



# City of Racine

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

## Meeting Minutes - Final

### Waterworks Commission

*James Spangenberg*  
*President Terry McCarthy*  
*Kathy DeMatthew*  
*Thomas Bunker*  
*Mayor Cory Mason*  
*Secretary John Tate II*  
*Vice President Natalia Taft*  
*City Administrator James Palenick*

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Tuesday, December 18, 2018

4:00 PM

City Hall Annex, Room 227

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#### Roll Call

*OTHERS PRESENT: K. Haas, M. Gitter, K. Scolaro, N. Sanders, R. Lui, A. Bunkelman, K. Wanggaard, M. Kosterman, J. Hewitt, M. Wurster, J. Brunner, R. Gilbreath, J. Mandala, R. Schroedel, B. Viegut, V. Anderson, J. Montpas*

**PRESENT:** 7 - James Spangenberg, Terry McCarthy, Thomas Bunker, Cory Mason, John Tate II, Natalia Taft and James Palenick

**EXCUSED:** 1 - Kathy DeMatthew

#### Approval of Minutes for the November 2018 Meeting

**A motion was made by Spangenberg, seconded by Vice President Taft, that this file be to Approve the Minutes**

[1296-18](#)

**Subject:** Budget Expenditures for November 2018 totaling \$1,368,689.52

**Recommendation:** Approve

**A motion was made by Spangenberg, seconded by Bunker, that this file be Approved**

[1297-18](#)

**Subject:** Project Reports:

- A) Diversion Appeal Update
- B) Water Main Project Updates
- C) Water Sales Statistics for 2018

**Recommendation:** Receive and File

*Project reports were given by staff.*

**Received and Filed**

[1304-18](#)

**Subject:** Bid Opening Results on Contract W-18-10, Perry Ave. Pumping Station Improvements

**Recommendation:** Approve

*The General Manager submitted the bid results on Contract W-18-10 in the amount of \$1,107,000.00 and recommended approval to the lowest responsible bidder, that being Staab Construction Corp. He noted that one bid received was unopened. The General Manager conferred with the City Attorney regarding this bid and it was decided that the prequalification documents were not submitted in conformance with the official notice.*

**A motion was made by Mayor Mason, seconded by Spangenberg, that this file be Approved**

[1305-18](#)

**Subject:** Bid Opening Results on Contract W-18-11, CTH H Water Main Alterations

**Recommendation:** Approve

*The Chief of Operations submitted the bid results on Contract W-18-11 in the amount of \$407,789.00 and recommended approval to the lowest responsible bidder, that being Willkomm Excavating & Grading, Inc. He noted that there were two bids that were rejected.*

**A motion was made by Mayor Mason, seconded by Spangenberg, that this file be Approved**

[1306-18](#)

**Subject:** Communication from the General Manager presenting a 2019 Revenue Bond Issue with Baird.

**Recommendation of the Waterworks Commission on 12-18-18:**  
Approve.

FURTHER RECOMMENDS THAT THIS ITEM BE REFERRED TO THE FINANCE AND PERSONNEL COMMITTEE

**Fiscal Note:** The \$20 million revenue bond will be repaid from revenues generated from new customers and Mt. Pleasant TID #5 proceeds.

*Brad Viegut, a representative from Baird, gave a presentation explaining a 2019 Revenue Bond issue. It was noted that it is forecasted that the Utility will have a deficiency cash flow need of \$17 million in 2019 resulting in a 2019 revenue bond borrowing of \$20 million.*

**A motion was made by Bunker, seconded by Spangenberg, that this file be Recommended For Approval**

**CLOSED SESSION**

It is the intent that the Waterworks Commission convene in closed session pursuant to Section 19.85(1)(e) for negotiating the purchase of public properties because competitive or bargaining reasons require a closed session. It is also the intent that open session will follow closed session.

*Alderman Tate made a motion, seconded by Spangenberg, to move the meeting into Closed Session at 4:35 p.m. The motion passed unanimously.*

[1335-18](#)

**Subject:** Communication from the General Manager to discuss a property acquisition

**Recommendation:** Receive and File

*Discussion was held with regard to a property acquisition.*

**A motion was made by Secretary Tate II, seconded by Vice President Taft, that this file be Received and Filed**

### OPEN SESSION

*Bunker made a motion, seconded by Tate, to move the meeting into Open Session at 5:10 p.m. The motion passed unanimously.*

[1334-18](#)

**Subject:** Communication from the Municipal Law and Litigation Group SC requesting a Resolution of Necessity - Val Anderson invited to the meeting

**Recommendation:** Approve

*The General Manager explained that the Utility is interested in purchasing property for a necessary infrastructure improvement. He also explained that in order to develop a relocation plan, a Resolution of Necessity is needed. Val Anderson of Municipal Law and Litigation Group SC explained the need for this Resolution.*

**A motion was made by Bunker, seconded by Spangenberg, that this file be Approved**

[1328-18](#)

**Subject:** Results of Network Vulnerability Assessment and External Penetration Testing

**Recommendation:** Receive and File

*Bob Gilbreath, a Water Utility staff member, explained that the Utility hired a firm out of Atlanta, Georgia, to conduct a Network Vulnerability Assessment and External Penetration Testing at the Water Plant. He noted that the results indicated that the external penetration design is up to standards.*

**A motion was made by Mayor Mason, seconded by Secretary Tate II, that this file be Received and Filed**

[1327-18](#)

**Subject:** Proposal from PSM Technical Services to revalidate our EPA mandated Process Safety Management (PSM) and Risk Management Program (RMP) plan in 2019

**Recommendation: Approve**

*Plant Superintendent of the Water Utility, Mike Kosterman, noted that the Utility received a proposal from PSM Technical Services in order to revalidate the Utility's EPA mandated Process Safety Management and Risk Management Program plan in 2019. He noted that proposal was in the amount of \$9,200.00.*

**A motion was made by Mayor Mason, seconded by Vice President Taft, that this file be Approved**

[1307-18](#)

**Subject:** Permission to fill the position of Sustainability and Conservation Coordinator position

**Recommendation: Defer**

*The General Manager requested this item be deferred because the Utility is still working on the description and duties of this position.*

**A motion was made by Secretary Tate II, seconded by Bunker, that this file be Deferred**

[1308-18](#)

**Subject:** Permission to fill the position of Accounts Payable Coordinator due to a retirement along with any other subsequent vacancies that may result

**Recommendation: Approve**

**A motion was made by Spangenberg, seconded by Secretary Tate II, that this file be Approved**

**Adjournment**

*There being no further business, Bunker made a motion, seconded by Spangenberg, to adjourn the meeting at 5:16 p.m. The motion passed unanimously.*