

SECRETARY'S MINUTES

NAME-----Lake Geneva Utility Commission
 MINUTES-----Regular Meeting
 PLACE-----Lake Geneva Utility Commission
 DATE-----May 17, 2012
 TIME-----4:45 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 as called to order by Pres. Brellenthin at 5:00 P.M.

Members present: Brellenthin, Saia, Esarco, Mayor Connors, Alderman Wall, and Alderman Hougen.

Minutes of the previous meeting approved on a motion by Saia, 2nd Wall. Motion Carried.

Communications:

Water & Sewer Agenda Items:

1. Annual Tour of the Facilities – all members were impressed the operations and cleanliness of the facilities. Tours conducted by Kent Wiedenhoef and Scott Tesmer.
2. Identity Theft Prevention Yearly Update – Alderman Hougen asked for clarification on liability when 3rd parties (utilities) have access to the tower areas. Clarification from appropriate parties will be requested. Discussion regarding the Identify Theft Prevention Program included the possibility of some minor adjustments. Motion made to accept document as adjusted, motion made by Saia, 2nd by Wall. Motion Carried.
3. Master Meter for Pioneer Mobile Home Park – Discussion on various concerns with the water usage and measurement at the park, motion made by Wall, 2nd by Hougen to set up temporary metering device with a cost of approximately \$1K. Motion Carried.

Director's Report:

May

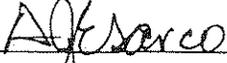
<u>Water</u>		<u>Sewer</u>	
EOM Cash Position	\$1,534,000	EOM Cash Position	\$2,108,000
Project Commitments	\$ 20,000	Project Commitments	\$ 6,000

Review and Payment of Bills:

Bills were presented for payment on a motion by Mayor Connors, 2nd by Wall. Motion Carried.
 Next meeting is scheduled for Thursday, June 21, 2012 at 4:45 P.M.

Adjourn:

The meeting was adjourned at 5:40 on a motion by Saia, 2nd by Brellenthin.



 Acting Secretary