

Lake Geneva Utility Commission Minutes
Regular Lake Geneva Utility Commission Meeting
Wednesday August 21, 2019 4:00 PM
Conference Room 2A, City Hall – 626 Geneva Street

Call Meeting to Order- by Lyon at 4:02pm

Roll Call - Members present: Dennis Lyon, Admn. Nord, Ald. Flower, Ald. Hedlund & Ann Esarco. Mayor Hartz arrived at 4:15pm. **Members absent:** Mark Johnson.

Staff in attendance: Josh Gajewski & Jo Busch

Public in attendance: Brad Stuczynski of MSA Professional Services

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 17, 2019 as prepared and distributed

Esarco/Flower motion to approve. Passed 5-0.

Acknowledgement of Correspondence

Gajewski discussed a letter from the DNR regarding the Wastewater Treatment Plant voluntarily monitoring for perfluoroalkyl (PFAS) substances. He explained the pros and cons of testing at this time. He also reviewed a second letter from the DNR regarding a notice of non-compliance which, he explained, is the result of a force main break that occurred at the Big Foot Lift Station in June. The Lift Station was immediately repaired and therefore we are back in compliance.

Financials Update

Gajewski reviewed the financials through July 2019.

Hedlund/Esarco motion to approve the July financials. Passed 5-0.

Mayor Hartz arrived.

Approval of the July bills

Flower/Esarco motion to approve the July bills. Passed 6-0.

Directors Report

Gajewski reviewed the submitted Directors Report and added that we had received a visit from the Department of Safety and Professional Services. The visit went well and the only recommendation from them was to update our Safety Manual which will be done.

Discussion/Recommendation regarding Scope of Services – Dodge Elevated Reservoir Raising prepared by MSA Professional Services

Brad Stuczynski from MSA reviewed the submitted scope of services and answered questions. If we proceed with them, we would get to the point of receiving bids and therefore have a solid dollar amount for the project. The tower also needs to be painted regardless of whether we raise it and that would be included in this work. Paint samples have been taken to be evaluated to determine coating options. Discussion followed. More to be discussed in closed session. No action taken.

Update on maintenance and repair plans for WWTF clarifiers

Gajewski reviewed the findings so far and reported that due to a bad leak, the airline to the oxidation ditch will need replacing. This project is expected to start in October/November but is dependent on the contractors and the weather.

Discussion/Action regarding updated scope of work for Well #4

Gajewski reviewed the submitted photographs and detailed the repairs and modifications that need to be made. Water Well Solutions recommend treating the well with acid and a CO2 injection the same as we did for Well #3. Even with these treatments we would still be within budget. Discussion followed. No action taken.

Discussion/Action regarding abandonment of Sage St water main – Haskins St to Spring St

This is a 4” watermain installed around 1915 and the work to abandon it and replace the associated water services is planned for Fall 2019 to be completed before the 2020 Sage St paving project. Flower would like to see the UC and PW departments have a 3-5-year plan to follow. Gajewski said that the UC does not have the finances to keep up with the DPW’s road plan, but he will continue to work in conjunction with PW in looking ahead at planned projects. Discussion followed.

Hedlund/Hartz motion to approve the abandonment of the 4” water main on Sage Street and to have the work completed by Down to Earth as itemized in their proposal. Passed 6-0.

Lyon/Hedlund 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: a.) T-Mobile license agreements, b.) Proposal from Omega Homes for Water Tower Improvements for The Vistas of Lake Geneva, c.) Professional Services Agreement – Dodge Elevated Reservoir Raising with MSA Professional Services. and 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, regarding Office Manager Jo Busch and to include the Utility Director in the closed session.

Motion carried on a roll call vote 6-0. The Commission convened into closed session at 5:20 pm.

Esarco/Hedlund 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 6:47pm.

- a) Hedlund/Hartz motion to direct staff to proceed with the negotiation of the T-Mobile License Agreement as discussed in closed session. Passed 6-0.
- b) Hedlund/Flower motion to direct staff to proceed with the negotiation of a financial contribution toward the Dodge Tower improvements as discussed in closed session. Passed 6-0.
- c) Hedlund/Esarco motion to approve the Professional Services Agreement – Dodge Elevated Reservoir Raising with MSA Professional Services for an amount not to exceed \$29,450.00. Passed 6-0.
- d) Esarco/Hedlund motion to direct staff to proceed with the employee compensation for Office Manager Jo Busch as discussed in closed session. Passed 6-0.

Adjourn

Flower/Hartz motion to adjourn at 6:49pm. Passed 6-0.

/s/ Jo Busch, Office Manager

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LAKE GENEVA UTILITY COMMISSION**