

Lake Geneva Utility Commission Minutes
Regular Lake Geneva Utility Commission Meeting
Wednesday December 20, 2017 4:00 PM
Conference Room 2A, City Hall – 626 Geneva Street

Call Meeting to Order- by President Lyon at 4:00pm

Roll Call - Members present: President Lyon, Ald. Hedlund, Brett Stanczak, Mark Johnson, Ann Esarco. Ald. Flower arrived at 4:13pm **Absent:** Mayor Kupsik. **Staff in attendance:** Josh Gajewski, Jo Busch, Blaine Oborn.

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 November 15, 2017 as prepared and distributed
Hedlund/Stanczak motion to approve. Passed 5-0.

Acknowledgement of Correspondence.

Gajewski reported that he sent a letter to the Chairman of the Village of Bloomfield Planning Commission regarding the adoption of their new smart growth plan and how it relates to the utility service areas. He then met with them along with our City Administrator to discuss future utility service areas and municipal boundaries. He is hoping that there will be continued conversation in the future and will keep the Commission updated.

Financials Update

Gajewski reviewed the financial information through November.
Hedlund/Stanczak motion to approve. Passed 5-0.

Approval of the November Bills

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

Ald. Flower arrived at 4:13pm.

Directors Report

Gajewski gave an update of current operations. He also reported that there was a clerical error made on the resolution presented for approval at the November meeting. It had been numbered and acted upon as Resolution 2017-02 and should have been listed as Resolution 2017-03. This was corrected before publishing. The retired water meters were sold as approved at the November meeting and the vehicles listed on WI Surplus also sold.

Discussion/Action on scheduling a joint meeting with the Public Works Committee regarding the Main Street Reconstruction & Water Main Project

Gajewski explained that the timeline for this project is very tight and he would prefer to get it approved and sent to Council as soon as possible. The bid opening is December 21 at 10:00am. It was agreed to schedule a joint meeting on Wednesday January 3rd at 5pm.

Closed Session

Lyon/Hedlund 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 for Utility Director Josh Gajewski and include Oborn, Gajewski & Busch.

Roll Call: Lyon, Esarco, Flower, Hedlund, Stanczak, Johnson – Yes. Passed 6-0.

The Commission entered closed session at 4:30pm

Open Session

Hedlund/Stanczak motion to return to open session pursuant to Wis. Stat. 19.85 (2) and take action on any items discussed in closed session.

Roll Call: Lyon, Esarco, Flower, Hedlund, Stanczak, Johnson – Yes. Passed 6-0.

The Commission returned to open session at 5:05pm.

Hedlund/Flower motion to increase Utility Director's pay to mid-level on the pay scale effective January 1st, 2018. Passed 6-0.

Adjourn

Hedlund/ Flower motion to adjourn. Passed 6-0.

Meeting was adjourned at 5:07 p.m.

/s/ Jo Busch, Office Manager

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