

Lake Geneva Utility Commission Minutes
Lake Geneva Utility Commission Meeting
Monday January 20, 2025 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, Krause, Fesenmaier, Binn, Marquardt, & Stoodley. DeAngelis arrived at 4:03pm.

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.

None

Approve Utility Commission Minutes from December 16, 2024, as prepared and distributed
Stoodley/Binn motion to approve. Passed 6-0.

Acknowledgement of Correspondence

None

Approval of December 2024 Financials

Binn/Marquardt motion to approve. Lyon asked Gajewski to explain why the financials for the Wastewater Utility show a negative ending balance in fund cash. Gajewski reported that there have been ongoing issues with fund cash accounting dating back to August. He has been working with the Accounting Department at City Hall and has been advised that there is a software problem that causes entries in fund cash to be duplicated. This is not isolated to the Utility, and is occurring in all fund cash accounts. Lyon expressed concern that we would be approving financials that aren't accurate. Discussion followed.

Lyon requested a vote on the motion to approve. Motion failed 1-6 with only Binn voting yes. Financials for December were not approved.

Approval of December 2024 Bills

An updated Payment Approval Report was presented to the Utility Commission as staff were advised that several invoices had been paid at City Hall that fell into the timeline of approval but were not included in the original bill list. The additional amounts were highlighted on the new report to be approved.

Binn/Stoodley motion to approve the bill list marked New Report. Approved 6-1 with Fesenmaier voting no.

Director's Report

Gajewski reviewed the submitted Directors Report and answered questions about the recent iron filtration system failure, which resulted in iron-laden water being discharged into the White River. Discussion regarding clean up and expected WI DNR action followed. An expected large expenditure in 2025 is the replacement of the jet vac truck and Gajewski will bring this to the Commission in February.

Discussion/Action on a request to accept the water and sanitary sewer improvements for Phase 5 – Symphony Bay

No discussion.

Stoodley/Binn motion to accept the Phase 5 Symphony Bay water and sanitary sewer improvements. Unanimously approved.

Discussion/Action on the potential awarding of the White River Culvert Replacement Project

Gajewski gave the history of the project and the timeline for completion. A bid opening was held on January 16, 2025 and the lowest bidder was RLP Diversified, Inc. All bids have been reviewed, and staff recommend accepting the lowest bid.

Binn/Fesenmaier motion to award the project to the lowest bidder RLP Diversified, Inc. Approved unanimously.

Discussion/Action on a quote to purchase a replacement water pump for the jet-vac truck

Gajewski reported a failure in the oil side of the water pump on our 20-year-old jet vac truck. He explained the options of either rehabbing the water pump or buying a new one. This would be the second time the pump has been rehabbed and parts for rehabbing are not in stock. A new pump unit can be sold separately when we replace the truck which will recoup some of the cost and is available immediately. Staff recommend the purchase of a new water pump.

Fesenmaier/Binn motion to approve the quote from RNow for a replacement water pump. Approved unanimously.

Discussion/Action on proposed Change Order #2 for the Big Foot Lift Station Force Main Replacement Project submitted by PTS Contractors

When the project was bid, an estimated amount of asphalt for pot holing for directional drilling was included. The contractor did not require as many bore holes as expected and therefore the amount of asphalt required was significantly reduced. The contract language allows the contractor to submit a change order for unit pricing when quantities vary significantly. PTS used a sub-contractor for paving and incurred a mobilization fee. In the change order, they are requesting that the mobilization fee be added, and the amount of asphalt be reduced. These changes result in overall savings of \$47K.

Marquardt/Stoodley motion to approve Change Order Request #2 submitted by PTS Contractors. Approved unanimously.

Discussion/Action on Payment Application #2 for the Big Foot Lift Station Force Main Replacement Project submitted by PTS Contractors

Gajewski confirmed that this payment application is for work completed through January 8, 2025.

Fesenmaier/Marquardt motion to approve. Passed unanimously.

Adjourn

Stoodley/Fesenmaier motion to adjourn at 4:33pm. Passed unanimously.

/s/ J Busch

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