

**Lake Geneva Utility Commission Minutes**  
**Regular Lake Geneva Utility Commission Meeting**  
**Wednesday March 20, 2019 4:00 PM**  
**Conference Room 2A, City Hall – 626 Geneva Street**

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

**Roll Call - Members present:** Dennis Lyon, Dave Nord, Rich Hedlund, Cindy Flower, Ann Esarco & Mark Johnson. Mayor Hartz arrived at 4:02pm.

**Staff in attendance:** Josh Gajewski & Jo Busch

**Public in attendance:** Dick Schneider of Baxter & Woodman

**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 February 20, 2019 as prepared and distributed**  
Esarco/Johnson motion to approve. Passed unanimously.

**Acknowledgement of Correspondence**

Gajewski has received correspondence from Alliant Energy regarding an easement request and from AT&T regarding their lease on Dodge Tower. Both items are on this agenda.

**Financials Update**

Gajewski reviewed the financials through February 2019. Impact fees will be moved to the LGIP on a quarterly basis from now on.

Flower/Hedlund motion to approve the February financials. Passed unanimously.

**Approval of the February Bills**

Hedlund/Esarco motion to approve the February bills. Passed unanimously.

**Directors Report**

Gajewski reported that Well #3 has been returned to service. The Cross Connection Program will be starting April 1<sup>st</sup> and we are still recruiting for a Water Operator. There may be a need to extend water main down Warren Street, but this will be brought to April's meeting. Gajewski gave an update on the water main relocation required for Fairfield Inn which is in its second phase. The wastewater CAMP project is close to completion and the repair work to the east clarifier has been completed and the clarifier has been returned to service. The DNR have approved our Chloride Reduction Plan and we are now working on our Land Application Management Plan and our Land Treatment System Plan in accordance with our permit. The auditors have completed their work and the feedback has been positive. Our transition to PSN is going well and we have sent out our first batch of e-bills to monthly customers. Busch handed out February PSN statistics and sign up information. Esarco commented that the number of sign ups is good considering we haven't gone through a quarterly billing cycle with PSN yet. Gajewski reported that it is Fix A Leak Week and we have been posting related information to our Facebook page.

**Discussion/Action on final payment for Well #3 rehabilitation work.**

Gajewski has been negotiating with Water Well Solutions on the final cost of the rehabilitation of Well #3. There were multiple phases to this project and Gajewski gave an overview of the issues that were found along the way and the final cost of the project.

Esarco/Johnson motion to approve the payment to Water Well Solutions for Well #3 in the amount of \$71,658.50. Passed unanimously.

**Discussion/Action on quote for painting dewatering building ceiling at Wastewater Plant**

Gajewski reported that this project was accounted for as a maintenance item in the 2019 budget. Flower/Hartz motion to approve the quote from Porta-Painting to paint the dewatering building ceiling at the wastewater plant for a not to exceed amount of \$41,885.00.

**Discussion/Action on selecting an engineering firm to perform services related to the potential improvements to the Dodge Tower.**

Gajewski explained that there is a proposed development called The Vistas that sits in the service area of Dodge Tower, but the elevation of the site is higher than we can service without an improvement to the tower or system. The two options to explore are whether we can safely and effectively raise the tower or whether we should look to build a new one. A scope of services was sent to two engineering firms and their proposals for engineering services were included in the packet. Discussion followed. The price difference in the two proposals was noted and Gajewski said he followed up with MSA to make sure they were comfortable with their quoted price and they confirmed that they are. Flower asked whether we should get three quotes rather than two. Discussion followed. Hedlund feels that MSA knows our system and that as timing is crucial we should move forward with MSA.

Hedlund/Esarco motion to let the contract to MSA for an amount not to exceed \$29,500. Passed unanimously.

**Discussion/Action on request from Alliant Energy to provide a 10' wide easement along portions of 1887 Dodge Street.**

Gajewski presented the easement request from Alliant Energy and explained their reasoning for why they could not use the right of way and were requesting an easement. Flower said that we could move the right of way line and explained why that could be a good option. Discussion followed. It was felt the best option was for Alliant Energy to remain in the right of way that already exists.

Flower/Hedlund motion to deny the request from Alliant Energy to provide a 10-foot easement along portions of 1887 Dodge Street. Passed unanimously.

**Lyon/Hedlund motion to go into closed session pursuant to Wis. Stat. 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session specifically regarding the requested amendments to the Dodge Tower lease with AT&T.**

Motion carried on a roll call vote 7-0. The Commission convened into closed session at 5:05pm.

**Flower/Hedlund motion to return to open session pursuant to Wisconsin Statutes 19.85(2) and take action on any items discussed in closed session**

Motion carried on a roll call vote 7-0. The Commission convened into open session at 5:20pm.

Flower/Hedlund motion to proceed as discussed in closed session. Passed unanimously.

**Adjourn**

Hedlund/Flower motion to adjourn at 5:22pm. Passed unanimously.

/s/ Jo Busch, Office Manager

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