

## **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 13, 2018, 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 8th day of February, 2018.

/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 13, 2018	Headquarters Building 170 West Drexel Avenue

- 1.0 OPENING OF MEETING**
  - 1.1 Roll Call
  - 1.2 Minutes Approval - Regular Meeting 01-13-18
- 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. Franklin Water Sales Agreement Extension
- 3.0 PROJECT APPROVALS**
  - 3.1 Award 13<sup>th</sup> Street Utility Modification Contract to Cornerstone Plumbing, Inc.
- 4.0 MISCELLANEOUS MATTERS**
  - 4.1 Professional Services Agreement with City Water
  - 4.2 Professional Services Agreement with Baxter & Woodman
- 5.0 FINANCIAL MATTERS**
  - 5.1 Project Payment Approval
  - 5.2 Voucher Approval
  - 5.3 Utility Investments
- 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**

## South 13<sup>th</sup> Street Utility Modifications Contract Award

Project Nos.: 18101

Date: February 13, 2018

**RECOMMENDATION: That the Commission consider a motion to approve the South 13<sup>th</sup> Street Utility Modifications Project and award a construction contract to the lowest responsive, responsible bidder, Cornerstone Plumbing, based on the bid amount of \$143,348.00.**

This project mitigates all conflicts with Milwaukee County's reconstruction of South 13<sup>th</sup> Street between Rawson Avenue and Drexel Avenue.

The work was advertised, and the following bids were received:

<b>Contractor</b>	<b>Bid Amount</b>
<b>Cornerstone Plumbing</b>	<b>\$143,348.00</b>
Wanasek	\$154,850.00
RLP Diversified	\$174,655.00
American Sewer Services	\$178,050.00
Mid City Plumbing	\$199,910.00

The capital budget for construction on this project is \$320,000.

**Professional Services Agreement with City Water LLC  
I-94 Corridor Paving**

Date: February 13, 2018

**RECOMMENDATION: That the Commission consider a motion to authorize the Utility Engineer to enter into an agreement with City Water LLC for providing professional services in the design of the I-94 Corridor Paving project in the not to exceed amount of \$70,000 and to amend the capital budget by the same amount.**

WisDOT has plans for several paving and interchange projects along the I-94 corridor from the City of Oak Creek's southern city limit north to College Avenue. The Utility received notification of these projects on January 15, 2018. Construction for the various WisDOT projects is slated for September of 2018.

There are several areas in which WisDOT will be reconstructing the freeway that will affect the water main and sanitary sewer crossings in the area. Consequently, the Utility will have to design and build a project to mitigate these conflicts prior to the WisDOT construction. City Water LLC was retained on the last project in which WisDOT construction work posed conflicts with Utility facilities at the Ryan Road/I-94 interchange. Thus, they are a logical choice in a compressed time frame to complete the design work.

**Professional Services Agreement with Baxter & Woodman, Inc.  
Puetz Road Water Main Relay**

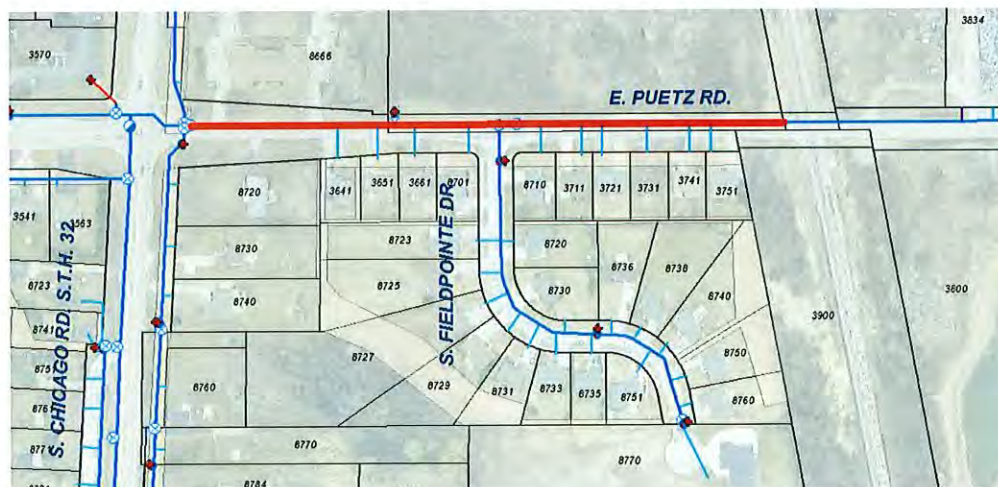
Date: February 13, 2018

**RECOMMENDATION: That the Commission consider a motion to authorize the Utility Engineer to enter into an agreement with Baxter & Woodman, Inc. for providing professional services in the design of the Puetz Road Water Main Relay in the not to exceed amount of \$27,000 and to amend the capital budget by the same amount.**

On February 1, 2018 the Utility experienced four consecutive water main breaks on the 12” ductile iron pipe in Puetz Road between STH 32 and Fieldpointe Drive leaving 19 water customers without service for approximately 45 hours. The existing pipe was installed in 1970. Visual inspection of the pipe showed multiple corrosion holes as shown in the photos below. Prior to February 1, 2018 there were only three breaks on this water main since its installation in 1970 (48 years). Thus, the pipe was not considered high priority in terms of its break history.



Given the physical condition of the pipe, and the length of time customers were without water service, relaying this water main is warranted. Approving this agreement will fast track the design of a new 12” PVC water main in Puetz Road between STH 32 and the railroad tracks.



## ADMINISTRATIVE OPERATIONS

January 2018

### 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:

Confidential Secretary Esselman prepared 1099 forms and sent this information to the City for vendors who were required to receive them for 2017.

### Commissioner Interview for Audit:

The Utility's auditors from Baker Tilly have requested that a Commissioner stop in the office at approximately 10:00am on Thursday, March 22, for a brief interview for the annual audit.

### Workload:

Other administrative tasks included the following:

1. Added 8 customer accounts.
2. Billed 909 water customers and 938 sewer customers.

### Gallons Billed (in thousands):

	YTD 2018	YTD 2017	YTD 2016	YTD 2015	YTD 2014	Average
Residential	6,507	6,739	6,569	6,973	7,099	6,777
Commercial	31,221	36,190	33,515	35,213	34,675	34,163
Industrial	36,561	30,596	28,031	33,029	36,896	33,023
Public Authority	201	197	364	311	313	277
Wholesale	209,286	207,796	206,247	228,948	225,649	215,585
<b>Total</b>	<b>283,776</b>	<b>281,518</b>	<b>274,726</b>	<b>304,474</b>	<b>304,632</b>	<b>289,825</b>
% Change to Prior Year	0.8%	2.5%	-9.8%	-0.1%	N/A	
% Change to Average	-2.1%	-2.9%	-5.2%	5.1%	5.1%	

### New Customers:

	YTD 2018	YTD 2017	YTD 2016	YTD 2015	YTD 2014	Average
Residential	5	0	2	2	3	2.4
Commercial	3	1	0	0	1	1.0
Industrial	0	0	0	0	0	-
Public Authority	0	0	0	0	1	0.2
Wholesale	0	0	0	0	0	-
<b>Total</b>	<b>8</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>5</b>	<b>3.6</b>

### New Commercial Customers (YTD 2018):

Drexel Square Hotel and HSI Drexel Ridge (2 accounts)

## ENGINEERING OPERATIONS

January 2018

### Water Quality Improvement Project

The Utility has submitted direct testimony and the independent cost analysis in furtherance of the PSC construction authorization docket for the Water Quality improvement project. The remaining schedule for pre-hearing testimony is as follows:

<b>Date</b>	<b>Action</b>
February 14, 2018	Rebuttal Testimony
February 23, 2018	Value Engineering Study Filed by VE Consultant
February 28, 2018	Surrebuttal Testimony
March 9, 2018	Initial Comments on VE Study
March 16, 2018	Reply Comments on VE Study
March 30, 2018	Errata Testimony
April 3, 2018	Public Hearing
April 12, 2018	Party Briefs

The bulk of the value engineering (VE) study has been completed. The main effort occurred during a workshop between January 22 and January 25. During this time, independent experts evaluated the project and initially developed over 100 alternatives. Those alternatives were reduced to 22 viable alternatives documented in a preliminary report. Subsequently, an implementation meeting with representatives from the City of Franklin, Wisconsin Department of Natural Resources, PSC, Oak Creek, and CH2M was conducted in which the Utility selected five of the alternatives for further study. All of the parties at the meeting had an opportunity to discuss the various alternatives in the preliminary report. Based on the results of the meeting, a draft final report will be produced by the value engineering consultant, SVS, Inc., and submitted to the PSC's electronic filing system under the project docket. All parties to the case will have two more opportunities to comment on the final report as per the schedule above.

### IKEA Way Phase III Utilities

Water main work for this project is on-going. The contractor will be making the connection at 27<sup>th</sup> Street the second week February to complete the water main loop. Once this connection is made, the water main portion of the project will be complete.

### 2017 Sanitary Sewer Rehabilitation

This project will begin in mid-February 2018 and includes rehabilitation of the Utility's existing sanitary sewer pipes using various strategies including lining, spot lining, spot repairs, and full sanitary main relays. A preconstruction conference is scheduled for February 8, 2018. Engineering anticipates that the project will be complete in September 2018.

### 13<sup>th</sup> Street Utility Modifications

The reconstruction of 13<sup>th</sup> Street between Rawson Avenue and Drexel Avenue has created conflicts with the Utility's existing facilities. This project will mitigate those conflicts ahead of the 13<sup>th</sup> Street reconstruction effort by Milwaukee County.

## **DISTRIBUTION & COLLECTION OPERATIONS**

**January 2018**

### **Water Main Breaks:**

On January 16<sup>th</sup> a crew was sent to 230 East Susan Drive to repair a 6" CIP water main installed in 1960. When the crew excavated the water main, they found a circumferential break. The repair was completed live with no service interruption.

On January 31<sup>st</sup> a crew was sent to 10310 South Nicholson Road to repair a 12" DIP water main installed in 1978. After exposing the pipe, the repair clamp from a March 24, 2012 break was discovered leaking. The crew replaced 2' of pipe.

On January 31<sup>st</sup> a second main break was reported at 10:30 am located on East Puetz Road, east of South Chicago Road. The main is a 12" DIP installed in 1970. After exposing the main, it was determined that a 12' section of pipe required replacing. Because of the depth and length of pipe needing to be replaced, Mid City Plumbing was called in to complete the repair. The water was turned back on about 3:00 am on Thursday morning. Shortly after, another leak surfaced about 100' east of the first repair. Water was turned down at 5:00 am to install a repair clamp, and the water was turned back on about 7:00 am. While the crew was cleaning up, water started coming up at the first repair. The water was turned down about 9:00 am, and the main was excavated, another 10' of water main was replaced, and water was restored at 10:30 pm. While the crew was completing clean up at approximately 11:45 pm, the main broke again. The decision was made to dig down just west of the lateral at 3641 East Puetz Road and cap the main taking the bad section out of service. After the cap was completed, water service was restored at 7:00 am Friday morning. The Utility is in the process of planning for an emergency relay for this section of water from east of Chicago Road to the train tracks.

### **Water Lateral Repairs:**

On January 3<sup>rd</sup> a crew was sent to 2533 West Sycamore Avenue to repair a ¾" copper lateral that was leaking on the street side of the service.

On January 12<sup>th</sup> a crew was sent to 7354 South Logan Avenue to repair a ¾" copper lateral that was leaking on the street side of the service. Marquette University was notified and retrieved a sample of the copper lateral for their DNA pipe sampling.

On January 12<sup>th</sup> there was a report of a leak at 7045 South 6<sup>th</sup> Street. American Leak Detection was called to locate the leak. On January 19<sup>th</sup> a crew was sent to excavate the water main. After exposing the main, it was found the bands on a 2" tapping saddle had corroded. The lateral was abandoned at this time.



### **Hydrant Repairs:**

On January 11<sup>th</sup> a crew was sent to 9899 West Glenmoor Court to repair a hydrant hit by a semi-truck. A police report was obtained, and the responsible party was billed for repairs.

On January 16<sup>th</sup> a crew was sent to 801 East Rawson Avenue to repair a hydrant hit by a vehicle. A police report was obtained, and the responsible party was billed for the repairs.

On January 24<sup>th</sup> a crew was sent to 9555 South Howell Avenue to repair a hydrant that was hit by an unknown party. There was no police report for this activity.

### **Miscellaneous:**

In the month of January service workers Price, Allard, Volbrecht, Struebing, Pier, Maughan, Flatow, Proeber and Distribution Manger Schwartz attended Anti-Harassment Training supplied by CVMIC.

In the month of January seven service workers attended Digger Hotline Meetings.



## PLANT OPERATIONS

January, 2018

<b>PUMPAGE REPORT</b>	<b>2018 (pumpage in gallons)</b>	<b>2017 (pumpage in gallons)</b>	<b>Percentage of Change</b>
Monthly pumpage	210,681,000	200,520,000	+5.1
Monthly average day	6,796,000	6,468,000	+5.1
Monthly peak day	(1/07/18) 8,570,000	(1/27/17) 7,310,000	+17.2
Yearly pumpage	210,681,000	200,520,000	+5.1
Yearly average day	6,796,000	6,458,000	+5.1
Yearly peak day	(1/07/18) 8,570,000	(1/27/17) 7,310,000	+17.2
West zone pumpage	96,970,000	97,860,000	-0.9

<b>WATER QUALITY REPORT</b>	<b>Raw Water</b>	<b>Finished Water</b>
Average free chlorine		1.63 mg/l
Total chlorine		1.80 mg/l
Average alkalinity	108.2 mg/l	109.2 mg/l
Average pH	8.2	8.1
Average fluoride	0.10 mg/l	0.70 mg/l
Average turbidity	2.87 N.T.U.	0.04 N.T.U.
Average temperature	34.0°F	
Hardness	137 mg/l	137 mg/l

**Preventative Maintenance Tasks:** Staff completed 137 preventative maintenance tasks and 2 safety sessions during the month.

**Employee Training:** During the month of January, staff completed training in respirator and SCBA usage and fit, Lockout/Tagout, Fall Protection, Confined Space, and Hearing Protection. Staff also completed their annual respiratory and hearing evaluations and anti-harassment training.

**Laboratory Inspection:** Nancy Smit of the Department of Agriculture, Trade and Consumer Protection was on site January 17<sup>th</sup> to perform the bi-annual laboratory inspection. Operator Messerschmidt assisted Ms. Smit in the laboratory inspection.

**Value Engineering Study:** Plant Manager Francis participated in the value engineering study during the week of 1-22.

## Task Distribution

