



City of Racine

City Hall
730 Washington Ave.
Racine, WI 53403
www.cityofracine.org

Meeting Minutes - Final Wastewater Commission

*President Kathy DeMatthew, Vice President John Engel,
Secretary John Hewitt, Mayor John Dickert, Thomas Friedel,
Robert Lui, Alderman Ronald D. Hart, Thomas Bunker, Robert
Pucely, Chris Larsen, Tracy Richters, Alderman Michael
Shields, Joseph Mandala, Howard Stacey, Chris Wright*

Tuesday, August 28, 2012

4:30 PM

City Hall Annex - Room 227

1. Roll Call

OTHERS PRESENT: K. Haas, M. Gitter, K. Scolaro, N. Sanders, R. Pace, R. Gilbreath, A. Wheeler, B. Kramer, D. Dorn, N. Erlandson, B. Henkel, M. Klimek, M. Weisbrod

PRESENT: 9 - John Dickert, Robert Lui, John Engel, Thomas Bunker, Michael Shields, Kathy DeMatthew, John Hewitt, Joseph Mandala and Chris Wright

EXCUSED: 6 - Thomas Friedel, Robert Pucely, Chris Larsen, Tracy Richters, Ronald D. Hart and Howard Stacey

2. Approval of Minutes for the July 2012 Meeting

A motion was made by Secretary John Hewitt, seconded by Chris Wright, that this be to Approve the Minutes. The motion PASSED by a Voice Vote.

3. [12-8066](#)

Subject: Budget Expenditures for July 2012 Totaling \$1,107,589.29

Recommendation: Approve

A motion was made by Vice President John Engel, seconded by Alderman Michael Shields, that this be Approved. The motion PASSED by a Voice Vote.

4. [12-8067](#)

Subject: Project Reports:

A) Update on Household Hazardous Waste (HHW) Program - August 2012 Event

B) Finance Budget Hearing - September 5, 2012

C) Update on New Employee Policy Manual

D) Discussion of Letter from Council 40

E) Update on OpenCel

F) Update on Thermal Study and Permit

G) Update on Sludge Storage Facility

H) Update on Engine No. 3 Major Maintenance

I) Update on Meeting with SSR Party (Mt. Pleasant) Regarding Grove Avenue

J) Committee Assignments for Commissioners

K) New Employee - Kevin Stephens

Recommendation: Receive and File

Project reports were given by staff.

Received and Filed

5. [12-8024](#) **Subject:** Wastewater Commission Directors Insurance Policy Renewal

Recommendation: Approve

The General Manager submitted a proposal from Arthur J. Gallagher Risk Management Services, Inc. with regard to the Wastewater Commission Directors Insurance Policy. He noted this insurance provides the Wastewater Commissioners with protection for Liability and Employment Practices Liability coverage. This proposal is in the amount of \$10,455.00 and the General Manager recommended approval.

A motion was made by Secretary John Hewitt, seconded by Thomas Bunker, that this be Approved. The motion PASSED by a Voice Vote.

6. [12-7745](#) **Subject:** Request from the Village of Sturtevant to Recalculate COSS based upon Better Land Use Data

Recommendation: Approve

The General Manager noted that he has met with Engineer Jeff Seitz regarding this subject. The Village of Sturtevant wants one Cost of Service Study (COSS) to be recalculated using more accurate land use data.

A motion was made by Thomas Bunker, seconded by Vice President John Engel, that this be Approved. The motion PASSED by a Voice Vote.

7. [12-7859](#) **Subject:** Request of Mt. Pleasant to Reimburse Commission for Arrears Payment on Ohio Street COSS for that Portion Advanced by the Commission on their Behalf over the Next Two Years - Recommend to Receive and File

Recommendation: Receive and File

The General Manager noted that the Village of Mt. Pleasant Board has discussed this matter and has agreed to pay the full amount for arrears payment on Ohio Street COSS in one payment rather than multiple payments over the next two years. Therefore, the General Manager asked that this item be received and filed.

A motion was made by Secretary John Hewitt, seconded by Vice President John Engel, that this be Received and Filed. The motion PASSED by a Voice Vote.

8. [12-8079](#) **Subject:** General Manager Request to Begin the Process of Filling Upcoming Vacancies for Plant Operators Due to Several Retirements

Recommendation: Approve

The General Manager noted that he foresees two retirements by January 1, 2013 at the Wastewater Plant and requested to begin the process of filling these vacancies due to the fact that it may take awhile to find someone that is interested and eligible for these positions. He noted that he would post a notice at the Plant first to see if anyone is interested, then would follow up with other inquiries to find suitable candidates. If there is no interest at the Plant, the vacancies would be posted outside of the Utility.

A motion was made by Secretary John Hewitt, seconded by John Dickert, that this be Approved. The motion PASSED by a Voice Vote.

9. [12-8078](#)

Subject: Submission of the 2013 Proposed Operations & Maintenance Budget and the Proposed 2013-2017 Capital Improvement Plan

Recommendation: Receive and File

The General Manager distributed the 2013 Proposed Budget and noted that this is for informational purposes only. He stated that a special meeting of the Finance Committee of the Board of Wastewater Commissioners will be held on September 5, 2012, at the Wastewater Utility.

A motion was made by Secretary John Hewitt, seconded by Vice President John Engel, that this be Received and Filed. The motion PASSED by a Voice Vote.

10. **Adjournment**

There being no further business, Secretary John Hewitt made a motion, seconded by Thomas Bunker, to adjourn the meeting at 5:35 p.m. The motion passed unanimously.

If you are disabled and have accessibility needs or need information interpreted for you, please contact the office of the General Manager at 636-9181 at least 48 hours prior to this meeting.