



City of Racine

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

Meeting Minutes - Final Waterworks Commission

President Kathy DeMatthew, Secretary Alderman Ronald D. Hart, Brian Anderson, Michael Staeck, Alderman Thomas Friedel

Tuesday, April 28, 2009

4:00 PM

City Hall Annex - Room 227

1. Roll Call

OTHERS PRESENT: K. Haas, M. Gitter, K. Scolaro, N. Sanders, R. Lui, R. Keland, R. Pace, R. King, J. Hewitt, A. Lesnjak, S. Cryer, A. Wheeler, M. Kosterman, K. Wanggaard, D. Lynaugh, M. Gallagher, B. Lecey

PRESENT: 5 - Kathy DeMatthew, Brian Anderson, Ronald D. Hart, Thomas Friedel and Michael Staeck

2. Approval of Minutes for the March 2009 Meeting

A motion was made by Secretary Ronald D. Hart, seconded by Michael Staeck, that this be to Approve the Minutes. The motion PASSED by a Voice Vote.

3. [09-3450](#)

Subject: Budget Expenditures for March 2009 totaling \$1,446,608.27

Recommendation: Approve

A motion was made by Thomas Friedel, seconded by Michael Staeck, that this be Approved. The motion PASSED by a Voice Vote.

4. [09-3451](#)

Subject: Project Reports:

- A) Water Main Contract Status
- B) 2008 Audit Status
- C) Newman Road Sale of Property
- D) Caledonia Wholesale Water Agreement
- E) Cable Vac System Update
- F) Perry Avenue Standpipe Repairs
- G) Inspection of Water Intakes
- H) Demolition of Sturtevant Water Tank

Recommendation: Receive and File

Project reports were given by staff.

Received and Filed

5. [09-3491](#)

Subject: Change Order No. 1 on Contract W-08-2, 2008 Water Main Replacements, Earth X (Contractor)

Recommendation: Approve

The General Manager submitted Change Order No. 1 on Contract W-08-2 in the credit amount of \$3,213.04, bringing the total contract amount to \$614,398.96 and

recommended approval.

A motion was made by Brian Anderson, seconded by Secretary Ronald D. Hart, that this be Approved. The motion PASSED by a Voice Vote.

6. [09-3492](#)

Subject: Change Order No. 2 on Contract W-08-2, 2008 Water Main Replacements, Earth X (Contractor)

Recommendation: Approve

The General Manager submitted Change Order No. 2 on Contract W-08-2 in the credit amount of \$9,737.43, bringing the total contract amount to \$604,661.53 and recommended approval.

A motion was made by Brian Anderson, seconded by Michael Staeck, that this be Approved. The motion PASSED by a Voice Vote.

7. [09-3490](#)

Subject: Change Order No. 1 on Contract W-09-1, 2009 Water Main Replacements, A. W. Oakes & Son, Inc. (Contractor)

Recommendation: Approve

The General Manager submitted Change Order No. 1 on Contract W-09-1 in the amount of \$5,682.50, bringing the total contract amount to \$499,616.50 and recommended approval.

A motion was made by Secretary Ronald D. Hart, seconded by Brian Anderson, that this be Approved. The motion PASSED by the following vote:

AYES: 4 -

Anderson, Hart, Friedel and Staeck

ABSTENTIONS: 1 -

DeMatthew

8. [09-3512](#)

Subject: Approval of a Meter Installation Waiver at 730 Washington Avenue

Recommendation: Approve

The General Manager noted that the Department of Public Works is requesting to put one meter in City Hall as opposed to two. He explained that in buildings with two services, the normal procedure is to put in two meters, but the City is requesting to install only one meter because of the unique circumstances.

A motion was made by Secretary Ronald D. Hart, seconded by Thomas Friedel, that this be Approved. The motion PASSED by a Voice Vote.

9. [09-3460](#)

Subject: Federal Trade Commission Required Adoption of Red Flags Policy by May 1, 2009

Recommendation: Approve

The General Manager noted that in 2003, the Fair and Accurate Credit Transactions Act was passed by Congress which requires rules regarding identity theft protection to be promulgated. He noted that the rules come into effect on May 1, 2009. Therefore, a new required resolution has been created for the Racine Waterworks Commission for approval.

A motion was made by Thomas Friedel, seconded by Brian Anderson, that this be Approved. The motion PASSED by a Voice Vote.

10. [09-3458](#) **Subject:** Application of Stimulus Money for Safe Drinking Water Loan Program (SDWLP) for VFD Replacement Project

Recommendation: Approve

The General Manager stated that based on the Economic Stimulus Information Update #1, the Water Utility is requesting to apply for a Safe Drinking Water Loan with the State of Wisconsin for funding for the Utility's Backwash Variable Frequency Drive (VFD) replacement project. He noted that the deadline for applying for this loan is April 30, 2009. He stated that all of the paperwork was ready to go to the Department of Natural Resources in anticipation of approval from the Commission.

A motion was made by Secretary Ronald D. Hart, seconded by Thomas Friedel, that this be Approved. The motion PASSED by a Voice Vote.

11. [09-3469](#) **Subject:** Comfort Resolution Pertaining to VFD Replacement "Declaration of Official Intent to Reimburse"

Recommendation: Recommendation of the Waterworks

Commission on 4/28/09: Waterworks Commission approved and further recommends that the Mayor and City Clerk be authorized and directed to sign the "Declaration of Official Intent to Reimburse" pertaining to the Variable Frequency Drive (VFD) replacement project.

Fiscal Note: Funding will be supplied by the Water Utility

A motion was made by Secretary Ronald D. Hart, seconded by Michael Staeck, that this be Recommended For Adoption. The motion PASSED by a Voice Vote.

12. [09-3459](#) **Subject:** Sole Source Procurement Approval for Allen Bradley Drive Equipment for VFD Replacement Project

Recommendation: Approve

The General Manager stated that the Water Utility has used Allen Bradley equipment for most of their projects, and therefore, is requesting to procure Allen Bradley drive equipment for the Utility's Variable Frequency Drive Replacement project. He noted that the cost of this equipment is \$250,000.00 and will be used to replace obsolete drives. Procurement by the Utility of this equipment will save the Utility costs in sales tax, overhead, profit, and insurance mark ups by the general contractor.

A motion was made by Secretary Ronald D. Hart, seconded by Thomas Friedel, that this be Approved. The motion PASSED by a Voice Vote.

13. [09-3461](#) **Subject:** Discussion of REC Fee Revenue Trends as a Result of Recent Economic Downturn

Recommendation: Receive and File

The General Manager distributed a summary of costs and revenues relating to REC fee expenditures. He noted that since the economy has slowed, the collection on

REC fees have fallen short for 2009. He went on to say that if the Water Utility needs funds, they have three choices, that being go into the Utility's reserve fund, request funds from the Wastewater Utility, or go to the Common Council to request funds. He stated that this is for informational purposes only.

Received and Filed

14. [09-3462](#) **Subject:** Discussion of Revised Capital Improvement Program for 2010-2014

Recommendation: Receive and File

The General Manager stated that the Water Utility may have to push up programs from the 2010 Capital Improvement Program into 2011 due to reduced revenues. He stated that this was for informational purposes only.

Received and Filed

15. [09-3463](#) **Subject:** Approval to Begin Process of Capital Borrowing to Fund 2009/2010 Capital Projects

Recommendation: Approve

The General Manager requested approval to begin the process of capital borrowing in order to fund projects scheduled for 2009 and proposed 2010 capital budgets.

A motion was made by Michael Staeck, seconded by Secretary Ronald D. Hart, that this be Approved. The motion PASSED by a Voice Vote.

CLOSED SESSION

It is the intent that the Waterworks Commission convene in closed session pursuant to Section 19.85(1)(c) and (e) for the purpose of discussing negotiations for which the Commission may be involved. It is also the intent that open session will follow closed session.

Commissioner Staeck made a motion, seconded by Commissioner Hart, to move the meeting into Closed Session at 4:40 p.m. The motion passed unanimously.

16. [09-3464](#) **Subject:** Update on the Progress of Local 63 Bargaining Efforts

Recommendation: Receive and File

The General Manager updated the Commission on Local 63 negotiations.

Received and Filed

17. [09-3465](#) **Subject:** Discussion of Lease Negotiations with Racine Yacht Club

Recommendation: Receive and File

The General Manager gave an update on lease negotiations with the Racine Yacht Club.

Received and Filed

18. [09-3467](#) **Subject:** Discussion of Medical Claims as they Relate to a Utility Employee

Recommendation: Receive and File

Discussion was held regarding medical claims relating to a Water Utility employee.

Received and Filed

OPEN SESSION

The meeting went into Open Session at 4:45 p.m.

19. [07-1323](#) **Subject:** Request from Racine Yacht Club to Extend their Lease

Recommendation: Approve

A motion was made by Brian Anderson, seconded by Secretary Ronald D. Hart, that this be Approved. The motion PASSED by a Voice Vote.

20. [09-3468](#) **Subject:** Response to Commission Inquiry Relating to Bidding Questions and Debarred Contractors

Recommendation: Defer

A motion was made by Brian Anderson, seconded by Thomas Friedel, that this be Deferred. The motion PASSED by a Voice Vote.

21. **Other Business**

No other business to report.

22. **Adjournment**

There being no further business, Commissioner Staeck made a motion, seconded by Commissioner Hart, to adjourn the meeting at 4:55 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.