



City of Racine

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

Meeting Minutes - Final Waterworks Commission

*President Alderman Ronald D. Hart, Vice President John Engel,
Secretary Alderman James T. Spangenberg,
Mayor John Dickert, Kathy DeMatthew,
Victor Puente, Thomas Sollman*

Tuesday, May 25, 2010

4:00 PM

City Hall Annex - Room 227

1. Roll Call

OTHERS PRESENT: K. Haas, M. Gitter, K. Scolaro, N. Sanders, A. Wheeler, R. Gilbreath, J. Hewitt, R. Lui, R. Keland, R. King, M. Kosterman, D. Lynaugh, T. Friedel, M. Andreasen, R. Pace, A. Lesnjak, K. Wanggaard

PRESENT: 4 - Victor Puente, James T. Spangenberg, Ronald D. Hart and Kathy DeMatthew

EXCUSED: 3 - John Dickert, John Engel and Thomas M. Sollman

2. Approval of Minutes for the April 2010 Meeting

A motion was made by James T. Spangenberg, seconded by Kathy DeMatthew, that this be to Approve the Minutes. The motion PASSED by a Voice Vote.

3. [10-5135](#)

Subject: Budget Expenditures for April 2010 Totaling \$1,461,394.35

Recommendation: Approve

A motion was made by Kathy DeMatthew, seconded by James T. Spangenberg, that this be Approved. The motion PASSED by a Voice Vote.

4. [10-5136](#)

Subject: Project Reports

- A) NR 850 Water Use Fee - Great Lakes Compact
- B) Intake Inspection Update
- C) NR 810 Cross Control Inspections
- D) Lead Sampling 2010 Update
- E) Water Main Construction Progress Report

Recommendation: Receive and File

Project reports were given by staff.

Received and Filed

5. [10-5137](#)

Subject: Presentation of the 2009 Audit from Clifton-Gunderson - Renee Messing Invited to the Meeting

Recommendation of the Waterworks Commission on 5/25/10:

That the 2009 Audit be approved

Refer to the Finance and Personnel Committee for adoption

The Administrative Manager summarized the auditor's management letter regarding the 2009 annual audit. Clifton-Gunderson had concerns with segregation of duties, therefore increasing the risk of misappropriation of assets. He said the Utility cross-trains staff to ensure coverage when individuals are on vacation, sick, etc., to maintain high customer service levels. Another concern is the Administrative Manager has power user access, makes routine transactions in the software programs, and shares a system-wide access account with the network administrator. While cash reconciliations are performed on a monthly basis, they have not been tied out completely to the general ledger. The immaterial amount, which has been carried forward for many years, is mainly due to timing issues. Clifton-Gunderson had stated that similar comments are made on 75% of their client's management letters.

A motion was made by Thomas Friedel, seconded by James T. Spangenberg, that this be Approved. The motion PASSED by a Voice Vote.

6. [10-5170](#)

Subject: Request from Mt. Pleasant Police Department to Mount Antennas on Water Towers

Recommendation: Approve

The General Manager said that he received a request from the Mt. Pleasant Police Department to mount antennas on the Utility's water towers. He noted that the Village of Mt. Pleasant is building a new Village Hall further west of where they are currently located and are installing a new communications tower there. The Mt. Pleasant Police Department is considering the Sheridan Woods, Broadway, and Regency Mall towers for locations of mounting their antennas for the purpose of maintaining essential public safety communications. The General Manager recommended granting this request in the interest of public safety.

A motion was made by Thomas Friedel, seconded by Victor Puente, that this be Approved. The motion PASSED by a Voice Vote.

7. **Adjournment**

There being no further business, Kathy DeMatthew made a motion, seconded by Victor Puente, to adjourn the meeting at 4:35 p.m.

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.