

Revised 1/8/16

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 12, 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 8th day of January, 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
January 12, 2016

LOCATION
Headquarters Building
170 West Drexel Avenue

- 1.0 OPENING OF MEETING**
 - 1.1 Roll Call
 - 1.2 Minutes Approval - Regular Meeting 12-08-15
- 2.0 FINANCIAL MATTERS**
 - 2.1 Project Payment Approvals
 - 2.2 Voucher Approval
 - 2.3 Utility Investments
 - 2.4 Interfund Loan
 - 2.5 MMSD Rates
- 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**
 - 5.1 POSM Upgrades
 - 5.2 LED Shop Light Upgrade
 - 5.3 Request to Annually Report Wages to the Common Council to Acknowledge and File
- 6.0 CLOSED SESSION**
 - 6.1 Closed session in accordance with Section 19.85 (1) (g) of the Wisconsin State Statutes to confer with legal counsel concerning strategy to be adopted by the Commission with respect to:
 - A. CT Tank Compliance Project
 - B. Utility Funds Used in TIF Districts
 - 6.2 Reconvene into open session
 - 6.3 Take action, if required
- 7.0 ADJOURN**

MMSD Treatment Charges

	2016	2015	2014	2013
Connection Charge	21.71 / yr 5.43 / qtr 1.81 / mo	30.21 7.56 2.52	30.68 7.67 2.56	29.84 7.46 2.49
Household Hazardous Waste Charge	5.27 / yr	5.45	5.48	4.46
Residential Only 44,906.00	1.32 / qtr 0.44 / mo	1.37 0.46	1.37 0.46	1.12 0.38
Charges for certified customers				
Flow	1.11377 / 1,000 gal	0.96079	0.88437	0.86507
BOD	0.11869 / pound	0.11781	0.10061	0.09992
TSS	0.16275 / pound	0.15807	0.15815	0.15924
Domestic Strength Equivalent	1.922831 / 1,000 gal	1.753133	1.632498	1.614778
Adjustment to volumetric charge	0.068137 / 1,000 gal	0.00	0.00	0.00
<u>Average User Charge</u>				
Residential occupancy factor	2.88 people	2.90	2.91	2.90
x				
Average domestic flow	54.00 gal/day	56.00	57.00	57.00
x				
Days per year	365.00	365.00	365.00	365.00
x				
Volumetric charge plus adjustment	1.990968 / 1,000 gal	1.753133	1.632498	1.614778
+				
Connection charge	26.98 / yr	35.66	36.16	34.30
Annual charge	\$140.00	\$139.58	\$135.00	\$131.73

Flat Rate Charge for Quarterly Residential Customers

	2016	2015	2014	2013
Annual Volume	56,765 gallons	59,276	60,543	60,335
Quarterly Volume	14,191 gallons	14,819	15,136	15,084
Monthly Volume	4,730 gallons	4,940	5,045	5,028
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	1.922831 / 1,000 gal	1.753133	1.632498	1.614778
- Fixed	6.75 / Qtr	8.93	9.04	8.58
One Month Charge				
Local	9.26	9.41	9.48	9.47
Metro	11.35	11.64	11.25	10.98
Total	\$20.61	\$21.05	\$20.73	\$20.45
Two Month Charge				
Local	18.52	18.82	18.96	18.94
Metro	22.70	23.28	22.50	21.96
Total	\$41.22	\$42.10	\$41.46	\$40.90
Quarterly Charge				
Local	27.78	28.23	28.44	28.41
Metro	34.05	34.92	33.75	32.94
Total	\$61.83	\$63.15	\$62.19	\$61.35
	0.00	0.00	0.00	0.00

PLANT OPERATIONS

December, 2015

PUMPAGE REPORT	2015 (pumpage in gallons)	2014 (pumpage in gallons)	Percentage of Change
Monthly pumpage	206,411,000	205,810,000	+0.3
Monthly average day	6,658,000	6,639,000	+0.3
Monthly peak day	(12/14/15) 6,980,000	(12/22/14) 8,110,000	-13.9
Yearly pumpage	2,750,080,000	2,679,126,000	+2.7
Yearly average day	7,534,000	7,340,000	+2.7
Yearly peak day	(7/31/15) 13,150,000	(5/24/14) 11,450,000	+14.9
West zone pumpage	104,410,000	96,420,000	+8.3

WATER QUALITY REPORT	Raw Water	Finished Water
Average free chlorine		1.52 mg/l
Total chlorine		1.67 mg/l
Average alkalinity	109.8 mg/l	110.5 mg/l
Average pH	8.3	8.1
Average fluoride	0.10 mg/l	0.71 mg/l
Average turbidity	4.16 N.T.U.	0.04 N.T.U.
Average temperature	42.3°F	
Hardness	137 mg/l	137 mg/l

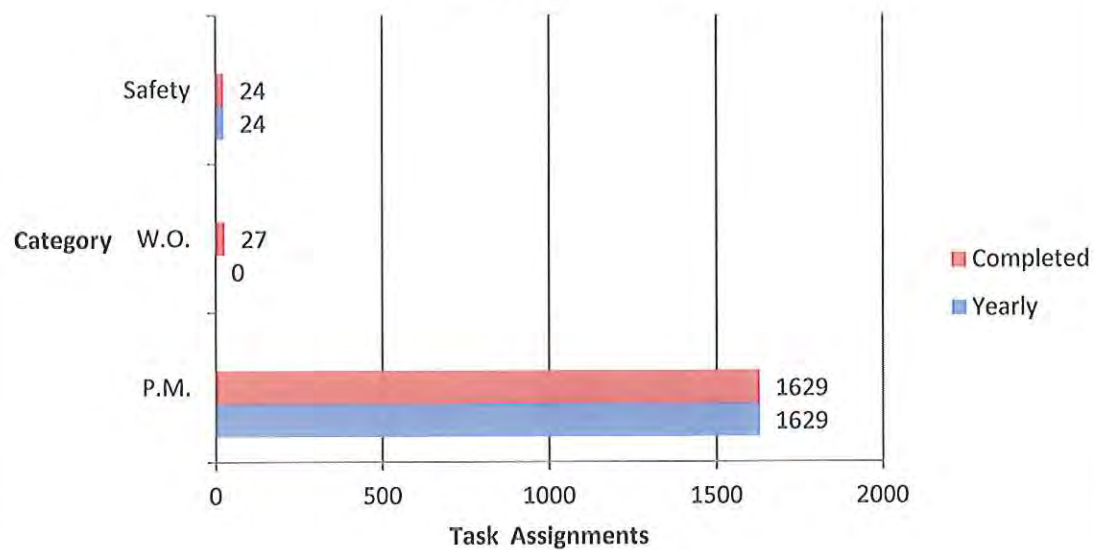
Preventative Maintenance Tasks: Staff completed 143 preventative maintenance tasks, 2 miscellaneous work orders, and 2 safety sessions during the month.

Raw Water Pump #2: Raw water pump #2 was removed, disassembled and inspected during the month of December as part of the 2015 CIP. Operator Messerschmidt removed and rebuilt the dashpot for the #2 Val-matic control valve.

Janat Booster Pump Station: Operators Messerschmidt and Muschinski rebuilt the Golden Anderson valve for pump #1.

Coagulant Pump #1: Operators Messerschmidt and Muschinski removed and replaced #1 coagulant pump and motor with a larger unit. The original pump and motor were sized to deliver polymers. The new pump and motor are identical to our current coagulant feeders.

Task Distribution



DISTRIBUTION & COLLECTION OPERATIONS

December 2015

Water Main Breaks: In the month of December there were three water main breaks.

On December 8th there was a report of a possible main break at 7976 South Wildwood Drive. A crew was sent to repair a 6" DIP that had a blowhole. The main was installed in 1968.

On December 10th there was a report of a main break at 8600 South 5th Avenue. A crew was sent to repair an 8" DIP that had a blowhole. The main was installed in 1964.

On December 23rd the Utility found a water main break at 8630 South Shepard Avenue. A crew was sent to repair a 12" DIP that had a blowhole. The main was installed in 1965.

Water Lateral Repair:

On December 29th a crew was sent to 621 East Bridlewood Lane to repair a 1" copper lateral. The leak was on the home owner's side.

Hydrant Repair:

On December 4th a crew was sent to 9179 South Nicholson Road to replace the 4 ½" nozzle that was damaged. There was no report on how it was damaged.

Abandonments:

On December 22nd and 23rd a crew was sent to 8640 South Howell Avenue to abandon the three sanitary sewer laterals and the water lateral, so the building could be razed.

Miscellaneous:

On December 9th Utility Service Worker Sorrem, Volbrecht, Price, Allard, Struebing, Pier, Maughan, Flatow and Distribution Manager Schwartz attended a Bloodborne Pathogen Training.

5 YEAR WATERMAIN BREAKS

Year	Corrosion Hole	Corrosion Nuts & Bolts	Service Lateral Leaks	Longitudinal Break	Circumferential Break	Misc.	Totals
2011	6	1	11	1	5	2	26
2012	20	0	12	2	3	1	38
2013	16	0	10	0	7	2	35
2014	11	3	9	1	13	3	40
2015	13	1	9	1	3	2	29

ADMINISTRATIVE OPERATIONS

December 2015

Audit and Financial Dates:

Baker Tilly has scheduled the Utility's annual audit for March 21 and 22, 2016. 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 \$500.87 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 4,972 water customers and 5,043 sewer customers.

Gallons Billed (in thousands):

	YTD 2015	YTD 2014	YTD 2013	YTD 2012	YTD 2011	Average
Residential	440,641	431,281	446,453	512,673	483,707	462,951
Commercial	455,538	443,837	426,643	460,263	521,093	461,475
Industrial	387,516	399,529	388,377	366,548	317,338	371,862
Public Authority	23,424	18,646	21,822	25,102	20,471	21,893
Wholesale	1,269,766	1,163,545	1,205,158	1,318,000	1,247,985	1,240,891
Total	2,576,885	2,456,838	2,488,453	2,682,586	2,590,594	2,559,071
% Incr (Decr)	4.9%	-1.3%	-7.2%	3.6%		

New Customers:

	YTD 2015	YTD 2014	YTD 2013	YTD 2012	YTD 2011	Average
Residential	25	20	39	36	41	32.2
Commercial	11	1	1	5	2	4.0
Industrial	1	0	0	0	0	0.2
Public Authority	3	1	0	0	0	0.8
Wholesale	0	0	0	0	0	-
Total	40	22	40	41	43	37
% Incr (Decr)	81.8%	-45.0%	-2.4%	-4.7%		

New Commercial Customers (YTD 2015): Liberty Property LTD, Panda Express Inc. (2 accounts), Meijer (2 accounts), Centennial Park (2 accounts), vacant office space in strip mall at 2345 W Ryan Road (separated from one unit into two units), Water Street Brewery, Kwik Trip (2 accounts)

New Industrial Customers (YTD 2015): Stella & Chewy's

New Public Authority Customers (YTD 2015): Fire Station #1, City Hall (2 accounts)

ENGINEERING OPERATIONS

December 2015

27th Street Hydrant Relocation and Water Main Relay

MJ Construction has completed the work under the contract for this project. Engineering is finalizing the quantities for the project in preparation for final payment.

CT Tank Compliance Project/2016 Water Treatment Plant Improvement Project

General Manager Sullivan, Utility Engineer Pritzlaff, Larry Landsness (WDNR), Steve Kluesner (Strand Associates), and Tony Myers (CH2M), working with Attorney Lawrie Kobza, submitted all testimony to the Public Service Commission (PSC) of Wisconsin in the month of December relating to the construction authorization for the Chlorine Contact Tank Compliance project. Representatives from the City of Franklin and PSC have also completed their testimony with regard to this project. Having submitted all testimony, a hearing will occur on January 8, 2016 in front of an administrative law judge. The final step in the construction authorization process will be a determination by the Commissioners of the Public Service Commission on February 11, 2016.

Utility Engineer Pritzlaff met with representatives from CH2M and Ramboll Environ regarding the environmental portion of the project. Ramboll Environ has completed their investigation and will be providing plans and specifications for the project no later than January 14, 2016.

The first advertisement for the project will be posted on January 14, 2016 with subsequent advertisements on January 28, 2016 and February 11, 2016. The bids for the project will be opened on Friday, February 26, 2016. Once bids are reviewed tabulated, and contracts signed, the final paperwork for the Safe Drinking Water Loan Program will be submitted no later than March 29, 2016.

5th Avenue Water Main Extension

The plans for extending water main at 5th Avenue are 90% complete. For this project, the Utility will be using a new type of water main pipe called BIONAX. This PVC pipe is thinner walled and manufactured such that the molecules in the plastic itself align in a grid type pattern. This results in a thinner walled pipe that exhibits strength characteristics that are the same or better than classic C900 PVC pipe at the same cost. This type of pipe does not catastrophically fail like traditional PVC C900 pipe. Because of the alignment of the molecules in the plastic, it tends to have smaller circular failures resulting in less water loss and easier maintenance.

The design work for this project will be complete on February 3, 2016 at which point, the project will be advertised. Bids will be open for the project on February 19, 2016. The project is on schedule and will be completed before the paving work occurs.

East Forest Hill Water Main Relay

Plans for this project are 70% complete and on schedule. The construction work for the project will be completed in conjunction with a City of Oak Creek paving project tentatively scheduled for 2017 construction season.

Quote

Please Remit Payment To:	POSM Software PO Box 110967 Naples, FL 34108
Phone #	859-274-0041
Fax #	707-238-1478
E-mail	info@posmsoftware.com
Web Site	www.posmsoftware.com

Date	Expiration Date	Quote No.
1/1/2016	2/1/2016	1481
COMPANY NAME		
Oak Creek Water & Sewer Utility Attn: Sally Galewski 170 West Drexel Ave. Oak Creek, WI 53154		

Line	Part#	Description	MSRP	QTY	Total
4	POSM Server	POSM Server GIS Edition License	16,000.00	1	16,000.00
5	POSM Server	1 Yr POSM Server GIS Edition Support	3,000.00	1	3,000.00
6	Priority Discount	Priority Customer Discount	-3,800.00		-3,800.00
7	USB 2253 Video E...	POSM USB Hardware Video Encoder, required for POSM Lite, Portable and Pro	650.00	1	650.00
8	BNC-BNC 3'	Premium BNC Video Cable, 3 FT	20.00	2	40.00
9	MiniStereo To Min...	Stereo Mini Male to Stereo Mini Male Cable	10.00	1	10.00
10	RackMount	Rackmount Computer	2,750.00	1	2,750.00

Thank you for your business.

We look forward to consistently achieving high satisfaction rates with each of your calls and delivering the quality and value of support you should expect. As a result, we promise to continually instill a sense of confidence to your employees with each call. We also pledge to stay true to our tech nature by consistently delivering the most powerful, easy to use and innovative software packages available in the industry.

Subtotal	USD 18,650.00
Sales Tax (0.0%)	USD 0.00
Total	USD 18,650.00

Distribution Garage Light Replacement

We have gathered information for converting the garage lights to retrofit LED bulbs. Besides providing significant money savings, the bulbs have an instant on feature which will allow us to have light when we need it. With this feature, we will be able to decrease the amount of time the lights are on for each cycle since we will be able to turn them immediately back on without the 10+ minutes it takes the current metal halide bulbs to cycle. We will no longer require a ballast in each light which will also decrease power usage. If we replace all the bulbs at this time, we will qualify for a Focus On Energy rebate for all the bulbs. Three bulbs are on 24 hours a day for security and exit lighting purposes. Four bulbs are on 9 hours a day in our mechanics area to allow access to shop tools and maintenance/repair projects throughout the day. There are three other zones that are controlled by switches. These are switched on periodically throughout the day and have a run time of 1 ½ hours. On average, these lights may be on three hours a day. I factored in Peak and Off-Peak rates when calculating energy costs.

Three 24/7 lights:

Currently each bulb costs \$423 yr.

New bulb would be \$138 yr.

Each bulb would pay for itself in nine months

Four 9 hr. /day lights

Currently each bulb costs \$129 yr.

New bulb would be \$42 yr.

Each bulb would pay for itself in 2 yrs. 9 mos.

Remaining 30 shop lights

Currently each bulb costs \$43 yr.

New bulb would be \$14 yr.

Each bulb would pay for itself in 7 years

(Each bulb has a life expectancy of 55,000 hours. At the current rate of use, that is a 70 year life expectancy)

OEO Energy Solution's price is \$260 per bulb. After \$50 rebate, total price per bulb would be \$210.

Initial purchase price of 34 bulbs before rebate = \$8840

Rebate for 37 bulbs (three bulbs have already been purchased that would qualify for rebate) = \$1850

Total price after rebate = \$6990 final cost

Hein Electric price was \$285 per bulb with no mention of a rebate.

Total bulb replacement cost would be \$9690

Current metal halide bulbs are \$35 each with an average replacement of four/ year (\$140). Most are replaced due to outage, but some have to be replaced due to light output that is no longer sufficient.