



# City of Racine

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

## Meeting Minutes - Final

### Wastewater Commission

---

Tuesday, September 21, 2021

4:30 PM

Virtual - Zoom

---

#### Roll Call

**PRESENT:** 11 - Terry McCarthy, Natalia Taft, John Hewitt, Anthony Bunkelman, Robert Lui, Stacy Sheppard, Shannon Powell, Claude Lois, John Tate II, Matthew Rejc and Cory Mason

**ABSENT:** 2 - Jerrold Klinkosh and Dean Rosenberg

**EXCUSED:** 1 - Thomas Friedel

[0707-21](#)

**Subject:** Approval of Minutes for the August 17, 2021 Meeting

**Recommendation:** Approve

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

[0678-21](#)

**Subject:** Budget Expenditures for August 2021 totaling \$709,388.82

**Recommendation:** Receive and File

*Highlights of the financial report given by office manager, Ken Scolaro*

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

[0705-21](#)

**Subject:** Bid Opening results on Contract C-21, Lift Station #1 Roof Replacement

**Recommendation:** Approve

*The Interim General Manager submitted the bid results on Contract C-21, in the amount of \$60,600.00 and recommended approval to the lowest responsible bidder, that being Kaschak Roofing, Inc.*

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

[0655-21](#)

**Subject:** Change Order No. 1 on Contract D-19, W.6th Street Interceptor Sewer Relocation, Minger Construction (Contractor)

**Recommendation:** Approve

*Interim General Manager presented change order no. 1 in the amount of \$168,773.81*

*bringing the total contract amount to \$1,344,653.81 and recommended for approval.*

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

[0714-21](#)

**Subject:** Wastewater Commission Directors Liability Insurance Policy Renewal

**Recommendation:** Approve

*Interim General Manager presented the insurance proposal from Arthur J. Gallagher & Co. for a cost of \$16,350.00 for a \$2 million aggregate liability policy, plus \$2,390 in service fees. The policy provided by Atlantic Specialty Insurance Co.*

**A motion was made by Secretary McCarthy, seconded by Mason, that this file be Approved**

[0708-21](#)

**Subject:** Proposal from Redmon Engineering / Rubicon Environmental Services for Sole Source Purchase of Aeration Tank Membrane Diffusers

**Recommendation:** Approve

*The utility seeks to replace old ceramic diffusers with new membrane diffusers. Redmon Engineering was authorized to conduct testing by retrofitting 1 of 5 aeration tanks. The test showed that the change can save significant energy. Superintendent Klimek explained the need of the diffusers to match in all 5 tanks. Interim General Manager presented the proposal of \$128,500.00 and recommended approval.*

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

[0680-21](#)

**Subject:** Request from Village of Mt. Pleasant for a Sanitary Sewer Extension for The Seasons at Mt. Pleasant

**Recommendation:** Approve

*The Interim General Manager presented the sewer extension request for The Seasons in the Village of Mt. Pleasant. Per Sewer Agreement Section 3.3a the commission is required to approve all SSR Party sewer extensions based on SSR capacity status. The Mt. Pleasant Sewer Utility has reviewed and approved project plans and sufficient capacity is available.*

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

[0686-21](#)

**Subject:** Request from Village of Mt. Pleasant for a Sanitary Sewer Extension for Coach Hills Addition No. 2

**Recommendation:** Approve

*The Interim General Manager presented the sewer extension request for Coach Hills Addition No. 2 in the Village of Mt. Pleasant. Per Sewer Agreement Section 3.3a the commission is required to approve all SSR Party sewer extensions based on SSR capacity status. The Mt. Pleasant Sewer Utility has reviewed and approved project plans and sufficient capacity is available.*

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

[0687-21](#)

**Subject:** Request from Village of Mt. Pleasant for a Sanitary Sewer Extension for The Villas Coach Hills

**Recommendation:** Approve

*The Interim General Manager presented the sewer extension request for Coach Hills in the Village of Mt. Pleasant. Per Sewer Agreement Section 3.3a the commission is required to approve all SSR Party sewer extensions based on SSR capacity status. The Mt. Pleasant Sewer Utility has reviewed and approved project plans.*

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

[0654-21](#)

**Subject:** Request for Approval of Unplanned Upgraded Sewer Service Facility and Draft Cost of Service Study Regarding the Plant Facilities Upgrade Project

**Recommendation on September 21, 2021:** Approve

**Recommendation on August 17, 2021:** Defer

*The Interim General Manager on behalf of the Commission, provided notice to the SSR Parties on July 1, 2021 regarding the Facilities Plan Plant Upgrade Project, including a draft COSS. The project involves first phase projects to replace old equipment (UV disinfection system, engines, blowers and biogas conditioning system). Approved to proceed with engineering design and bidding with bids presented back for consideration by the Commission to approve construction. The estimated cost of \$27.1m to be funded by DNR CWFL with costs applied to SSR parties by treatment plant share of average day flow treatment capacity per the Sewer Agreement.*

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

[0549-21](#)

**Subject:** Request from Interim General Manager for Authorization to Submit Intent to Apply (ITA) and Priority Evaluation and Ranking Form (PERF) to the Department of Natural Resources (DNR) for Wastewater Facilities Plant Upgrade Project

**Recommendation on September 21, 2021:** Approve

**Recommendation on August 17, 2021:** Defer

*The Interim General Manager requested authorization to submit an Intent to Apply (ITA) and Priority Evaluation and Ranking Form (PERF) to the Department of Natural Resources with regard to Wastewater Facilities Plant Upgrade Project for possible CWFL funding.*

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

[0497-21](#)

**Subject:** Communication sponsored by Alder Taft, for a Resolution Regarding Declaration of Official Intent to Reimburse for Costs Attributed to the Wastewater Plant Facilities Upgrade Project

**Recommendation on August 17, 2021:** Defer

**Recommendation of the Racine Waterworks Commission on September 21, 2021:** To approve and authorize the Mayor and City Clerk to sign the Comfort Resolution regarding Declaration of Official Intent to Reimburse for the Wastewater Plant Facilities Plant Upgrade project

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

**Recommendation of the Finance and Personnel Committee on 09-27-2021:** To approve.

**Fiscal Note:** The Racine Wastewater Utility is applying for a Clean Water Fund Loan. All costs expended attributed to the plant upgrade may be rolled into the loan, and principal forgiveness may be awarded to reduce the amount borrowed.

*The Interim General Manager submitted a Declaration of Official Intent to Reimburse all costs realized for the purpose of the Wastewater Plant Facilities Upgrade project and requested that the Mayor and City Clerk be authorized to enter into this agreement. He noted that the Utility may be reimbursed in the future through the Clean Water Fund Loan Program with the State of Wisconsin.*

**A motion was made by Secretary McCarthy, seconded by Lois, that this file be Referred Finance and Personnel Committee**

[0551-21](#)

**Subject:** Request from Interim General Manager for Authorization to Submit Intent to Apply (ITA) and Priority Evaluation and Ranking Form (PERF) to the Department of Natural Resources (DNR) for Goold-Main Sewer Improvements Project

**Recommendation:** Approve

*The Interim General Manager requested authorization to submit an Intent to Apply (ITA) and Priority Evaluation and Ranking Form (PERF) to the Department of Natural Resources with regard to the Goold-Main Sewer project for possible funding in the future.*

**A motion was made by Lui, seconded by Sheppard, that this file be Approved**

[0652-21](#)

**Subject:** Submission of the Proposed 2022 Operations and Maintenance Budget, and the Proposed 2022-2026 Capital Improvement Program, Recommending Adoption

**Recommendation on September 21, 2021:** To Adopt Operation & Maintenance Budget as presented

**Recommendation on September 21, 2021:** To Adopt Capital Improvement Program as presented

FURTHER RECOMMEND, THE ITEM BE REFERRED TO THE COMMITTEE OF THE WHOLE

**Recommendation on August 17, 2021:** Defer

*Interim General Manager presented the Operations and Maintenance Budget (O&M) and Capital Improvements Program Budget (CIP). Commission would like to further discuss compensation or incentive plans to retain employees. The approval of the O&M included policy changes (COLA annually for task rates, emergency stand-by pay change to 2 hrs of straight time, increase in OIT starting pay to step 1 of pay grade, increase of pay structure quartile 4 by 0.5%, allot supervisors up to 100 hrs / year of straight OT pay for emergency response, provide employee dental benefit per city policy, and change lab director position to Grade L and sample crew position to Grade H).*

**A motion was made by Mason, seconded by McCarthy, that this file be Referred Committee of the Whole**

**A motion was made by Mason, seconded by Sheppard, that this file be Referred Committee of the Whole**

[0685-21](#)

**Subject:** Consideration of the 2022 Sewer Service Rates

**Recommendation of the Racine Wastewater Commission on September 21, 2021:** To adopt

FURTHER RECOMMENDS THAT THIS ITEM BE REFERRED TO THE COMMITTEE OF THE WHOLE

*The Interim General Manager submitted the 2022 Class 1 and Class 2 Sewer Service Rates.*

**A motion was made by Sheppard, seconded by Rejc, that this file be Referred Committee of the Whole**

[0684-21](#)

**Subject:** Consideration of Household Hazardous Waste Rates for 2022

**Recommendation:** Approve to leave rates same as 2021

*The Interim General Manager noted that the Utility recommends to continue the current rate of \$3.00 per household for the year 2022.*

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

[0677-21](#)

**Subject:** Election of Officers

**Recommendation:** Approve all Officers as Constituted

*President: Alder Natalia Taft  
Vice President: Stacy Sheppard  
Secretary: Terry McCarthy*

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

### **Adjournment**

*There being no further business, meeting adjourned at 5:58 p.m.*