



City of Racine

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

Meeting Minutes - Draft

Waterworks Commission

Wednesday, July 16, 2025

6:00 PM

Wastewater Treatment Plant Conf. Rm.

The meeting was called to order by Commission President Jorgenson at 7:03 p.m.

ROLL CALL

PRESENT: 7 - John Tate II, Natalia Taft, Cory Mason, Jens Jorgensen, Marlo Harmon, Nick Barootian and Rosalind Thomas

EXCUSED: 1 - Jim Sullivan

[0730-25](#)

Subject: Approval of Minutes for the June 18, 2025, Waterworks Commission Meeting

Staff Recommendation: To Approve

Fiscal Note: N/A

A motion was made by Tate II, seconded by Taft, that this file be Approved.

[0732-25](#)

Subject: Communication from the Utility Administrative Manager Regarding Budget Expenditures through June 30, 2025

Staff Recommendation: To Receive and File

Fiscal Note: N/A

Highlights of the Financial Report were given by the Utility Administrative Manager, Ken Scolaro.

A motion was made by Harmon, seconded by Thomas, that this file be Received and Filed.

[0733-25](#)

Subject: Communication from the Utility Director Regarding 2024 Financial Audit Update

Staff Recommendation: To Receive and File

Fiscal Note: N/A

The Utility Director presented an update on the 2024 Financial Audit Results, which were presented to the Commission at the June meeting. The Commission had expressed concerns over the deficiencies that were reported and had directed that a meeting be held between the Utility Directors, the City Finance Director, Commission Presidents, and the City Administrator to address the topics of efficiency, transparency, and alignment with the city's accounting software. The Utility Director reported that the meeting had been held and that internal control concerns were being addressed with adjustments in the current software modules at little to no cost to the Utility. It was further reported that provisions to achieve these goals are being incorporated into the 2026 fiscal budget.

A motion was made by Mason, seconded by Taft, that this file be Received and Filed.

[0734-25](#)

Subject: Consideration of Change Order No. 1 on Contract W-23-6, Filter Bed Rehab Project, Lee Mechanical (contractor)

Staff Recommendation: To Approve

Fiscal Note: Contract change results in an extension of 6 months and a net decrease of \$76,135.00, bringing the total contract amount to \$17,041,590.

A motion was made by Mason, seconded by Thomas, that this file be Approved.

[0735-25](#)

Subject: Consideration of a Proposal from the Village of Caledonia for a CTH V Booster Station

Staff Recommendation: To Approve

Fiscal Note: All related costs will be paid for by the Village of Caledonia.

The Village of Caledonia Public Services Director, Tony Bunkelman, together with engineer representatives from Foth Engineering, presented the proposal to install a booster station at the County Highway V metering station, a property that is owned by the City of Racine. Bunkelman, along with the engineers, explained that there have been issues with varying pressure drops and reaching peak hour flows. The proposal would allow for a booster station to be built there underground as a co-location on the Caledonia side of the meter. It would thus become an asset for the Village of Caledonia to own and maintain.

A motion was made to allow the Village and their consulting engineers to explore the site as a location for the proposed booster station while working in conjunction with Racine Water Utility staff to move forward with the conceptual design.

A motion was made by Mason, seconded by Taft, that this file be Approved.

[0736-25](#)

Subject: Communication from the Utility Director Regarding an Update on the Service Line Inventory Submission and Notification to Customer Requirement to Comply with the Revised Lead and Copper Rule (LCRR)

Staff Recommendation: To Receive and File**Fiscal Note:** N/A

The Utility Director updated the Commission that the service line inventory submitted to the Wisconsin Department of Natural Resources (WDNR) in November 2024 to comply with the LCRR was accepted by the US EPA. However, the RWU needs to resend the letters to properties having lead or galvanized service lines clearly indicating what type of service line materials they have, as the previous batch of letters sent in November 2024 did not clearly specify whether they have lead or galvanized service lines. Essentially, at this point, residents will receive two letters, one in August 2025 (to make up for 2024), and then once again in October 2025 (with the exclusion of properties which have already gone through service line replacement as a part of the City's initiative).

Discussion ensued amongst the Commission pertaining to concerns over resident response and confusion caused by the first batch of letters sent in November 2024. It was suggested that a supplemental letter drafted by Utility staff with input from City Administrative staff, the Mayor, and Commission Presidents be put together to help alleviate as much alarm & confusion as possible from city residents. This supplemental letter would include links and a QR code to direct residents to the website as a means of providing them with further information and answering some of the frequently asked questions.

A motion was made to send a supplemental letter along with the EPA/DNR compliance letter that would be reviewed by Commissioners Mason, Taft, and Jorgensen and also to approve any additional funding necessary to pay for postage and printing costs incurred.

A motion was made by Mason, seconded by Thomas, that this file be Approved.

[0737-25](#)

Subject: Consideration of Change Order No. 2 on Contract W-25-3, 2025 Water Main Replacement - Phase 2, Reesman's Excavating & Grading (contractor)

Staff Recommendation: To Approve

Fiscal Note: Contract Change results in an increase of \$10,155.25, bringing the total contract amount to \$1,265,608.25.

A motion was made by Mason, seconded by Harmon, that this file be Approved.

[0738-25](#)

Subject: Consideration of Change Order No. 2 on Contract W-25-4, 2025 Lead Service Replacement Project, Miller Pipeline (contractor)

Staff Recommendation: To Approve

Fiscal Note: Contract Change results in an overall net increase of \$9,378.02, bringing the total contract amount to \$3,138,294.50.

A motion was made by Mason, seconded by Thomas, that this file be Approved.

Adjournment

There being no further business to address, the meeting was adjourned at 8:06 p.m.