

Lake Geneva Utility Commission Minutes
Regular Lake Geneva Utility Commission Meeting
Wednesday January 17, 2018 4:00 PM
Conference Room 2A, City Hall – 626 Geneva Street

Call Meeting to Order- by President Lyon at 4:00pm

Roll Call - Members present: President Lyon, Ald. Hedlund, Brett Stanczak, Mark Johnson, Ann Esarco. Ald. Flower arrived at 4:16pm and Mayor Kupsik arrived at 4:30pm. **Staff in attendance:** Josh Gajewski and Blaine Oborn.

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 20, 2017 as prepared and distributed
Hedlund/Johnson motion to approve. Passed 5-0.

Approve the minutes from the Special Joint Meeting of the Utility Commission and the Public Works Committee on January 3, 2018 as prepared and distributed
Hedlund/Johnson motion to approve. Passed 5-0.

Acknowledgement of Correspondence

Gajewski reported that he received a letter from the DOT regarding the Highway 120 project informing us that they have awarded the bid and that our portion of the special provisions cost is going to be \$2,249.50. He also reported that ATC has started tree trimming for their project along Highway 12 and that there has been some misunderstanding on their part regarding the easements we granted last year. He has clarified with ATC but thinks they may come back with a secondary easement request.

Financials Update

Gajewski reviewed the financial information through December making note of a correction to the Wastewater Total Utility Annual Expense number in the emailed packets.
Hedlund/Stanczak motion to approve. Passed 5-0.

Ald. Flower arrived at 4:16pm.

Approval of the December Bills

Hedlund/Stanczak motion to approve. Passed 6-0.

Directors Report

Gajewski reported that all carrier work should be finished at Host Tower this month. Off peak pumping schedules continue to be refined and have resulted in the increased chlorine residual levels we were hoping for. The Main Street Water Main project has been approved by Council as recommended from the joint Utility Commission and Public Works Committee meeting earlier this month. A pre-construction meeting should be held in early February.

Mayor Kupsik arrived at 4:30pm.

Discussion/Recommendation on Cemetery Road Sanitary and Water Main Extension

Discussion was had on the various options presented in Kapur's evaluation on the feasibility of providing sanitary sewer and water main services to properties along Cemetery Road and Elkhorn

Road. Gajewski went over the pro's and con's of each option. This project may result in a special assessment to the benefitting parcels, some of which are in the Town of Geneva. Those parcels in the Town of Geneva would have their special assessment deferred until either hook up or annexation. The Utility Commission are looking at this because the property owner of four lots on cemetery road is planning on building homes on these lots and has requested water & sewer services. Gajewski explained the process should this project move forward, including that there would be a public hearing if special assessments are used.

Flower/Kupsik motion to recommend option A for water and option B for sanitary sewer to the Public Works Committee. Passed unanimously.

Discussion/Recommendation on 2018 Capital Improvements

Gajewski went over the list of Capital Improvement items for 2018.

Flower/Kupsik motion to approve the 2018 Capital Improvements list with any items over \$10k coming back to the Commission for final approval. Passed unanimously.

Discussion/Recommendation on amendment to Kapur Task Order #9 for the Main Street Water Main Project

Gajewski explained that the 800 block of Main Street was not included in the original task order for this project which is why we now have an amendment. Hedlund noted that the first two blocks of Main Street had an engineering cost of \$15K but this one block is costing more at \$9K. He is curious as to why this block should cost more. Discussion followed.

Flower/Kupsik motion to approve only a \$7,500 amendment to Kapur Task Order #9 for the Main Street Water Main Project. Passed unanimously.

Adjourn

Flower/Hedlund motion to adjourn. Passed unanimously.

Meeting was adjourned at 5:15 p.m.

/s/ Jo Busch, Office Manager

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