

Lake Geneva Utility Commission Minutes
Lake Geneva Utility Commission Meeting
Monday August 21, 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, Frame, Nord, Stanczak & Binn

Staff in Attendance – Gajewski

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 17, 2023, as prepared and distributed
Binn/Howell motion to approve. Passed unanimously.

Acknowledgement of Correspondence

None

Approval of July 2023 Financials

Binn/Frame motion to approve. Passed unanimously.

Approval of July 2023 Bills

Howell/Frame motion to approve. Passed unanimously.

Director's Report

Gajewski reviewed the submitted Director's report.

Frame/Stanczak motion to accept the Director's report for the Lake Geneva Utility Commission.
Passed unanimously.

Discussion/Action on the sale of surplus Utility equipment and materials

Gajewski explained that the short list of surplus and/or unused products have been taken to Public Works ready to be listed for sale. He recommends that the revenue received from the sale be put into the miscellaneous non-operating revenue account. Expected revenue from this is minimal.
Howell/Frame motion to approve the sale of surplus equipment. Passed unanimously.

Discussion/Action on well inspection, refurbishment and reconditioning service work

Gajewski reported that well #5 is due for refurbishment this year. He explained what he would typically expect the inspection to find, and said that of the three companies that we sent a scope of services to, only two responded with quotes. Discussion followed. Staff recommend acceptance of the proposal from Water Well Solutions.

Binn/Frame motion to approve the reconditioning work for well #5 as proposed by Water Well Solutions. Passed unanimously.

Discussion/Action on boost pump inspection, refurbishment and reconditioning service work

The work being done this year is at the Water Treatment Plant and the Dodge Street Booster Station. The scope of work was sent out as normal but only one contractor responded with a proposal. Discussion was had regarding the lack of response to proposal requests. It is believed that the time

of year and lack of staffing could be contributing to that. The Utility wanted the work to be done in the Fall to limit the impact of having a pump out of action during the busier summer season. Howell/Frame motion to accept staff's recommendation as outlined in the Directors report. Passed unanimously.

Update on utility-related improvements along the WisDOT STH 50 project corridor

Gajewski gave the latest update on this project. The WisDOT are open to the idea of accommodating a deep sewer section and have included the soil borings for this in their scope of work. The soil borings should take place during September & October. More discussion is expected to be had with Public Works and WisDOT so that decisions can be made before the 2024 budget is finalized.

Lyon/ Howell motion to go into Closed session pursuant to Wis. Stat. 19.875 (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, specifically the potential purchase of property.

The Commission convened into closed session on a roll call vote at 4:21pm.

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

The Commission returned to open session at 4:42pm on a roll call vote.

Howell/Frame motion to direct staff to proceed as discussed in closed session. Passed unanimously.

Adjourn

Howell/Binn motion to adjourn at 4:45pm. Passed unanimously.

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