



City of Racine

Meeting Minutes - Final

Wastewater Commission

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

*President Thomas Friedel, Vice President Robert Lui
Secretary Brian Anderson, Mayor Gary Becker
Alderman Ronald D. Hart, Michael Staeck, Roberto Garza
Robert Pucely, Richard Anderson, Ronald Keland, Kathy DeMatthew
Jeff Pellegrom, Mike Andreasen, Daryl Lynaugh, John Hewitt*

Tuesday, October 30, 2007

4:30 PM

City Hall Annex - Room 227

1. Roll Call

OTHERS PRESENT: K. Haas, M. Gitter, K. Scolaro, N. Sanders, N. Erlandson, M. Klimek, A. Lesnjak, R. Gilbreath, R. Pace, A. Wheeler, J. Jordan, R. Messing, D. Walker, R. Pucely

PRESENT: 6 - Thomas Friedel, Ronald D. Hart, Kathy DeMatthew, Jeff Pellegrom, John Hewitt and Robert Lui

EXCUSED: 5 - Michael Staeck, Gary Becker, Brian Anderson, Mike Andreasen and Daryl Lynaugh

2. Approval of Minutes for the September 2007 Meeting

Commissioner Lui made a motion, seconded by Commissioner Hewitt, to approve the minutes of the regular meeting of the Board of Wastewater Commissioners held on Tuesday, September 25, 2007. The motion passed unanimously.

to Approve the Minutes

3. [07-1304](#)

Subject: Budget expenditures for September 2007 totaling \$1,039,721.65

Recommendation: Approve

Commissioner Pellegrom made a motion, seconded by Commissioner Pucely, to approve the budget expenditures for September 2007 totaling \$1,039,721.65. The motion passed unanimously.

Approved

4. [07-1305](#)

Subject: Project Reports

A. SSR Party Responses regarding Virginia St. & Michigan Blvd. - Keith Haas

B. Grove Avenue Storage Tank - Mike Gitter

Recommendation: Receive and File

Project reports were given by staff.

Received and Filed

5. [07-1306](#)

Subject: Proposal from Clifton-Gunderson to perform 2007 audit

Recommendation: Approve

The General Manager introduced Renee Messing, a representative from Clifton-Gunderson who explained the new audit standards. She noted that there would be a significant cost savings for their services if the Water Utility and Wastewater Utility would combine their audit reports into one.

Commissioner Pellegrom made a motion, seconded by Commissioner Hewitt, to approve combining the Water and Wastewater audit reports. Furthermore, the cost for auditing services from Clifton-Gunderson for year 2007 will be \$18,250.00 for the Wastewater Utility. The motion passed unanimously.

Approved

6. [07-1308](#) **Subject:** Proposal from Earth Tech for Michigan Boulevard sanitary sewer and lift station design

Recommendation: Defer

The General Manager noted that he has not received a response from the Village of Caledonia as to whether they are in agreement with going ahead with project design for an upgrade of the sanitary sewer and lift station design for Michigan Blvd. Therefore, he asked to defer this item until such time he receives a response from Caledonia.

Commissioner Lui made a motion, seconded by Commissioner Hewitt, to defer this item until the Wastewater Utility has received a response from all parties of the Intergovernmental Sanitary Sewer Service Agreement. The motion passed unanimously.

Deferred

7. [07-1307](#) **Subject:** Proposal from Earth Tech for Virginia Street sanitary sewer and lift station design

Recommendation: Defer

The General Manager noted that he has not received a response from the Village of Mt. Pleasant as to whether they are in agreement with the methodology in going ahead with project design for an upgrade of the sanitary sewer and lift station design for Virginia St. Therefore, he asked to defer this item until such time he receives a response from Mt. Pleasant.

Commissioner Lui made a motion, seconded by Commissioner Hewitt, to defer this item until the Wastewater Utility has received a response from all parties of the Intergovernmental Sanitary Sewer Service Agreement. The motion passed unanimously.

Deferred

8. [07-1330](#) **Subject:** Request to enter into a Household Hazardous Waste Agreement with the Village of Elmwood Park

Recommendation: Refer to the Finance and Personnel Committee for approval

The General Manager received a communication from the Village of Elmwood Park that they are interested in being a part of the Utility's Household Hazardous Waste program.

He requested authorization for Mayor Becker to enter into an agreement with the Village of Elmwood Park, of which has been drafted the same as for the other outlying communities.

Commissioner Pellegrom made a motion, seconded by Commissioner Lui, to authorize Mayor Becker and the City Clerk to enter into an agreement with the Village of Elmwood Park regarding the Household Hazardous Waste program at an annual fee of \$6.00 per residential household. Furthermore, that this item be referred to the Finance & Personnel Committee for approval. The motion passed unanimously.

Recommended For Approval

9. [07-1309](#) **Subject:** Submission of rates for laboratory and pretreatment services for year 2008

Recommendation: Approve

The General Manager submitted the proposed rates for laboratory and pretreatment services for year 2008.

Commissioner Lui made a motion, seconded by Commissioner Pellegrom, to approve the 2008 proposed pretreatment monitoring and lab charges. The motion passed unanimously.

Approved

10. [07-1310](#) **Subject:** Submission of the 2008 adopted Operations & Maintenance Budget and the adopted 2008-2012 Capital Improvement Plan

Recommendation: Receive and File

The General Manager distributed the 2008 adopted Operations & Maintenance Budget and the adopted 2008-2012 Capital Improvement Plan as approved at the meeting of the Board of Wastewater Commissioners on September 25, 2007.

Received and Filed

11. [07-1340](#) **Subject:** Request to delete the position of HVAC Mechanic and create the position of Wastewater Floating (Inter-departmental Mechanic [IDM]) Mechanic

Recommendation: Approve

The General Manager requested to delete the position of HVAC Mechanic since two employees left as they felt they were not being compensated enough for what the job entailed. Therefore, the Utility has been using a contracting service for servicing the HVAC. Commissioner Friedel agreed with creating a new position under the name of "Wastewater Itinerant Mechanic".

Commissioner Hewitt made a motion, seconded by Commissioner Pellegrom, to approve deleting the position of HVAC Mechanic and creating a new position under the name of Wastewater Itinerant Mechanic. The motion passed unanimously.

Approved

12. [07-1342](#) **Subject:** Request to fill the newly created position of Wastewater Floating (Inter-departmental Mechanic [IDM]) Mechanic and any subsequent vacancies that may result

Recommendation: Approve

The General Manager requested authorization to fill the position of Wastewater Itinerant Mechanic.

Commissioner Pellegrom made a motion, seconded by Commissioner Hewitt, to approve filling the position of Wastewater Itinerant Mechanic and any subsequent vacancies that may result. The motion passed unanimously.

Approved

13. [07-1196](#) **Subject:** Request from Midwest Professional to install a free-standing, electronic, monument sign over a water and sewer easement crossing their property at 1 Main Street (1 Main Centre).

The placement of the sign was approved by the Downtown Design Review Committee, upon compliance with certain conditions, under File # 07-1007.

Also refer to Board of Waterworks and Board of Wastewater

Recommendation of the Public Works and Services Committee on 10-9-07: The property owner of 1 Main Street be granted permission to install a free-standing, electronic monument sign over a water and sewer easement, as requested, with the following stipulations:

- A. A hold harmless agreement be executed, in accordance with State Statute 66.0425, Privileges in Streets.
- B. In the event of required repairs, the property owner gives permission to the City of Racine to disconnect electrical connections and to remove the sign for the performance of such work.
- C. Any damages caused to said sign shall be the responsibility of the abutting property owner.

Further recommends that the property owner be charged a \$50.00 fee to cover costs associated with filing this item with the Register of Deeds office.

Fiscal Note: There will be no cost to the City of Racine.

Recommendation of the Board of Wastewater Commissioners on 10/30/07: Receive and file.

Recommendation of the Board of Waterworks Commissioners on

10/30/07: The property owner at 1 Main Street be granted permission to install a free-standing, electronic monument sign over a water and sewer easement, as requested, with the same stipulations noted above by the Public Works and Services Committee.

Fiscal Note: N/A

Since this item does not pertain to the Wastewater Utility, the General Manager recommended to receive and file.

Commissioner Lui made a motion, seconded by Commissioner DeMatthew, to receive and file this item. The motion passed unanimously.

Recommended to be Received and Filed

14. Other Business

A. The General Manager noted that he received a letter from Sturtevant regarding sewer agreement funding to the Racine Library in accordance with the Intergovernmental Sanitary Sewer Service Agreement. Sturtevant has requested an explanation of how the City is spending the appropriated funds.

B. The General Manager noted that he received a "Notice of Violation" from the Department of Natural Resources regarding the August 19, 2007 storm event. He stated that he has ten days to report back to them.

15. Adjournment

There being no further business, Commissioner Hewitt made a motion, seconded by Commissioner Lui, to adjourn the meeting at 5:45 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.