

Lake Geneva Utility Commission Minutes
Lake Geneva Utility Commission Meeting
Monday January 15, 2024 4:00pm
Council Chambers, City Hall – 626 Geneva St

THIS MEETING WAS HELD IN PERSON & VIRTUALLY

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

Roll Call – Lyon, Howell, Frame, Nord, Binn & Stanczak. Klein joined via zoom at 4:13pm.

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.

Attorney Chad Pollard stated he and Skip Harless from Grand Geneva, were in attendance to answer any questions with regard to agenda item #12 Grand Geneva. Attorney Pollard said he could also answer any questions regarding agenda item #13 Pioneer.

Approve Utility Commission Minutes from December 18, 2023, as prepared and distributed.
Frame/Binn motion to approve. Passed 6-0.

Acknowledgement of Correspondence
None.

Approval of December 2023 Financials
Howell/Frame motion to approve. Passed 6-0.

Approval of December 2023 Bills
Howell/Frame motion to approve. Passed 6-0.

Director's Report
Gajewski reviewed the submitted Director's report and described the 24" boulder that is believed to be the cause of the main break on Wells St.
Binn/Frame motion to approve the Directors Report. Passed 6-0.

Discussion/Action on a proposal for design engineering for the Big Foot Lift Station force main replacement and relocation
Gajewski reported that preliminary work has been done to determine the best way to route a new lift station force main and we are ready to move this project into the design phase with MSA Engineering. The quote is in the packet and the estimated cost is \$62,750. We are experiencing continual problems in this area and Gajewski recommends moving forward with MSA. The hope is that there is time to receive bids and let the project this year.
Howell/Frame motion to accept staff recommendation. Passed 6-0.

Discussion/Action on utility improvements along the WisDOT STH 50 project corridor
Gajewski gave the Commission an update on the discussions regarding this project and an updated map showing service areas. Joe DeYoung from MSA gave a report on what is being evaluated and the potential utility improvements along the project corridor. As discussed at the last meeting, deep sewer is no longer a viable option due to the cost. He explained that there are some challenges when working in conjunction with the DOT but overall, the benefits are there, and he feels that they should

have all the options available to present to the Commission at next month's meeting. No action taken.

Mayor Klein joined the meeting via zoom at 4:13pm.

Discussion/Action on a proposal for a replacement scum pump at the WWTP

This item was budgeted for replacement in 2024 and Gajewski would like to proceed with a direct replacement. The pump has been rebuilt twice already and parts to repair it have been quoted at approximately \$3,300. The shaft is worn, and the seals are leaking. A direct replacement does not require DNR review and would cost \$11,221.20.

Howell/Frame motion to approve the replacement. Passed unanimously.

Discussion/Action on a request for water service by Grand Geneva Resort & Spa for an employee dormitory

Gajewski reported that this project is located in the Town of Lyons and consists of building a new employee dormitory building. Staff were notified during discussions regarding private fire protection and a representative for Grand Geneva has been at a staff planning meeting. To date, staff and engineering have been reviewing system capacity to determine if we are able to provide new service. The determination so far is that increasing domestic demand with the addition of this new building is possible. It is worth noting that the water main is over a mile long with few services and a top 5 water user at the end meaning any main breaks or deterioration would cause significant disruption to the end user. Still to be addressed is whether there is system capacity to supply private and/or public fire protection. Discussion followed regarding costs and who is responsible for paying them. Atty Pollard was invited to speak and advised that they do have the option to install a private well but would prefer to connect to city water. They have been working with Walworth County staff to create an ordinance that allows them to build employee housing and this project has been in the works for over a year. Gajewski explained how they reviewed system capacity capabilities and why we need to continue checking that private fire and public fire demands are able to be met.

Discussion was had regarding resources and the amount of development in the city.

Howell/Frame motion to continue this item to the next Commission meeting. Passed unanimously.

Discussion/Action on the Pioneer Estates Water and Sanitary sewer agreements and related Utility metering and billing

Gajewski explained that the agreements between the Commission and Pioneer Estates need to be revised to align with historic practices and regulatory codes as well as our current Public Service Commission rate tariff. He detailed how the current agreements go against those and explained why an easement is required. He said as these agreements have been extensively discussed due to the recent service extension, he would like to continue the momentum to make the revisions and bring the agreements up to date. Unfortunately, discussions with Pioneer have stalled and so staff are looking for direction from the Commission at this time. Attorney Pollard requested to speak and stated that he does have a response drafted and will be submitting it by the end of the week although he said it does not mean that there will be a resolution by the end of the week. The Commission agreed that ideally staff and Pioneer will come up with an agreement that works for both of them and present it to the Commission for approval.

Howell/Frame motion to continue this item to the next meeting. Passed unanimously.

Lyon/Stanczak 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, specifically regarding the purchase and/or sale of real estate and to include staff, Alderperson Yaeger & John Law.

The Commission convened into closed session on a roll call vote at 4:41pm.

Howell/Frame 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 5:27pm.

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

Adjourn

Howell/Frame motion to adjourn at 5:28pm. Passed unanimously.

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

