

## 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, January 9, 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 4th day of January, 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 January 9, 2018	Headquarters Building 170 West Drexel Avenue

**1.0 OPENING OF MEETING**

- 1.1 Roll Call
- 1.2 Minutes Approval - Regular Meeting 12-12-17

**2.0 CLOSED SESSION**

- 2.1 Closed session in accordance with Section 19.85 (1) (c) (e) and (g) of the Wisconsin State Statutes for the following purpose:
  - A. Water Quality Improvement Project
  - B. Franklin Water Sales Agreement Extension
  - C. 2018 Wage Adjustment

**3.0 PROJECT APPROVALS**

**4.0 MISCELLANEOUS MATTERS**

- 4.1 Sewer Camera Cable Replacement

**5.0 FINANCIAL MATTERS**

- 5.1 Project Payment Approval
- 5.2 Voucher Approval
- 5.3 Utility Investments
- 5.4 Interfund Loan Interest Rate
- 5.5 MMSD Rates

**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**



# NORTHERN SEWER EQUIPMENT CO. INC.

W 10417 HUBBLETON RD.

WATERLOO, WI. 53594

888-301-2409 FAX: 740-422-3359 CELL 608-575-7060

E-MAIL nse@hughes.net

OAK CREEK WATER AND SEWER UTILITIES

## EQUIPMENT LIST

ATTN: DOUG

Date: 9/26/2017

Expiration: 11/25/2017

Salesperson:

Lin	Part #	Description	Price	Qty	Extend
1	806-31523	<p><b>RST REPLACEMENT CABLE FOR THE TV SYSTEM</b></p> <p>Cable, Single Conductor Cable Assembly - 2000 feet            - The equipment end is terminated with the removable pigtail bullet termination with the 3 pin to 6 pin pigtail cable            - The cable reel end is terminated with a 3 conductor slip ring connector.</p> <p>PRICE DOES NOT INCLUDE SHIPPING</p>	\$6,295.00	1	\$6,295.00

<b>Sub-Total</b>	<b>\$6,295.00</b>
<b>Tax</b>	
<b>Total</b>	<b>\$6,295.00</b>

**OAK CREEK WATER AND SEWER UTILITY  
MMSD Treatment Charges**

	2018	2017	2016	2015
Connection Charge	30.34 / yr	23.98	21.71	30.21
	7.59 / qtr	6.00	5.43	7.56
	2.53 / mo	2.00	1.81	2.52
Household Hazardous Waste Charge	5.00 / yr	4.96	5.27	5.45
Residential Only   41,684.00	1.25 / qtr	1.24	1.32	1.37
	0.42 / mo	0.42	0.44	0.46
Charges for certified customers				
Flow	1.25965 / 1,000 gal	1.12748	1.11377	0.96079
BOD	0.13589 / pound	0.12730	0.11869	0.11781
TSS	0.17541 / pound	0.16289	0.16275	0.15807
Domestic Strength Equivalent	2.152241 / 1,000 gal	1.959230	1.922831	1.753133
Adjustment to volumetric charge	0.00 / 1,000 gal	0.018595	0.068137	0.00
<u>Average User Charge</u>				
Residential occupancy factor	2.93 people	2.92	2.88	2.90
x				
Average domestic flow	52.00 gal/day	53.00	54.00	56.00
x				
Days per year	365.00	365.00	365.00	365.00
x				
Volumetric charge plus adjustment	2.152241 / 1,000 gal	1.977825	1.990968	1.753133
+				
Connection charge	35.34 / yr	28.94	26.98	35.66
<b>Annual charge</b>	<b>\$155.03</b>	<b>\$140.66</b>	<b>\$140.00</b>	<b>\$139.58</b>

**Flat Rate Charge for Quarterly Residential Customers**

	2018	2017	2016	2015
Annual Volume	55,611 gallons	56,487	56,765	59,276
Quarterly Volume	13,903 gallons	14,122	14,191	14,819
Monthly Volume	4,634 gallons	4,707	4,730	4,940
Local Rate: - Volume	0.69 / 1,000 gal	0.69	0.69	0.69
- Fixed	18.00 / Qtr	18.00	18.00	18.00
Metro Rate - Volume	2.152241 / 1,000 gal	1.959230	1.922831	1.753133
- Fixed	8.84 / Qtr	7.24	6.75	8.93
One Month Charge				
Local	9.20	9.25	9.26	9.41
Metro	12.92	11.64	11.35	11.64
Total	\$22.12	\$20.89	\$20.61	\$21.05
Two Month Charge				
Local	18.40	18.50	18.52	18.82
Metro	25.84	23.28	22.70	23.28
Total	\$44.24	\$41.78	\$41.22	\$42.10
Quarterly Charge				
Local	27.60	27.75	27.78	28.23
Metro	38.76	34.92	34.05	34.92
Total	\$66.36	\$62.67	\$61.83	\$63.15
	0.00	0.00	0.00	0.00

## ADMINISTRATIVE OPERATIONS

December 2017

### Audit and Financial Dates:

Baker Tilly has scheduled the Utility's audit for March 22 and 23, 2018. The Public Service Commission Report is due April 1. Financial statement preparation will begin on April 2, and a draft copy of the basic financial statements and footnotes will be turned over to the City's auditor as soon as possible.

### Credit Card Rewards:

The Utility earned \$563.21 from the redemption of its credit card reward points through Chase Bank. Rewards are calculated at 1.5% of all credit card expenditures.

### Workload:

Other administrative tasks included the following:

1. Added 4 customer accounts.
2. Billed 5,051 water customers and 5,118 sewer customers.

### Gallons Billed (in thousands):

	YTD 2017	YTD 2016	YTD 2015	YTD 2014	YTD 2013	Average
Residential	432,164	452,344	440,641	431,281	446,453	440,577
Commercial	473,265	465,097	455,538	443,837	426,643	452,876
Industrial	454,310	445,429	387,516	399,529	388,377	415,032
Public Authority	14,407	14,769	23,424	18,646	21,822	18,614
Wholesale	1,063,012	1,160,739	1,269,766	1,163,545	1,205,158	1,172,444
Total	2,437,158	2,538,378	2,576,885	2,456,838	2,488,453	2,499,543
% Change to Prior Year	-4.0%	-1.5%	4.9%	-1.3%	N/A	
% Change to Average	-2.5%	1.6%	3.1%	-1.7%	-0.4%	

### New Customers:

	YTD 2017	YTD 2016	YTD 2015	YTD 2014	YTD 2013	Average
Residential	28	28	25	20	39	28.0
Commercial	29	28	11	1	1	14.0
Industrial	0	0	1	0	0	0.2
Public Authority	0	1	3	1	0	1.0
Wholesale	0	0	0	0	0	-
Total	57	57	40	22	40	43.2

### New Commercial Customers (YTD 2017):

Centennial Park (5 accounts), Cricket Wireless, GMX Midland Oak Creek LLC (2 accounts), Ad-Tech (2 accounts), Valentine Café, One West Drexel, HSI Drexel Ridge (9 accounts), trucking terminal at 10450 S. Oakview Parkway, Kwik Trip, Azura Memory Care (4 accounts), Oak Creek Medical Building (2 accounts)

## **ENGINEERING OPERATIONS**

**December 2017**

### **Water Quality Improvement Project**

General Manager Sullivan, Utility Engineer Pritzlaff, and the Utility's attorney, Lawrie Kobza, attended the pre-hearing conference regarding the Water Quality Improvement project on December 6. During the conference, a schedule for testimony submittal was established, and various other milestones both before and after the formal hearing for the project as follows:

<b>Date</b>	<b>Action</b>
January 17, 2018	Direct Testimony
January 31, 2018	Direct Testimony – Independent Cost Analysis
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

Engineering coordinated with the various consultants including CH2M, CDM Smith, and Strategic Value Solutions, who have been working in support of the construction authorization application in order to ensure each of the items in the PSC's order to re-open the docket are addressed appropriately and completed to meet the above-mentioned deadlines.

### **Drexel Ridge Phase II**

All utilities have been installed. The sanitary sewer has been installed but still needs to be televised for final acceptance. The water main piping has been installed but remains un-filled due to unacceptable depth of cover over the main.

### **IKEA Way Phase III**

Approximately 1,600' of water main pipe is left to install before connecting to existing water main in South 27<sup>th</sup> Street. The water portion should be complete in approximately three weeks.

### **FedEx Development**

The contractor has started the sanitary sewer portion of the project which entails offsetting the existing public sanitary sewer by approximately 10' in order to make room for the proposed building/loading dock. Water main work is on hold, because the WDNR has not approved the extension of water main.

## DISTRIBUTION & COLLECTION OPERATIONS

**December 2017**

### Water Main Breaks:

On December 29<sup>th</sup> the Utility had a report of a main break at 8241 South Howell Avenue. A crew was sent to repair a 12" CIP. After excavating the main a circumferential break was found. The rest of the main looked in good shape. The main was installed in 1956.

### Water Lateral Repair:

There were no water lateral repairs in the month of December.

### Hydrant Repair:

There were no hydrant repairs in the month of December.

### Valve Repairs:

There were no valve repairs in the month of December.

### Sewer Repairs:

In the month of December Utility Workers performed 5 maintenance tasks including: grouting and installing a frame-to-chimney seal.

### Miscellaneous

In December the crews finished the inspection of the remote water and sewer mains.

In December the crews completed four water lateral taps, two were for new homes and two were for existing homes that were converting over to city water.

On December 6<sup>th</sup> Utility Service Workers Volbrecht, Price, Allard, Struebing, Pier, Maughan, Flatow, Proeber and Distribution Manager Schwartz attended bloodborne pathogen training.

### 5 YEAR WATERMAIN BREAKS

<b>Year</b>	<b>Corrosion Hole</b>	<b>Corrosion Nuts &amp; Bolts</b>	<b>Service Lateral Leaks</b>	<b>Longitudinal Break</b>	<b>Circumferential Break</b>	<b>Misc.</b>	<b>Totals</b>
<b>2013</b>	16	0	10	0	7	2	35
<b>2014</b>	11	3	9	1	13	3	40
<b>2015</b>	13	1	9	1	3	2	29
<b>2016</b>	19	0	4	3	1	0	27
<b>2017</b>	7	0	9	0	3	0	19





## PLANT OPERATIONS

December, 2017

<b>PUMPAGE REPORT</b>	<b>2017 (pumpage in gallons)</b>	<b>2016 (pumpage in gallons)</b>	<b>Percentage of Change</b>
Monthly pumpage	203,248,000	200,620,000	+1.3
Monthly average day	6,556,000	6,472,000	+1.3
Monthly peak day	(12/17/17) 8,560,000	(12/04/16) 8,540,000	+0.2
Yearly pumpage	2,644,997,000	2,836,785,000	-6.8
Yearly average day	7,247,000	7,751,000	-6.5
Yearly peak day	(8/27/17) 10,510,000	(8/11/16) 11,950,000	-12.1
West zone pumpage	93,920,000	96,980,000	-3.2

<b>WATER QUALITY REPORT</b>	<b>Raw Water</b>	<b>Finished Water</b>
Average free chlorine		1.61 mg/l
Total chlorine		1.79 mg/l
Average alkalinity	107.6 mg/l	109 mg/l
Average pH	8.3	8.1
Average fluoride	0.10 mg/l	0.72 mg/l
Average turbidity	1.16 N.T.U.	0.04 N.T.U.
Average temperature	39.2°F	
Hardness	137 mg/l	137 mg/l

**Preventative Maintenance Tasks:** Staff completed 129 preventative maintenance tasks, 1 miscellaneous work order, and 2 safety sessions during the month.

**Yearly Updating:** During the month of December staff worked on reconciling hardware, plumbing, and electrical inventories. In addition, staff is updating SOP's and inventorying spare parts and equipment for all treatment and pumping facilities.

# Task Distribution

