

## CITY OF OAK CREEK WATER & SEWER UTILITY

### OFFICIAL NOTICE

**PLEASE TAKE NOTICE** that the Water and Sewer Utility Commission will meet at the Oak Creek Water & Sewer Utility, 170 West Drexel Avenue, Oak Creek, Wisconsin, 53154 on Tuesday, August 8, 2017, at 9:00 am.

The purpose of this meeting will be to discuss the topics listed on the attached agenda.

It is possible that members of and possibly a quorum of members of our governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

### **PUBLIC NOTICE**

**Please Note:** Upon reasonable notice, a good faith effort will be made to accommodate the needs of disabled individuals through sign language interpreters or other auxiliary aid at no cost to the individual to participate in public meetings. Due to the difficulty in finding interpreters, requests should be made as far in advance as possible, preferably a minimum of 48 hours. For additional information or to request this service, contact the Oak Creek City Clerk at 414-766-7023 or write to the ADA Coordinator at the Health Department, City Hall, 8040 South 6<sup>th</sup> Street, Oak Creek, Wisconsin, 53154.

**DATED,** at Oak Creek, Wisconsin, this the 3rd day of August, 2017.

/s/ Michael J. Sullivan  
General Manager

**A G E N D A**  
**WATER AND SEWER UTILITY COMMISSIONERS**  
**CITY OF OAK CREEK**

<u>TIME</u>	<u>DATE</u>	<u>LOCATION</u>
9:00 am	Tuesday August 8, 2017	Headquarters Building 170 West Drexel Avenue

- 1.0 OPENING OF MEETING**
  - 1.1 Roll Call
  - 1.2 Minutes Approval - Regular Meeting 07-11-17
- 2.0 CLOSED SESSION**
  - 2.1 Closed session in accordance with Section 19.85 (1) (e) and (g) of the Wisconsin State Statutes for the following purpose:
    - A. Water Quality Improvement Project
    - B. Waukesha Water Sales Agreement
- 3.0 PROJECT APPROVALS**
- 4.0 MISCELLANEOUS MATTERS**
  - 4.1 Revised Caledonia Sanitary Sewer Service Area Agreement
  - 4.2 Verizon Lease Amendment
- 5.0 FINANCIAL MATTERS**
  - 5.1 Project Payment Approval
  - 5.2 Voucher Approval
  - 5.3 Utility Investments
  - 5.4 Financial Statements
- 6.0 ADMINISTRATIVE & OPERATIONS REPORTS**
  - 6.1 Aldermanic Report
  - 6.2 Administrative Operations Report
  - 6.3 Engineering Operations Report
  - 6.4 Distribution Operations Report
  - 6.5 Plant Operations Report
  - 6.6 Manager's Report
- 7.0 ADJOURN**

## ADMINISTRATIVE OPERATIONS

July 2017

### Customer Payment Options Status:

As of July 31, the Utility has 1,032 customers signed up for the ACH payment program, which represents 10.93% of all Utility customers. The Utility had 1,061 customers in 2016 and 1,090 in 2015 signed up for this payment method.

As of July 31, the Utility has 1,731 customers registered for PSN's online billing services, which represents 18.33% of all Utility customers. The Utility had 1,275 customers in 2016 signed up for this payment method. Of these customers, 632 have opted out of receiving paper bills, as compared to 477 who have opted out for 2016.

### Workload:

Other administrative tasks for the month included the following:

1. Added 2 new customer accounts.
2. Billed 914 water customers and 945 sewer customers.

### Gallons Billed (in thousands):

	YTD 2017	YTD 2016	YTD 2015	YTD 2014	YTD 2013	Average
Residential	208,196	209,244	208,289	212,350	213,436	210,303
Commercial	264,552	250,595	246,836	245,180	232,014	247,835
Industrial	239,065	226,273	220,506	234,962	222,857	228,733
Public Authority	6,688	7,524	12,141	9,186	10,855	9,279
Wholesale	714,921	795,630	830,720	787,166	786,756	783,039
Total	1,433,422	1,489,266	1,518,492	1,488,844	1,465,918	1,479,188
% Incr (Decr)	-3.7%	-1.9%	2.0%	1.6%		

### New Customers:

	YTD 2017	YTD 2016	YTD 2015	YTD 2014	YTD 2013	Average
Residential	13	15	14	12	19	14.6
Commercial	15	16	7	1	1	8.0
Industrial	0	0	1	0	0	0.2
Public Authority	0	2	1	0	0	0.6
Wholesale	0	0	0	0	0	-
Total	28	33	23	13	20	23
% Incr (Decr)	-15.2%	43.5%	76.9%	-35.0%		

**New Commercial Customers (YTD 2017):** Centennial Park (5 accounts), Cricket Wireless, GMX Midland Oak Creek LLC (2 accounts), Ad-Tech, Valentine Café, One West Drexel, HSI Drexel Ridge (2 accounts), trucking terminal at 10450 S. Oakview Parkway, Kwik Trip

## **ENGINEERING OPERATIONS**

July 2017

### **Water Quality Improvement Project**

The Public Service Commission of Wisconsin hosted a public hearing in which representatives from the City of Franklin and the Oak Creek Water and Sewer Utility were able to present their respective positions regarding the project. The general public was also allowed to make statements for the record at this time. Approximately 30 residents from Franklin and Oak Creek showed up to voice their thoughts for the record.

General Manager Sullivan, Utility Engineer Pritzlaff, Tony Myers (CH2M), and Utility legal representation attended the hearing in Madison related to the construction authorization for this project. Utility Engineer Pritzlaff, General Manager Sullivan, and Tony Myers all testified in support of the project. Representatives from the City of Franklin testified as to their opposition to the project, and representatives from the Public Service Commission of Wisconsin testified as to their understanding of the project. An initial brief summarizing our position is being prepared and will be submitted on August 2, 2017. Final briefs will be submitted no later than August 9, 2017. Once briefs are submitted, the official record will be finalized with the submittal of a decision matrix, which further summarizes the Utility's position.

### **2017 Valve Cut-In Project**

This project will strategically place valves in areas and on pipes whose failure could result in large amounts of customers without water service. The Commission awarded this project to Cornerstone Plumbing. Engineering held a preconstruction conference to discuss schedule and construction details. Sequencing and water service interruption were determined to be the key factors that would lead to a successful project outcome. Because of these two factors, this contract carries extra liquidated damages. The Utility contract documents state that for every hour the water service is shut down beyond that specified in the contract documents, the contractor will incur liquidated damages of \$1,000/hr.

### **2017 Sanitary Sewer Rehabilitation**

A preliminary list of pipe runs has been established for this project. RA Smith will begin the design work shortly. Their design will include strategies for rehabilitation including full sanitary sewer relays, spot repairs, Insituform lining, and spot lining. Engineering has also identified several areas in which the sanitary sewer can be abandoned in place. Plans and specifications for this project will be complete by the end of August.

### **Jewell Lift Station Abandonment**

Preliminary design for this project is well underway. Because the flow for this sewer shed will be directed to another MMSD interceptor, MMSD will need to approve the re-allocation of flow. Engineering expects approval in the next 30 days. Concurrently, the Utility and RA Smith will begin working with property owners regarding soil borings along the general alignment of the proposed sanitary sewer. Preliminary easement acquisition discussions will begin at this time as well.

## **DISTRIBUTION & COLLECTION OPERATIONS**

July 2017

### **Water Main Breaks:**

On July 14<sup>th</sup>, a crew was called in to repair a main break at 7945 Wynbrook Court. The 6" DIP that was installed in 1966 had a blow hole.

### **Water Lateral Repair:**

On July 19<sup>th</sup>, a crew was sent to 8200 Bonita Court to repair a copper lateral. There was a crack in the pipe next to the flare on the home owner's side.

### **Water Valve Repair:**

There were no valve repairs in July.

### **Fire Hydrant Maintenance:**

On July 26<sup>th</sup>, a crew was sent to 10219 South Chicago Road to add a one-foot extension to a Mueller hydrant.

Ferguson Waterworks started hydrant painting on 13<sup>th</sup> Street and 27<sup>th</sup> Street.

Summer workers painted 81 hydrants in subdivisions.

### **Sewers:**

On July 13<sup>th</sup>, a crew was sent to 8230 South Glenfield Drive to adjust and install a manhole seal for a future road project.

In the month of July crews repaired six manhole riser rings and replaced the asphalt around them.

### **Valve Operations:**

In the month of July service workers and summer workers operated 593 valves.

### **Miscellaneous:**

In the month of July crews worked on finding and adjusting valve boxes not located during valve operations.

**DISTRIBUTION GOALS 2017**

JOB DESCRIPTION	GOALS	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
Meter Testing & Exchanges	450	91	95	151	104	155	134	161						891
New Installs	30	3	5	6	9	6	9	5						43
Cross Connection Inspections	450	3	4	62	53	86	77	55						340
Industrial Inspections		30	32	14	16	23	32	8						155
Orion Replacements	200	13	16	70	55	92	88	86						420
Water Main Repairs		-	1	1	-	-	-	1						3
Water Lateral Repairs		2	1	2	1	1	1	1						9
Annual Hydrant Flushing	2,164				1,082	1,082								2,164
Semi-annual Flushing	215				Done w/ Annual									-
Quarterly Flushing	2x69 (138)	69			Done w/ Annual			69						138
Flush Emergency Connections	3													-
Watermain Crossings	63	63												63
Hydrant Greasing - Caps	2,164				1,082	1,082								2,164
Hydrant Greasing - Packing	200													-
Hydrant Painting	500					40	69	81						190
Winterize Hydrants	58													-
Clean Sewers	185,000	11,406.0	34,500.0	31,792.0	15,383.0	18,648.0	27,500.0	22,156.3						146,002.3
Camera Sewers	90,000	-	4,430.0	-	569.3	16,276.0	23,260.7	12,917.2						57,453.2
Check Problem Sewers	4x44	44			44			44						132
Check Remote Sewer Mains	40													-
Check Remote Water Mains	25													-
Operate Valves	1,000					653	593							1,246
Valve Boxes Repaired or Adjusted				4	-	9	14	10						37
Stop Boxes Repaired or Adjusted				3	2	3	4	6						18
Concrete/Asphalt/Landscaping						8	6							14
Grout Manholes	25	29	31	22			6							82
Repair Manhole Chimneys							6							6
Catholic Protection Tests	11													-
Winterize Equipment												Due		0
Summerize Equipment					Done									0
Run All Equipment					Done						Due			0
MMSD Annual CIMOM Report							Done							0
DNR eCIMAR							Done							0

Revised 3/1/2016

## PLANT OPERATIONS

JULY, 2017

<b>PUMPAGE REPORT</b>	<b>2017 (pumpage in gallons)</b>	<b>2016 (pumpage in gallons)</b>	<b>Percentage of Change</b>
Monthly pumpage	249,590,000	301,790,000	-17.3
Monthly average day	8,051,000	9,735,000	-17.3
Monthly peak day	(7/30/17) 9,860,000	(7/20/16) 11,840,000	-16.7
Yearly pumpage	1,495,104,000	1,604,639,000	-6.8
Yearly average day	7,052,000	7,534,000	-6.4
Yearly peak day	(6/12/17) 10,220,000	(7/20/16) 11,840,000	-13.7
West zone pumpage	113,640,000	142,810,000	-20.4

<b>WATER QUALITY REPORT</b>	<b>Raw Water</b>	<b>Finished Water</b>
Average free chlorine		1.59 mg/l
Total chlorine		1.75 mg/l
Average alkalinity	106.6 mg/l	106.9 mg/l
Average pH	8.4	8.1
Average fluoride	0.11 mg/l	0.73 mg/l
Average turbidity	2.72 N.T.U.	0.04 N.T.U.
Average temperature	57.5°F	
Hardness	137 mg/l	137 mg/l

**Preventative Maintenance Tasks:** Staff completed 133 preventative maintenance tasks, 2 miscellaneous work orders, and 2 safety sessions during the month.

**Plant Tours:** Operator Klees provided a plant tour on 7-6 for Jim Poff. Plant Manager Francis provided a plant tour for WDNR representatives on 7-25. Larry Landsness, Water Supply Engineer for the WDNR arranged the tour to introduce his replacement Florence Olson, the treatment plant's new WDNR representative, Thanintr Ratarasarn and WDNR engineer, Christopher Durgin.

**Flocculation and Sedimentation Basins:** On 7-18 staff identified a broken flight shaft on flocculation basin #4. Interstate Erecting was on site on 7-20 and repaired the shaft in place. Basin #4 was returned to service on 7-21. The sludge collection equipment on basin #6 sheared a pin on 7-23. This has been a repetitive problem with basin #6. Staff removed the basin from service and modified the gears on the head of the sludge removal system. Basin #6 was put back in service on 7-26.

**Electrical System Repair:** Electrical Energy Experts was on site 7-20 and 7-21 to repair main feed breaker #2. EEE replaced the trip relays on main breakers #1, #2 and the tie breaker. In addition a voltage meter was replaced on #3 high service pump motor control center.

**Turbidity Meter #13:** The SC100 controller failed on turbidity meter #13 on 7-21. Staff reached out to Hach for a replacement and found that production of the 2100E model turbidity meter has been discontinued and that parts will be available until inventory is exhausted. The treatment plant currently has 26 model 2100 Hach turbidity meters in service. Staff will investigate options and formulate a plan for replacement.

