

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 13, 2015, 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, (FAX) 768-9587, (TDD) 768-6513 or by writing to the ADA Coordinator at the Health Department, City Hall, 8640 South Howell Avenue, Oak Creek, Wisconsin, 53154.

DATED, at Oak Creek, Wisconsin, this the 8th day of January, 2015.

/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 13, 2015	Headquarters Building 170 West Drexel Avenue

1.0 OPENING OF MEETING

- 1.1 Roll Call
- 1.2 Minutes Approval - Regular Meeting 12-09-14

2.0 FINANCIAL MATTERS

- 2.1 Project Payment Approvals
- 2.2 Voucher Approval
- 2.3 Utility Investments
- 2.4 MMSD Rates

3.0 ADMINISTRATIVE & OPERATIONS REPORTS

- 3.1 Plant Operations Report
- 3.2 Distribution Operations Report
- 3.3 Administrative Operations Report
- 3.4 Engineering Operations Report
- 3.5 Manager's Report

4.0 PROJECT APPROVALS

5.0 MISCELLANEOUS MATTERS

- 5.1 Commissioner Officer Elections

6.0 EXECUTIVE SESSION

- 6.1 Executive session in accordance with Section 19.85 (1) (a),(c), & (f) of the Wisconsin State Statutes for the following purpose:
 - a. 2015 Salary and Wage Adjustments
 - b. Employee Termination/Separation
- 6.2 Reconvene into open session
- 6.3 Take action, if required

7.0 ADJOURN

OAK CREEK WATER AND SEWER UTILITY

PROGRESS PAYMENT

PROJECT NO. 13104 - Howell Estates Water Main Relay

Item No.	Item Description	Quantity	Mid-City Plumbing & Heating		Partial Payment 1 August 13, 2013		Partial Payment 2 September 10, 2013		Partial Payment 3 October 8, 2013		Partial Payment 4 January 13, 2015		Total Complete	
			Unit Price	Total Price	Quantity Complete	Cost Complete	Quantity Complete	Cost Complete	Quantity Complete	Cost Complete	Quantity Complete	Cost Complete	Quantity Complete	Cost Complete
1	8" PVC Water Main, 3/4" T.B. Backfill & Surface Restoration	824 LF	\$85.00	\$70,040.00	81.00	\$6,885.00	632.86	\$53,793.10	300.00	\$25,500.00	0.00	\$0.00	1,013.86	\$86,178.10
2	8" PVC Water Main, Spoil Backfill & Surface Restoration	3,002 LF	\$72.00	\$216,144.00	177.50	\$12,780.00	1,878.59	\$135,258.48	900.00	\$64,800.00	0.00	\$0.00	2,956.09	\$212,838.48
3	Connect to Ex 8" Water Main	5 EA	\$4,500.00	\$22,500.00	-	\$0.00	3.00	\$13,500.00	2.00	\$9,000.00	0.00	\$0.00	5.00	\$22,500.00
4	Connect to Ex 12" Water Main	1 EA	\$7,500.00	\$7,500.00	1	\$7,500.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	1.00	\$7,500.00
5	Hydrant, Lead, and 6-inch Gate Valve	8 EA	\$4,750.00	\$38,000.00	1	\$4,750.00	4.00	\$19,000.00	3.00	\$14,250.00	0.00	\$0.00	8.00	\$38,000.00
6	8-inch Gate Valve	14 EA	\$1,400.00	\$19,600.00	1	\$1,400.00	10.00	\$14,000.00	3.00	\$4,200.00	0.00	\$0.00	14.00	\$19,600.00
7	1-1/4-inch Water Service Laterals (Polyethylene) Open Cut	23 EA	\$1,250.00	\$28,750.00	-	\$0.00	12.00	\$15,000.00	11.00	\$13,750.00	0.00	\$0.00	23.00	\$28,750.00
8	1-1/4-inch Water Service Laterals (Polyethylene) Directional Drill	29 EA	\$2,350.00	\$68,150.00	8	\$18,800.00	2.00	\$4,700.00	19.00	\$44,650.00	0.00	\$0.00	29.00	\$68,150.00
9	Erosion Control	1 LS	\$2,500.00	\$2,500.00	0.4	\$1,000.00	0.50	\$1,250.00	0.10	\$250.00	0.00	\$0.00	1.00	\$2,500.00
10	Traffic Control	1 LS	\$3,000.00	\$3,000.00	0.4	\$1,200.00	0.50	\$1,500.00	0.10	\$300.00	0.00	\$0.00	1.00	\$3,000.00
11	13-inch x 9-inch Driveway CMP	15 EA	\$1,000.00	\$15,000.00	-	\$0.00	4.00	\$4,000.00	11.00	\$11,000.00	0.00	\$0.00	15.00	\$15,000.00
12	12-inch Diameter Driveway CMP	4 EA	\$950.00	\$3,800.00	-	\$0.00	-	\$0.00	-	\$0.00	-	\$0.00	-	\$0.00
13	Salvage and Delivery of Existing Hydrants	1 LS	\$5,000.00	\$5,000.00	-	\$0.00	-	\$0.00	-	\$0.00	-	\$0.00	-	\$0.00
14	Abandonment of Existing Valve and Valve Box	1 LS	\$2,500.00	\$2,500.00	-	\$0.00	-	\$0.00	-	\$0.00	-	\$0.00	-	\$0.00
15	Extension of New 1-1/4-inch Polyethylene Water Service Lateral from Right-of-Way for Direct Connect to Existing Property Water Service (Directional Drill Only)	10 EA	\$3,000.00	\$30,000.00	1	\$3,000.00	4.00	\$12,000.00	3.00	\$9,000.00	0.00	\$0.00	8.00	\$24,000.00
				TOTAL (Items 1-15)		\$532,484.00	\$57,315.00	\$274,001.58	\$196,700.00	\$0.00	\$0.00	\$528,016.58		

Sub-Total Completed To Date \$528,016.58
 Less Allowance for testing and approval 0% \$0.00
 Less Retainage (5% to 50% complete) 2.5% -\$13,312.10
 Total \$514,704.48
 Less Previous Payments -\$461,902.82
TOTAL PAYMENT DUE THIS PERIOD \$52,801.66

Recommended for Commission Approval by: *[Signature]* Date: 12-19-2014
 Note: No physical work was completed this pay period. The payment is as a result of the reduction in "Less allowance for testing and approval" from 10% to 0%. Thus the Utility is still retaining \$13,312.10

OAK CREEK WATER AND SEWER UTILITY

PROGRESS PAYMENT

PROJECT NO. 13105 - Rowan Estates Water Main Relay

Item No.	Item Description	Quantity	UPI LLC		Partial Payment 1 April 8, 2014		Partial Payment 2 May 13, 2014		Partial Payment 3 June 10, 2014		Partial Payment 4 July 8, 2014		Partial Payment 5 August 12, 2014		Partial Payment 6 September 9, 2014		Partial Payment 7 October 14, 2014		Partial Payment 8 January 13, 2015		Total Complete		
			Unit	Price	Total Price	Quantity Complete	Cost Complete	Quantity Complete	Cost Complete	Quantity Complete	Cost Complete	Quantity Complete	Cost Complete	Quantity Complete	Cost Complete	Quantity Complete	Cost Complete	Quantity Complete	Cost Complete	Quantity Complete	Cost Complete	Quantity Complete	Cost Complete
1	8" PVC Water Main, 3/4" T.B. Backfill & Surface Restoration	7,150	LF	\$88.00	\$629,200.00	1,338.00	\$117,744.00	731.00	\$64,328.00	1,037.00	\$91,256.00	1973.00	\$173,624.00	-	-	-	-	-	-	1,903.00	\$167,464.00	6,992.00	\$614,416.00
2	12" PVC Water Main, 3/4" T.B. Backfill & Surface Restoration	349	LF	\$129.00	\$45,021.00	106.00	\$13,674.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-	106.00	\$13,674.00
3	8" PVC Water Main, Spoil Backfill & Surface Restoration	8,100	LF	\$52.00	\$421,200.00	-	\$0.00	3,554.60	\$184,839.20	2,500.00	\$130,000.00	300.00	\$15,600.00	-	-	-	-	-	-	1,015.40	\$52,800.80	7,370.00	\$383,240.00
4	12" PVC Water Main, Spoil Backfill & Surface Restoration	635	LF	\$65.00	\$41,275.00	-	\$0.00	485.30	\$31,544.50	-	-	-	-	-	-	-	-	-	-	-	-	485.30	\$31,544.50
5	Connect to Ex 6" Water Main	3	EA	\$3,988.00	\$11,964.00	-	-	-	-	1.00	\$3,988.00	-	-	1.00	\$3,988.00	1.00	\$3,988.00	-	-	-	-	3.00	\$11,964.00
6	Connect to Ex 8" Water Main	10	EA	\$4,040.00	\$40,400.00	1.00	\$4,040.00	-	-	-	-	4.00	\$16,160.00	1.00	\$4,040.00	1.00	\$4,040.00	-	-	2.00	\$8,080.00	9.00	\$36,360.00
7	Connect to Ex 12" Water Main	1	EA	\$4,600.00	\$4,600.00	1.00	\$4,600.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1.00	\$4,600.00
8	Hydrant, Lead, and 6-Inch Gate Valve	42	EA	\$4,700.00	\$197,400.00	9.00	\$42,300.00	8.00	\$37,600.00	10.00	\$47,000.00	8.00	\$37,600.00	-	-	1.00	\$4,700.00	-	-	-	-	36.00	\$169,200.00
9	6-Inch Gate Valve	1	EA	\$900.00	\$900.00	-	-	-	-	1.00	\$900.00	-	-	-	-	-	-	-	-	-	-	1.00	\$900.00
10	8-Inch Gate Valve	40	EA	\$1,295.00	\$51,800.00	8.00	\$10,360.00	9.00	\$11,655.00	11.00	\$14,245.00	10.00	\$12,950.00	-	-	1.00	\$1,295.00	-	-	3.00	\$3,885.00	42.00	\$54,390.00
11	12-Inch Gate Valve	3	EA	\$2,290.00	\$6,870.00	2.00	\$4,580.00	-	\$0.00	-	-	-	-	-	-	-	-	-	-	-	-	2.00	\$4,580.00
12	1-1/4-inch Water Service Laterals (Polyethylene) Open Cut	98	EA	\$1,645.00	\$157,920.00	-	-	-	-	4.00	\$6,580.00	9.00	\$14,805.00	68.00	\$111,860.00	15.00	\$24,675.00	-	-	-	-	96.00	\$157,920.00
13	1-1/4-inch Water Service Laterals (Polyethylene) Directional Drill	119	EA	\$1,930.00	\$229,670.00	-	-	-	-	5.00	\$9,650.00	37.00	\$71,410.00	38.00	\$73,340.00	33.00	\$63,690.00	-	-	4.00	\$7,720.00	117.00	\$225,810.00
14	Erosion Control	1	LS	\$1,000.00	\$1,000.00	0.2	\$200.00	0.20	\$200.00	0.02	\$20.00	0.28	\$280.00	-	-	-	-	-	-	0.30	\$300.00	1.00	\$1,000.00
15	Traffic Control	1	LS	\$5,500.00	\$5,500.00	0.2	\$1,100.00	0.20	\$1,100.00	0.02	\$110.00	0.28	\$1,540.00	-	-	0.30	\$1,650.00	-	-	-	-	1.00	\$5,500.00
16	13-inch x 9-inch Driveway CMP Culverts with Flared End Section	38	EA	\$898.00	\$34,124.00	-	-	-	-	5.00	\$4,490.00	17.00	\$15,266.00	1.00	\$898.00	6.00	\$5,388.00	-	-	7.00	\$6,286.00	36.00	\$32,328.00
17	17-inch x 13-inch Driveway CMP Culverts with Flared End Section	21	EA	\$940.00	\$19,740.00	-	-	-	-	2.00	\$1,880.00	-	-	-	-	2.00	\$1,880.00	-	-	9.00	\$8,460.00	13.00	\$12,220.00
18	21-inch x 15-inch Driveway CMP Culverts with Flared End Section	17	EA	\$1,005.00	\$17,085.00	-	-	-	-	-	-	-	-	-	-	8.00	\$8,040.00	-	-	-	-	8.00	\$8,040.00
19	Salvage and Delivery of Existing Hydrants	1	LS	\$2,700.00	\$2,700.00	-	-	-	-	-	-	-	-	0.25	\$675.00	0.25	\$675.00	-	-	-	-	0.50	\$1,350.00
20	Abandonment of Existing Valve and Valve Box	1	LS	\$6,700.00	\$6,700.00	-	-	-	-	-	-	-	-	0.25	\$1,675.00	0.75	\$5,025.00	-	-	-	-	1.00	\$6,700.00
21	Asphaltic Concrete Pavement Removal	3,800	SY	\$2.70	\$10,260.00	-	-	-	-	-	-	-	-	-	-	3800.00	\$10,260.00	-	-	380.00	\$1,026.00	4,180.00	\$11,286.00
22	5-Inch Asphaltic Pavement (As identified on drawings for Chicago Road, Madeira Drive, and Charmaine Circle)	1,100	Ton	\$89.50	\$98,450.00	-	-	-	-	-	-	-	-	-	-	1100.00	\$98,450.00	-	-	267.22	\$23,916.19	1,367.22	\$122,366.19
23	3-inch Asphaltic Binder Pathway (Oak Creek Drive to Carrollton Drive)	80	Ton	\$122.00	\$9,760.00	-	-	-	-	-	-	-	-	-	-	50.00	\$6,100.00	-	-	-	\$0.00	50.00	\$6,100.00
24	4-inch Water Service Lateral (PVC), 4-inch Gate Valve, 3/4" T.B.B.F., Surface Restoration, Open Cut	1	EA	\$4,365.00	\$4,365.00	-	-	-	-	-	-	1.00	\$4,365.00	-	-	-	-	-	-	-	-	1.00	\$4,365.00
TOTAL (Items 1-24)					\$2,047,904.00		\$198,598.00		\$331,266.70		\$310,119.00		\$363,600.00		\$196,476.00		\$239,856.00		\$0.00		\$279,937.99		\$1,919,853.69

Sub-Total Completed To Date		\$1,919,853.69
Less Allowance for testing and approval	0.0%	\$0.00
Less Retainage (5% to 50% complete)	2.5%	-\$51,197.60
Total		\$1,868,656.09
Less Previous Payments		-\$1,547,720.21
TOTAL PAYMENT DUE THIS PERIOD		\$320,935.88

Recommended for Commission Approval by:  Date: 12-19-2014

MMSD Treatment Charges

	2015	2014	2013	2012
Connection Charge	30.21 / yr 7.56 / qtr 2.52 / mo	30.68 7.67 2.56	29.84 7.46 2.49	31.78 7.95 2.65
Household Hazardous Waste Charge	5.45 / yr	5.48	4.46	4.38
Residential Only 44,906.00	1.37 / qtr 0.46 / mo	1.37 0.46	1.12 0.38	1.10 0.37
Charges for certified customers				
Flow	0.96079 / 1,000 gal	0.88437	0.86507	0.81173
BOD	0.11781 / pound	0.10061	0.09992	0.09910
TSS	0.15807 / pound	0.15815	0.15924	0.15803
Domestic Strength Equivalent	1.753133 / 1,000 gal	1.632498	1.614778	1.555585
Adjustment to volumetric charge	0.00 / 1,000 gal	0.00	0.00	0.130011
<u>Average User Charge</u>				
Residential occupancy factor	2.90 people	2.91	2.90	2.91
x				
Average domestic flow	56.00 gal/day	57.00	57.00	58.00
x				
Days per year	365.00	365.00	365.00	366.00
x				
Volumetric charge plus adjustment	1.753133 / 1,000 gal	1.632498	1.614778	1.685596
+				
Connection charge	35.66 / yr	36.16	34.30	36.16
Annual charge	\$139.58	\$135.00	\$131.73	\$140.29

Flat Rate Charge for Quarterly Residential Customers

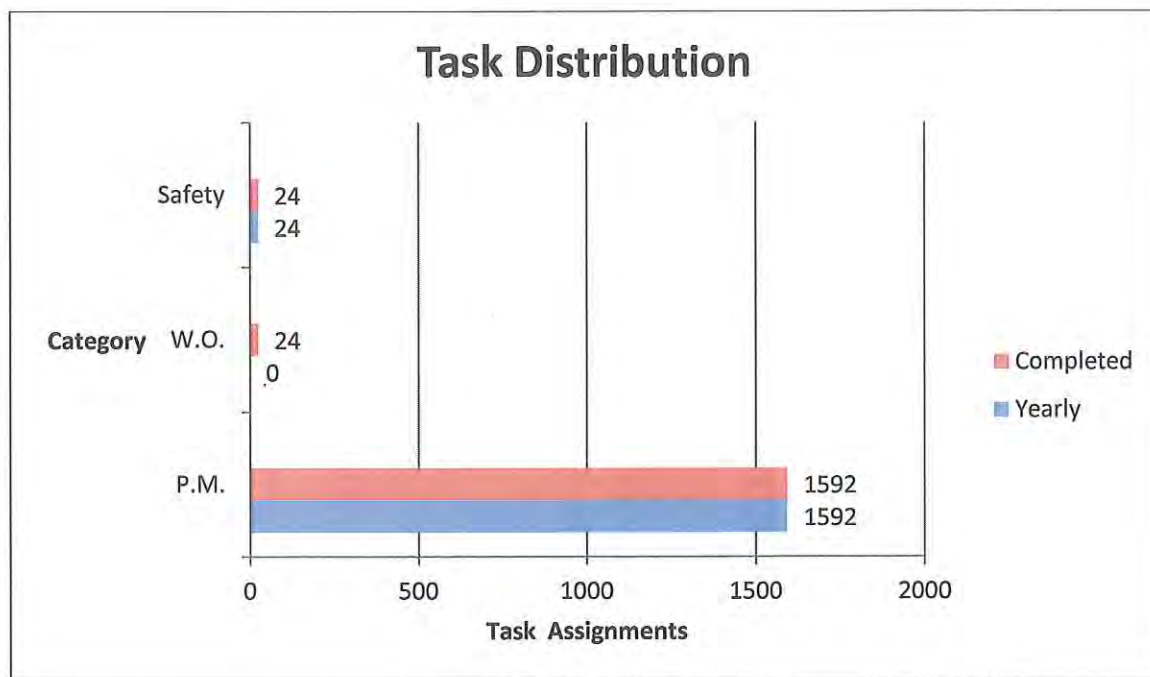
	2015	2014	2013	2012
Annual Volume	59,276 gallons	60,543	60,335	61,773
Quarterly Volume	14,819 gallons	15,136	15,084	15,443
Monthly Volume	4,940 gallons	5,045	5,028	5,148
Local Rate: - Volume	0.69 / 1,000 gal	0.69	0.69	0.69
- Fixed	18.00 / Qtr	18.00	18.00	18.00
Metro Rate - Volume	1.753133 / 1,000 gal	1.632498	1.614778	1.555585
- Fixed	8.93 / Qtr	9.04	8.58	9.05
One Month Charge				
Local	9.41	9.48	9.47	9.55
Metro	11.64	11.25	10.98	11.02
Total	\$21.05	\$20.73	\$20.45	\$20.57
Two Month Charge				
Local	18.82	18.96	18.94	19.10
Metro	23.28	22.50	21.96	22.04
Total	\$42.10	\$41.46	\$40.90	\$41.14
Quarterly Charge				
Local	28.23	28.44	28.41	28.65
Metro	34.92	33.75	32.94	33.06
Total	\$63.15	\$62.19	\$61.35	\$61.71
	0.00	0.00	0.00	0.00

PLANT OPERATIONS

December, 2014

PUMPAGE REPORT	2014 (pumpage in gallons)	2013 (pumpage in gallons)	Percentage of Change
Monthly pumpage	205,810,000	212,846,000	-3.3
Monthly average day	6,639,000	6,866,000	-3.3
Monthly peak day	(12/22/14) 8,110,000	(12/29/13) 9,690,000	-16.3
Yearly pumpage	2,679,126,000	2,696,037,000	-0.6
Yearly average day	7,340,000	7,386,000	-0.6
Yearly peak day	(5/24/14) 11,450,000	(7/19/13) 11,880,000	-3.6
West zone pumpage	96,420,000	114,410,000	-15.7

WATER QUALITY REPORT	Raw Water	Finished Water
Average free chlorine		1.55 mg/l
Total chlorine		1.73 mg/l
Average alkalinity	110.8 mg/l	111.4 mg/l
Average pH	8.3	8.1
Average fluoride	0.10 mg/l	0.69 mg/l
Average turbidity	2.18 N.T.U.	0.04 N.T.U.
Average temperature	38.7°F	
Hardness	137 mg/l	137 mg/l



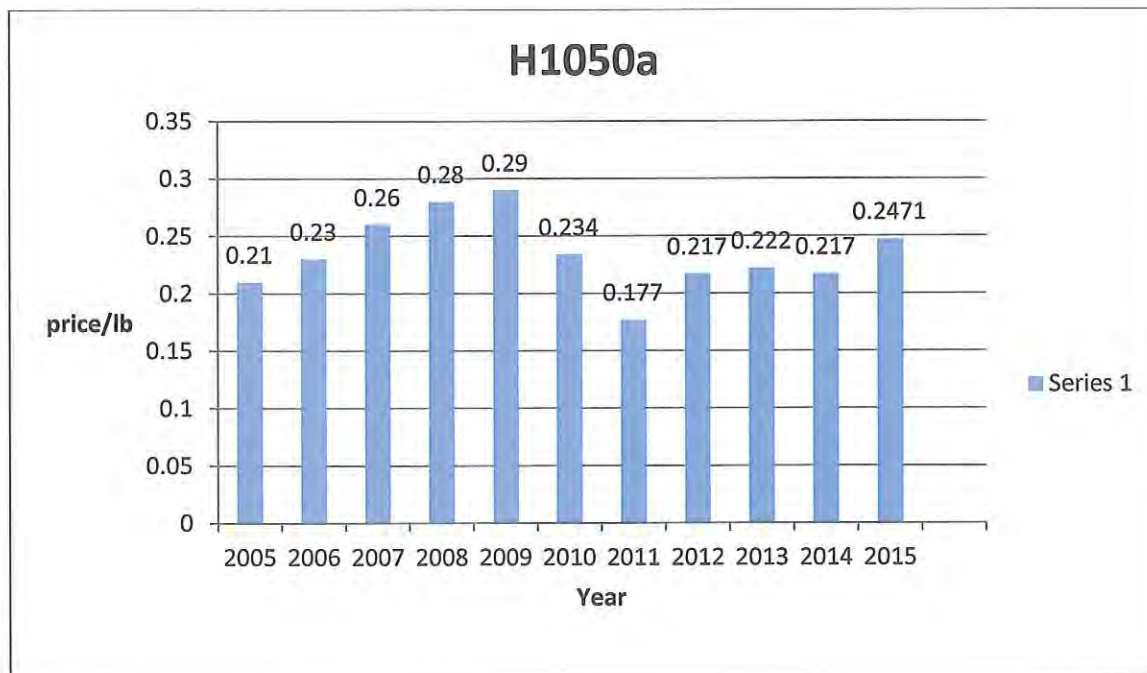
Preventative Maintenance Tasks: Staff completed 173 preventative maintenance tasks, 5 miscellaneous work orders, and 2 safety sessions during the month.

CT Tank Project: Plant Manager Francis attended three design meetings for the CT tank project with CH2MHILL.

Raw Water Pump #2: L & S Electric installed a new variable frequency drive for raw water pump #2. Both pump #2 and pump #7 VFD replacements were part of the 2014 CIP.

Manual Operation: December starts the winter manual operation of the treatment plant. All operators are required to operate the treatment plant in manual mode one weekend during the months of December, January and February.

Coagulant Pricing: Concern about the percentage of increase in coagulant cost per pound was expressed in the December meeting. A graph of pricing for the last ten years has been provided for the Commission's review.



DISTRIBUTION & COLLECTION OPERATIONS

December 2014

Water Lateral Repair:

On December 4th a crew was sent to repair a 1" copper water lateral that was leaking at 715 East Shepard Avenue. When the water lateral was excavated, the crew found that the flare at the corporation on the main had failed.

Hydrant Repair:

On December 9th a crew was sent to 10900 South Chicago Road to repair a broken lower barrel. The hydrant was hit by a car as per the police report.

Towers:

On December 19th Corpro was on site to conduct an inspection of the cathodic protection equipment.

Workload: Distribution crews completed the following during the month of December.

- Tested and/or exchanged 26 water meters
- Installed 5 new meters
- Conducted 16 residential cross-connection inspections
- Conducted 43 industrial and commercial cross-connection inspections
- Replaced 15 Trace radio electronic read units
- Cleaned 12,311' of sanitary sewer
- Televised 12,871' of sanitary sewer
- Repaired 2 stop boxes
- Repaired 1 valve box

5 YEAR WATERMAIN BREAKS

Year	Corrosion Hole	Corrosiou Nuts & Bolts	Service Lateral Leaks	Lougitudinal Break	Circumferential Break	Misc.	Totals
2010	10	1	17	2	10	0	40
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

ADMINISTRATIVE OPERATIONS

December 2014

Audit and Financial Dates:

Baker Tilly has scheduled the Utility's annual audit for March 23 and 24, 2015. 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 as soon as possible. An actuarial study for 2014 is also needed, since the last study was done in 2012 and it's required every two years. This study will be done in conjunction with the City's study.

Credit Card Rewards:

The Utility earned \$497.22 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 no customer accounts.
2. Billed 4,932 water customers and 5,016 sewer customers.

<u>Customer Class</u>	<u>Gallons Billed (in thousands)</u>			<u>New Customers</u>		
	<u>2014 YTD</u>	<u>2013 YTD</u>	<u>% Change</u>	<u>2014 YTD</u>	<u>2013 YTD</u>	<u>% Change</u>
Residential	431,281	446,453	-3.4%	20	39	-48.7%
Commercial	443,837	426,643	4.0%	1	1	0.0%
Industrial	399,529	388,377	2.9%	0	0	N/A
Public Authority	18,646	21,822	-14.6%	1	0	N/A
Wholesale	1,163,545	1,205,158	-3.5%	0	0	N/A
Total	<u>2,456,838</u>	<u>2,488,453</u>	<u>-1.3%</u>	<u>22</u>	<u>40</u>	<u>-45.0%</u>

ENGINEERING OPERATIONS

December 2014

Cell Phone Antenna Installations

AT&T has been in the process of developing plans for new antenna installations at Sycamore Tower. The latest revisions include a net decrease in the amount of cables within the access tube of the tower. This option is preferable to the other plan revisions which included a new access tube within the wet interior of the tower and running cables along the exterior of the tower.

AT&T has not negotiated a lease amendment to this point. No physical work on the tank can take place until this occurs.

27th Street Hydrant Relocation and Water Main Relay:

Engineering is finalizing plans and specifications for the project. The project will be advertised on January 15 and Jan 22 with a Jan 30 bid opening.

CT Tank Compliance Project/2016 Water Treatment Plant Improvement Project:

Engineering, in conjunction with CH2M Hill, is prosecuting the design work for this project and is approximately 40% complete. Major items of work to date include storm water management, UV disinfection, intermediate and high service pumping, and site work. Engineering has submitted its application to rezone the properties to the north of the existing plant from B-2 (Business) to I-1 (Institutional) and has received preliminary approval from the Planning Commission. Conditions and restriction for the site will be finalized at a Planning Commission meeting on January 13, 2015. In order to finalize the rezoning, a public hearing will take place with final Common Council vote on January 20, 2015.

Monthly Diggers Hotline Locates: 291 Total Hotline Tickets

