

Lake Geneva Utility Commission Minutes
Lake Geneva Utility Commission Meeting
Monday February 19, 2024 4:00pm
Council Chambers, City Hall – 626 Geneva St

THIS MEETING WAS HELD IN PERSON & VIRTUALLY

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

Roll Call – Klein, Howell, Frame, Nord, Binn & Stanczak. Excused: Lyon

Staff in Attendance – Gajewski & Busch

Zoom Attendance: Joe DeYoung, MSA, Andrew Rockweiler, MSA. & Kevin Yeske, JSD Design (Grand Geneva).

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.

Atty Chad Pollard spoke to say that he and Jim Crothers are both present on behalf of Grand Geneva in case there are any questions.

Approve Utility Commission Minutes from January 15, 2024, as prepared and distributed.
Howell/Binn motion to approve. Passed 6-0.

Acknowledgement of Correspondence None.

Approval of January 2024 Financials
Binn/Frame motion to approve. Passed 6-0.

Approval of January 2024 Bills
Binn/Stanczak motion to approve. Passed 6-0.

Director's Report

Gajewski reviewed the submitted Director's report and advised the Commission that disconnects for non-payment were being performed this week.

Klein/Frame motion to approve the Director's report. Passed 6-0.

Update on Big Foot Lift Station force main replacement and relocation project and DNR Notice of Noncompliance

Gajewski gave an update on the problems we've experienced with the Big Foot Lift Station force main and talked about the number of breaks we've experienced in the past two years. The current force main is ductile iron which when it breaks causes an offset in the pipe. Due to the number of breaks on this force main, the DNR have issued a notice of non-compliance and require us to give them a status update by the end of April. The project to replace and relocate this force main is well underway with survey work having been completed already. We expect a bid opening to happen in the next couple of months.

No action taken – update only.

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

Gajewski reported that MSA have modeled multiple fire flow demands to determine whether or not the system has the capacity to provide domestic service and sufficient fire flow to existing buildings plus a new building if this new service is added. Grand Geneva is one of our largest customers and their service is on a dead end water main. The modeling determined that we do have the capacity to

provide both domestic and fire flow services. We have expressed our desire to Grand Geneva to have more proactive discussions in the future to make sure that we are able to include any future development in our capital planning. Attorney Draper has suggested that this be presented to the City Council for final approval as a new service outside of the city limits. Discussion was had on financial responsibility for installing the new service and Gajewski confirmed that the new service would be installed by Grand Geneva at their cost.

Howell/Frame motion to approve the request and send it forward to the City Council. Passed 6-0.

Discussion/Action on the proposed scope of utility improvements along the WisDOT STH 50 project corridor

Gajewski reviewed where we were at the last meeting and where we are now. MSA have prepared a technical memo outlining the revised improvements as well as some revised maps and an updated cost estimate. Gajewski reported on the specific areas where we will be replacing water & sewer mains and the other potential improvements that we are looking at including the Dodge St booster station and eliminating areas where we have multiple sewer mains. Joe DeYoung from MSA said we are in good shape knowing what we need to do and being able to coordinate with the DOT. Discussion was had on timing of this project and when we need to get plans submitted.

Howell/Frame motion to move this project forward and coordinate with WI DOT to be part of their production schedule. Passed 6-0.

Discussion/Action on resolution 2024-01 amending the Utility Schedule of Rates for Suburban Sewer

With all customers now billed quarterly in accordance with our Public Service Commission rate tariff, Gajewski reported that we need to amend the previously approved schedule of rates. This is not a rate increase. The previous schedule of rates had a breakdown of fixed sewer charges for suburban monthly customers and that has been removed and replaced with quarterly amounts.

Klein/Howell motion to approve resolution 2024-01. Approved 6-0.

Discussion/Action on acceptance of water and sanitary sewer improvements – Stone Ridge Phase 3

Gajewski explained where the improvements are and when they were installed. They have a 1 year warranty after acceptance. He clarified that the sewer laterals shown on the map in the packets will not be accepted as those are owned and maintained by the homeowner.

Klein/Frame motion to accept the water & sanitary sewer improvements in Stone Ridge Phase 3. Passed 6-0.

Discussion/Action on a proposal from M.E. Simpson to perform a distribution leak survey

Gajewski reminded the Commission that we have an ongoing issue with water loss. Since he has worked for the Commission, we have had three leak surveys each of which had some success but we continue to see high water loss. M.E.Simpson are offering a more detailed leak survey that goes from hydrant to hydrant and from main valve to main valve on all metal mains and then hydrant to hydrant, valve to valve and also service to service on plastic pipe. Plastic pipe is more time consuming since it doesn't have the same acoustic ability. We do have money budgeted in the 2024 budget which if combined with last years unspent budgeted amount for a leak survey would cover the cost.

Frame/Binn motion to accept the proposal from ME Simpson to perform the leak survey. Passed 6-0.

Adjourn

Binn/Klein motion to adjourn at 4:35pm. Passed 6-0.

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