

**Lake Geneva Utility Commission Minutes**  
**Regular Lake Geneva Utility Commission Meeting**  
**Wednesday April 18, 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, Ann Esarco, Mark Johnson and Brett Stanczak. **Staff in attendance:** Josh Gajewski, Jo Busch 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 March 21, 2018 as prepared and distributed**  
Hedlund/Stanczak motion to approve. Passed 5-0.

**Acknowledgement of Correspondence** – Communication from Md7 who represent AT&T with regard to Host Tower lease

Alderman Flower arrived at 4:04pm.

**Financials Update**

Gajewski reviewed the financial information for March. Esarco recommended that insurance payments be entered as a monthly journal entry.

Mayor Hartz arrived at 4:10 pm.

Hedlund/Stanczak motion to approve the March financials. Passed unanimously.

**Approval of the March Bills**

Flower/Hedlund motion to approve the March bills. Passed unanimously.

**Directors Report**

Gajewski updated on the AT&T upgrade work at Host Tower and said a formal report should be coming in the next few weeks. There is a question on whether or not the equipment has been placed in the same area that was analyzed during the structural analysis but we are working with the carrier and their contractor to rectify this. The water main portion of the Main Street project was completed on 4/12 and the rest of the project is scheduled to be completed on schedule. There will be a couple of change orders due to the contractor working earlier or later in the day in an attempt to cause minimal disruption to water service to local businesses. Chlorine residuals have been good and all bacteria samples came back safe. We did get some water color complaints when valves were exercised. Well #3 will be covered as an agenda item. At wastewater the equipment repairs needed after the power surge have now been completed and a kickoff phone conference was held with MSA to get the Capacity Analysis and Master Planning (CAMP) project underway. Oborn said this project is timely as enquiries are coming in for properties that we do not currently service. Wastewater is looking at areas to be televised this year and next. We continue to work with City Hall with regard to office functions and the software upgrade coming soon. We are also looking at our current IT status ahead of the software upgrade. We have a meeting scheduled to go over a new option for credit card payments that would be compatible with the new Caselle software. Annual PSC report for 2017 has been submitted. We had tours of both our water and wastewater plants by the Badger High School Environmental class which we will continue to offer as a good way of

interacting with younger age groups and promoting education and awareness. Hwy 120 project has a couple of manholes and valve boxes that need adjusting which we are aware of. We have issued our spring newsletter and posted it to our website and Facebook pages.

### **Discussion/Action on proposed refurbishment work for Well #3**

The primary scope of work was approved in April. The pump has been pulled and line pigging has been completed. The well bore and the well have both been televised. There were minerals and iron bacteria plugging the screen but the bottom of the screen was clear. Problems experienced with pumping were found to be a result of the screen blockage preventing water passing through fast enough to keep the pumping equipment operating. Water Well Solutions recommend treatments that reach well beyond the screened area and extend into the formation of the naturally existing sand and gravel filter. The recommended treatments are brushing of the well casing; an airburst procedure to create explosive type air surges to reach behind the screen; pumping off the well to remove loose materials; an acid mixture injected into the screen and then pushed out into the native formation; Aquafreed CO2 injection to push water out into the native formation unplugging pore spaces and killing off bacteria; allow chemistry and CO2 to be held in the well and aquifer overnight and pump off the following day. To do all of the above would take us \$12.5K over our budgeted amount of \$60K and DNR approval would be required. Discussion was had on Aquafreed and how much we know about this procedure. It is not brand new and has been used over the past ten years or so. The well has already had a HY-RIP treatment and history shows a second one does not have the same desired effect as the first. Water Well Solutions recommend the Aquafreed CO2 injection. It was agreed that we should make sure we do the rehabilitation the right way and take advantage of the latest technology.

Flower/Johnson motion to approve the proposal from Suez (Water Well Solutions) and increase the budget by \$12,500 contingent on Attorney Draper's approval of the insurance liabilities and the contract, and staff approval. Passed unanimously.

### **Discussion/Recommendation on the Preliminary Draft Special Assessment Report for the Cemetery Road Water/Sewer/Curb and Gutter Extension Project and project implementation plan**

Gajewski said he is looking for the following objectives, whether or not to proceed with this project, what the procedure should be for proceeding and any other input from the Commission. We have a preliminary engineering estimate that we can use to proceed with the special assessment process or the alternative would be to put the job out to bid and work with actual numbers. If the project does not proceed we would absorb the cost of the bid process. The other alternative is not to proceed at all. The numbers are high but they include a large contingency as a safeguard against the actual bids coming in higher than any numbers presented in advance at a public hearing. Gajewski reviewed the split of the special assessments for each of the affected lots and which lots are water only or water & sewer. The lots that are not in the City currently would be deferred. Flower said that the engineering estimate needs to be reviewed and we should find out who has jurisdiction on County Rd H in case other utilities have to be moved. Discussion followed. Gajewski broke down the numbers into a yearly cost over 20 years and compared that to numbers without the contingency. The only other option to allow development would be well and septic but Oborn said you could not allow a well and septic with the density of the lots as they currently are. It was agreed that the engineering estimate should be reviewed again before we proceed. No action taken.

### **Discussion/Recommendation/Action on potential Water Main extension on West Street**

Gajewski said he was approached regarding the provision of water and sewer services to a lot on West Street. The lot in question used to be combined with the one next to it and this was serviced off the water main that runs along Main Street. The lot was split into two and the vacant lot was sold. Now the owners of the vacant lot wish to develop it. The problem is that there is no good way

to run water service to this lot as shown on the map in the packet. The developer is suggesting a diagonal lateral to the alley but this is against industry standards. Gajewski recommends the extension of the current water main that runs behind the condos on West Street including the installation of a new hydrant at the end for fire service and flushing purposes. Past practice has been that the developer bears the cost especially when there is only one benefitting property. An alternative would be to special assess the cost to the one benefitting parcel. The consensus is that the developer should bear the cost of extending the water main as recommended by Gajewski. No action taken.

Hedlund/Johnson motion to postpone items 12 (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 Host Tower lease with AT&T) & 13 (Motion to return to open session pursuant to Wisconsin Statutes 19.85 (2) and take action on any items discussed in closed session) until the next Commission meeting. Passed unanimously.

### **Adjourn**

Hedlund/Stanczak motion to adjourn. Passed unanimously.

Meeting was adjourned at 5:32 p.m.

/s/ Jo Busch, Office Manager

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