaier

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.

None

Approve Utility Commission Minutes from January 19, 2026, as prepared and distributed
Binn/De Angelis motion to approve. Passed on a voice vote 6-0.

Acknowledgement of Correspondence

A letter from T-Mobile was included in the packet. They wish to terminate their lease but the site id in the letter does not match the name of the tower they referred to so Gajewski will reach out to confirm the location.

Approval of January 2026 Financials

Smith/Binn motion to approve. Passed on a voice vote 6-0.

Approval of January 2026 Bills

De Angelis/Smith motion to approve. Passed on a voice vote 6-0.

Director’s Report

Gajewski reviewed the submitted Director’s report.

Discussion/Action on Resolution 2026-01, amending the 2025 Water Utility and Wastewater Utility Budgets

Gajewski explained the reasons for the adjustment and stated that there was an addition to the resolution this year authorizing Gajewski to deposit undesignated revenues into the respective Water and Wastewater Capital Projects Funds. This has been the historical action but is now formalized in the resolution. Going forward, Gajewski is planning to do both a mid-year and an end of year budget amendment.

De Angelis/Binn motion to approve. Passed on a voice vote 6-0.

Discussion/Action on Change Order Request #1 submitted by Porta-Painting, Inc. for the 2025 Concrete Floor Coating Project

Gajewski gave a brief background on the project and why there was the need for a change order.

Smith/De Angelis motion to approve change order #1. Passed on a voice vote 6-0.

Discussion/Action on Pay Request #1 submitted by Porta-Painting, Inc. for the 2025 Concrete Floor Coating Project

No discussion.

De-Angelis/Binn motion to approve Pay Request #1. Passed on a voice vote 6-0.

Discussion/Action on a Professional Services Agreement with MSA Professional Services for 2026 Sewer Lining Project engineering services

Gajewski gave an overview of the scope of the project and introduced Terri Meyerhofer from MSA who was in attendance. He said she would be able to answer any detailed or technical questions the Commission may have. This agreement is for engineering services through the bidding phase as well as through construction. The work is expected to be done in 2026.

Binn/De Angelis motion to approve. Passed on a voice vote 6-0.

Discussion/Action on a Professional Services Agreement with MSA Professional Services for 2026 Lead Service Line Replacement Project engineering services

Gajewski reported that the EPA have released an improvement to their Lead & Copper Rule that requires Utilities to replace any lead in the drinking water system by 2037. There are some exceptions. The Utility is looking to remove lead service lines that we own beginning in 2026, and work with homeowners to remove private side or full lead services in future years.

Binn/Smith motion to approve. Passed on a voice vote 6-0.

Discussion/Action regarding lease renewal terms proposed by Verizon for the Host Drive Tower, and possible adjournment to Closed Session pursuant to Wis. Stat. 19.85 (1) (e) for deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, specifically regarding negotiating lease terms with Verizon for the Host Drive Tower.

De Angelis/Krause motion to adjourn to Closed Session. Passed on a roll call vote 6-0 at 4:17pm.

Binn/De Angelis motion to return to open session pursuant to Wisconsin Statute 19.85 (2) and take action on any items discussed in closed session

The Commission returned to open session on a roll call vote 6-0 at 4:34pm.

Binn/Smith motion to direct the Utility Director to proceed as discussed in closed session with regard to the Verizon lease at Host Drive Tower. Passed on a voice vote 6-0.

Adjourn

De Angelis/Binn motion to adjourn at 4:36pm. Passed on a voice vote 6-0.

/s/ J Busch

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

LAKE GENEVA UTILITY COMMISSION

BUDGET COMPARISON THRU:

2 / 2026

FUND 61 - WASTEWATER UTILITY

REVENUES	Current Period	YTD	2025 Budget	YTD vs Budget	YTD % of Budget 17%	Prior YTD 2025	Prior YTD 5 Year Avg.
INTEREST EARNED	23,440	49,382	266,000	-216,618	18.6%	56,224	25,556
CUSTOMER SALES	14,222	28,616	2,184,637	-2,156,021	1.3%	46,291	38,418
OTHER REVENUE	736	2,620	581,695	-579,075	0.5%	4,148	2,404
CAPITAL CONTRIBUTIONS	16,822	24,655	48,117	-23,462	51.2%	7,833	13,876
TOTAL REVENUES	55,220	105,273	3,080,449	-2,975,176	3.4%	114,496	80,253
EXPENSES							
TOTAL OUTSIDE SERVICES	23,676	58,546	370,350	-311,804	15.8%	13,116	24,779
TOTAL OPERATING EXPENSES	2,129	3,341	51,100	-47,759	6.5%	5,043	4,071
TOTAL INSURANCE	0	0	35,500	-35,500	0.0%	0	0
TOTAL SALARY & BENEFITS	51,172	106,947	751,438	-644,491	14.2%	113,015	89,031
TOTAL LAB SUPPLIES	5,512	16,187	28,000	-11,813	57.8%	16,842	10,904
TOTAL MISCELLANEOUS EXPENSE	42	119	575	-456	20.7%	0	12
TOTAL MAINTENANCE	1,550	5,700	656,250	-650,550	0.9%	5,745	6,578
TOTAL OPERATION & MAINTENANCE EXPENSES	84,081	190,840	1,893,213	-1,702,373	10.1%	153,761	135,377
REVENUES OVER O&M EXPENSES	-28,861	-85,567	1,187,236	-1,272,803		-39,266	-55,124
TOTAL CAPITAL OUTLAY	0	4,463	992,119	-987,655	0.4%	1,020	76,263
REVENUES OVER TOTAL EXPENSES	-28,861	-90,030	195,118	-285,148		-40,286	-131,387
TOTAL CASH TRANSFERS	23,445	49,387	-117,117	166,504	-42.2%	56,224	801,626
NET CHANGE IN CASH BALANCE	-52,306	-139,417	312,235	-451,652		-96,509	-933,013

FUND CASH AND INVESTMENT SUMMARY	<u>Opening Balance</u>	<u>Period Activity</u>	<u>Ending Balance</u>
Wastewater Utility Fund Cash	34,735	292,679	327,414
LGIP #10 - Capital Project Fund	4,015,080	11,370	4,026,450
LGIP #11 - Debt Service Fund	0	0	0
LGIP #12 - Impact Fee Fund	2,231,147	6,318	2,237,466
LGIP #13 - Equipment Replacement Fund	1,863,425	5,277	1,868,702
LGIP #14 - Wastewater Operating Reserves Fund	167,482	474	167,956
TOTAL WASTEWATER CASH AND INVESTMENT	8,311,870	316,120	8,627,989

LAKE GENEVA UTILITY COMMISSION

BUDGET COMPARISON THRU:

2 / 2026

FUND 62 - WATER UTILITY

REVENUES	Current Period	YTD	2025 Budget	YTD vs Budget	YTD % of Budget 17%	Prior YTD 2025	Prior YTD 5 Year Avg.
INTEREST EARNED	14,700	30,968	167,000	-136,032	18.5%	35,586	15,357
CUSTOMER SALES	1,569	2,222	1,905,672	-1,903,450	0.1%	2,501	18,145
OTHER REVENUE	4,614	77,565	1,329,722	-1,252,157	5.8%	76,134	91,842
CAPITAL CONTRIBUTIONS	10,373	16,283	31,878	-15,595	51.1%	5,910	12,098
TOTAL REVENUES	31,256	127,038	3,434,272	-3,307,234	3.7%	120,131	137,443
EXPENSES							
TOTAL SOURCE OF SUPPLY - OPERATION	4,611	9,572	80,400	-70,828	11.9%	5,057	5,561
TOTAL SOURCE OF SUPPLY - MAINTENANCE	515	4,848	15,100	-10,252	32.1%	2,133	1,843
TOTAL PUMPING EXPENSE - OPERATION	5,429	14,171	84,700	-70,529	16.7%	2,727	4,866
TOTAL PUMPING EXPENSE - MAINTENANCE	750	1,411	112,600	-111,189	1.3%	1,832	1,335
TOTAL WATER TREATMENT - OPERATION	5,622	8,314	106,050	-97,736	7.8%	12,386	10,289
TOTAL WATER TREATMENT - MAINTENANCE	11,543	21,415	165,300	-143,885	13.0%	15,559	14,911
TOTAL TRANS. & DISTRIBUTION - OPERATION	5,485	10,651	108,200	-97,549	9.8%	10,785	6,452
TOTAL TRANS. & DISTRIBUTION - MAINTENANCE	5,333	9,675	321,450	-311,775	3.0%	40,279	28,793
TOTAL CUSTOMER ACCOUNTS	8,600	14,556	88,750	-74,194	16.4%	14,871	11,211
TOTAL ADMIN & GENERAL OPERATIONS	33,469	67,462	603,658	-536,196	11.2%	102,694	69,246
TOTAL OTHER EXPENSES	0	0	333,700	-333,700	0.0%	50,000	44,700
TOTAL OPERATION & MAINTENANCE EXPENSES	81,356	162,076	2,019,908	-1,857,832	8.0%	258,323	199,207
REVENUES OVER O&M EXPENSES	-50,100	-35,038	1,414,364	-1,449,402		-138,192	-61,764
TOTAL CAPITAL OUTLAY	1,533	3,705	1,311,485	-1,307,780	0.3%	14,128	20,045
REVENUES OVER TOTAL EXPENSES	-51,633	-38,744	102,879	-141,623		-152,321	-81,809
TOTAL CASH TRANSFERS	14,700	30,968	-102,878	133,846	-30.1%	35,330	117,097
NET CHANGE IN CASH BALANCE	-66,332	-69,712	205,757	-275,469		-187,651	-198,907

FUND CASH AND INVESTMENT SUMMARY	<u>Opening Balance</u>	<u>Period Activity</u>	<u>Ending Balance</u>
Water Utility Fund Cash	937,250	4,149	941,398
LGIP #1 - Capital Project Fund	2,599,878	7,363	2,607,241
LGIP #2 - Impact Fee Fund	1,361,417	3,855	1,365,273
LGIP #3 - Equipment Replacement Fund	910,977	2,580	913,557
LGIP #4 - Water Operating Reserves Fund	318,413	902	319,315
TOTAL WATER FUND CASH AND INVESTMENT	6,127,936	18,848	6,146,784

Report Criteria:

- Detail report.
- Invoices with totals above \$5000.00 included.
- Paid and unpaid invoices included.
- Invoice Detail.GL account (2 Characters) = "61","62"

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
61				
ALLIANT ENERGY/WPL				
280954000026	03/02/2026	HASKINS ST SEWER PLANT	61-00-00-52520 UTILITY-ELECTRICITY-PLANT	16,156.63
Total ALLIANT ENERGY/WPL:				16,156.63
AMAZON CAPITAL SERVICES				
89C4-DEC 202	12/03/2025	2026 WALL CALENDAR DRY ER	61-00-00-53100 OFFICE SUPPLIES EXPENSE	9.38
89C4-DEC 202	12/03/2025	ADDRESS LABELS	61-00-00-53100 OFFICE SUPPLIES EXPENSE	12.75
89C4-JAN 202	01/31/2026	MISC OFFICE SUPPLIES	61-00-00-53100 OFFICE SUPPLIES EXPENSE	53.47
89C4-DEC 202	12/03/2025	SAFETY GLOVES	61-00-00-53900 FIRST AID & SAFETY SUPPLIES	76.44
Total AMAZON CAPITAL SERVICES:				152.04
PORTA-PAINTING INC				
24306	01/19/2026	HEADWORKS BLDG COATING	61-00-00-93501 MAINT-HEADWORKS BLDG	10,903.50
24306	01/19/2026	GENERATOR RM COATING	61-00-00-93501 MAINT-HEADWORKS BLDG	5,519.70
24306	01/19/2026	DIGESTER BUILDING COATING	61-00-00-93502 MAINT-DIGESTER & AER/TRANS BLD	9,053.10
24306	01/19/2026	PROCESS BLDG COATING	61-00-00-93503 MAINT-PROCESS BLDG	20,676.60
24306	01/19/2026	EFFLUENT BLDG COATING	61-00-00-93504 MAINT-EFFLUENT BLDG	4,557.60
Total PORTA-PAINTING INC:				50,710.50
AMAZON CAPITAL SERVICES				
89C4-DEC 202	12/03/2025	BATTERY BACKUP SURGE PRO	61-00-00-93800 MAINT-LIFT STATIONS	82.64
89C4-JAN 202	01/31/2026	LIFT STATION-WATER FILTER C	61-00-00-93800 MAINT-LIFT STATIONS	142.44
Total AMAZON CAPITAL SERVICES:				225.08
Total 61:				67,244.25
62				
CORE & MAIN LP				
Y405846	02/17/2026	5/8 X 1/2 IPERL METERS	62-00-00-34600 METERS	1,421.04
Y405846	02/17/2026	510M FXU RADIOS	62-00-00-34600 METERS	9,791.82
Total CORE & MAIN LP:				11,212.86
MARTELLE WATER TREATMENT				
30981	02/04/2026	CHEMICALS - WELLS	62-00-00-60200 CHEMICALS	1,397.80
30981	02/04/2026	CHEMICALS - TREATMENT PLA	62-00-00-64100 CHEMICALS	5,207.17
Total MARTELLE WATER TREATMENT:				6,604.97
PORTA-PAINTING INC				
24306	01/19/2026	PLANT A & PLANT B COATING	62-00-00-65100 PLANT MAINTENANCE	57,166.14
Total PORTA-PAINTING INC:				57,166.14
AMAZON CAPITAL SERVICES				
89C4-DEC 202	12/03/2025	2026 WALL CALENDAR DRY ER	62-00-00-92100 OFFICE SUPPLIES & EXPENSE	39.22

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
89C4-DEC 202	12/03/2025	ADDRESS LABELS	62-00-00-92100 OFFICE SUPPLIES & EXPENSE	12.75
89C4-JAN 202	01/31/2026	WORKSTATION PAD	62-00-00-92100 OFFICE SUPPLIES & EXPENSE	12.48
89C4-JAN 202	01/31/2026	MISC OFFICE SUPPLIES	62-00-00-92100 OFFICE SUPPLIES & EXPENSE	53.46
89C4-DEC 202	12/03/2025	LED DRIVER OFFICE LIGHT	62-00-00-93000 MISCELLANEOUS GENERAL EXP	27.48
89C4-DEC 202	12/03/2025	UTILITY SINK-PLANT B	62-00-00-93200 MAINTENANCE OF GENERAL PLANT	485.00
89C4-JAN 202	01/31/2026	FAUCET SUPPLIES-PLANT B	62-00-00-93200 MAINTENANCE OF GENERAL PLANT	106.97
89C4-JAN 202	01/31/2026	CREDIT MEMO-UTILITY SINK	62-00-00-93200 MAINTENANCE OF GENERAL PLANT	68.99-
89C4-JAN 202	01/31/2026	FAUCET SUPPLIES-PLANT B	62-00-00-93200 MAINTENANCE OF GENERAL PLANT	175.84
89C4-JAN 202	01/31/2026	CREDIT MEMO-FAUCET PLANT	62-00-00-93200 MAINTENANCE OF GENERAL PLANT	68.99-
Total AMAZON CAPITAL SERVICES:				775.22
PORTA-PAINTING INC				
24306	01/19/2026	VEHICLE BAY COATING	62-00-00-93200 MAINTENANCE OF GENERAL PLANT	15,729.30
Total PORTA-PAINTING INC:				15,729.30
Total 62:				91,488.49
Grand Totals:				158,732.74

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Detail report.

Invoices with totals above \$5000.00 included.

Paid and unpaid invoices included.

Invoice Detail.GL account (2 Characters) = "61","62"

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

Invoice.Batch = "PP12312025G","03112026","02202026","03132026","U02202026","U02272026","U03062026","U03132026","U03172026"

Invoice Detail.GL account (2 Characters) = "61","62","01000013105"

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
01				
GP MANAGEMENT				
REFUND02-24	02/24/2026	REFUND OF DUPLICATE PYMN	01-00-00-13105 UTILITY CASH CLEARING	165.47
REFUND02-26	02/23/2026	CUSTOMER REFUND - DUPLIC	01-00-00-13105 UTILITY CASH CLEARING	147.18
Total GP MANAGEMENT:				312.65
HAI YAN YE				
REFUND02-20	02/20/2026	CUSTOMER REQ REFUND OF	01-00-00-13105 UTILITY CASH CLEARING	1,110.00
Total HAI YAN YE:				1,110.00
Total 01:				1,422.65
61				
NORTHERN LAKE SERVICE INC				
2602147	02/12/2026	WEEKLY NITROGEN TESTING	61-00-00-52100 LABORATORY SERVICES	326.70
2602611	02/20/2026	WEEKLY NITROGEN TESTING	61-00-00-52100 LABORATORY SERVICES	326.70
2602725	02/20/2026	1ST QTR SLUDGE TESTING	61-00-00-52100 LABORATORY SERVICES	852.91
2602859	02/25/2026	1ST QTR MW TESTNG	61-00-00-52100 LABORATORY SERVICES	2,248.54
2602969	02/26/2026	WEEKLY NITROGEN TESTING	61-00-00-52100 LABORATORY SERVICES	326.70
2603068	02/27/2026	FOG TESTING	61-00-00-52100 LABORATORY SERVICES	85.50
2603437	03/06/2026	WEEKLY NITROGEN TESTING	61-00-00-52100 LABORATORY SERVICES	326.70
Total NORTHERN LAKE SERVICE INC:				4,493.75
MSA PROFESSIONAL SERVICES INC				
026627	03/06/2026	COVENANT HARBOR SEWER S	61-00-00-52160 ENGINEERING EXPENSE	2,343.00
Total MSA PROFESSIONAL SERVICES INC:				2,343.00
WE ENERGIES				
5811816990	02/10/2026	HASKINS ST WEST BLDG-STOR	61-00-00-52500 UTILITY-GAS-PLANT	461.81
5811951301	02/10/2026	HASKINS ST WWTF-SEWER PL	61-00-00-52500 UTILITY-GAS-PLANT	1,209.36
5811958735	02/10/2026	HASKINS ST DEWATERING BLD	61-00-00-52500 UTILITY-GAS-PLANT	566.13
5809671112	02/09/2026	EDGEWOOD DR LIFT STN	61-00-00-52505 UTILITY-GAS-COLLECTION SYSTEM	11.38
5815938492	02/13/2026	BIG FOOT LIFT STATION	61-00-00-52505 UTILITY-GAS-COLLECTION SYSTEM	9.24
5815984938	02/13/2026	CADENCE CIR LIFT STN	61-00-00-52505 UTILITY-GAS-COLLECTION SYSTEM	9.24
5816034557	02/13/2026	LAGRANGE DR LIFT STN	61-00-00-52505 UTILITY-GAS-COLLECTION SYSTEM	20.98
Total WE ENERGIES:				2,288.14
ALLIANT ENERGY/WPL				
143875000026	03/02/2026	191 HASKINS ST DEWATER BLD	61-00-00-52520 UTILITY-ELECTRICITY-PLANT	391.57
280954000026	03/02/2026	HASKINS ST SEWER PLANT	61-00-00-52520 UTILITY-ELECTRICITY-PLANT	16,156.63
507753000026	03/02/2026	361 W MAIN ST SIGN	61-00-00-52520 UTILITY-ELECTRICITY-PLANT	34.69
974671000026	03/02/2026	361 MAIN ST HALLWAY	61-00-00-52520 UTILITY-ELECTRICITY-PLANT	113.94
055361000026	03/02/2026	361 MAIN ST CC LIFT	61-00-00-52525 UTILITY-ELECTRICITY-COLL SYS	70.86
141180000026	03/02/2026	LAGRANGE DR LIFT STN	61-00-00-52525 UTILITY-ELECTRICITY-COLL SYS	179.07
277971000026	03/02/2026	MARIANE TER LIFT STN	61-00-00-52525 UTILITY-ELECTRICITY-COLL SYS	68.48

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
307955000026	03/02/2026	MAXWELL ST LIFT STN	61-00-00-52525 UTILTITY-ELECTRICITY-COLL SYS	55.19
327113000026	03/02/2026	BAYVIEW DR LIFT STN	61-00-00-52525 UTILTITY-ELECTRICITY-COLL SYS	63.95
599411000026	03/02/2026	361 STATE ROAD 120 BIG FOOT	61-00-00-52525 UTILTITY-ELECTRICITY-COLL SYS	267.90
712306593326	03/02/2026	CADENCE CIR LIFT STN	61-00-00-52525 UTILTITY-ELECTRICITY-COLL SYS	134.24
962961000026	03/02/2026	EDGEWOOD DR LIFT STN	61-00-00-52525 UTILTITY-ELECTRICITY-COLL SYS	232.40
Total ALLIANT ENERGY/WPL:				17,768.92
STATE OF WISCONSIN DOA				
505-00001091	02/12/2026	IRONPORT FEE 01/2026	61-00-00-53050 COMPUTER EXPENSE	3.96
Total STATE OF WISCONSIN DOA:				3.96
AMAZON CAPITAL SERVICES				
89C4-DEC 202	12/03/2025	2026 WALL CALENDAR DRY ER	61-00-00-53100 OFFICE SUPPLIES EXPENSE	9.38
89C4-DEC 202	12/03/2025	ADDRESS LABELS	61-00-00-53100 OFFICE SUPPLIES EXPENSE	12.75
89C4-JAN 202	01/31/2026	MISC OFFICE SUPPLIES	61-00-00-53100 OFFICE SUPPLIES EXPENSE	53.47
Total AMAZON CAPITAL SERVICES:				75.60
CHARTER COMMUNICATIONS				
152474701022	02/21/2026	INTERNET SERV @ UTILITY DE	61-00-00-53100 OFFICE SUPPLIES EXPENSE	59.99
Total CHARTER COMMUNICATIONS:				59.99
JAMES IMAGING SYSTEMS INC				
1664436	02/20/2026	SVC CONTRACT COPIER	61-00-00-53100 OFFICE SUPPLIES EXPENSE	79.49
Total JAMES IMAGING SYSTEMS INC:				79.49
AT&T				
262248865602	02/13/2026	PHONE SERVICES	61-00-00-53110 TELEPHONE EXPENSE	176.69
Total AT&T:				176.69
AT&T LONG DISTANCE				
816988240-01	02/04/2026	262-248-8617	61-00-00-53110 TELEPHONE EXPENSE	.14
Total AT&T LONG DISTANCE:				.14
US CELLULAR				
0787240529	02/04/2026	PHONE SERVICE	61-00-00-53110 TELEPHONE EXPENSE	139.22
Total US CELLULAR:				139.22
PITNEY BOWES GLOBAL LEASE				
3322058642	02/09/2026	POSTAGE METER LEASE	61-00-00-53120 POSTAGE	87.00
Total PITNEY BOWES GLOBAL LEASE:				87.00
FURGER, DEREK				
FURGER 02-2	02/26/2026	WRWA CLASS CEU REIMBURS	61-00-00-53320 CONFERENCES & SCHOOL	131.35
Total FURGER, DEREK:				131.35
VERIZON				
336000078729	03/02/2026	ASSET TRACKING 02/2026	61-00-00-53520 OPERATIONS-VEHICLES	101.23

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total VERIZON:				101.23
AMAZON CAPITAL SERVICES				
89C4-DEC 202	12/03/2025	SAFETY GLOVES	61-00-00-53900 FIRST AID & SAFETY SUPPLIES	76.44
Total AMAZON CAPITAL SERVICES:				76.44
TREVIPAY-WALMART				
82b87e0b	02/25/2026	BLEACH, PAPER TOWELS, DRYI	61-00-00-64000 LABORATORY SUPPLIES	47.42
82b87e0b	02/25/2026	KITCHEN SUPPLIES	61-00-00-65000 OTHER OPERATING SUPPLIES-KITCH	25.89
ad42039c	02/20/2026	CLEANING SUPPLIES	61-00-00-65000 OTHER OPERATING SUPPLIES-KITCH	16.45
Total TREVIPAY-WALMART:				89.76
SECURIAN FINANCIAL GROUP INC				
APRIL-2026-LI	03/11/2026	APRIL 2026	61-00-00-92630 LIFE INSURANCE EXPENSE	9.68
MARCH-LIFE-2	02/12/2026	MARCH LIFE 2026	61-00-00-92630 LIFE INSURANCE EXPENSE	9.68
Total SECURIAN FINANCIAL GROUP INC:				19.36
TREVIPAY-WALMART				
82b87e0b	02/25/2026	TV MOUNT	61-00-00-93500 MAINT-LAB BLDG	17.88
Total TREVIPAY-WALMART:				17.88
PORTA-PAINTING INC				
24306	01/19/2026	HEADWORKS BLDG COATING	61-00-00-93501 MAINT-HEADWORKS BLDG	10,903.50
24306	01/19/2026	GENERATOR RM COATING	61-00-00-93501 MAINT-HEADWORKS BLDG	5,519.70
Total PORTA-PAINTING INC:				16,423.20
UNITED LABORATORIES				
INV455524	03/03/2026	ODOR FIGHTING SOCK FOR HE	61-00-00-93501 MAINT-HEADWORKS BLDG	533.70
Total UNITED LABORATORIES:				533.70
PORTA-PAINTING INC				
24306	01/19/2026	DIGESTER BUILDING COATING	61-00-00-93502 MAINT-DIGESTER & AER/TRANS BLD	9,053.10
24306	01/19/2026	PROCESS BLDG COATING	61-00-00-93503 MAINT-PROCESS BLDG	20,676.60
24306	01/19/2026	EFFLUENT BLDG COATING	61-00-00-93504 MAINT-EFFLUENT BLDG	4,557.60
Total PORTA-PAINTING INC:				34,287.30
HOME DEPOT CREDIT SERVICES				
3289-JAN 2026	02/05/2026	THERMOSTAT FOR SHOP	61-00-00-93506 MAINT-VEHICLE STORAGE BLDGS	19.68
Total HOME DEPOT CREDIT SERVICES:				19.68
DUNN LUMBER				
2312222	02/17/2026	PARTS FOR DRAIN PIPE INSTA	61-00-00-93603 MAINT-PROCESS EQUIP	33.67
2312584	02/17/2026	3/4 X 6 PVC NIPPLE	61-00-00-93603 MAINT-PROCESS EQUIP	.59
Total DUNN LUMBER:				34.26
SJE				
CD99608173	02/25/2026	RAS/WAS PANEL MAINT.	61-00-00-93603 MAINT-PROCESS EQUIP	160.24

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total SJE:				160.24
ITU ABSORBTECH INC				
8688843	02/27/2026	SHOP RAGS	61-00-00-93700 MAINT-VEHICLES & EQUIP	26.45
Total ITU ABSORBTECH INC:				26.45
TREVIPAY-WALMART				
82b87e0b	02/25/2026	GLASS CLEANER	61-00-00-93700 MAINT-VEHICLES & EQUIP	9.48
Total TREVIPAY-WALMART:				9.48
ADVANCE AUTO PARTS				
719360483155	02/17/2025	2" OIL PRESS KIT FOR BIG FT L	61-00-00-93800 MAINT-LIFT STATIONS	21.59
Total ADVANCE AUTO PARTS:				21.59
AMAZON CAPITAL SERVICES				
89C4-DEC 202	12/03/2025	BATTERY BACKUP SURGE PRO	61-00-00-93800 MAINT-LIFT STATIONS	82.64
89C4-JAN 202	01/31/2026	LIFT STATION-WATER FILTER C	61-00-00-93800 MAINT-LIFT STATIONS	142.44
Total AMAZON CAPITAL SERVICES:				225.08
SJE				
CD99609553	03/09/2026	NEW LEVEL/TRANSDUCER AT	61-00-00-93800 MAINT-LIFT STATIONS	2,391.43
Total SJE:				2,391.43
TOTAL ENERGY SYSTEMS LLC				
INV157430	02/27/2026	BFLS GENERATOR MAINT - NE	61-00-00-93800 MAINT-LIFT STATIONS	3,391.98
TOTAL ENERGY SYSTEMS LLC:				3,391.98
FERTILIZER DEALER SUPPLY				
2041228	02/26/2026	F550 WATER TANK INSTALLATI	61-00-00-93810 MAINT-MAINS	2,198.33
Total FERTILIZER DEALER SUPPLY:				2,198.33
ALLIANT ENERGY/WPL				
252422000026	03/02/2026	E STATE ROAD 50 GATE	61-00-00-93820 MAINT-RECEIVING STATION	22.66
054885000026	03/02/2026	E STATE ROAD 50 SEEPAGE	61-00-00-93830 MAINT-SEEPAGE CELLS/POND	116.44
Total ALLIANT ENERGY/WPL:				139.10
Total 61:				87,813.74
62				
CORE & MAIN LP				
Y536579	02/17/2026	1 1/4" CURB BOXES COMPLETE	62-00-00-15000 MATERIAL-SUPPLIES	871.44
Y405846	02/17/2026	5/8 X 1/2 IPERL METERS	62-00-00-34600 METERS	1,421.04
Y405846	02/17/2026	510M FXU RADIOS	62-00-00-34600 METERS	9,791.82
Y531491	02/17/2026	5/8 IPERL METERS	62-00-00-34600 METERS	1,440.00
Total CORE & MAIN LP:				13,524.30

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
MARTELLE WATER TREATMENT				
30981	02/04/2026	CHEMICALS - WELLS	62-00-00-60200 CHEMICALS	1,397.80
Total MARTELLE WATER TREATMENT:				1,397.80
ALLIANT ENERGY/WPL				
145511000026	03/02/2026	361 MAIN ST WELL 2	62-00-00-60300 MISC EXPENSES & UTILITY	1,424.01
327391000026	03/02/2026	WAVERLY ST WELL 4	62-00-00-60300 MISC EXPENSES & UTILITY	478.96
348370000026	03/02/2026	WAVERLY ST WELL 3	62-00-00-60300 MISC EXPENSES & UTILITY	589.21
972745000026	03/02/2026	HASKINS ST WELL 5	62-00-00-60300 MISC EXPENSES & UTILITY	416.77
Total ALLIANT ENERGY/WPL:				2,908.95
WE ENERGIES				
5810521851	02/10/2026	HASKINS ST WELLHOUSE #5	62-00-00-60300 MISC EXPENSES & UTILITY	174.16
Total WE ENERGIES:				174.16
USA BLUEBOOK				
INV00979484	03/03/2026	CHEMICAL PUMP REPAIR PART	62-00-00-61400 WELLS MAINTENANCE	353.88
Total USA BLUEBOOK:				353.88
ALLIANT ENERGY/WPL				
347962000026	03/02/2026	DODGE ST BOOSTER	62-00-00-62300 PUMPING POWER PURCHASED	194.08
576425000026	03/02/2026	MAIN ST ENGINE ROOM	62-00-00-62300 PUMPING POWER PURCHASED	4,952.94
717061000026	03/02/2026	1401 CENTER ST BOOSTER	62-00-00-62300 PUMPING POWER PURCHASED	181.23
Total ALLIANT ENERGY/WPL:				5,328.25
WE ENERGIES				
5810915199	02/10/2026	WATER DEPT MAIN BLDG	62-00-00-62300 PUMPING POWER PURCHASED	1,406.52
5811030684	02/10/2026	CENTER ST BOOSTER STN	62-00-00-62300 PUMPING POWER PURCHASED	101.10
Total WE ENERGIES:				1,507.62
MARTELLE WATER TREATMENT				
30981	02/04/2026	CHEMICALS - TREATMENT PLA	62-00-00-64100 CHEMICALS	5,207.17
Total MARTELLE WATER TREATMENT:				5,207.17
ALLIANT ENERGY/WPL				
974671000026	03/02/2026	361 MAIN ST HALLWAY	62-00-00-64200 LABOR & EXPENSES (LAB)	113.93
Total ALLIANT ENERGY/WPL:				113.93
NORTHERN LAKE SERVICE INC				
2602764	02/23/2026	MANGANESE MONTHLY TESTI	62-00-00-64200 LABOR & EXPENSES (LAB)	44.95
Total NORTHERN LAKE SERVICE INC:				44.95
WI STATE LABORATORY OF HYGIENE				
835534	02/28/2026	WSLH MONTHLY FLOURIDE SA	62-00-00-64200 LABOR & EXPENSES (LAB)	31.00
Total WI STATE LABORATORY OF HYGIENE:				31.00

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
HOME DEPOT CREDIT SERVICES				
3289-JAN 2026	02/05/2026	SINK STRAINER	62-00-00-65100 PLANT MAINTENANCE	19.96
3289-JAN 2026	02/05/2026	GAS PIPING, AIRLINE PIPING F	62-00-00-65100 PLANT MAINTENANCE	105.73
Total HOME DEPOT CREDIT SERVICES:				125.69
PORTA-PAINTING INC				
24306	01/19/2026	PLANT A & PLANT B COATING	62-00-00-65100 PLANT MAINTENANCE	57,166.14
Total PORTA-PAINTING INC:				57,166.14
GRAINGER				
9821572360	02/25/2026	PLANT A CHEMICAL ROOM ELE	62-00-00-65200 MAINT WATER TREATMENT EQUIP	120.03
Total GRAINGER:				120.03
ALLIANT ENERGY/WPL				
098433000026	03/02/2026	750 WILD RIDGE DR WATER TO	62-00-00-66100 MAINT OPS-STANDPIPES	133.37
520171000026	03/02/2026	1887 DODGE ST TOWER	62-00-00-66100 MAINT OPS-STANDPIPES	96.28
Total ALLIANT ENERGY/WPL:				229.65
WE ENERGIES				
5811597422	02/10/2026	770 WILD RIDGE DR	62-00-00-66100 MAINT OPS-STANDPIPES	7.92
Total WE ENERGIES:				7.92
HOME DEPOT CREDIT SERVICES				
3289-JAN 2026	02/05/2026	PARTS FOR SHOP VAC	62-00-00-66500 MISC EXPENSE LICENSE & TOOLS	59.93
3289-JAN 2026	02/05/2026	BUCKET, KNIVE	62-00-00-66500 MISC EXPENSE LICENSE & TOOLS	18.92
Total HOME DEPOT CREDIT SERVICES:				78.85
PECK & WEIS HEATING & COOLING				
I-74385-1	01/29/2026	HOST TOWER FURNACE DIAG	62-00-00-67200 RESERVOIR & STANDPIPES	125.00
Total PECK & WEIS HEATING & COOLING:				125.00
WESTENN MECHANICAL				
5898	02/19/2026	HOST TOWER FURNACE REPL	62-00-00-67200 RESERVOIR & STANDPIPES	3,195.00
Total WESTENN MECHANICAL:				3,195.00
DOWN TO EARTH CONTRACTORS INC				
8773	03/04/2026	REPAIR MAIN BREAK LA GRAN	62-00-00-67300 MAINT OF MAINS & VALVES	4,808.00
8774	03/04/2026	REPAIR MAIN BREAK WISCONS	62-00-00-67300 MAINT OF MAINS & VALVES	3,639.00
Total DOWN TO EARTH CONTRACTORS INC:				8,447.00
HOME DEPOT CREDIT SERVICES				
3289-JAN 2026	02/05/2026	HEATING ELEMENT FOR MAGIK	62-00-00-67500 MAINT SERVICES & CURB BOX	31.85
Total HOME DEPOT CREDIT SERVICES:				31.85
AMAZON CAPITAL SERVICES				
89C4-DEC 202	12/03/2025	2026 WALL CALENDAR DRY ER	62-00-00-92100 OFFICE SUPPLIES & EXPENSE	39.22
89C4-DEC 202	12/03/2025	ADDRESS LABELS	62-00-00-92100 OFFICE SUPPLIES & EXPENSE	12.75

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
89C4-JAN 202	01/31/2026	WORKSTATION PAD	62-00-00-92100 OFFICE SUPPLIES & EXPENSE	12.48
89C4-JAN 202	01/31/2026	MISC OFFICE SUPPLIES	62-00-00-92100 OFFICE SUPPLIES & EXPENSE	53.46
Total AMAZON CAPITAL SERVICES:				117.91
AMERICAN WATER WORKS ASSOCIATION				
SO283622	01/23/2026	2026 MEMBERSHIP	62-00-00-92100 OFFICE SUPPLIES & EXPENSE	462.00
Total AMERICAN WATER WORKS ASSOCIATION:				462.00
AT&T				
262248865602	02/13/2026	PHONE SERVICES	62-00-00-92100 OFFICE SUPPLIES & EXPENSE	176.69
Total AT&T:				176.69
CHARTER COMMUNICATIONS				
152474701022	02/21/2026	INTERNET SERV @ UTILITY DE	62-00-00-92100 OFFICE SUPPLIES & EXPENSE	60.00
Total CHARTER COMMUNICATIONS:				60.00
JAMES IMAGING SYSTEMS INC				
1664436	02/20/2026	SVC CONTRACT COPIER	62-00-00-92100 OFFICE SUPPLIES & EXPENSE	79.50
Total JAMES IMAGING SYSTEMS INC:				79.50
MUNICIPAL ENVIRONMENTAL GROUP				
2026 MEG ME	02/12/2026	2026 MEG MEMBERSHIP	62-00-00-92100 OFFICE SUPPLIES & EXPENSE	782.10
Total MUNICIPAL ENVIRONMENTAL GROUP:				782.10
PITNEY BOWES GLOBAL LEASE				
3322058642	02/09/2026	POSTAGE METER LEASE	62-00-00-92100 OFFICE SUPPLIES & EXPENSE	87.00
Total PITNEY BOWES GLOBAL LEASE:				87.00
STATE OF WISCONSIN DOA				
505-00001091	02/12/2026	IRONPORT FEE 01/2026	62-00-00-92100 OFFICE SUPPLIES & EXPENSE	3.97
Total STATE OF WISCONSIN DOA:				3.97
TREVIPAY-WALMART				
ad42039c	02/20/2026	CLEANING SUPPLIES	62-00-00-92100 OFFICE SUPPLIES & EXPENSE	16.45
Total TREVIPAY-WALMART:				16.45
US CELLULAR				
0787240529	02/04/2026	PHONE SERVICE	62-00-00-92100 OFFICE SUPPLIES & EXPENSE	258.55
Total US CELLULAR:				258.55
CLEAN WATER ENGINEERING LLC				
1129	03/02/2026	FEBRUARY 2026 CCC INSPECTI	62-00-00-92300 OUTSIDE SERVICES EMPLOYED	285.00
Total CLEAN WATER ENGINEERING LLC:				285.00
SECURIAN FINANCIAL GROUP INC				
APRIL-2026-LI	03/11/2026	APRIL 2026	62-00-00-92630 LIFE INSURANCE EXPENSE	14.05

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
MARCH-LIFE-2	02/12/2026	MARCH LIFE 2026	62-00-00-92630 LIFE INSURANCE EXPENSE	14.05
Total SECURIAN FINANCIAL GROUP INC:				28.10
AMAZON CAPITAL SERVICES				
89C4-DEC 202	12/03/2025	LED DRIVER OFFICE LIGHT	62-00-00-93000 MISCELLANEOUS GENERAL EXP	27.48
Total AMAZON CAPITAL SERVICES:				27.48
OFFICE PRO INC				
759472-0	02/24/2026	HAND SOAP	62-00-00-93000 MISCELLANEOUS GENERAL EXP	179.25
Total OFFICE PRO INC:				179.25
AMAZON CAPITAL SERVICES				
89C4-DEC 202	12/03/2025	UTILITY SINK-PLANT B	62-00-00-93200 MAINTENANCE OF GENERAL PLANT	485.00
89C4-JAN 202	01/31/2026	FAUCET SUPPLIES-PLANT B	62-00-00-93200 MAINTENANCE OF GENERAL PLANT	106.97
89C4-JAN 202	01/31/2026	CREDIT MEMO-UTILITY SINK	62-00-00-93200 MAINTENANCE OF GENERAL PLANT	68.99-
89C4-JAN 202	01/31/2026	FAUCET SUPPLIES-PLANT B	62-00-00-93200 MAINTENANCE OF GENERAL PLANT	175.84
89C4-JAN 202	01/31/2026	CREDIT MEMO-FAUCET PLANT	62-00-00-93200 MAINTENANCE OF GENERAL PLANT	68.99-
Total AMAZON CAPITAL SERVICES:				629.83
DUNN LUMBER				
2315990	02/20/2026	WATER HEATER VALVE	62-00-00-93200 MAINTENANCE OF GENERAL PLANT	51.98
Total DUNN LUMBER:				51.98
HOME DEPOT CREDIT SERVICES				
3289-JAN 2026	02/05/2026	FITTINGS FOR SLOP SINK	62-00-00-93200 MAINTENANCE OF GENERAL PLANT	6.10
Total HOME DEPOT CREDIT SERVICES:				6.10
MID AMERICAN RESEARCH CHEMICAL				
0871368-IN	02/20/2026	HARD SURFACE CLEANER	62-00-00-93200 MAINTENANCE OF GENERAL PLANT	203.22
Total MID AMERICAN RESEARCH CHEMICAL:				203.22
PORTA-PAINTING INC				
24306	01/19/2026	VEHICLE BAY COATING	62-00-00-93200 MAINTENANCE OF GENERAL PLANT	15,729.30
Total PORTA-PAINTING INC:				15,729.30
RUSSO WISCONSIN LLC				
SPI21436865	02/28/2026	PARTS FOR SNOW PLOW	62-00-00-93300 TRANSPORTATION EXPENSE	106.91
Total RUSSO WISCONSIN LLC:				106.91
VERIZON				
336000078729	03/02/2026	ASSET TRACKING 02/2026	62-00-00-93300 TRANSPORTATION EXPENSE	101.22
Total VERIZON:				101.22
Total 62:				119,511.70
Grand Totals:				208,748.09

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
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Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

Invoice.Batch = "PP12312025G","03112026","02202026","03132026","U02202026","U02272026","U03062026","U03132026","U03172026"

Invoice Detail.GL account (2 Characters) = "61","62","01000013105"



Lake Geneva Utility Commission

MUNICIPAL WATER AND WASTEWATER SERVICES

361 W Main Street
P.O. Box 187
Lake Geneva, WI 53147
262-248-2311
www.lgutilitycommission.com

Dennis Lyon – President
Josh Gajewski – Utility Director
Jeff Ecklund – Water Superintendent
Ken Bauman – Wastewater Superintendent

TO: Lake Geneva Utility Commission
FROM: Josh Gajewski, Utility Director
SUBJECT: March 2026 Director's Report

OPERATIONS UPDATE

WATER OPERATIONS

Staff have been working to finalize the locations for the proposed 2026 lead service line replacements, including coordination with private owners to advise them of the work and to gain their level of interest in private-side replacements. We anticipate this work to continue over the coming months and will be presented to the Commission before bidding.

Staff responded to the 700 block of Lagrange Drive for a main break on 2/26/26. Repairs were completed by 4:00 p.m., and service was restored shortly afterward.

WASTEWATER OPERATIONS

First quarter groundwater well monitoring and reporting, along with first quarter biosolids sampling and reporting requirements, have been completed.

Staff is coordinating with the manufacturer of the prefabricated lift station service building for the Symphony Bay Lift Station to address a floor coating failure that was noticed during the cold snap in January. The manufacturer has responded positively to date and is exploring options to address the issue.

OFFICE & ADMINISTRATION

Quarterly utility bills will be sent out at the end of March, with normal collections ending April 20th.

A preconstruction meeting was held on 3/11/26 for the utility work on CTH H. Shop drawings are being reviewed currently, with mobilization and construction expected to start toward the end of March.

Staff will be attending the Public Information Meeting for the WisDOT Hwy 50 project, which will be held from 5:00 – 7:00 pm in the Police Training Room on 3/19/26.

Work on the 2025 Financial Audit and annual PSC report continues.

Contractor's Application for Payment

Owner: <u>Lake Geneva Utility Commission</u>	Owner's Project No.: _____
Engineer: <u>MSA Professional Services, Inc.</u>	Engineer's Project No.: <u>07815012</u>
Contractor: <u>PTS Contractors, Inc.</u>	Contractor's Project No.: _____
Project: <u>Big Foot Force Main Replacement</u>	
Contract: <u>Big Foot Force Main Replacement</u>	
Application No.: <u>4</u>	Application Date: <u>2/4/2026</u>
Application Period: From <u>5/8/2025</u> to <u>2/4/2026</u>	

1. Original Contract Price	\$ 1,152,700.00
2. Net change by Change Orders	\$ (21,895.34)
3. Current Contract Price (Line 1 + Line 2)	\$ 1,130,804.66
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$ 1,064,050.19
5. Retainage	
a. <u>0%</u> X \$ <u>1,064,050.19</u> Work Completed	\$ -
b. _____ X \$ - Stored Materials	\$ -
c. Total Retainage (Line 5.a + Line 5.b)	\$ -
6. Amount eligible to date (Line 4 - Line 5.c)	\$ 1,064,050.19
7. Less previous payments (Line 6 from prior application)	\$ 1,010,847.68
8. Amount due this application	\$ 53,202.51
9. Balance to finish, including retainage (Line 3 - Line 4)	\$ 66,754.47

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

- (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
- (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and
- (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: PTS, Contractors, Inc.
Signature: *Carey Ashma* **Date:** 03/10/2026

Recommended by Engineer	Approved by Owner
By: <u>Theresa Meyerhofer</u> <small>Digitally signed by Theresa Meyerhofer DN: cn=Theresa Meyerhofer, c=US, o=MSA Professional Services, Inc., ou=Public Works, email=thmeyerhofer@msa.com Reason: I have reviewed this document Location: Milwaukee, WI Date: 2026.03.10 13:40:42 -05'00'</small>	By: _____
Title: _____	Title: _____
Date: _____	Date: _____
Approved by Funding Agency	
By: _____	By: _____
Title: _____	Title: _____
Date: _____	Date: _____

Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	Lake Geneva Utility Commission	Owner's Project No.:	
Engineer:	MSA Professional Services	Engineer's Project No.:	7815012
Contractor:	PTS Contractors, Inc.	Contractor's Project No.:	
Project:	Big Foot Force Main Replacement		
Contract:	Lake Geneva Utility Commission - Big Foot Force Main Replacement		

Application No.:	4	Application Period:	From	05/08/25	to	02/04/26	Application Date:	02/04/26											
A	B	C	D	E	F	G	H	I	J	K	L	M	N						
		Contract Information				Work Completed													
Bid Item No.	Description	Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Quantity of Work Completed in Previous Application Periods	Value of Work Completed In Previous Application Periods (\$)	Quantity of Work Completed in This Application Period	Value of Work Completed in This Application Period (E X I) (\$)	Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + J) (\$)	% of Value of Item (L / F) (%)	Balance to Finish (F - L) (\$)						
					Original Contract Totals \$		1,152,700.00		\$	978,095.53		\$	-		\$	978,095.53	85%	\$	174,604.47



Agenda Item Memo

City of Lake Geneva

Committee: Utility Commission
Meeting Date: March 16, 2026
Subject / Title: Pay App #4 BFLS FM Project
Submitted By: J.Gajewski - Utility Director

Background / Request

As part of the project closeout process, PTS Contractors have submitted payment application #4 for the Big Foot Lift Station Force Main Replacement Project. The Project Manager for the work has reviewed the submitted (remaining) quantities for accuracy, and has recommended approval of the payment amount.

Fiscal Impact / Budget

- **Estimated Cost:** \$ 53,202.51 (\$1,064,050.19 Total)
- **Funding Source:** CPF (e.g., General Rev., CPF, ERF, Grants)
- **Budget Status:** Within Budget \$1,130,804.66 Over Budget _____
 Budget Amendment Required _____
- **GL Number:** 61-00-00-10700 (If applicable, note grant awards, cost-sharing, or capital plan references.)

Ordinance/Policy Implications/Changes:

Recommendation:

Staff recommends approval of Payment Application #4 for the Big Foot Force Main Replacement Project, to include the release of retainage and final project payment, for the amount of \$53,202.51.

Implementation/Next Steps

Name of Committee	Date of Meeting	Original Agenda Item #	Outcome
N/A			

Attachments (list all attachments that go with this item and memo)

Payment Application #4

Reviewed by:	Date:	Comments:



Name	Customer	Proposal#	Due/Bid Date
Lake Geneva, WI - WWTP Geneva Bay Estates Lift Station Upgrades 2026	Lake Geneva, WI - WWTP	20256351	9/12/2025, 12:00 PM

Scope

The existing Lift Station Control Panel has a US Filter LC 150 Pump controller. We are upgrading the lift station to a PLC based controller with a touchscreen. This equipment is configurable and can be modified as needed for future upgrades.

Geneva Bay Estates Lift Station PLC Upgrade

- Remove the LC 150 controller
- Provide and install an Allen Bradley Micrologix 1400
- Provide and install an Automation Direct 7" touchscreen
- Reuse existing equipment
 - MDS TransNet Radio
 - Antenna and cable

Submersible Pressure Transducer

- Altronex PSLT Pressure Transducer
- 15 PSI
- 50 ft of cable

Altronex Professional Services

- Engineering and CAD Drawings
- Programming and configuration
- Startup and Commissioning
- 1 Year Warranty

Items specifically not included in this proposal

- Sales or use tax
- Liquidated Damages of any kind
- Installation of equipment and job site labor other than as specified
- Receiving and storage of equipment on the job site
- Installation materials, brackets, wire, clamps, piping, junction boxes, etc., not specifically described in our material list
- Performance, payment, or equipment bond of any kind
- Installation of any instruments
- Field Terminations
- Mounting of any control panels or hardware
- Mounting stands, brackets, channel strut or field assemblies of any kind.
- Permits or Bonding
- Fiber optic cable, connectors, patch panels, termination and/or testing
- Electrical testing services
- Solenoids and pressure switches are by others
- Flow meter spare spools and flange gaskets
- Local control panels, unless specifically listed on this scope of work
- Field Instrumentation, unless specifically listed on this scope of work
- SJE's sole obligation shall be the provision of those items specified within the "included" items listed above. The lack of an explicit exclusion does not imply inclusion

All prices quoted are based on current tariff rates and trade policies. Any new, increased, or additional tariffs, duties, taxes, or related governmental charges imposed after the date of this quote shall be the responsibility of the Buyer. Seller reserves the right to adjust pricing accordingly and bill these additional charges as a separate line item. The Buyer acknowledges and agrees to pay such adjustments as part of the total order cost.

Proposal Amount \$ 12,528.00 USD
Freight Terms: FOB Origin, Freight Prepaid and Add

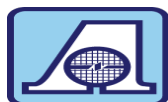
Respectfully submitted by,



Kurt Atwood
Business Development Manager
katwood@lwallen.com
(608) 210-1455

Acceptance of Proposal (Purchase Order or Signature) – The preceding prices, specifications and attached terms and conditions of sale are satisfactory and hereby accepted. You are authorized to proceed.

Signature	Name Print/Type	Official Position	Date
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Standard Terms and Conditions

Controlling Provisions: The terms and conditions and supplemental exhibits contained herein (the "Terms and Conditions") shall supersede any provisions, terms, and conditions contained on any purchase order or other written form any direct buyer ("Buyer") may use or provide (whether received by S.J. Electro Systems, Inc. or any of its subsidiaries or affiliates (collectively, "SJE") prior or subsequent to the date hereof), and the rights of the parties shall be governed exclusively by the Terms and Conditions as described herein. SJE sells certain services, products, replacement parts and related software (collectively, the "Goods"). The purchase of the Goods is governed by the Terms and Conditions. Any communication by Buyer to SJE to purchase Goods will be treated by SJE as a request to purchase the Goods. The response, however communicated, will be understood by all parties as an agreement by SJE to sell to Buyer the requested Goods pursuant to the Terms and Conditions. **SJE specifically opposes any terms or conditions that are in addition to or different from the Terms and Conditions, unless specifically agreed to in each instance in writing by SJE.**

Quotations, Acceptance, and Agreements: Any quotation is a good faith estimate. To the extent that SJE has been provided by or on behalf of Buyer any specifications, description of operating conditions or other data and Information In connection with the selection or design of the Goods, and the actual operating conditions or other circumstances differ from those provided by Buyer and relied upon by SJE, any warranties or other provisions contained herein which are affected by such conditions shall be null and void.

Acceptance of a quotation, whether by a separate purchase order or by other means, shall constitute an acknowledgement and approval of the quotation as written and an acceptance of the Terms and Conditions. Written quotations which have not been finalized by a binding purchase order shall expire on the date specified in the quotation or, in the absence of such specification, thirty (30) calendar days from the date issued. SJE may revise or withdraw a quotation at any time prior to the finalization of a binding purchase order.

Per company policy, a separate written agreement signed by both parties or a purchase order accepted and acknowledged by SJE is required to form any legally binding agreement.

Intellectual Property: All devices, patents, designs (including drawings, plans and specifications), software existing or to be developed, estimates, prices, notes, memos, summaries, electronic data and other documents or information prepared or disclosed by SJE shall remain the sole intellectual property of SJE. Following acceptance and final payment, SJE shall grant to Buyer a non-transferable, non-exclusive license for use and sale of the Goods.

Credit Approval: The credit terms granted on each order are subject to SJE's continuing approval of Buyer's credit. SJE may withdraw the extension of credit and require modified payment terms if, in SJE's sole judgment, Buyer's credit or financial standing is impaired such that SJE in good faith deems payment insecure.

Prices and Taxes: All prices are FOB shipping point, unless otherwise stated or referenced in attached exhibits. All prices are subject to any commercially reasonable additions that may be necessary to cover any duties, taxes or charges. All prices are in U.S. Dollars. Prices may be subject to change without notice.

Shipping Policy: Shipping and handling charges cover the transportation of the Goods from SJE's warehouse to Buyer, unless otherwise specified. Standard shipping rates are assessed upon placement of order. SJE uses many methods of shipment including UPS shipping services but reserves the right to substitute carriers without notice. UPS next-day air, UPS second-day air, UPS three-day ground, UPS Express and UPS Expedited are services available to Buyer for expediting orders. Expedited orders will be shipped based on the method Buyer selects. These services may not be available for shipment into all countries.

While SJE will use all reasonable commercial efforts to maintain the delivery date(s) acknowledged or quoted by SJE, all shipping dates are approximate and not guaranteed. SJE reserves the right to make partial shipments. SJE, at its option, shall not be bound to tender delivery of any Goods for which Buyer has not provided shipping instructions and other required information. If the shipment of the Goods is postponed or delayed by Buyer for any reason, Buyer agrees to reimburse SJE for any and all storage costs and other additional expenses resulting therefrom. The actual shipping weights may vary.

Title, Risk of Loss, Inspection of Equipment: Title and risk of loss to the Goods shall pass to Buyer upon delivery of the Goods to the respective delivery carrier. Buyer shall immediately inspect the Goods upon receipt and any damage must be noted on the delivery carrier's bill of lading at time of receipt. SJE is not liable for any damages caused by shipping. SJE is not liable for any shortages or nonconformance unless notified by Buyer within two (2) business days of Buyer's receipt of the Goods.

Operations/Maintenance Manuals: Installation, maintenance and operation manuals will be furnished to Buyer in the number of copies specified at the time of quotation or order. Additional copies subject to charges as outlined in attached exhibits.

Installation and Use: Buyer will be solely responsible for the proper application, installation and service of the Goods. Installation instructions are supplied by SJE and must be followed.

Export/Import: Buyer agrees that all applicable import and export control laws, regulations, orders and requirements, including, but not limited to, those of the United States and the European Union, and the jurisdictions in which SJE and Buyer are established or from which Goods may be supplied, will apply to their receipt and use. In no event shall Buyer use, transfer, release, import, or export Goods in violation of such applicable laws, regulations, orders or requirements.

Payment: Buyer shall pay SJE the full purchase price as set forth in the respective order between SJE and Buyer. Unless otherwise agreed to in writing between SJE and Buyer, freight, storage, insurance, taxes, duties, and any governmental charges relating to the Goods shall be paid by Buyer. If SJE is required to pay any such charges, Buyer shall immediately reimburse SJE upon notice from SJE of same. All payments are due within approved credit terms. Buyer may be charged the lower of 1.5% interest per month or the maximum legal rate on all amounts not received by the due date described therein.

Security Interest: SJE shall retain a security interest in the Goods until the full purchase price has been paid. Buyer's failure to pay any amounts due, including interest, shall give SJE the right to possession and removal of the Goods after providing ten (10) days written notice to Buyer. SJE's taking of such possession shall be without prejudice to any other remedies SJE may have.

Changes, Cancellations, Returns: Buyer may request changes or additions to the Goods consistent with SJE's specifications and criteria. In the event such changes or additions are accepted by SJE, SJE shall have the absolute right to revise the prices and dates of delivery, and to add charges for work and materials rendered unnecessary by such changes or additions. All changes, cancellations, or returns must have SJE prior written approval and subject to restocking fees and service charges. Authorized returns must be packaged and shipped prepaid to SJE.

Return Policy: SJE will only accept Goods returned within one (1) year from the date of manufacture, un-used, and current production models. Returned Material Authorization ("RMA") numbers must be assigned to any Goods Buyer wishes to return for credit. To obtain an RMA, Buyer must contact SJE's Service Center at 218-847-1317 or toll free at 888-342-5753. Buyer is responsible for payment of return shipping fees unless such returned Goods result from an SJE order processing error. Upon return, SJE shall reimburse Buyer for the return freight resulting from the return of Goods due to such SJE order processing error. In the event of any return in compliance with this paragraph, SJE will provide Buyer credit for the returned Goods and work to reship correct Goods to Buyer. SJE reserves the right to refuse acceptance of returned Goods after inspection. SJE will not accept returns for Goods that are custom-built for Buyer as such items cannot be resold by SJE; however, custom-built Goods remain subject to applicable warranty provisions in each case.

Notwithstanding the foregoing (and so long as the return is not due to an order processing error of SJE), a restocking fee shall be charged to Buyer for returned Goods as outlined in the attached Exhibits.

Force Majeure: SJE shall not be liable or responsible to Buyer, nor be deemed to have defaulted under or breached any agreement with Buyer, for any failure or delay in fulfilling or performing any term of any agreement with Buyer, when and to the extent such failure or delay is caused by or results (directly or indirectly) from acts beyond SJE's reasonable control, including, without limitation: (a) acts of God; (b) flood, fire, earthquake or explosion; (c) war, invasion, hostilities (whether war is declared or not), terrorist threats or acts, riot or other civil unrest; (d) government order or law; (e) actions, embargoes or blockades in effect on or after the date of any subject agreement between SJE and Buyer; (f) action by any governmental authority; (g) national or regional emergency; (h) strikes, labor stoppages or slowdowns or other industrial services; or (i) any other cause beyond the reasonable control of SJE.

Indemnification and Default: In addition to all other amounts due hereunder, Buyer shall reimburse SJE in full for all collection costs or charges, including reasonable attorney fees, which SJE may incur in the collection of any past due amounts from Buyer, including applicable interest on overdue accounts. If Buyer is in default under this or any other agreement with SJE, SJE may defer performance hereunder until such default is resolved. SJE shall have no obligation to provide factory startup assistance or factory training (when requested) until all invoices (including retentions) for equipment have been paid in full. Furthermore, SJE shall have no liability to Buyer to the extent Buyer damages, or any damages are suffered by, or claims are made against Buyer as a result of Buyer's negligence, willful misconduct, misrepresentation of any Goods, or failure to utilize the Goods properly.

Warranty and Liability: During the warranty period, Buyer's exclusive remedy will be either repair or replacement, at the sole discretion of SJE and subject to the Terms and Conditions of any component which proves to be defective due to defective materials or workmanship of SJE.

SJE DISCLAIMS ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR PARTICULAR PURPOSE, AND SJE SHALL NOT, IN ANY MATTER, BE LIABLE FOR ANY SPECIAL, INDIRECT, PUNITIVE, INCIDENTAL OR CONSEQUENTIAL DAMAGES, INCLUDING LIQUIDATED DAMAGES, OR PENALTIES THAT RESULT FROM A BREACH OF CONTRACT, BREACH OF WARRANTY (EXPRESS OR IMPLIED), STRICT LIABILITY, PRODUCT LIABILITY OR OTHERWISE. IN NO EVENT SHALL SJE'S LIABILITY TO BUYER OR ANY OTHER PARTY EXCEED THE LESSER OF (i) THE COST OF REMEDIATING ANY DEFECT OR DEFICIENCY IN THE PERFORMANCE OF SJE HEREUNDER OR (ii) THE PURCHASE PRICE OF THE GOODS IN RESPECT OF WHICH THE CLAIM IS MADE.

ANY ELECTRICAL WIRING AND SERVICING OF THE GOODS MUST BE PERFORMED BY A LICENSED ELECTRICIAN. WARRANTY CLAIMS FOR GOODS WHICH WERE AT ANY TIME WIRED OR SERVICED BY ANYONE OTHER THAN A LICENSED ELECTRICIAN SHALL NOT BE HONORED IN WHOLE OR PART BY SJE.

Furthermore, this warranty shall not apply to: (a) damage due to any weather-related or other conditions beyond the control of SJE; (b) defects or malfunctions resulting from the Goods not installed, operated, or maintained in accordance with instructions provided, applicable local codes, ordinances, or accepted trade practices; (c) failures resulting from abuse, misuse, accident, or negligence; or (d) Goods repaired and/or modified without prior written authorization from SJE.

Some states do not allow limitations on implied warranty duration, as such, this limitation may not apply to Buyer. Some states do not allow the exclusion or limitation of incidental or consequential damages, as such, these limitations or exclusions may not apply to Buyer. The above-described warranty gives Buyer specific legal rights, and Buyer may also have other rights which vary from state to state.

TO OBTAIN WARRANTY SERVICE: Buyer shall assume all responsibility and expense for removal, reinstallation, and freight associated with any warranty service. Any Goods to be repaired or replaced under this warranty must be returned to SJE, or such place as designated by SJE. Buyer can contact SJE Service Center at 218-847-1317 or toll free at 888-342-5753 for an RMA on any Goods being submitted for a warranty claim.

Applicable Law and Forum: Any disputes between Buyer and SJE shall be venued in Becker County District Court in the State of Minnesota. Buyer agrees to submit to such jurisdiction and agrees that the dispute shall be governed by and construed in accordance with the laws of the State of Minnesota without giving effect to any choice or conflict of law provision or rule.





Agenda Item Memo

City of Lake Geneva

Committee: Utility Commission
Meeting Date: March 16, 2026
Subject / Title: Geneva Bay LS Pump Controller
Submitted By: J.Gajewski - Utility Director

Background / Request

The 2026 Wastewater Utility budget included funding to replace the pump controller and operator interface at the Geneva Bay Estates Lift station that was installed in 2008. This would be a proactive equipment replacement to avoid future service interruptions, as repair parts are no longer available.

Fiscal Impact / Budget

- **Estimated Cost:** \$ 12,528.00
- **Funding Source:** General Wastewater Revenue (e.g., General Rev., CPF, ERF, Grants)
- **Budget Status:** Within Budget 13,750 Over Budget _____
 Budget Amendment Required _____
- **GL Number:** 61-00-00-93800 (If applicable, note grant awards, cost-sharing, or capital plan references.)

Ordinance/Policy Implications/Changes:

Recommendation:

Staff recommends approval of the quote provided for the replacement of the Geneva Bay Lift Station pump controller and operator interface.

Implementation/Next Steps

Name of Committee	Date of Meeting	Original Agenda Item #	Outcome
N/A			

Attachments (list all attachments that go with this item and memo)

Proposal Geneva Bay Estates Lift Station 20256351

Reviewed by:	Date:	Comments:



Agenda Item Memo

City of Lake Geneva

Committee: Utility Commission
Meeting Date: March 16, 2026
Subject / Title: Center Tower Recoating Project
Submitted By: J.Gajewski - Utility Director

Background / Request

As the project has continued toward construction, we have worked with the Lessees to plan for the re-installation of equipment after the re-coating work. This included a structural review of the tower, as well as the roof handrail. Improvements have been found necessary to the handrail, which are proposed as additional vertical posts to stiffen the railing. Additionally, there is a need to add six anchor bolts between the base of the tank and the foundation wall. Finally, a secondary review of the original geotechnical report was found necessary, to ensure that the bearing weight of the tank and equipment can be supported by the engineered foundation soils. Staff is working with the Lessees and Engineering to obtain quotes for the anchor bolts and geotechnical review work, and a technical bulletin has been submitted to the Contractor for pricing related to the handrail posts. Staff anticipates these items will be available for Commission review at the April meeting.

Fiscal Impact / Budget

- **Estimated Cost:** \$ _____
- **Funding Source:** _____ (e.g., General Rev., CPF, ERF, Grants)
- **Budget Status:** Within Budget _____ Over Budget _____
 Budget Amendment Required _____
- **GL Number:** _____ (If applicable, note grant awards, cost-sharing, or capital plan references.)

Ordinance/Policy Implications/Changes:

Recommendation:

Formal action is not recommended at this time. Staff providing updates to the project scope and potential future requests.

Implementation/Next Steps

Name of Committee	Date of Meeting	Original Agenda Item #	Outcome
N/A			

Attachments (list all attachments that go with this item and memo)

Reviewed by:	Date:	Comments:
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