

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 9, 2016, 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 768-6511 or write to the ADA Coordinator at the Health Department, City Hall, 8040 South 6th Street, Oak Creek, Wisconsin, 53154.

DATED, at Oak Creek, Wisconsin, this the 4th day of August, 2016.

/s/ Michael J. Sullivan
General Manager

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

TIME
9:00 am

DATE
Tuesday
August 9, 2016

LOCATION
Headquarters Building
170 West Drexel Avenue

1.0 OPENING OF MEETING

1.1 Roll Call

1.2 Minutes Approval - Regular Meeting 07-12-16

2.0 FINANCIAL MATTERS

2.1 Project Payment Approvals

2.2 Voucher Approval

2.3 Utility Investments

2.4 Financial Statements

3.0 ADMINISTRATIVE & OPERATIONS REPORTS

3.1 Aldermanic Report

3.2 Plant Operations Report

3.3 Distribution Operations Report

3.4 Administrative Operations Report

3.5 Engineering Operations Report

3.6 Manager's Report

4.0 PROJECT APPROVALS

5.0 MISCELLANEOUS MATTERS

5.0 Professional Services Agreement Sanitary Sewer Rehabilitation

6.0 CLOSED SESSION

6.1 Closed session in accordance with Section 19.85 (1) (g) of the Wisconsin State Statutes for the following purpose:

A. CT Tank Compliance Project

B. Waukesha Water Sales Agreement

7.0 ADJOURN

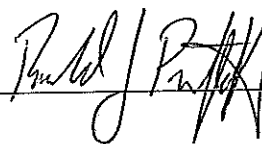
OAK CREEK WATER AND SEWER UTILITY

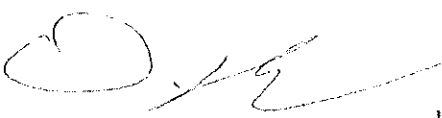
PROGRESS PAYMENT No.2 - FINAL

PROJECT NO. 16103-5th Ave Water Main Extensions

Item No.	Item Description	Quantity	LF	American Sewer Services, Inc.		Partial Payment 1 June 7, 2016		Final Payment 2 August 9, 2016		Total Complete	
				Unit Price	Total Price	Quantity Complete	Cost Complete	Quantity Complete	Cost Complete	Quantity Complete	Cost Complete
1	12-inch Diameter PVC, 3/4" T.B.B.F., Pavement Restoration	312	LF	\$190.00	\$59,280.00	312.00	\$59,280.00	0.00	\$0.00	312.00	\$59,280.00
2	12-inch Diameter PVC, 3/4" T.B.B.F., Turf Restoration	67	LF	\$150.00	\$10,050.00	66.00	\$9,900.00	0.00	\$0.00	66.00	\$9,900.00
3	Connect to Existing Water Main	2	EA	\$7,500.00	\$15,000.00	2.00	\$15,000.00	0.00	\$0.00	2.00	\$15,000.00
4	Hydrant, Lead, and 6-inch Aux. Valve	3	EA	\$6,000.00	\$18,000.00	3	\$18,000.00	0.00	\$0.00	3.00	\$18,000.00
5	12-inch Gate Valve	2	EA	\$3,000.00	\$6,000.00	2	\$6,000.00	0.00	\$0.00	2.00	\$6,000.00
6	Remove and Salvage Existing Hydrant	1	EA	\$750.00	\$750.00	1.00	\$750.00	0.00	\$0.00	1.00	\$750.00
7	Erosion Control	1	LS	\$750.00	\$750.00	1.00	\$750.00	0.00	\$0.00	1.00	\$750.00
8	Traffic Control	1	LS	\$8,000.00	\$8,000.00	1.00	\$8,000.00	0.00	\$0.00	1.00	\$8,000.00
TOTAL (Items 1-8)					\$117,830.00		\$117,680.00		\$0.00		\$117,680.00

Sub-Total Completed To Date				\$117,680.00
Less Allowance for testing and approval	0.0%	0.0%		\$0.00
Less Retainage (5% to 50% complete)	5% up to 50%	5% up to 50%		\$0.00
Total				\$117,680.00
Less Previous Payments				-\$114,738.00
TOTAL FINAL PAYMENT DUE THIS PERIOD				\$2,942.00

Recommended for Commission Approval by:  Date: 8-1-2016

Contractor Final Payment Approval by:  Date: 7-6-2016

OAK CREEK WATER & SEWER UTILITY
 Approved by PP
 Date 8-1-2016

OAK CREEK WATER AND SEWER UTILITY

PROGRESS PAYMENT No.1

PROJECT NO. 16104-15th Ave Water Main

Item No.	Item Description	Quantity	Willkomm Excavating and Grading, Inc.		Partial Payment 1 August 9, 2016		Total Complete	
			Unit Price	Total Price	Quantity Complete	Cost Complete	Quantity Complete	Cost Complete
1	12" PVC Water Main, 1-1/4" T.B.B.F.	1,133 LF	\$105.50	\$119,531.50	1129.00	\$119,109.50	1,129.00	\$119,109.50
2	Connect to Existing 12" Water Main	2 EA	\$2,246.50	\$4,493.00	1.00	\$2,246.50	1.00	\$2,246.50
3	Hydrant, Lead, and 6-inch Gate Valve	4 EA	\$6,521.00	\$26,084.00	3.00	\$19,563.00	3.00	\$19,563.00
4	12" Gate Valve	3 EA	\$3,534.00	\$10,602.00	2.00	\$7,068.00	2.00	\$7,068.00
5	1-1/4" Water Service Laterals (Polyethylene) Moled	11 EA	\$1,934.00	\$21,274.00	0.00	\$0.00	-	\$0.00
6	Asphalt Pavement Removal	3,100 SY	\$2.00	\$6,200.00	1550.00	\$3,100.00	1,550.00	\$3,100.00
7	HMA Pavement, Type E-1, 19.0mm Binder Course	464 TON	\$59.10	\$27,422.40	0.00	\$0.00	-	\$0.00
8	HMA Pavement, Type E-1, 9.5mm Surface Course	278 TON	\$60.20	\$16,735.60	0.00	\$0.00	-	\$0.00
9	1-1/4-inch Dense Graded Aggregate Base Course	280 TON	\$28.00	\$7,840.00	0.00	\$0.00	-	\$0.00
10	Common Excavation	1 LS	\$4,200.00	\$4,200.00	0.00	\$0.00	-	\$0.00
11	Sawcutting Existing Pavement Full Depth	1,400 LF	\$1.06	\$1,484.00	1311.00	\$1,389.66	1,311.00	\$1,389.66
12	Excavation Below Subgrade, 1-1/4-inch Dense Graded Aggregate Base	25 CY	\$71.50	\$1,787.50	0.00	\$0.00	-	\$0.00
13	Excavation Below Subgrade, Breaker Run Base Course	77 CY	\$72.50	\$5,582.50	0.00	\$0.00	-	\$0.00
14	Pavement Marking, Epoxy, White 4-inch Edge Line	2,415 LF	\$1.25	\$3,018.75	0.00	\$0.00	-	\$0.00
15	Pavement Marking, Epoxy, Yellow 4-inch Broken Centerline	290 LF	\$1.25	\$362.50	0.00	\$0.00	-	\$0.00
16	Restoration of Lawns and Parkways	1 LS	\$5,151.00	\$5,151.00	0.00	\$0.00	-	\$0.00
17	Erosion Control	1 LS	\$13,908.00	\$13,908.00	1.00	\$13,908.00	1.00	\$13,908.00
18	Traffic Control	1 LS	\$6,885.00	\$6,885.00	1.00	\$6,885.00	1.00	\$6,885.00
TOTAL (Items 1-8)				\$282,561.75		\$173,269.66		\$173,269.66

Sub-Total Completed To Date		\$173,269.66
Less Allowance for testing and approval	10.0%	-\$17,326.97
Less Retainage (5% to 50% complete)	5% up to 50%	-\$7,064.04
Total		\$148,878.65
Less Previous Payments		\$0.00
TOTAL PAYMENT DUE THIS PERIOD		\$148,878.65

Recommended for Commission Approval by:

David J. Puff

Date: 8-1-2016

OAK CREEK WATER & SEWER UTILITY

Approved by DP

Date 8-1-2016

PLANT OPERATIONS

July, 2016

PUMPAGE REPORT	2016 (pumpage in gallons)	2015 (pumpage in gallons)	Percentage of Change
Monthly pumpage	301,790,000	292,525,000	+3.2
Monthly average day	9,735,000	9,436,000	+3.2
Monthly peak day	(7/20/16) 11,840,000	(7/31/15) 13,150,000	-10.0
Yearly pumpage	1,604,639,000	1,600,800,000	+0.2
Yearly average day	7,534,000	7,551,000	-0.2
Yearly peak day	(7/20/16) 11,840,000	(7/31/15) 13,150,000	-10.0
West zone pumpage	142,810,000	141,770,000	+0.7

WATER QUALITY REPORT

Raw Water

Finished Water

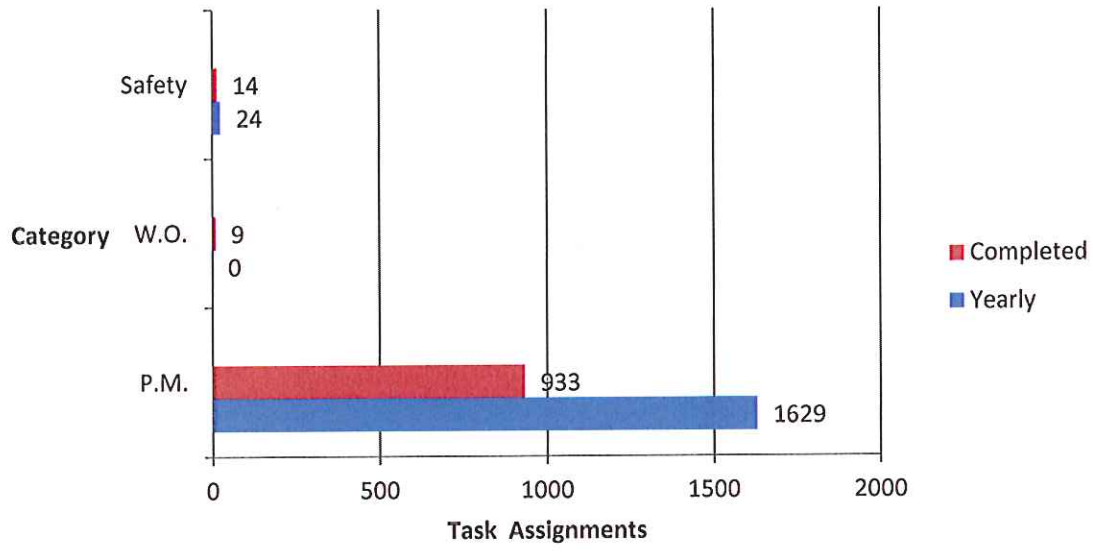
Average free chlorine		1.52 mg/l
Total chlorine		1.71 mg/l
Average alkalinity	110.4 mg/l	111.6 mg/l
Average pH	8.5	8.3
Average fluoride	0.10 mg/l	0.68 mg/l
Average turbidity	3.3 N.T.U.	0.042 N.T.U.
Average temperature	56.9°F	
Hardness	137 mg/l	137 mg/l

Preventative Maintenance Tasks: Staff completed 125 preventative maintenance tasks, 2 miscellaneous work orders, and 2 safety sessions during the month.

Security Maintenance: Staff cleared fence parameters and adjusted hedge and bush heights to improve camera surveillance at both the treatment plant and the raw water pump station.

Filter #11: Operator Robe installed a new electronic reader for the effluent meter on filter #11. The electronic readers on filters 11-14 effluent valves and the backwash tower flow meter are no longer supported by the manufacturer. Operator Robe worked with ABB tech support to get the new reader operational.

Task Distribution



DISTRIBUTION & COLLECTION OPERATIONS

July 2016

Water Main Breaks:

On July 3rd the Utility repaired a water main break at 7320 South 6th Street on a 12" DIP water main that had a blow hole. The main was installed in 1966.

On July 6th the Utility repaired a water main break at 3570 East Puetz Road on a 12" DIP water main that had a longitudinal break. The main was installed in 1970.

On July 11th the Utility repaired a water main break at 1032 East Manitowoc Avenue on an 8" DIP water main that had a 3" x 6" blow hole. The main was installed in 1969.

Water Lateral Repair:

In the month of July there were no lateral leaks.

Water Valve Repair:

On July 29th a crew was sent to excavate a water valve at 7944 South Verdev Drive that was leaking. After exposing the valve, they found that the packing and bonnet bolts had corroded away.

Fire Hydrant Maintenance:

Ferguson Waterworks completed the painting of 240 hydrants.

Miscellaneous:

Utility crews worked on roadway and landscaping restoration from water main breaks and lateral repairs.

DISTRIBUTION GOALS 2016

JOB DESCRIPTION	GOALS	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
Meter Testing & Exchanges	400	92	111	66	11	8	32	34						354
New Installs	30	5	3	4	6	9	4	2						33
Cross Connection Inspections	200	26	44	23	22	32	33	30						210
Industrial Inspections	24	8	8	15	10	23	54	61						195
Orion Replacements	200	41	48	40	19	29	34	47						258
Water Main Repairs		5	1	1	-	-	3	3						13
Water Lateral Repairs		-	2	-	-	-	-	-						2
Annual Hydrant Flushing	2,128				1,500	593								2,093
Semi-annual Flushing	215													-
Quarterly Flushing	74x4	74						74						148
Flush Emergency Connections	3													-
Watermain Crossings	63	63												63
Hydrant Greasing - Caps	2,128				1,500	593								2,093
Hydrant Greasing - Packing	200													-
Hydrant Painting	500						136	104						240
Winterize Hydrants	58													-
Clean Sewers	185,000	17,096.0	29,638.0	20,161.0	16,434.0	28,638.0	39,454.0	15,477.0						167,098.0
Camera Sewers	90,000	-	953.0	12,662.0	17,361.0	19,628.0	23,156.0	13,139.0						87,099.0
Check Problem Sewers	4x39	39			39									78
Check Remote Sewer Mains	40													-
Check Remote Water Mains	25													-
Operate Valves	1,000	11	2	6	11	327	1,096	901						2,353
Valve Boxes Repaired or Adjusted		10	1	9	-	2	-	7						29
Stop Boxes Repaired or Adjusted		3	1	2	7	5	8	3						29
Concrete/Asphalt/Landscaping														-
Grout Manholes	25					13	4	7						24
Repair Manhole Chimneys														-
Catholic Protection Tests	11													-
Winterize Equipment														0
Summerize Equipment						Done	Done							0
Run All Equipment						Done	Done							0
MMSD Annual CMOM Report							Done							0
DNR eCMAR							Done							0

ADMINISTRATIVE OPERATIONS

July 2016

Fixed Assets:

Senior Accountant Leranath began updating the Utility's continuing property records for 2015. This process involves the recording of detailed descriptions, quantities and costs for all additions, as well as removing retirements at historical costs.

Customer Payment Options Update:

As of July 31, the Utility has 1,061 customers signed up for the ACH payment program, which represents 11.36% of all Utility customers. The Utility had 1,090 customers in 2015 and 1,104 in 2014 signed up for this payment method.

As of July 31, the Utility has 1,275 customers registered for PSN's online billing services, which represents 13.65% of all Utility customers. Of this amount, 477 have opted out of receiving paper bills, which exceeds our calculated breakeven point of 200 customers.

Workload:

Other administrative tasks included the following:

1. Added 4 customer accounts.
2. Billed 907 water customers and 937 sewer customers.

Gallons Billed (in thousands):

	YTD 2016	YTD 2015	YTD 2014	YTD 2013	YTD 2012	Average
Residential	209,244	208,289	212,350	213,436	227,318	214,127
Commercial	250,595	246,836	245,180	232,014	250,711	245,067
Industrial	226,273	220,506	234,962	222,857	200,296	220,979
Public Authority	7,524	12,141	9,186	10,855	11,724	10,286
Wholesale	795,630	830,720	787,166	786,756	892,723	818,599
Total	1,489,266	1,518,492	1,488,844	1,465,918	1,582,772	1,509,058
% Incr (Decr)	-1.9%	2.0%	1.6%	-7.4%		

New Customers:

	YTD 2016	YTD 2015	YTD 2014	YTD 2013	YTD 2012	Average
Residential	15	14	12	19	26	17.2
Commercial	16	7	1	1	1	5.2
Industrial	0	1	0	0	0	0.2
Public Authority	2	1	0	0	0	0.6
Wholesale	0	0	0	0	0	-
Total	33	23	13	20	27	23
% Incr (Decr)	43.5%	76.9%	-35.0%	-25.9%		

New Commercial Customers (YTD 2016): Centennial Park (7 accounts), Chick Fil A (2 accounts), Pet Smart (2 accounts), Mattress Firm, Ryan Road Car Wash, Emerald Row Apartments, Sewing by Suzy, Autumn Creek Assisted Living Home

Public Authority (YTD 2016): City of Oak Creek Splash Pad, Oak Creek – Franklin School District

ENGINEERING OPERATIONS

August 2016

15th Avenue Water Main Extension Project

Willkomm Excavating and Grading, Inc. has mobilized to the site and begun water main installation. The first connection at Woodview Avenue has been completed and the contractor is proceeding north.

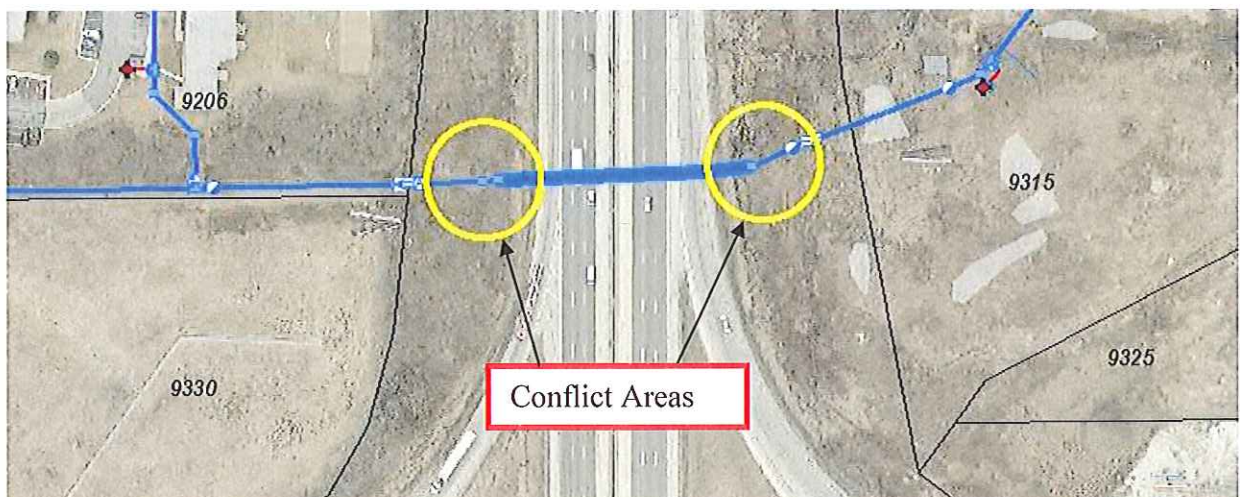
Engineering held a second public information meeting on July 20, 2016 in order to update the property owners on the project schedule and to inform them on the procedures, contacts, and requirements for connecting to the new water if they desire to do so. Willkomm's sub-contractor for the public water service portion of the contract was also in attendance to discuss potential work on the private side in bringing new services into homes whose owners wanted to connect.

CT Tank Compliance Project/2016 Water Treatment Plant Improvement Project

During the month of July, General Manager Sullivan, Utility Engineer Pritzlaff, William Davis (CDM Smith), and Tony Myers (CH2M) finalized surrebuttal testimony due under the Public Service Commission of Wisconsin Docket #4310-CW-108 in regard to the construction authorization for the CT Tank Improvement project. This written testimony is set for submittal to the official record on August 2, 2016 along with the surrebuttal of all other parties to the case. The actual hearing for the construction authorization for this project will take place on Thursday, August 4, 2016 in Madison, WI.

I-94 and Ryan Road Interchange Improvements

Utility Engineer Pritzlaff was informed that completion of the design portion of the I-94 and Ryan Road interchange by the Wisconsin Department of Transportation was moved up to October 1, 2016 for construction in 2017. The new interchange re-configures the on/off ramps such that a conflict is created between the bottom of the new ditch line and the top of the existing 24" concrete water main crossing. The bottom of the new ditch lines will only provide 1' – 1.5' of cover over the existing pipe (not enough cover to maintain flow through winter time). Thus, Engineering is producing a request for proposals for an engineering firm to complete the design work in time for submittal with the final WisDOT engineering documents (October 1, 2016). The design will include production of plans and specifications for jacking and boring a new concrete water main pipe to the depth needed to achieve proper cover.



The graphic above shows the areas where the existing 24" water main will be in conflict. Engineering is currently working to get at least 90% of the project funded through WisDOT.

2016 Sanitary Sewer Rehabilitation Project

This project includes rehabilitating existing sanitary sewer pipe throughout the system. Strategies for rehabilitation include full lining, spot lining, grouting, spot repairs, manhole rehabilitation, and full sewer line relays. Request for proposals from engineering consultants have been issued and returned to the Utility. They are currently being evaluated. The most qualified consultant will be selected to prepare plans and specifications for the project pending a decision by the Commission.