

**Lake Geneva Utility Commission Minutes**  
**Regular Lake Geneva Utility Commission Meeting**  
**Wednesday July 17, 2019 4:00 PM**  
**Conference Room 2A, City Hall – 626 Geneva Street**

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

**Roll Call - Members present:** Dennis Lyon, Admn. Nord, Ald. Flower, Mark Johnson & Mayor Hartz. **Members absent:** Rich Hedlund & Ann Esarco

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

**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 July 8, 2019 as prepared and distributed**

Hartz/Johnson motion to approve. Passed 5-0.

**Acknowledgement of Correspondence** None

**Presentation of 2018 Financial Audit Draft by Dave Maccoux – Clifton Larson Allen LLP.**

Hartz/Lyon motion to suspend the rules and come back to the presentation of the financial audit draft once Dave Maccoux arrives. Passed 5-0.

**Financials Update**

Gajewski reviewed the financials through June 2019.

Johnson/Flower motion to approve the June financials. Passed 5-0.

**Approval of the June bills**

Hartz/Nord motion to approve the June bills. Passed 5-0.

Dave Maccoux and Karen Hall arrived 4:06pm

**Presentation of 2018 Financial Audit Draft by Dave Maccoux – Clifton Larson Allen LLP.**

Dave Maccoux presented the results of the 2018 Financial Audit Draft. He talked about the improved financial status as a result of much needed rate increases. He advised the Commission to keep on top of rate increases in the future to enable the Utilities to fund maintenance and replacement of capital assets. Maccoux said they were happy with the way the audit went and staff did a good job of making all required information readily available to them. They are waiting on an actuary to review the draft before it becomes official. No action taken.

**Directors Report**

Gajewski reviewed the submitted Directors Report.

**Discussion/Action on 2019 Collection System CCTV proposals**

Gajewski explained that to have more current and relevant records he is implementing a ten-year rolling program allowing each section to be reviewed every ten years. They need to CCTV 30,000 linear feet each year to do this.

Flower/Hartz motion to approve the Great Lakes proposal to CCTV the collection system as quoted. Passed 5-0.

**Discussion/Action on MSA work scope for Dodge Tower improvements**

Gajewski explained that with the short amount of time between the special meeting on July 8 and today, the scope of work has not yet been received by MSA. Discussion followed.

Flower/Johnson motion to continue this item until the work scope has been received. Passed 5-0.

**Lyon/Hartz 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, specifically employee wages and pursuant to Wis. Stat. 19.85(1)(g) for conferring with legal counsel for the governmental body with respect to litigation in which it is or is likely to become involved and pursuant to Wis. Stat 19.85 (1)(e) for deliberating or negotiating a retainer agreement with Stafford Rosenbaum regarding the provision of legal services to the Lake Geneva Utility Commission**

Motion carried on a roll call vote 5-0. The Commission convened into closed session at 4:57pm.

**Johnson/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 5-0. The Commission convened into open session at 5:31pm.

Hartz/Flower motion to direct staff to negotiate a retainer agreement with Stafford Rosenbaum regarding the provision of legal services to the Lake Geneva Utility Commission within the parameters discussed in closed session. Passes 5-0.

Hartz/Flower motion to direct staff to consider the employment, promotion, compensation or performance evaluation data of the public employees as discussed in closed session. Passed 5-0.

**Adjourn**

Hartz/Flower motion to adjourn at 5:33pm. Passed 5-0.

/s/ Jo Busch, Office Manager

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