

Lake Geneva Utility Commission Minutes
Lake Geneva Utility Commission Meeting
Monday March 20, 2023, 4:00pm
Council Chambers, City Hall – 626 Geneva St

THIS MEETING WAS HELD IN PERSON

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

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

Staff in Attendance – Gajewski via zoom, 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 February 20, 2023, as prepared and distributed.
Hedlund/Binn motion to approve. Passed 6-0.

Acknowledgement of Correspondence

None

Approval of February 2023 Financials

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

Approval of February 2023 Bills

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

Directors Report

Gajewski reviewed the submitted Director's report. The large meter testing program has found many low flow deficiencies that will need to be addressed. The Pine Tree Lane/Mariane Terrace water main replacement project is underway. Unfortunately, before the new main was laid, we had a water main break on Pine Tree Lane that had to be repaired. Compliance PFAS testing will begin next month but we have always been below the health guidance levels so this should not be an issue. Wastewater discovered a sewer lateral break on Pine Tree Lane that was repaired before the project work reached that property. The wastewater team are getting quotes for a forestry mower to clear a path to their manholes and the well that currently sits on the Hillmoor property. Gajewski and Public Works Director Earle will be meeting with the County Public Works Department to discuss the proposed repaving of Highway H between Interchange North and George St.

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

Discussion/Action on request by Pioneer Estates of Lake Geneva to extend water and sewer service on parcels MB 700002 and MB 700003 in the Town of Bloomfield

Bill Henry of Kehoe Henry & Associates was in attendance at the meeting.

Gajewski went over the request from Pioneer Estates and explained the proposed expansion of their facilities and the pending rezone request with the Town of Bloomfield. The current system has the capacity for these additional connections without any modifications being made. Gajewski notified the Commission that we are not currently in compliance with the PSC code that relates to mobile home parks. In order for us to be in compliance, we would need to either install a master meter or take over the water system within Pioneer. The system is around 35 years old with no real service or maintenance records and staff do not feel that we should assume responsibility for this. Discussion

followed where the general consensus was that master metering would be the most appropriate course of action. This can be revisited later.

Binn/Nord motion to approve the conceptual expansion of service to Pioneer Estates of Lake Geneva with the four conditions as laid out in the Directors Report. Passed 6-0.

Discussion/Action on acceptance of water and sanitary sewer improvements – Symphony Bay Phase 3

The phase 3 portion of Symphony Bay relates only to Bowing Way and was installed and inspected in 2021. Kapur have provided an itemized list and are recommending acceptance. If accepted, the improvements would be booked as assets and a warranty bond would be issued.

Binn/Howell motion to approve the acceptance of the water and sanitary improvements that have been completed in phase 3 of Symphony Bay. Passed 6-0.

Discussion/Action on an Equipment Transfer Agreement at Host Tower proposed by T-Mobile/Sprint

T-Mobile and Sprint have merged and Sprint have advised that they will not be renewing their lease at Host Tower. The lease agreement states that they must leave the tower entirely as found before their equipment was installed but there are some items such as a dedicated electric service, antennae mounts that are welded to the tank and support brackets that are permanently mounted to the tank which they are proposing to leave in place. Both staff and the City Attorney have reviewed the proposal and see no conflict.

Hedlund/Binn motion to approve the Equipment Transfer Agreement with Sprint for Host Tower. Passed 6-0.

Discussion/Action on proposed T-Mobile equipment upgrade at Host Tower

Dixon Engineering and Utility staff have reviewed the plans and some revisions were requested.

Those have been made and Dixon have issued a letter recommending approval.

Binn/Howell motion to approve the T-Mobile equipment upgrade at Host Tower. Passed 6-0.

Lyon/Klein motion to go into closed session pursuant to Wis. Stat. 19.85(1)(e) 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.

The commission convened into closed session on a roll call vote at 4:40pm

Lyon/Klein motion to return to open session pursuant to Wis. Stat. 19.85(2) and take action on any items discussed in closed session.

The Commission returned to open session on a roll call vote at 5:07pm.

No action was taken.

Adjourn

Howell/Hedlund motion to adjourn at 5:08pm. Passed 6-0.

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