

Lake Geneva Utility Commission Minutes
Regular Lake Geneva Utility Commission Meeting
Wednesday September 18, 2019 4:00 PM
Conference Room 2A, City Hall – 626 Geneva Street

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

Roll Call - Members present: President Lyon, Ann Esarco, Mayor Hartz, Ald. Hedlund & Admn. Nord. Mark Johnson arrived at 4:05pm. **Members Absent:** Ald. Flower

Staff in attendance: Josh Gajewski & Jo Busch

Public in attendance: Brian Pollard of Fairwyn

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.

Brian Pollard spoke to the reimbursement agreement with Stone Ridge Subdivision and reviewed the changes he would like to make to the agreement.

Approve Utility Commission Minutes from August 21, 2019 as prepared and distributed
Esarco/Johnson motion to approve. Passed 6-0.

Acknowledgement of Correspondence
None

Financials Update
Gajewski reviewed the financials through August 2019.
Esarco/Hedlund motion to approve the August financials. Passed 6-0.

Approval of the August bills
Hartz/Esarco motion to approve the August bills. Passed 6-0.

Directors Report
Gajewski reviewed the submitted Directors report and added that eight lead service lines had been replaced on Walworth Street. He commended our Wastewater Treatment staff for the way in which they handled a difficult week due to the electrical storm damage to equipment, and then subsequent surge in volume to the treatment plant due to the rain storms. Busch responded to a question regarding email correspondence sent out by PSN to registered customers. The email was to inform customers of the ability to select 'due date' as their payment date for automatic payments which would ensure that payments were received in time to avoid penalties.

Discussion/Action on approval of the 2018 Financial Audit performed by Clifton Larson Allen LLP.

When the audit was presented in July, it was a draft version because Clifton Larsen Allen LLP were waiting for it to be reviewed by an actuary. The actuary has now revised the OPEB balances and Gajewski went over the changes in the final version compared to the draft version. The changes were minor and had no effect on cash or rate of return with the PSC.

Esarco/Hartz motion to approve the 2018 Audit performed by Clifton Larson Allen LLP. Passed 6-0.

Discussion/Action on filing a Simplified Water Rate Case with the Public Service Commission

Gajewski reported that we meet the criteria for a simplified water rate case in 2019. He would like to submit this for new rates to be effective December 4, 2019. The rate increase would not apply to sewer rates. The last time we would have the ability to file a simplified rate case would be in 2020 and then we would need a full rate case review to have rates adjusted. Discussion was had regarding the age and expanse of our infrastructure and the funds required to maintain it.

Hedlund/Esarco motion to proceed with a simplified rate case with the Public Service Commission to be effective December 4, 2019. Passed 6-0.

Discussion/Action on a request to develop a Mutual Aid Agreement with the Lake Como Sanitary District

Gajewski explained the request from the Lake Como Sanitary District. Discussion followed. It was felt that we should have a resolution identifying costs and fees. No action taken.

Discussion/Action on revised Office Manager Job Description

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

Hartz/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 agreement revisions, b.) Proposal from Omega Homes for Water Tower Improvements for The Vistas of Lake Geneva, c.) amendment to the reimbursement agreement for Stone Ridge Subdivision and d) proposal and contract for antennae design and coordination services, from Dixon Engineering.

Motion carried on a roll call vote 6-0. The Commission convened into closed session at 5:11pm.

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 5:42pm.

- a. Hartz/Johnson motion to direct staff to proceed as discussed in closed session. Passed 6-0.
- b. Hedlund/Hartz motion to direct staff to proceed as discussed in closed session. Passed 6-0.
- c. Hartz/Hedlund motion to direct staff to proceed as discussed in closed session. Passed 6-0.
- d. Hartz/Esarco motion to direct staff to proceed as discussed in closed session. Passed 6-0.

Adjourn

Hedlund/Hartz motion to adjourn at 5:45 pm. Passed 6-0.

/s/ Jo Busch, Office Manager

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