



THIS MEETING WAS HELD BOTH VIRTUALLY AND IN PERSON

Call Meeting to Order – Lyon called the meeting to order at 3:58pm

Roll Call – Lyon, Hedlund, Howell, Nord, Stanczak & Binn. Excused - Klein

Staff in Attendance – Busch & Gajewski

Also present: Ald. Fesenmaier & Joe DeYoung (virtually)

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 September 19, 2022, as prepared & distributed
Hedlund/Binn motion to approve. Passed 6-0.

Acknowledgement of correspondence

None

Approval of the September 2022 Financials

Binn/Stanczak motion to approve. Passed 6-0.

Approval of the September 2022 Bills

Howell/Binn motion to approve. Passed 6-0.

Director's Report

Gajewski reviewed the submitted Director's report. Discussion was had on the hiring timeline for the advertised Wastewater Operator position.

Hedlund/Nord motion to approve the Director's report. Passed 6-0

Discussion/Action on release of bid for Pine Tree & Marianne Terrace water main project

Joe DeYoung from MSA Professional Services appeared via Zoom and gave the Commission an update on the work involved in this project as well as the anticipated timeline. New laterals and the new water main will be laid in a new location alongside the old so that service can be maintained while the installation is performed. There will be one more public meeting once the contractor for the work has been chosen to inform the residents of the expected timing. Hedlund commended MSA on the communication effort they have put in with members of the public who are affected by this project. Discussion followed.

Hedlund/Binn motion to approve the project plans and put the project out to bid. Approved 6-0.

Discussion/Action on awarding the reservoir 3 roof project

Gajewski reported that four companies were aware of the project but only one of them actually bid on it. The bid came in under budget and his recommendation is to approve it. Discussion followed.

Gajewski is hoping the work can be performed before the end of the year.

Hedlund/Binn motion to accept the bid from Carlson Racine Roofing and Sheetmetal. Passed 6-0.

Discussion/Action on revisions to Operator I and Operator II Water & Wastewater job descriptions

Gajewski explained that with the implementation of the new compensation and wage study, changes need to be made to the way in which an operator moves from Operator I to Operator II. He consulted with McGrath on the best way to manage the progression and then revised and updated the job descriptions to reflect the suggested changes.

Hedlund/Nord motion to approve the revised Operator I and Operator II job descriptions. Passed 6-0.

Discussion/Action on increase to Utility on-call stipend

As part of the wage and compensation study, McGrath wrote an executive summary which recommended that the Utility on-call stipend be increased from \$50 a week to \$100 a week. Gajewski did not include the executive summary in last month's packet when the wage and compensation study was approved, so this item is being presented separately. He is in favor of the increase and it can be supported in both the water and wastewater budgets for this year and next year. He recommends that it be approved retroactively to October 10, 2022 to keep in line with when the new wage scale began. Discussion followed.

Binn/Stanczak motion to approve the on-call stipend increase with a start date of October 10, 2022. Passed 6-0.

Discussion/Action on proposed 2023 O&M Budgets

Gajewski presented the 2023 O&M budgets and answered questions. Discussion was had on the necessity of a rate increase in the future. As it has been longer than five years since our last full rate case, we no longer qualify for the simple rate increase for water rates. The last water rate increase was 2019 and sewer rates have not increased since 2018. There are currently no plans to raise rates for either utility but once we have accepted the new infrastructure from the new developments in town, we should look at undertaking a full rate case. Both Utility budgets will be included in the public hearing with the City's budget and then both Utility budgets will come back to the Utility Commission in November for final approval.

No action taken.

Adjourn

Hedlund/Stanczak motion to adjourn at 4:37pm. Passed 6-0.

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