

Lake Geneva Utility Commission Minutes
Regular Lake Geneva Utility Commission Meeting
Wednesday March 21, 2018 4:00 PM
Conference Room 2A, City Hall – 626 Geneva Street

Call Meeting to Order- by President Lyon at 4:03pm

Roll Call - Members present: President Lyon, Ald. Flower, Ald. Hedlund and Brett Stanczak.
Absent: Mayor Kupsik, Mark Johnson and Ann Esarco. **Staff in attendance:** Josh Gajewski and Blaine Oborn. **Members of the Public present:** Charlene Klein.

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 14, 2018 as prepared and distributed
Flower/Stanczak motion to approve. Passed 4-0.

Acknowledgement of Correspondence – AT&T Upgrade at Dodge Tower

Financials Update

Gajewski reviewed the financial information for February. Ald. Flower requested that comparison of 2017 data be added, Gajewski will include the lookback in future reports.
Hedlund/Stanczak motion to approve the February financials. Passed 4-0.

Approval of the February Bills

Flower/Hedlund motion to approve the February bills. Passed 4-0.

Directors Report

Gajewski reviewed the submitted monthly report and gave updates for the ongoing operations and projects. Inspection work will be scheduled to close out the Host Tower paint project and the carrier upgrades that were recently completed. The Main St. project is well underway and things are progressing quickly. The Utility and DPW have coordinated City staff updates on project specifics along with creating and sharing posts on social media to keep the public up to date. The scheduled work on Well 3 and Plant B boost pump 1 will be coordinated to get both underway in the coming week. He provided an update on the reported power outage at the WWTP, damage to equipment may be minimal but more information is expected from vendors. The Cemetery Rd. utility extensions moved to its next phase, after Council took action to begin special assessment procedures. A special assessment report will be generated by Kapur & Associates and is hoped to be available for review at the April meeting.

Discussion/Recommendation/Action on ATC's request for access at the Wastewater Seepage Cell facility located at 1100 Highway 50

Gajewski gave an overview of the access requested by Henkels & McCoy for the work they are doing for the ATC project along Hwy 50 and presented their proposal for the site.
Flower/Stanczak motion to approve the requested access with the conditions outlined in the March 12, 2018 email correspondence from Henkels & McCoy; additionally that they either replace the trees they remove or make an appropriate payment to the Utility in lieu of replacement, at the discretion of the Utility Director. Passed 4-0.

Flower/Stanczak motion to convene in 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 Host Tower lease with AT&T, **and pursuant to Wis. Stat. 19.85(1)(f)** considering financial, medical, social or personal histories if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations regarding the selection of a consultant to complete the work specified in the Sanitary Sewer Collection System Capacity Analysis and Master Planning RFP and to have staff in attendance remain for the closed session discussion.

Motion carried on a roll call vote 4 -0.

The Commission convened into closed session at 4:40 p.m.

Hedlund/Flower 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 4 -0.

The Commission returned to open session at 5:16 p.m.

Hedlund/Stanczak motion to deny the amendments to the lease with AT&T at the Host Tower as proposed by Md7. Passed 4-0.

Hedlund/Flower motion to award the work specified to be performed in the Sanitary Sewer Collection System Capacity Analysis and Master Planning RFP to MSA Professional Services for the amount of \$27,500. Passed 4 – 0.

Adjourn

Flower/Hedlund motion to adjourn. Passed 4-0.

Meeting was adjourned at 5:17 p.m.

/s/ Josh Gajewski, Utility Director

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