



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 M. Sollman,
Thomas Bunker, Robert Pucely, Chris Larsen, Tracy Richters,
Alderman Michael Shields, Joseph Mandala, Howard Stacey,
Chris Wright*

Tuesday, May 29, 2012

4:30 PM

City Hall Annex - Room 227

1. Roll Call

OTHERS PRESENT: K. Haas, M. Gitter, K. Scolaro, N. Sanders, S. Cryer, A. Wheeler, R. Pace, R. Gilbreath, R. Messing, J. Lenell

PRESENT: 9 - John Dickert, Robert Lui, John Engel, Thomas Bunker, Kathy DeMatthew, John Hewitt, Joseph Mandala, Ronald D. Hart and Chris Wright

EXCUSED: 7 - Thomas Friedel, Thomas M. Sollman, Robert Pucely, Chris Larsen, Tracy Richters, Michael Shields and Howard Stacey

2. Approval of Minutes for the April 2012 Meeting

A motion was made by Secretary John Hewitt, seconded by Joseph Mandala, that this be to Approve the Minutes. The motion PASSED by the following vote:

AYES: 9 -
Dickert, Lui, Engel, Bunker, DeMatthew, Hewitt, Mandala, Hart and Wright

EXCUSED: 7 -
Friedel, Sollman, Pucely, Larsen, Richters, Shields and Stacey

3. [12-7739](#)

Subject: Budget Expenditures for April 2012 Totaling \$1,108,292.01

Recommendation: Approve

A motion was made by Vice President John Engel, seconded by Ronald D. Hart, that this be Approved. The motion PASSED by the following vote:

AYES: 9 -
Dickert, Lui, Engel, Bunker, DeMatthew, Hewitt, Mandala, Hart and Wright

EXCUSED: 7 -
Friedel, Sollman, Pucely, Larsen, Richters, Shields and Stacey

4. [12-7741](#)

Subject: Presentation of the 2011 Audit from Clifton Larson Allen LLP - Renee Messing Invited to the Meeting

Recommendation of the Wastewater Commission on 5/29/12: To adopt.

FURTHER RECOMMENDS, THE ITEM BE REFERRED TO THE

FINANCE AND PERSONNEL COMMITTEE

Renee Messing from CliftonLarsonAllen summarized the year-end financial statements and management letter regarding the 2011 audit. She noted that a new addition to the annual audit this year was the Management Discussion and Analysis, which should aid the Commission in understanding financial information with regard to events that occurred during the year. She also noted that in accordance with the Intergovernmental Sewer Agreement, depreciation is not fully funded which is one reason there continues to be a negative change in net assets. CliftonLarsonAllen issued an unqualified opinion; the 2011 financial statements were presented fairly in all material respects, and in conformity with generally accepted accounting principles.

A motion was made by Ronald D. Hart, seconded by John Dickert, that this be Recommended For Adoption. The motion PASSED by the following vote:

AYES: 9 -

Dickert, Lui, Engel, Bunker, DeMatthew, Hewitt, Mandala, Hart and Wright

EXCUSED: 7 -

Friedel, Sollman, Pucely, Larsen, Richters, Shields and Stacey

CLOSED SESSION

It is the intent that the Wastewater Commission convene in closed session pursuant to Wis. Stat. Section 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of a utility employee and pursuant to Section 19.85(1)(g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. It is also the intent that open session will follow closed session.

Vice President John Engel made a motion, seconded by Robert Lui, to move the meeting into Closed Session at 5:50 p.m. The motion passed unanimously.

5. [12-7746](#)

Subject: Employee Compensation

Recommendation: Receive and File

Discussion was held regarding employee compensation.

Received and Filed

6. [12-7766](#)

Subject: Update on a Personnel Matter

Recommendation: Receive and File

Discussion was held regarding a personnel issue.

Received and Filed

OPEN SESSION

John Engel made a motion, seconded by Alderman Ronald Hart, to move the

meeting into Open Session at 6:08 p.m. The motion passed unanimously.

7. [12-7740](#)

Subject: Project Reports:

- A) Welcome New Commissioners - Chris Larsen & Chris Wright
- B) Update on Household Hazardous Waste Program - May 2012 Event
- C) WEFTEC
- D) Update on Biosolids Hauling & Spreading Request for Proposal
- E) OpenCel Update
- F) 2011 Annual Report
- G) Letter Received from SSR Parties
- H) Cost of Service Study (COSS) Methodology
- I) Update on Cost of Services Studies - Recent TAC Meeting
- J) Roof Replacement Update
- K) Digester Cleaning
- L) Tour of the Plant - Siemens
- M) CSWEA - Hatfield Award

Recommendation: Receive and File

Project reports were given by staff.

Received and Filed

8. [12-7742](#)

Subject: Bid Opening Results on Contract C-12, Interceptor Sewer Closed Circuit Televising

Recommendation: Approve

The General Manager submitted the bid results on Contract C-12 in the amount of \$29,999.41 and recommended approval to the lowest responsible bidder, that being National Power Rodding Corporation. He noted that the engineer found a mathematical error in their original bid of \$29,945.66, but recommended approval of the corrected amount of \$29,999.41.

A motion was made by Vice President John Engel, seconded by John Dickert, that this be Approved. The motion PASSED by the following vote:

AYES: 8 -

Dickert, Lui, Engel, Bunker, DeMatthew, Hewitt, Mandala and Wright

EXCUSED: 8 -

Friedel, Sollman, Pucely, Larsen, Richters, Shields, Hart and Stacey

9. [12-7743](#)

Subject: Compliance Maintenance Annual Report (CMAR) for 2011

Recommendation: Approve

The General Manager submitted the 2011 Annual Report for the Wastewater Utility. He noted that the Utility passed every category with a letter grade of "A". He mentioned there were no bypasses in 2011 which contributed to the high grade in the collection systems category. The Commission voted 8-0 to pass Resolution No. 2012-1.

A motion was made by John Dickert, seconded by Secretary John Hewitt, that this be Approved. The motion PASSED by the following vote:

AYES: 8 -

Dickert, Lui, Engel, Bunker, DeMatthew, Hewitt, Mandala and Wright

EXCUSED: 8 -

Friedel, Sollman, Pucely, Larsen, Richters, Shields, Hart and Stacey

10. [12-7745](#)

Subject: Request from the Village of Sturtevant to Recalculate COSS based upon Better Land Use Data

Recommendation: Defer

The General Manager stated that he received a letter from the Village of Sturtevant requesting that the Wastewater Utility's Cost of Service Study (COSS) with regard to sanitary sewer flows be revised to reflect Sturtevant ultimate flows at 10.180 MGD based on computations completed by Crispell-Snyder for the Village of Sturtevant. It was suggested by Commission members that this item be deferred.

A motion was made by Vice President John Engel, seconded by Robert Lui, that this be Deferred. The motion PASSED by the following vote:

AYES: 8 -

Dickert, Lui, Engel, Bunker, DeMatthew, Hewitt, Mandala and Wright

EXCUSED: 8 -

Friedel, Sollman, Pucely, Larsen, Richters, Shields, Hart and Stacey

11. [12-7751](#)

Subject: Approval of Rates for High Strength Waste

Recommendation: Approve

The Chief of Operations distributed a chart showing 2012 hauled organics waste rates/current rate comparisons and recommended approval of the 2012 rates.

A motion was made by Vice President John Engel, seconded by Secretary John Hewitt, that this be Approved. The motion PASSED by the following vote:

AYES: 7 -

Lui, Engel, Bunker, DeMatthew, Hewitt, Mandala and Wright

EXCUSED: 9 -

Dickert, Friedel, Sollman, Pucely, Larsen, Richters, Shields, Hart and Stacey

12. [12-7763](#)

Subject: Change Order No. 1 on Contract B-11, Roof Replacement, A-1 Duran Roofing & Insulation Services, Inc. (Contractor)

Recommendation: Approve

The General Manager submitted Change Order No. 1 on Contract B-11 in the amount of \$547.00, bringing the total contract amount to \$64,547.00 and recommended approval.

A motion was made by Secretary John Hewitt, seconded by Thomas Bunker, that this be Approved. The motion PASSED by the following vote:

AYES: 7 -

Lui, Engel, Bunker, DeMatthew, Hewitt, Mandala and Wright

EXCUSED: 9 -

Dickert, Friedel, Sollman, Pucely, Larsen, Richters, Shields, Hart and Stacey

13. [12-7764](#)

Subject: Change Order No. 2 on Contract B-11, Roof Replacement, A-1 Duran Roofing & Insulation Services, Inc. (Contractor)

Recommendation: Approve

The General Manager submitted Change Order No. 2 on Contract B-11 in the amount of \$195.00, bringing the total contract amount to \$64,742.00 and recommended approval.

A motion was made by Secretary John Hewitt, seconded by Joseph Mandala, that this be Approved. The motion PASSED by the following vote:

AYES: 7 -

Lui, Engel, Bunker, DeMatthew, Hewitt, Mandala and Wright

EXCUSED: 9 -

Dickert, Friedel, Sollman, Pucely, Larsen, Richters, Shields, Hart and Stacey

14. **Adjournment**

There being no further business, Vice President Engel made a motion, seconded by Robert Lui, to adjourn the meeting at 6:49 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.