

Lake Geneva Utility Commission Minutes
Regular Lake Geneva Utility Commission Meeting
Wednesday October 17, 2018 4:00 PM
Conference Room 2A, City Hall – 626 Geneva Street

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

Roll Call - Members present: President Lyon, Ann Esarco, Ald. Hedlund, Ald. Flower, Brett Stanczak & Mayor Hartz. Mark Johnson arrived at 4:05. **Staff in attendance:** Josh Gajewski, Jo Busch & Attorney Dan Draper

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 September 20, 2018 as prepared and distributed
Hedlund/Esarco motion to approve. Passed unanimously.

Acknowledgement of Correspondence

Gajewski reported that we had received information regarding the FCC and small cells which was included in the packet and a letter from the Vistas of Lake Geneva to be discussed during closed session.

Financials Update

Gajewski reviewed the financials through September 2018.
Flower/Hedlund motion to approve the September financials. Passed unanimously.

Approval of the September Bills

Hedlund/Stanczak motion to approve the September bills. Passed unanimously.

Directors Report

Gajewski gave an overview of the report included in packets. Materials to finish up the work on well #3 are due to be delivered the week of 10/15 and hydrant flushing has started. We have published the job ad for a Water Operator and will be reviewing applications beginning the week of 11/5. There is a possible conflict with the water main on Platt Ave and further updates will be provided as more information becomes available. Data collection for the CAMP project should be completed in October and the sanitary main relocation on Marianne Terrace has been completed with lateral work set to begin soon. Visu-Sewer continues to CCTV our sanitary mains. Third quarter billing is well underway and staff is working with the Finance Director on reconciling financial statements since the software upgrade. Our website has been revamped and the new edition is now live. The Cemetery Road utility extension project is still being reviewed and operating and CIP budgets are being developed for approval in November.

Discussion/Action on rescheduling the date of the November Commission meeting to Wednesday November 28, 2018 at 4pm

Gajewski explained that the November meeting is scheduled for the evening before the Thanksgiving holiday. It was discussed and agreed upon to move the November Utility Commission to November 28, 2018 at 4pm in Conference room 2A.

No motion required.

Review of Draft 2019 Operating and Capital Improvement Budgets

Gajewski gave an overview of the preliminary 2019 Operating and Capital Improvement Budgets with final drafts to be approved at the November meeting.

Lyon/Hedlund motion to go into closed session, including the City Attorney and staff, 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) Amendments to the Host Tower lease with AT&T
- b) Proposal for Water Tower Improvements – The Vistas of Lake Geneva

Motion carried on a roll call vote 7-0. The commission convened into closed session at 5pm.

Flower/Esarco 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 5:34pm.

Hedlund/Flower motion to direct staff to approve the contract with AT&T subject to approval by the City Attorney. Passed 6-0.

Hedlund/Flower motion to direct staff to proceed as directed in closed session and to get a firm bid for the changes as discussed in closed session. Passed 6-0.

Adjourn

Hedlund/Hartz motion to adjourn.

/s/ Jo Busch, Office Manager

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