



**THIS MEETING WAS HELD BOTH VIRTUALLY AND IN PERSON**

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

Roll Call – Lyon, Klein., Hedlund, Binn, & Nord

Excused: Howell & Stanczak

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 July 18, 2022, as prepared & distributed**

Binn/Hedlund motion to approve. Passed 5-0.

**Acknowledgement of correspondence**

None

**Approval of the July financials**

Discussion was had on price increases from vendors.

Hedlund/Binn motion to approve. Passed 5-0.

**Approval of the July 2022 bills**

Hedlund/Binn motion to approve. Passed 5-0.

**Directors Report**

Gajewski reviewed the submitted Directors Report. Some hydrants still need touch ups, and this will be done after Labor Day when hopefully town is less busy. The hydrant flow indicator tags are being installed by Utility staff. The Wastewater team are hoping to get some energy rebates from Focus on Energy with the installation of our new waste activated sludge control panel, and there have been some other equipment updates as well. We did issue the owner letter of approval to the DNR for the phase 5 lift station at Symphony Bay. There have been some last-minute changes to the utility plan and grading at Stone Ridge and a pre-construction meeting is being held the week of August 22. 30% of July bill payments were processed through PSN. We voluntarily participated in a PFAS study through the State and since then, the State has adopted drinking water standards for PFAS. All the samples we sent in were well below the enforcement limits. The EPA have revised the Health Advisory Levels and most likely Utilities that have any detection of PFAS or PFOA will need to advise their customers. We are corresponding with the DNR on this. The City Council are having a meeting on Wednesday to go over the results of the Employee Compensation study.

Hedlund/Klein motion to approve the Directors Report. Passed 5-0.

**Discussion/Action on WI\_DNR Sanitary Survey Report and Utility Response**

Gajewski reported that our DNR Basin Engineer came out in June to perform a Sanitary Survey and no significant deficiencies were found. The minor deficiencies that were listed in the report have all been corrected except for #4 where parts have been ordered but the lead time for them is approximately ten months.

No action required.

**Discussion/Action on bid proposal for replacement base station for AMI system**

The Utility uses an Advanced Metering Infrastructure (AMI) system to read our water meters remotely by radio. The base station for this is old and no longer able to receive new firmware and requires replacement. Discussion was had on cyber safety for the system. This replacement is not in the 2022 budget, but Gajewski would like to order the replacement now since the delivery date for these is currently unknown. It is not expected to be available in 2022 but if it should be, we can use the Equipment Replacement Fund to pay for it.

Hedlund/Klein motion to approve the quote from Core & Main and use Equipment Replacement funds to cover the cost. Passed 5-0.

**Discussion/Action on 2023 water meter order**

Gajewski explained the issues with the supply chain for meters and the continuing cost increases. He would like to place an order for the meters that we know we will need in 2023 now, and receive a price break. Not only do we have new homes to supply meters to, but we are also required to be performing meter exchanges. The meters we order now are not expected to be delivered until 2023 but if they should come in in 2022, we would pay for them from the Equipment Replacement Fund. The meters that we ordered at the beginning of 2022 have yet to be delivered but we have received some from the 2021 order. Discussion was had on how many we should order. Gajewski said that meters do have batteries with a shelf life.

Nord/Hedlund motion to purchase 475 meters and 200 radios to be funded by the Equipment Replacement Fund. Passed 5-0.

**Adjourn**

Klein/Nord motion to adjourn at 4:29pm. Motion passed 5-0.

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