

SECRETARY'S MINUTES

NAME-----Lake Geneva Utility Commission
MINUTES-----Regular Meeting
PLACE-----Lake Geneva Utility Commission
DATE-----April 24, 2013
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 was called to order by Pres. Brellenthin at 4:45 P.M.

Members present: Pres. Brellenthin, Ann Esarco, Mayor Connors, Ald. Wall & Gary Hougen.

Minutes of the previous meeting approved as read.

Communications:

None

Water & Sewer Agenda Items:

1. Election of an Interim Secretary.

Motion by Ald. Wall, 2nd by Ald. Hougen to appoint Ann Esarco the interim Secretary until October 2013. Passed Unanimously.

2. 2012 Audit Report - Pat Romanesko.

Pat Romanesko presented the 2012 audit. Reviewed cash flow, net, depreciation, rates on sewer fees and special assessments. Special assessments, if not paid in full, get assessed through the tax roll. It was found that there were four properties that were not included in 2012 tax roll process. (Shore Acres, Geneva Bay Estates and Curtis Street) The Utility will have a double check with the City to make sure that the correct properties get put on the list before it actually goes to the County. Motion by Ald. Hougen, 2nd by Ald. Wall to accept the audit as presented. Passed 5-0.

3. Sewer & Water Impact Fees - Discussion.

Impact fees must be used within 7-(seven) years of collection. The water and sewer expenditures were used in accordance with the ordinance and were well beyond what was collected. The City is contemplating eliminating the ordinance and going to connection fees based upon REUs. The Commission was in support of reinstating of connections fees in lieu of impact fees. Motion by Mayor, 2nd by Ald. Wall to support the change. Director was to find comparable impact fees for other utilities and report back. Passed 5-0.

4. Soft Start Electrical Panel Upgrade - LaGrange Lift Station.

Tabled until bids come in.

Director's Report:**Financials Update**Water

EOM Cash Position \$1,294,000
Project Commitments \$ 200,000

Sewer

EOM Cash Position \$2,434,000
Project Commitments \$ 9,000

Review and Payment of Bills:

Bills were presented for payment on a motion by Ald. Wall, 2nd by Ald. Hougen.
Passed 5-0.

Next meeting is scheduled for Thursday, May 16, 2013 at 4:00 P.M.

Adjourn:

Meeting was adjourned at 5:15 PM after a motion by Ald. Wall, 2nd by Ald. Hougen.
Passed 5-0.

A J Esarco

Interim Secretary

CLB 05/06/13