

## SECRETARY'S MINUTES

NAME-----Lake Geneva Utility Commission  
MINUTES-----Regular Meeting  
PLACE-----Lake Geneva Utility Commission  
DATE-----May 16, 2013  
TIME-----4:00 P.M.

Regular monthly meeting of the Lake Geneva Utility Commission held at the Lake Geneva Utility Commission, 361 W. Main Street, Lake Geneva, WI.

Regular monthly meeting was called to order by Pres. Brellenthin at 4:10 P.M.

Members present: Pres. Brellenthin, Saia, Esarco, Kocourek, Mayor Connors and Ald. Wall.

Minutes of the previous meeting approved as presented by Mayor Connors, 2<sup>nd</sup> by Ald. Wall. Passed 6-0.

### **Communications:**

**Sewer & Water Impact Fees of Other Utilities.**

Dan presented information collected. Saia made a motion of forwarding to the City Council to change impact fees to connection fees. The amounts are \$1,400 for water and \$1,800 for sewer, 2<sup>nd</sup> by Ald. Wall. Passed 6-0.

### **Water & Sewer Agenda Items:**

1. Identity Theft Protection Yearly Update.

Motion to approve the Identity Theft Protection theft policy by Ald. Wall, 2<sup>nd</sup> by Saia. Passed 6-0.

2. Soft Start Electrical Panel Upgrade – LaGrange Lift Station.

Motion to accept the low bid by LW Allen for \$13,470 by Mayor Connor, 2<sup>nd</sup> by Saia. Passed 6-0.

3. Portable sewer TV Camera Pricing.

Motion by Saia to accept the low bid of \$5,745.95 from UEMSI Pipeline Cleaning with the root cutter for a total of \$6,532.45, 2<sup>nd</sup> by Kocourek. Passed 4-1-1 with Ald. Wall voting no and Brellenthin abstaining.

4. Replacing Some of the WWTF Hand Operated Valves with Motorized Operators.

Motion by Saia to accept the low bid from Dorner in the amount of \$27,270 with the desire of interfacing with the SCADA system, 2<sup>nd</sup> by Ald. Wall. Passed 6-0.

5. Memorial Plaque for Secretary Larry Magee.

Motion by Mayor Connors to have Director Winkler arrange for the purchase and placement of a tree and a plaque in honor of Larry Magee with a cost of \$500 or less, 2<sup>nd</sup> by Saia. Passed 6-0. The memorial service is June 25, 2013.

**Director's Report:**

**Financials Update**

Water

EOM Cash Position        \$1,288,000  
Project Commitments     \$ 200,000  
Upcoming Projects        \$ TBD

Sewer

EOM Cash Position        \$2,354,000  
Project Commitments     \$    9,000  
Upcoming Projects        \$ 200,000

**Review and Payment of Bills:**

Bills were presented for payment on a motion by Mayor Connors, 2<sup>nd</sup> by Escaro. Passed 6-0.

Next meeting is scheduled for Thursday, June 27, 2013 at 4:00 P.M. The yearly plant inspection will begin at 1:00 P.M., with the meeting following.

**Adjourn:**

Meeting was adjourned at 5:25 PM on a motion by Saia, 2<sup>nd</sup> by Kocourek. Passed 6-0.



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Secretary

CLB 05/17/13