



City of Racine

Meeting Minutes - Final

Waterworks Commission

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

*President Thomas Friedel, Vice President Kathy DeMatthew, Secretary Jeff Pellegrom
Mayor Gary Becker, Alderman Ronald D. Hart, Brian Anderson, Michael Staeck*

Tuesday, January 29, 2008

4:00 PM

City Hall Annex - Room 227

1. Roll Call

OTHERS PRESENT: K. Haas, M. Gitter, K. Scolaro, N. Sanders, R. Gilbreath, J. Jordan, A. Wheeler, R. King, M. Kosterman, R. Pace, J. Moss, R. Lui, R. Keland, J. Hewitt, D. Lynaugh, M. Klimek, C. Schweitzer, K. Wanggaard, J. Guttenberg, J. Engel, M. Kirkpatrick, S. Brien, M. Moore

PRESENT: 6 - Kathy DeMatthew, Brian Anderson, Ronald D. Hart, Gary Becker, Thomas Friedel and Michael Staeck

EXCUSED: 1 - Jeff Pellegrom

2. Approval of Minutes for the December 2007 Meeting

Commissioner Hart made a motion, seconded by Commissioner Staeck, to approve the minutes of the regular meeting of the Board of Waterworks Commissioners held on Tuesday, December 18, 2007. The motion passed unanimously.

to Approve the Minutes

3. [08-1638](#)

Subject: Budget Expenditures for December 2007 totaling \$2,421,782.04

Recommendation: Approve

Commissioner Anderson made a motion, seconded by Commissioner Staeck, to approve the budget expenditures for December 2007 totaling \$2,421,782.04. The motion passed unanimously.

Approved

4. [08-1639](#)

Subject: Project Reports

- A) Lead Service Study - M. Kosterman
- B) Update on Yorkville Water Talks
- C) Update on New Berlin Water Talks
- D) Update on the Billing Software Conversion Process
- E) Update on Assembly Bill 649, Landlord Protection Act
- F) Update on Pointe Blue Site

Recommendation: Receive and File

Project reports were given by staff.

Received and Filed

5. [08-1640](#)

Subject: Bid Opening Results for Contract W-08-1, Security Fence

Recommendation: Approve

The General Manager submitted the bid results on Contract W-08-1, Security Fence Installation and recommended that the contract be awarded to the low bidder.

Commissioner Becker made a motion, seconded by Commissioner Hart, to approve the low bid of Century Fence Company on Contract W-08-1, Security Fence Installation, in the amount of \$165,441.00. The motion passed unanimously.

Approved6. [08-1641](#)**Subject: Bid Results for Security Cameras****Recommendation: Approve**

The General Manager submitted bids for security camera procurement and installation. He recommended that all the companies that bid be awarded for the indicated portions of the project at the prices quoted. He requested, in the best interest of the Utility, that formal bidding be waived.

Commissioner Becker made a motion, seconded by Commissioner Anderson, to award all the companies that bid or quoted prices for indicated portions of the project for a total project cost of \$172,430.00. Furthermore, that formal bidding be waived that being in the best interest of the Water Utility. The motion passed unanimously.

Approved7. [08-1642](#)**Subject: Bid Results for Chemical Purchase****Recommendation: Approve**

The General Manager submitted a list of bids received from companies for various chemicals for 2008. He noted that the Operations Supervisor uses his discretion on choosing the companies used for chemicals based on a number of different factors. He recommended that the Operations Supervisor use his discretion on working with the lowest bidders for various chemicals.

Commissioner Becker made a motion, seconded by Commissioner Anderson, to accept all of the bids received for chemicals for 2008. The motion passed unanimously.

Approved8. [08-1675](#)**Subject: Change Order No. 1 on Contract W-07-6, Small Main Replacements, Willkomm Excavating & Grading, Inc. (contractor)****Recommendation: Approve**

The General Manager submitted Change Order No. 1 on Contract W-07-6 in the amount of \$23,552.37 and recommended approval.

Commissioner Hart made a motion, seconded by Commissioner Becker, to approve Change Order No. 1 on Contract W-07-6, Small Main Replacements, Willkomm Excavating & Grading, Inc. (contractor), bringing the total contract amount to \$362,203.37. The motion passed unanimously.

Approved

9. [08-1676](#) **Subject:** Change Order No. 2 on Contract W-07-6, Small Main Replacements, Willkomm Excavating & Grading, Inc. (contractor)

Recommendation: Approve

The General Manager submitted Change Order No. 2 on Contract W-07-6 in the credit amount of \$19,213.00 and recommended approval.

Commissioner Becker made a motion, seconded by Commissioner Anderson, to approve Change Order No. 2 on Contract W-07-6, Small Main Replacements, Willkomm Excavating & Grading, Inc. (contractor), bringing the total contract amount to \$342,990.37. The motion passed unanimously.

Approved

10. [08-1677](#) **Subject:** Final Payment on Contract W-07-6, Small Main Replacements, Willkomm Excavating & Grading, Inc. (contractor)

Recommendation: Approve

The General Manager submitted final pay request on Contract W-07-6. He recommended that the work performed by Willkomm Excavating & Grading, Inc. be accepted and final payment be authorized.

Commissioner Becker made a motion, seconded by Commissioner Hart, to accept the work and approve final payment on Contract W-07-6, Small Water Main Replacements, Willkomm Excavating & Grading, Inc. (contractor), for a total contract amount of \$342,990.37. The motion passed unanimously.

Approved

11. [08-1646](#) **Subject:** Request from the Village of Mt. Pleasant for Water Main Oversizing on Old Spring St.

Recommendation: Approve

The General Manager explained that the Village of Mt. Pleasant requested reimbursement for water main oversizing, on Old Spring Street in accordance with the retail water agreement to facilitate the completion of a transmission water main loop. He noted that the Utility will share in the cost with the Village of Mt. Pleasant, which could cost \$39,000.00 +/- . The General Manager recommended approval of the water main oversizing and reimbursement request.

Commissioner Hart made a motion, seconded by Commissioner Becker, to approve the request from the Village of Mt. Pleasant for the water main oversizing reimbursement on Old Spring Street from an 8" water main to a 16" water main. The motion passed unanimously.

Approved

12. [08-1647](#) **Subject:** Request from Village of Mt. Pleasant to Reclassify a Regional Main for Water Main Oversizing on Hwy. V South Extended

Recommendation: Defer

The General Manager requested to defer this item.

Commissioner Becker made a motion, seconded by Commissioner Anderson, to defer this item. The motion passed unanimously.

Deferred

13. [08-1643](#) **Subject:** Proposal from Forster Engineering for VFD Professional Services

Recommendation: Approve

The General Manager noted that he received an engineering services proposal from Forster Engineering for variable frequency drives (VFD's). He noted that because of the age of the drives, it is difficult to find replacement parts. He also noted that Forster proposed to replace motors and VFD's with 480-volt equipment. He mentioned that there was \$750,000.00 in the Capital Improvement budget to cover the cost. He recommended approval of the proposal.

Commissioner Becker made a motion, seconded by Commissioner Staeck, to approve the proposal from Forster Engineering in the amount not to exceed \$125,000.00 for engineering services for the backwash VFD replacement project. The motion passed unanimously.

Approved

14. [08-1645](#) **Subject:** Proposal from Landmark Title to Perform Title Work on Old Spring St. Water Main Project

Recommendation: Approve

The General Manager submitted a proposal from Landmark Title to perform title work on the Old Spring Street water main project. He noted that the City Attorney recommended that the Utility hire Landmark Title to do the necessary deed and record search in order to ensure our new water main is placed in the public right-of-way. The General Manager requested hiring Landmark Title to do the necessary work.

Commissioner Becker made a motion, seconded by Commissioner DeMatthew, to approve the hiring of Landmark Title to perform title work on the Old Spring Street water main project in an amount not to exceed \$3,000.00. On a vote of 5-1, the motion was approved, with Commissioner Staeck abstaining.

Approved

15. [08-1644](#) **Subject:** Request from Racine County for Antenna Rental Space on the Regency Tower

Recommendation: Defer

The General Manager requested to defer this item.

Commissioner Becker made a motion, seconded by Commissioner Hart, to defer this

item. The motion passed unanimously.

Deferred

16. [08-1679](#) **Subject:** Request to Fill the Position of Payroll/Accounts Payable Clerk and Any Subsequent Vacancies That May Result as a Result of a Retirement

Recommendation: Approve

The General Manager requested to fill the position of Payroll/Accounts Payable Clerk due to a retirement.

Commissioner Anderson made a motion, seconded by Commissioner Becker, to authorize the hiring of a Payroll/Accounts Payable Clerk due to a retirement, and any subsequent vacancies that may result. The motion passed unanimously.

Approved

17. Other Business

A) The General Manager noted that he received a professional services proposal from Earth Tech regarding the hiring of an inspector in the amount not to exceed \$17,625.00 for the Sixth Street project because the Utility does not have enough man power to handle the work without having someone work overtime. It was suggested that this item be taken up at the February 2008 Commission meeting.

B) The General Manager noted that the Utility's Meter Supervisor is retiring with his last day being February 1, 2008. He noted that there was a retirement party planned for him on February 8 at Roma Lodge. He also noted that Amy Lesnjak has been hired to replace him.

C) The General Manager noted that the annual AWWA Conference is to be held in Atlanta, Georgia from June 8-12, 2008.

18. **Adjournment**

There being no further business, Commissioner Becker made a motion, seconded by Commissioner Hart, to adjourn the meeting at 4:43 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.