

## 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, February 11, 2020, 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 6th day of February, 2020.

/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 February 11, 2020	Headquarters Building 170 West Drexel Avenue
<b>1.0</b>	<b>OPENING OF MEETING</b>	
1.1	Roll Call	
1.2	Minutes Approval-Regular Meeting 1-14-2020	
<b>2.0</b>	<b>CLOSED SESSION</b>	
2.1	Closed session in accordance with Section 19.85 (1) (c) of the Wisconsin State Statutes for the following purpose:	
	A. 2020 Wage Adjustment	
2.2	Consider a motion to take action, if required	
<b>3.0</b>	<b>PROJECT APPROVALS</b>	
3.1	Residences at Oak View Condominiums Project Approval	
<b>4.0</b>	<b>MISCELLANEOUS MATTERS</b>	
4.1	Introduction of Darrin Allard as Distribution Manager	
4.2	Approval of Vehicle Purchase-Distribution	
4.3	Water Treatment Plant Alternative Analysis Approval	
<b>5.0</b>	<b>FINANCIAL MATTERS</b>	
5.1	Project Payment Approval	
5.2	Voucher Approval	
5.3	Utility Investments	
<b>6.0</b>	<b>ADMINISTRATIVE &amp; OPERATIONS REPORTS</b>	
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	
<b>7.0</b>	<b>ADJOURN</b>	

## Residences at Oak View Condominiums Development Approval

Date: February 11, 2020

**RECOMMENDATION: That the Commission consider a motion to approve the Residences at Oak View Condominiums Development for the extension of public water main and private interceptor sanitary sewer at 10730 S Howell Avenue.**

ModHomes has requested the extension of the public water main and private interceptor sanitary sewer for the condominium development at 10730 S Howell Avenue. The 20-acre parcel will be developed on the east side of S. Howell Avenue and south of E. Elm Road. The proposed condominium development will construct a clubhouse and 84 single family units. The developer is funding the improvements for the project. The project qualifies for the Utility to reimburse the developer for the installation of the 12" water main. The Utility is requesting the oversizing to continue the 12" main running south along Howell Avenue. The project is proposing the following improvements.

### Public Water main

1,375 LF of 12" C-900 PVC water main

2,685 LF of 8' C-900 PVC water main

5 EA 12" Valves

14 EA 8" Valves

14 EA Hydrants and valves

Appurtenances

Connection to existing water main

Estimated project cost \$700,500

### Private Interceptor Sanitary Sewer

3,585 LF of 8" PVC

19 - 48" Dia. Manholes

Connection to existing Sanitary

Estimate project cost \$562,000

**BID AND SPECIFICATIONS**  
2020 Vehicle Bid's

DEALER	Griffin Dodge	Ewald Chevrolet	Ewald Ford	Ewald Dodge
YEAR	2020	2020	2020	2020
BRAND	Dodge	Chevrolet	Ford	Dodge
MODEL	Durango	Blazer	Edge	Durango
WHEEL BASE	119.8	112.7	112.2	119.8
GVW	6,500	4,123	4,124	6,500
PAYLOAD	1,380	TBD	TBD	TBD
ENGINE	3.6L V6	2.0L I-4	2.0L I-4	3.6L V6
TRANSMISSION	8spd Automatic	9spd Automatic	8spd Automatic	8spd Automatic
REAR AXLE: Ratio	3.45	3.47	3.08	3.45
GAS TANK	24.6 gallon	21.7 gallon	18.5 gallon	24.6 gallon
TIRES	P265/60R18	P235/65R18	P245/60R18	P265/50R20
PRICE	\$37,590.00	\$36,910.00	\$34,775.00	\$39,765.00
DISCOUNT	\$8,380.00	\$3,493.00	\$4,207.00	\$9,743.00
TRADE-IN ALLOWANCE	\$3,000.00	\$1,500.00	\$1,500.00	\$1,500.00
TOTAL COST	\$26,137.00	\$31,917.00	\$29,068.00	\$28,522.00

2020 Budget Amount \$29,000.00

Recommend Bid from Griffin Dodge

**\$26,137.00**

**Professional Services Agreement for Alternative Analysis for the  
Water Treatment Plant Design Services**

Date: February 11, 2020

**RECOMMENDATION: Authorize the Utility Engineer to enter into a Professional Services contract to conduct an alternative analysis for the Water Treatment Plant and amend the 2020 capital budget by \$200,000.**

Wisconsin Department of Natural Resources (WDNR) recent sanitary survey lists the existing chlorine contact tank (CT) as a deficiency. The existing tank appears to be below the groundwater table based on the geotechnical report completed in 1968 that determined the ground water level to be 10' below the existing grade, thus making the tank susceptible to groundwater infiltration. A new ground water monitoring study is planned to be completed this year. The WDNR requires the CT tank roof to be 2' above the normal ground level with a sloped roof and membrane to prevent infiltration from the top of the tank. The Utility has no means to drain the tank every ten years for a "dry" inspection required by the WDNR. Another issue is Franklin's intent to change water suppliers in the near future. In order to stay on top of the code issues the Utility would like to start looking at alternative analysis for a future water treatment plant project. This will be a contract with a design consultant to evaluate the options for the plant improvements to address the WDNR code violations considering a reduced service area.

## ADMINISTRATIVE OPERATIONS

January 2020

### Bill Inserts:

A listing of current water, sewer and metro rates will be included as a bill insert for all cycles, beginning with the January bills. The Utility is required to notify customers of current rates at least once a year and when rates change.

### 1099 Forms:

Account Clerk/Confidential Secretary Butler prepared 1099 forms and sent this information to the City for vendors who were required to receive them for 2019.

### Commissioner Interview for Audit:

The Utility's auditors from Baker Tilly are requesting that the Commission President stop in the office around 10:00am on Thursday, March 19, for a brief interview for the annual audit.

### Workload:

Other administrative tasks included the following:

- Added 2 customer accounts for the month.
- Billed 907 water customers and 932 sewer customers.

### Gallons Billed (in thousands):

	YTD 2020	YTD 2019	YTD 2018	YTD 2017	YTD 2016	Average
Residential	6,411	6,474	6,507	6,739	6,569	6,540
Commercial	33,570	33,167	31,221	36,190	33,515	33,533
Industrial	39,820	37,177	36,561	30,596	28,031	34,437
Public Authority	195	207	201	197	364	233
Wholesale	224,038	216,925	209,286	207,796	206,247	212,858
<b>Total</b>	<b>304,034</b>	<b>293,950</b>	<b>283,776</b>	<b>281,518</b>	<b>274,726</b>	<b>287,601</b>
% Change to Prior Year	3.4%	3.6%	0.8%	2.5%	N/A	
% Change to Average	5.7%	2.2%	-1.3%	-2.1%	-4.5%	

### New Customers:

	YTD 2020	YTD 2019	YTD 2018	YTD 2017	YTD 2016	Average
Residential	2	0	5	0	2	1.8
Commercial	0	5	3	1	0	1.8
Industrial	0	0	0	0	0	-
Public Authority	0	0	0	0	0	-
Wholesale	0	0	0	0	0	-
<b>Total</b>	<b>2</b>	<b>5</b>	<b>8</b>	<b>1</b>	<b>2</b>	<b>3.6</b>

**New Residential Customers (YTD 2020):**

1587 E. Maple View Drive, 3380 E. Oakwood Road

# **ENGINEERING OPERATIONS**

January 2020

## **Water Master Plan**

CDM Smith is continuing progress on the water master plan. They are working on the capital improvement phase of the plan. The master plan is anticipated to be completed this summer.

## **Sanitary Master Plan**

We have begun working with Brown & Caldwell on the sanitary master plan project. We have been sending files and information to them to start the process. The master plan is anticipated to be completed by the end of 2020.

## **Ground Water Monitoring at WTP**

PSI will be installing ground water monitoring wells around the chlorine contact tank to determine the existing ground water level. The wells will be installed in February and monitored by PSI throughout the year.

## **Howell Water Main Lining**

raSmith has completed the survey work for the project and will continue on the project design.

## **Weatherly Water Main Loop**

Cedar Corp is proceeding with the survey work for the Weatherly Water main loop.

## **Rawson Water Main Loop**

Cedar Corp is proceeding with the survey work for the Rawson Water main loop.

## **Development Project with Utility Construction**

The following development projects which involve utility construction are actively underway:

- Ryan Business Park (13<sup>th</sup> Street and Ryan Road) Sanitary Sewer needs as built completed
- Rawson Business Center – Punch list items – waiting on invoice for water valve
- Orchard Hills – Punch list items
- Creekside Crossing Marketplace – Punch list items
- Highgate sanitary sewer installation has started



## **DISTRIBUTION & COLLECTION OPERATIONS**

January 2020

### **Water Main Breaks:**

On January 29<sup>th</sup>, a crew was sent to the 1100 block of West Drexel Avenue to repair a 20" DIP water main installed in 1971. When the crew excavated the water main, they found a 3" blow hole that damaged the coating on the 6" gas main 6' away. We Energies repaired the gas main the next day.

### **Water Lateral Repairs:**

On January 16<sup>th</sup>, the Utility received a call from 10371 Katie Drive for a possible lateral leak because of the sump pump running. There was no evidence of a leak at that address so the neighboring laterals were checked. At 10366 Katie Drive there was evidence of a leak. On the 17<sup>th</sup>, a crew was sent to repair the lateral. After excavating the lateral, the leak was found on the homeowner's side of the curb stop.

### **Hydrant Repairs:**

On January 7<sup>th</sup> a crew was sent to 3542 East O'Brien Road to fix a hydrant that was hit on January 1<sup>st</sup>. A police report was on file, and an invoice was sent to the responsible party. Payment has been received

### **Valve Repairs:**

There were no valve repairs in the month of January.

### **Sewer Repairs:**

In January, Utility workers inspected 58 problem manholes, replaced manhole cover seals, treated 13,897' of mains for roots along with starting the cleaning and televising of mains.

### **Miscellaneous:**

In January, Utility workers completed the quarterly flushing of dead-end water mains.

In the month of January, the Utility workers attended Digger Hotline Meetings.

On January 28<sup>th</sup>, 29<sup>th</sup>, and 30<sup>th</sup>, Utility service workers Pier, Maughan and Flatow attended NASSCO certification training.



## PLANT OPERATIONS

January 2020

<b>PUMPAGE REPORT</b>	<b>2020</b>	<b>2019</b>	<b>% Change</b>	<b>5 Year %</b>
Monthly Pumpage	212,832,490	209,174,000	+1.7	+2.1
Monthly Average Day	6,865,564	6,747,548	+1.7	+2.1
Monthly Peak Day	(01/02) 8,510,000	(01/02) 8,940,000	-4.8	+3.4
Yearly Pumpage	212,832,490	209,174,000	+1.7	+2.1
Yearly Average Day	6,865,564	6,747,548	+1.7	+2.1
Yearly Peak Day	(01/02) 8,510,000	(01/02) 8,940,000	-4.8	+3.4
West Zone Pumpage	94,890,000	88,000,000	+7.8	+1.4

<b>WATER QUALITY REPORT</b>	<b>Raw Water</b>	<b>Finished Water</b>
Average Free Chlorine		1.57 mg/l
Total Chlorine		1.74 mg/l
Average Alkalinity	111.5 mg/l	110.2 mg/l
Average pH	8.2	8.1
Average Fluoride	0.14 mg/l	0.71 mg/l
Average Turbidity	15.45NTU	0.029 NTU
High Temperature	<b>High</b> 42.1 F <b>Low</b> 35.0 F	
Hardness	137 mg/l	137 mg/l

**Preventative Maintenance Tasks:** Staff completed 174 preventative maintenance tasks and 2 safety sessions during the month.

**Work Orders:** Staff completed 11 work orders. Some of the tasks include removing ice from the RWPS fence, replacing chlorine feed system piping, replacing boiler relief valve, and replacing the educator valve on the Potassium Permanganate fill system.

**Operators:** Operators Muschinski and Edlebeck attended pump maintenance and re-build class, all operators participated in annual in-house safety training, and Medivan was onsite to perform annual hearing and respiratory testing. Plant Manager Robe met with We Energies about potential electrical savings.

**Plant:** Work continues on the dehumidification unit installation, plant pumping operations were adjusted for more efficient electrical use, all plant floors were stripped and re-sealed by plant staff.

