

**Lake Geneva Utility Commission Minutes
Lake Geneva Utility Commission Meeting
Wednesday November 20, 2019 4:00 PM
Conference Room 2A, City Hall – 626 Geneva Street**

Call Meeting to Order- President Lyon called the meeting to order at 4:03pm.

Roll Call - Members present: President Lyon, Ald. Hedlund, Ald. Flower, Mayor Hartz & Dave Nord. Ann Esarco arrived at 4:04pm.

Staff in attendance: Josh Gajewski & Jo Busch

Public in attendance: Lisa Otto

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 October 16, 2019 and October 29, 2019 as prepared and distributed

Hartz/Hedlund motion to approve. Passed 6-0.

Acknowledgement of Correspondence

None

Financials Update

Gajewski reviewed the financials through October. Esarco requested beginning and ending cash fund balances be included in the financials starting in January 2020.

Hartz/Esarco motion to accept the October financials. Passed 6-0.

Approval of the October Bills

Hedlund/Hartz motion to approve the October bills. Passed 6-0.

Directors Report

Gajewski reviewed the submitted Directors report. Discussion was had regarding the timing of raising the Dodge Tower and approval of the The Vistas development at the City level. Discussion was also had regarding the timing of the water main abandonment on Sage St.

Annual Election of Officers

Hedlund/Flower motion to nominate Dennis Lyon as president. Passed 6-0.

Hedlund/Flower motion to close nominations and appoint Dennis Lyon as President. Passed 6-0.

Flower/Hedlund motion to nominate Ann Esarco as secretary. Passed 6-0.

Hartz/Hedlund motion to close nominations and appoint Ann Esarco as secretary. Passed 6-0.

Discussion/Action on second amendment to the Stone Ridge Reimbursement Agreement

Gajewski reported that this was discussed at the September meeting and the final draft of the amendment is being presented for approval. Gajewski outlined the changes from the original agreement. Discussion followed.

Hartz/Hedlund motion to approve. Passed 6-0.

Discussion/Action on participating in the Youth Apprenticeship Program with the Department of Workforce Development

Gajewski reported that Elkhorn Area High School is working with the Department of Workforce Development to place a High School student in a Youth Apprenticeship Program. They have one student currently working for WalCoMet but now have a second student to place so Neal Kolb from WalCoMet approached us to see if we would like to participate in the program. Gajewski is waiting for more information from the Department of Workforce Development but feels that this could be beneficial for the Utility. Discussion was had and initial feelings are all positive. No action taken.

Discussion/Action on revised wage scale

Gajewski explained that the City Council approved a cost of living adjustment of 2.5% to the City's wage scale. He is presenting a revised Utility wage scale for 2020 that includes the same adjustment. This is a change to the wage scale only, not to individual wages.

Hedlund/Esarco motion to approve the revised wage scale. Passed 6-0.

Discussion/Action on the 2020 Water Utility Budget

Gajewski presented the 2020 Water Utility Budget and discussed the accompanying Capital Improvement Projects.

Flower/Hartz motion to approve the 2020 Water Utility Budget. Passed 6-0.

Discussion/Action on the 2020 Wastewater Utility Budget

Gajewski presented the 2020 Wastewater Utility Budget and discussed the accompanying Capital Improvement Projects.

Flower/Esarco motion to approve the 2020 Wastewater Utility Budget. Passed 6-0.

Discussion/Action on the proposed modifications to their equipment at Host Tower by AT&T

Gajewski explained that the modifications being proposed are related to desired 5G upgrades and they have been reviewed and approved by Dixon Engineering.

Hartz/Hedlund motion to approve the proposed modifications at Host Tower by AT&T. 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) proposal for amendments to the Dodge Tower license with AT&T, and further, 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 for b) Wastewater Superintendent and c) Water Superintendent

Motion passed on a roll call vote. The Commission convened into closed session at 5:20pm.

Lyon/Hartz motion to return to open session pursuant to Wisconsin Statutes 19.85(2) and take action on any items discussed in closed session

Motion passed on a roll call vote. The Commission returned to open session at 6:37pm.

The Commission took the following action:

- a) Hedlund/Flower motion to direct the President of the Utility Commission to sign the license agreement. Passed 6-0.

- b) Hedlund/Hartz motion to direct staff to promote the interim Wastewater Superintendent to Wastewater Superintendent and remove interim from the title and compensate him as directed at the June Utility Commission meeting. Passed 6-0.
- c) Hedlund/Esarco motion to direct the Utility Director to assign a wage to the Water Superintendent as directed at the June Utility Commission meeting. Passed 4-2. Flower & Hartz opposed.

Adjourn

Hedlund/Esarco motion to adjourn at 6:41pm. Passed 6-0.

/s/ Jo Busch, Office Manager

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