

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, July 11, 2017, 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 6th Street, Oak Creek, Wisconsin, 53154.

DATED, at Oak Creek, Wisconsin, this the 6th day of July, 2017.

/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 July 11, 2017	Headquarters Building 170 West Drexel Avenue

1.0 OPENING OF MEETING

- 1.1 Roll Call
- 1.2 Minutes Approval - Regular Meeting 06-20-17

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. Waukesha Water Sales Agreement

3.0 PROJECT APPROVALS

4.0 MISCELLANEOUS MATTERS

- 4.1 Revised Caledonia Sanitary Sewer Service Area Agreement

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

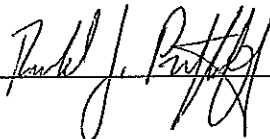
OAK CREEK WATER AND SEWER UTILITY

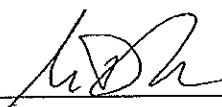
PROGRESS PAYMENT No.2 - Final

PROJECT NO. 16101 - East Forest Hill Avenue Water Main

Item No.	Item Description	Quantity	Unit	UPI, LLC 2160 Springdale Rd. New Berlin, WI 53146		Partial Payment 1 June 20, 2017		Partial ^{Final} Payment 2 JULY, 11 2017		Total Complete	
				Price	Total Price	Quantity Complete	Cost Complete	Quantity Complete	Cost Complete	Quantity Complete	Cost Complete
1	8-inch Water Main 1-1/4" TBBF	1043.00	LF	\$90.00	\$93,870.00	1044.00	\$93,960.00		\$0.00	1,044.00	\$93,960.00
2	Connect to Existing 6" Water Main	2.00	EA	\$4,545.00	\$9,090.00	2.00	\$9,090.00		\$0.00	2.00	\$9,090.00
3	Hydrant, Lead and 6-inch Gate Valve	2.00	EA	\$5,500.00	\$11,000.00	2.00	\$11,000.00		\$0.00	2.00	\$11,000.00
4	Hydrant Extension	1.50	VF	\$1,100.00	\$1,650.00	2.0	\$2,200.00		\$0.00	2.00	\$2,200.00
5	6" Gate Valve	3.00	EA	\$1,495.00	\$4,485.00	3.00	\$4,485.00	1.00	\$1,495.00	4.00	\$5,980.00
6	1-1/4" Water Service Laterals (Polyethylene) Open Cut	15.00	EA	\$2,700.00	\$40,500.00	15.00	\$40,500.00		\$0.00	15.00	\$40,500.00
7	Asphalt Pavement Removal	4162.00	SY	\$3.40	\$14,150.80		\$0.00	4162.00	\$14,150.80	4,162.00	\$14,150.80
8	HMA Pavement, 3LT 58-28 S, 19.0mm Lower Layer	635.00	Ton	\$52.50	\$33,337.50	595.14	\$31,244.85		\$0.00	595.14	\$31,244.85
9	HMA Pavement, 5LT 58-28 S, 9.5mm Upper Layer	384.00	Ton	\$62.50	\$24,000.00	417.92	\$26,120.00		\$0.00	417.92	\$26,120.00
10	1-1/4" Dense Graded Aggregate Base Course	224.00	Ton	\$19.30	\$4,323.20		\$0.00		\$0.00	-	\$0.00
11	Stone Shoulder, 3/4" T.B	83.00	Ton	\$48.00	\$4,464.00	83.73	\$4,019.04		\$0.00	83.73	\$4,019.04
12	Sewing Existing Pavement Full Depth	1728.00	LF	\$1.00	\$1,728.00	1350.00	\$1,350.00		\$0.00	1,350.00	\$1,350.00
13	Excavation Below Base, 1-1/4" Dense Graded Aggregate Base	100.00	Ton	\$60.00	\$6,000.00		\$0.00	18.97	\$1,138.20	18.97	\$1,138.20
14	Excavation Below Base, Breaker Run Base	100.00	Ton	\$60.00	\$6,000.00		\$0.00		\$0.00	-	\$0.00
15	Pavement Marking, Epoxy, White 4-inch Edge Line	2748.00	LF	\$0.70	\$1,923.60		\$0.00	2728.00	\$1,908.20	2,726.00	\$1,908.20
16	Pavement Marking, Epoxy, Yellow 4-inch Broken Center	94.00	LF	\$0.70	\$65.80		\$0.00	97.50	\$68.25	97.50	\$68.25
17	Pavement Marking, Epoxy, Yellow 4-inch Double Centerline	1008.00	LF	\$1.35	\$1,358.10		\$0.00	955.50	\$1,289.93	955.50	\$1,289.93
18	Pavement Marking, Epoxy, White 18-inch Stop Bars	48.00	LF	\$8.15	\$391.20		\$0.00	40.50	\$330.08	40.50	\$330.08
19	Pavement Marking, Epoxy, White 6-inch Cross Walks	360.00	LF	\$6.70	\$2,412.00		\$0.00	188.50	\$1,249.55	188.50	\$1,249.55
20	Restoration of Lawns and Parkway	1.00	LS	\$3,000.00	\$3,000.00		\$0.00	1.00	\$3,000.00	1.00	\$3,000.00
21	Erosion Control	1.00	LS	\$500.00	\$500.00	1.00	\$500.00		\$0.00	1.00	\$500.00
22	Traffic Control	1.00	LS	\$1,500.00	\$1,500.00	0.50	\$750.00	0.50	\$750.00	1.00	\$1,500.00
TOTAL (Items 1-20)					\$265,747.20		\$225,218.89		\$25,380.00		\$250,598.89

Sub-Total Completed To Date	\$250,598.89	
Less Allowance for testing and approval	0.0%	\$0.00
Less Retainage (5% to 50% complete)	5% up to 50%	\$0.00
Total	\$250,598.89	
Less Previous Payments	-\$205,922.47	
TOTAL PAYMENT DUE THIS PERIOD	\$44,676.42	

Recommended for Commission Approval by:  Date: 7-5-2017

Contractor Final Payment Approval by:  Date: 7/5/17

ADMINISTRATIVE OPERATIONS

June 2017

Comprehensive Annual Financial Report:

The Utility's Comprehensive Annual Financial Report (CAFR) has been printed and assembled. Three copies were submitted to the Government Finance Officers Association for the 2016 Certificate of Achievement Award. Baker Tilly Virchow Krause, LLP issued their unqualified opinion letter on the financial statements, which is included in the CAFR.

Auditor's Report on Internal Control:

Baker Tilly Virchow Krause, LLP issued their report on internal control for the Utility. It is stated in this report that "we did not identify any deficiencies in internal control that we consider to be material weaknesses."

Training:

Accounting Supervisor Stenzel and Utility Clerk Uttke attended the WIAWWA Customer Service Seminar in Oshkosh on June 7.

Accounting Supervisor Stenzel attended the AWWA Annual Conference and Exposition in Philadelphia on June 12 – 14.

Workload:

Other administrative tasks for the month included the following:

1. Added 5 new customer accounts.
2. Billed 5,041 water customers and 5,110 sewer customers.

Gallons Billed (in thousands):

	YTD 2017	YTD 2016	YTD 2015	YTD 2014	YTD 2013	Average
Residential	200,709	201,274	200,627	204,743	205,808	202,632
Commercial	222,390	208,359	208,702	208,861	198,476	209,358
Industrial	203,918	182,265	189,936	197,660	188,081	192,372
Public Authority	6,308	7,414	11,614	8,915	10,554	8,961
Wholesale	474,282	528,320	566,838	542,873	534,778	529,418
Total	1,107,607	1,127,632	1,177,717	1,163,052	1,137,697	1,142,741
% Incr (Decr)	-1.8%	-4.3%	1.3%	2.2%		

New Customers:

	YTD 2017	YTD 2016	YTD 2015	YTD 2014	YTD 2013	Average
Residential	13	14	12	12	19	14.0
Commercial	13	14	6	1	1	7.0
Industrial	0	0	1	0	0	0.2
Public Authority	0	1	1	0	0	0.4
Wholesale	0	0	0	0	0	-
Total	26	29	20	13	20	22
% Incr (Decr)	-10.3%	45.0%	53.8%	-35.0%		

New Commercial Customers (YTD 2017): Centennial Park (5 accounts), Cricket Wireless, GMX Midland Oak Creek LLC (2 accounts), Ad-Tech, Valentine Café, One West Drexel, HSI Drexel Ridge, trucking terminal at 10450 S. Oakview Parkway

ENGINEERING OPERATIONS

June 2017

Forest Hill Water Main Relay

This project is complete. Engineering has received the final pay request and has prepared an invoice for approximately \$47,000 to be paid by the City of Oak Creek for the portion of the work that they had requested to be added to the Utility contract.

2017 Sanitary Sewer Projects

Engineering, in conjunction with RA Smith, has begun the design phase of the 2017 project. In addition to problem areas that had been previously identified, RA Smith is reviewing new CCTV video provided by the Utility for major defects in sanitary sewer pipes. The design is approximately 30% complete. The design is expected to be ready for bidding in mid-August.

Jewell Street Lift Station Abandonment

The Utility has conducted a kick-off meeting with RA Smith with preliminary work on this project getting started. Major portions of the preliminary work include re-allocating sewer flows from one sewer shed to another, and dealing with potential environmental concerns along the alignment of the pipe. The Milwaukee Metropolitan Sewerage District will need to approve re-allocation of sanitary sewer flows before design can move forward. Also, the Utility has discovered some evidence that there may be coal ash located within the conceptual alignment of the pipe. Thus, preliminary environmental work will also begin shortly to determine if there is an impact and the extent of it.

Water Quality Improvement Project

Pre-hearing written testimony continues regarding the construction authorization for this project. Utility staff has submitted direct testimony and is working on its rebuttal due on July 7, 2017. Written testimony will continue through July 18, with a hearing scheduled at the Public Service Commission of Wisconsin on July 19, 2017.

GIS Optimization

GIS Technician Galeski and Engineering Technician 2 Niemi are making the final adjustments to each of the applications. Each of the water applications are in use. Sanitary sewer applications will be available for use no later than July 17, at which time, training on the sanitary sewer portion will begin. Full deployment is expected July 17, 2017.

DISTRIBUTION & COLLECTION OPERATIONS

June 2017

Water Main Break:

In the month of June there were no water main breaks.

Water Lateral Repair:

On June 16th, a crew was sent to 9221 South 15th Avenue to replace a broken curb stop. The tee on the curb stop was broken making it non-operating.

Valve Repair:

On June 2nd, a crew was sent to South 11th Avenue and Hillview Avenue to repair an 8" gate valve that would not operate. After excavating the valve, the crew found the o-rings in the packing seized to the valve stem. The o-rings were replaced and lubricated.

Fire Hydrant Repairs:

On June 2nd, a crew was sent to 520 South Mona Drive for a hydrant that would not shut off. The main valve rubber had to be replaced.

On June 26th, a crew was sent to 535 West Forest Hill Avenue for a hydrant that was difficult to operate. The operating nut was removed from the dome cleaned, lubricated and reassembled.

On June 28th, a crew was sent to 8775 South Howell Avenue for a hydrant that could not be operated. The operating nut was removed from the dome cleaned, lubricated and reassembled.

On June 28th, a crew was sent to 8630 South Maize Drive to repair a hydrant that was not opening properly. After investigation, it was found the main shaft in the hydrant had corroded and broke by the main valve rubber. A new shaft was installed.

Manhole Repairs:

In June, the Utility repaired six manhole chimneys and installed frame to chimney seals on East Carrollton Drive. This was done in coordination with the City road project.

Miscellaneous:

On June 1st, Senior Utility Worker Allard and Distribution Manager Schwartz attended a Wisconsin Section AWWA seminar in Oshkosh. The topic was on Reducing Non-Revenue Water.

PLANT OPERATIONS

JUNE, 2017

PUMPAGE REPORT	2017 (pumpage in gallons)	2016 (pumpage in gallons)	Percentage of Change
Monthly pumpage	245,950,000	270,240,000	-9.0
Monthly average day	8,198,000	9,008,000	-9.0
Monthly peak day	(6/12/17) 10,220,000	(6/20/17) 11,350,000	-10.0
Yearly pumpage	1,245,514,000	1,302,849,000	-4.4
Yearly average day	6,881,000	7,159,000	-3.9
Yearly peak day	(6/12/17) 10,220,000	(6/20/17) 11,350,000	-10.0
West zone pumpage	115,310,000	129,170,000	-10.7

WATER QUALITY REPORT	Raw Water	Finished Water
Average free chlorine		1.57 mg/l
Total chlorine		1.71 mg/l
Average alkalinity	107.4 mg/l	104.8 mg/l
Average pH	8.4	8.1
Average fluoride	0.14 mg/l	0.76 mg/l
Average turbidity	2.06 N.T.U.	0.05 N.T.U.
Average temperature	52.8 °F	
Hardness	137 mg/l	137 mg/l

Preventative Maintenance Tasks: Staff completed 129 preventative maintenance tasks and 2 safety sessions during the month.

Coagulant Trial: Staff started feeding Usalco Delta-Floc 807 on June 6th. Treatment plant performance and water quality parameters will be compared against historical data compiled using ChemTrade H1050A.

Operations Meeting: Plant Manager Francis attended a conceptual operations meeting with Waukesha utility members.

Electrical Maintenance: Electrical Energy Experts was on site June 7th, 8th and 9th performing annual maintenance and testing of the treatment plant and raw water booster pump station electrical systems. A bad trip relay was found on one of the main feed breakers in the treatment plant. The faulty trip relay prevents the breaker from automatically tripping when it senses an electrical

problem. The breaker was taken out of service and the tie-breaker was closed allowing all of the treatment plant to be powered from one incoming line. EEE is investigating parts availability and alternative corrective measures.

