

Lake Geneva Utility Commission Minutes
Lake Geneva Utility Commission Meeting
Monday November 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, Howell, Nord, Binn & Stanczak Excused - Klein & Frame

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 October 16, 2023, as prepared and distributed.
Nord/Binn motion to approve. Passed 5-0

Acknowledgement of Correspondence
None

Approval of October 2023 Financials
Howell/Binn motion to approve. Passed 5-0.

Approval of October 2023 Bills
Binn/Stanczak motion to approve. Passed 5-0.

Director's Report
Gajewski reviewed the submitted Director's report.
Howell/Binn motion to approve the Directors report. Passed 5-0.

Discussion/Action on Payment Request #5 for the Pine Tree Lane & Mariane Terrace Improvement Project prepared by Asphalt Contractors Inc.

Gajewski explained that this is the fifth payment application for this project, and we expect one more yet to come. The difference with this request is that we are paying down the retainage portion as there is very little outstanding work to be done. He explained that this project has been approved for use of ARPA funds which will be sent to us from the City.

Binn/Lyon motion to approve the payment of \$23,464.62 for Pay Application #5 to Asphalt Contractors Inc. for work completed on the Pine Tree Lane and Marianne Terrace Improvement Project. Passed 5-0.

Discussion/Action on the proposed scope of work to be performed on Well #5 pumping equipment, Dodge St. boost pump #2 and Treatment Plant pump 2B

Gajewski stated that the proposal was expected to arrive before the meeting, but he did not receive it. He requests that this item be tabled until the next meeting.

Nord/Howell motion to table this agenda item until the December Utility Commission meeting.
Passed 5-0.

Discussion/Action on the proposed 2024 Operating and Capital Budgets for the Wastewater Utility and Water Utility

Gajewski detailed the changes and additions to the proposed Budgets compared to prior years and since the last meeting.

Howell/Binn motion to approve the 2024 Operating and Capital Budgets for the Wastewater Utility and the Water Utility. Passed 5-0.

Lyon/Nord motion to go into closed session pursuant to Wis. Stat. 19.85(1)(c) considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, regarding the Wastewater Superintendent.

The Commission convened into closed session on a 5-0 roll call vote at 4:12pm.

Howell/Binn motion to return to open session pursuant to Wisconsin Statutes 19.85(2) and take action on any items discussed in closed session.

The Commission returned to open session on a 5-0 roll call vote at 4:38pm.

Howell/Lyon motion to direct the Utility Director to follow the policy as discussed in closed session. Passed 5-0.

Adjourn

Stanczak/Binn motion to adjourn at 4:39pm. Passed 5-0.

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