

SECRETARY'S MINUTES

NAME-----Lake Geneva Utility Commission
MINUTES-----Regular Meeting
PLACE-----Lake Geneva Utility Commission
DATE-----June 12, 2014
TIME-----4:00 P.M.

Regular monthly meeting of the Lake Geneva Utility Commission held at the Lake Geneva Utility Commission, 361 W. Main Street, Lake Geneva, WI.

Regular monthly meeting was called to order by Pres. Brellenthin at 4:00 P.M.

Members present: Pres. Brellenthin, Tony Saia, Ann Esarco, Mike Kocourek, Mayor Connors, Ald. Jeff Wall and Ald. Sturg Taggart.

Motion by Saia to approve the minutes of the previous meeting as presented, 2nd by Ald. Wall. Passed 7-0.

Communications:

None.

Water & Sewer Agenda Items:

1. Annual Facility Inspection. (Starting as 1:00)
Plant inspection went very well. Scott was publicly thanked.
2. WWTF – 2013 Compliance maintenance Annual Report & Resolution
CMAR was very good. A motion was made by Ald. Wall to approve the CMAR report, 2nd by Kocourek. Passed 7-0.
3. Identity theft Prevention Yearly Update
A motion was made by Mayor Connors to accept with suggested changes, 2nd by Ald. Wall. Passed 7-0.
4. Aerobic Digestion Capacity and Assessment Report
Nathan Cassity, PE, BCEE Senior Wastewater Engineer from Donahue & Associates provided background and assessment (odor and consistency issue). Existing digesters only providing 16 days of digestion. This should be 30 days or greater for optimal performance. Interim adjustments were made to staff to help reduce odor until upgrade. Upgrade alternatives presented including 1) increase digester capacity, 2) expand cake storage (alternative 2 will not aid with odor issue). Recommend to increase digester. Next steps: further cost analysis, document for WDNR approval, projected growth study for the next 20 years and impact on facilities. Motion by Saia, tank system is recommended, facility plan and proposal for increased digester (tank) capacity, 2nd by Mayor Connors. Passed 7-0.

Director's Report:

1. Financials Update - June

Water

EOM Cash Position	\$1,040,000
Project Commitments	\$ 70,000
Upcoming Projects	\$ TBD

Sewer

EOM Cash Position	\$2,412,000
Project Commitments	\$ 36,000
Upcoming Projects	\$ 200,000

Motion by Mayor Connors to approve the financials as presented for May and June, 2nd by Ald. Wall. Passed 7-0.

Motion by Saia to approve the sign for the bocce ball court with maximum cost not to exceed \$500, 2nd by Kocourek. Passed 7-0.

Ideas to publicize the bocce ball court are: website, Regional News, Facebook, text, storage sign. Pres. Brellenthin suggested a donation box for the bocce ball court, Frisbee golf and other possible city sites. Tabled for next month.

Review and Payment of Bills:

Motion by Saia to approve the bills as presented for April and May, 2nd by Ald. Taggart. Passed 7-0.

Next meeting is scheduled for Thursday, July 17, 2014 at 4:00 P.M.

Adjourn:

Motion by Saia to adjourn the meeting, 2nd Brellenthin. Passed 7-0.

Meeting adjourned at 5:20 P.M.



Secretary

CLB 06/16/14