



City of Racine

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

Meeting Minutes - Final

Waterworks Commission

Mayor John Dickert
President James Morgenroth
Vice President James Spangenberg
Secretary Kathy DeMatthew
Alderman Terry McCarthy
Thomas Friedel
Thomas Bunker
Ralph Schwarz

Tuesday, May 31, 2016

4:00 PM

City Hall Annex, Room 227

1. Roll Call

OTHERS PRESENT: K. Haas, M. Gitter, K. Scolaro, N. Sanders, S. Cryer, M. Kosterman, A. Lesnjak, A. Wheeler, R. Lui, J. Mandala, C. Adamczyk, C. Wright, M. Carr, C. Regalia, R. Gilbreath, T. Karkow, Jake Lenell, S. Small, G. Garski

PRESENT: 7 - John Dickert, James Morgenroth, James Spangenberg, Kathy DeMatthew, Terry McCarthy, Thomas Bunker and Ralph Schwarz

EXCUSED: 1 - Thomas Friedel

2. Approval of Minutes for the April 2016 Meeting

A motion was made by Alderman McCarthy, seconded by Secretary DeMatthew, that this file be to Approve the Minutes

3. [0417-16](#)

Subject: Budget Expenditures for April 2016 Totaling \$1,571,548.15

Recommendation: Approve

A motion was made by Bunker, seconded by Secretary DeMatthew, that this file be Approved

4. [0418-16](#)

Subject: Project Reports:

- A) CCR Update
- B) Lead Service Replacement Funding in 2017
- C) 4th of July Fireworks
- D) Sedimentation Basin Cleaning Update
- E) Newman Road Booster Station Cell Tower Update
- F) Perry Avenue Painting Update
- G) Yorkville Retail Service Update
- H) Water Main Construction Project Update
- I) Filling of an Operator Vacancy
- J) Meter Station Property Acquisition Completed
- K) 2016 Lead Sampling Update
- L) Community Presentation at Cristo Rey Parish

- M) High Lift VFD Progress Update
- N) PSC Public Fire Protection Report
- O) Change Order No. 1 - Hwy. V Water Main

Recommendation: Receive and File

Project Reports were given by staff.

A motion was made by Alderman McCarthy, seconded by Secretary DeMatthew, that this file be Received and Filed

5. [0420-16](#)

Subject: Presentation of the 2015 Audit from Clifton Larson Allen

Recommendation: Approve the draft Audit Report pending completion of the GASB 68 testing requirement and forward the final report to the City Finance Director

Jacob Lenell from Clifton Larson Allen summarized the year-end financial statements regarding the 2015 audit. It was stated that the department records are maintained in good order and there was full cooperation from Management and staff.

Commissioner Bunker suggested that the segregation of duties should be addressed by staff in the 2017 budget review. It was noted that this is just a draft and that the finalized report has not yet been completed.

A motion was made by Alderman McCarthy, seconded by Secretary DeMatthew, that this file be Approved

6. [0426-16](#)

Subject: Authorize the General Manager to File Application for Financial Assistance from State of Wisconsin Environmental Improvement Fund

Recommendation of the Waterworks Commission on 5/31/16: That the General Manager be authorized to file application for financial assistance from the State of Wisconsin Environmental Improvement Fund

FURTHER RECOMMEND THAT THIS ITEM BE REFERRED TO THE FINANCE AND PERSONNEL COMMITTEE FOR APPROVAL

Fiscal Note: This action authorizes the Water Utility General Manager to submit a loan application to the State for a low-interest safe drinking water loan for upcoming work. The Water Utility is responsible for all costs related to this activity.

The General Manager noted that there are times when the Utility needs to request funds from the State for certain projects, and he requested to be authorized to be able to file such applications for financial assistance with the State in the future.

A motion was made by Alderman McCarthy, seconded by Secretary DeMatthew, that this file be Recommended For Approval

7. [0427-16](#)

Subject: Resolution Regarding Declaration of Official Intent to Reimburse Lead Service Lateral Replacement

Recommendation of the Waterworks Commission on 5/31/16:

Approve

FURTHER RECOMMEND THAT THIS ITEM BE REFERRED TO THE FINANCE AND PERSONNEL COMMITTEE FOR APPROVAL

Fiscal Note: Approval will allow the Water Utility to reimburse itself with future bond proceeds.

The General Manager noted that the State of Wisconsin is encouraging replacement of existing lead service laterals in accordance with the requirements of NR 809 and may be providing funding assistance through the Safe Drinking Water Loan Program (SDWLP). In order to acquire funding assistance, he stated that a Comfort Resolution approved by the City was needed to allow this to happen.

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

8. [0434-16](#)**Subject:** Discussion Relating to Prequalification of Subcontractors**Recommendation:** Receive and File

The General Manager explained the procedure for contractors to become prequalified for projects with the Water Utility. He noted that contractors, not subcontractors, need to be prequalified prior to bidding on upcoming projects with the Utility. He also noted that the Utility would like contractors to prequalify each year, but will accept a bid on a project if they have been prequalified within the last two years. He stated that this is for informational purposes only.

A motion was made by Alderman McCarthy, seconded by Secretary DeMatthew, that this file be Received and Filed

9. [0448-16](#)**Subject:** Authorize Payment for Stored Materials**Recommendation:** Receive and File

The General Manager noted that the contractor on the Highway V project was requesting payment for the pipe needed for said project so they could store the pipe on site. He noted that the cost of the pipe is \$1.6 million. He also noted that this contract was administered through the Village of Mt. Pleasant and that there is not a clause in the current contract concerning storage of materials. Change Order No. 1 approved by the Village of Mt. Pleasant will allow for payment of stored materials.

A motion was made by Alderman McCarthy, seconded by Vice President Spangenberg, that this file be Received and Filed

10. **Adjournment**

There being no further business, Secretary DeMatthew made a motion, seconded by McCarthy, to adjourn the meeting at 5:05 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.

