

Lake Geneva Utility Commission Minutes
Regular Lake Geneva Utility Commission Meeting
Wednesday May 15, 2019 4:00 PM
Conference Room 2A, City Hall – 626 Geneva Street

Call Meeting to Order- by Lyon at 4:04pm

Roll Call - Members present: Dennis Lyon, Mayor Hartz, Ann Esarco, Rich Hedlund, Cindy Flower, Dave Nord & Mark Johnson

Staff in attendance: Josh Gajewski & Jo Busch

Public in attendance: Ken Howell - left at 4:10pm

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 April 17, 2019 as prepared and distributed
Flower/Esarco motion to approve. Passed unanimously.

Acknowledgement of Correspondence None

Financials Update

Gajewski reviewed the financials through April 2019.

Flower/Esarco motion to approve the April financials. Passed unanimously.

Approval of the April Bills

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

Directors Report

Gajewski gave an overview of the submitted Directors report. The water system modeling that MSA are doing continues with the primary focus around The Vistas development. Gajewski would like to have an earlier June Commission meeting as this development will be on the Planning Commission agenda for June and he thinks discussions with the developer at the Commission level prior to that meeting are needed. Spring flushing is almost complete with staff noticing that the water quality through flushing is the best they have seen. This is due to operational changes and the rehabilitation of our filtration system. Recruitment continues for the water operator vacancy; cross connection inspections continue and our DNR Sanitary Survey is scheduled for June 4. Wastewater updates include the CAMP project being submitted in the next week; areas to be CCTV'd have been selected and the CMAR will be brought to the June meeting. For the office, we continue to see customers utilizing PSN's services and IT initiatives are underway.

Update on Sage Street Watermain Abandonment Project

The intersection of Spring and Sage has had three service leaks in eight months. Gajewski advised that the plan is to abandon the 1920 4" water main that runs along Sage and utilize the larger 14" main that parallels it. We are working with the DPW to coordinate this work with their expected road project. Discussion followed.

Update only, no action taken.

Discussion/Action on approval of 2019 Identity Theft Prevention Program

This program is reviewed on a yearly basis.

Esarco/Hedlund motion to approve the 2019 Identity Theft Program. Passed unanimously.

Discussion/Action on revised pre-approved vendor list

Employee reimbursements have been added to the list.

Hedlund/Flower motion to approve the revised vendor list. Passed unanimously.

Discussion/Action on Alliant Energy easement request

Gajewski and Superintendent Ecklund met with a representative from Alliant on site. The concerns that were raised with Alliant's previous request have now been addressed and this revised plan is felt to be acceptable. Discussion followed.

Flower/Hedlund motion to approve the easement request as presented. Passed unanimously.

Discussion/Action on vehicle replacement for Water and Wastewater

An RFP was put out and three responses were received as shown in the packet. Gajewski's recommendation is to accept the lowest price from Ewald Automotive. He stated which trucks are being replaced and that these purchases are in the equipment replacement budget.

Esarco/Hedlund motion to purchase two 2019 Chevrolet Silverado trucks as bid by Ewald Automotive Group with a not to exceed of \$28,828.00 each truck. Passed unanimously.

Hedlund/Flower motion to go into closed session pursuant to Wis. Stat. 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and to include all City staff.

Motion carried on a roll call vote 7-0. The Commission convened into closed session at 4:35pm.

Mayor Hartz left the meeting at 5:40pm.

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 6-0. The Commission convened into open session at 5:52pm.

Nord/Hedlund motion to instruct the Utility Director to make the necessary changes within the guidelines of the established min/mid/max scale and report his implemented decisions to the Commission at their next meeting. Passed 6-0.

Adjourn

Hedlund/Johnson motion to adjourn at 5:53pm. Passed 6-0.

/s/ Jo Busch, Office Manager

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