

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, May 10, 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 5th day of May, 2016.

/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 May 10, 2016	Headquarters Building 170 West Drexel Avenue

1.0 OPENING OF MEETING

- 1.1 Roll Call
- 1.2 Minutes Approval - Regular Meeting 04-12-16

2.0 FINANCIAL MATTERS

- 2.1 Project Payment Approvals
- 2.2 Voucher Approval
- 2.3 Utility Investments
- 2.4 Financial Statements

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 Amendment #1 to the Professional Services Agreement with CDM Smith

6.0 CLOSED SESSION

- 6.1 Closed session in accordance with Section 19.85 (1) (g) of the Wisconsin State Statutes for the following purpose:
 - A. CT Tank Compliance Project

7.0 ADJOURN

OAK CREEK WATER AND SEWER UTILITY

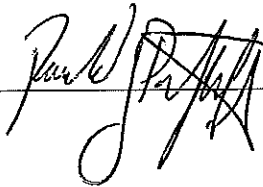
PROGRESS PAYMENT No.1

PROJECT NO. 16103-5th Ave Water Main Extensions

Item No.	Item Description	Quantity	American Sewer Services, Inc.		Partial Payment 1 June 7, 2016		Total Complete	
			Unit Price	Total Price	Quantity Complete	Cost Complete	Quantity Complete	Cost Complete
1	12-inch Diameter PVC, 3/4" T.B.B.F., Pavement Restoration	312 LF	\$190.00	\$59,280.00	312.00	\$59,280.00	312.00	\$59,280.00
2	12-inch Diameter PVC, 3/4" T.B.B.F., Turf Restoration	67 LF	\$150.00	\$10,050.00	66.00	\$9,900.00	66.00	\$9,900.00
3	Connect to Existing Water Main	2 EA	\$7,500.00	\$15,000.00	2.00	\$15,000.00	2.00	\$15,000.00
4	Hydrant, Lead, and 6-inch Aux. Valve	3 EA	\$6,000.00	\$18,000.00	3	\$18,000.00	3.00	\$18,000.00
5	12-inch Gate Valve	2 EA	\$3,000.00	\$6,000.00	2	\$6,000.00	2.00	\$6,000.00
6	Remove and Salvage Existing Hydrant	1 EA	\$750.00	\$750.00	1.00	\$750.00	1.00	\$750.00
7	Erosion Control	1 LS	\$750.00	\$750.00	1.00	\$750.00	1.00	\$750.00
8	Traffic Control	1 LS	\$8,000.00	\$8,000.00	1.00	\$8,000.00	1.00	\$8,000.00
TOTAL (Items 1-8)				\$117,830.00	\$117,830.00	\$117,830.00	\$117,830.00	\$117,830.00

Sub-Total Completed To Date		\$117,680.00
Less Allowance for testing and approval	0.0%	\$0.00
Less Retainage (5% to 50% complete)	5% up to 50%	-\$2,942.00
Total		\$114,738.00
Less Previous Payments		\$0.00
TOTAL PAYMENT DUE THIS PERIOD		\$114,738.00

Recommended for Commission Approval by:



Date: 5-3-2016

OAK CREEK WATER & SEWER UTILITY

Approved by PP

Date 5-3-2016

PLANT OPERATIONS

April, 2016

PUMPAGE REPORT	2016 (pumpage in gallons)	2015 (pumpage in gallons)	Percentage of Change
Monthly pumpage	198,875,000	208,755,000	-4.7
Monthly average day	6,629,000	6,959,000	-4.7
Monthly peak day	7,860,000(4/17/16)	7,910,000(4/21/15)	-0.6
Yearly pumpage	807,470,000	829,085,000	-2.6
Yearly average day	6,673,000	6,909,000	-3.4
Yearly peak day	7,890,000(1/13/16)	8,430,000(1/19/15)	-6.4
West zone pumpage	89,410,000	98,660,000	-9.4

WATER QUALITY REPORT	Raw Water	Finished Water
Average free chlorine		1.51 mg/l
Total chlorine		1.73 mg/l
Average alkalinity	116.6 mg/l	117.5 mg/l
Average pH	8.3	8.1
Average fluoride	0.11 mg/l	0.74 mg/l
Average turbidity	2.45 N.T.U.	0.04 N.T.U.
Average temperature	42.4°F	
Hardness	137 mg/l	137 mg/l

Preventative Maintenance Tasks: Staff completed 137 preventative maintenance tasks, 2 miscellaneous work orders, and 2 safety sessions during the month.

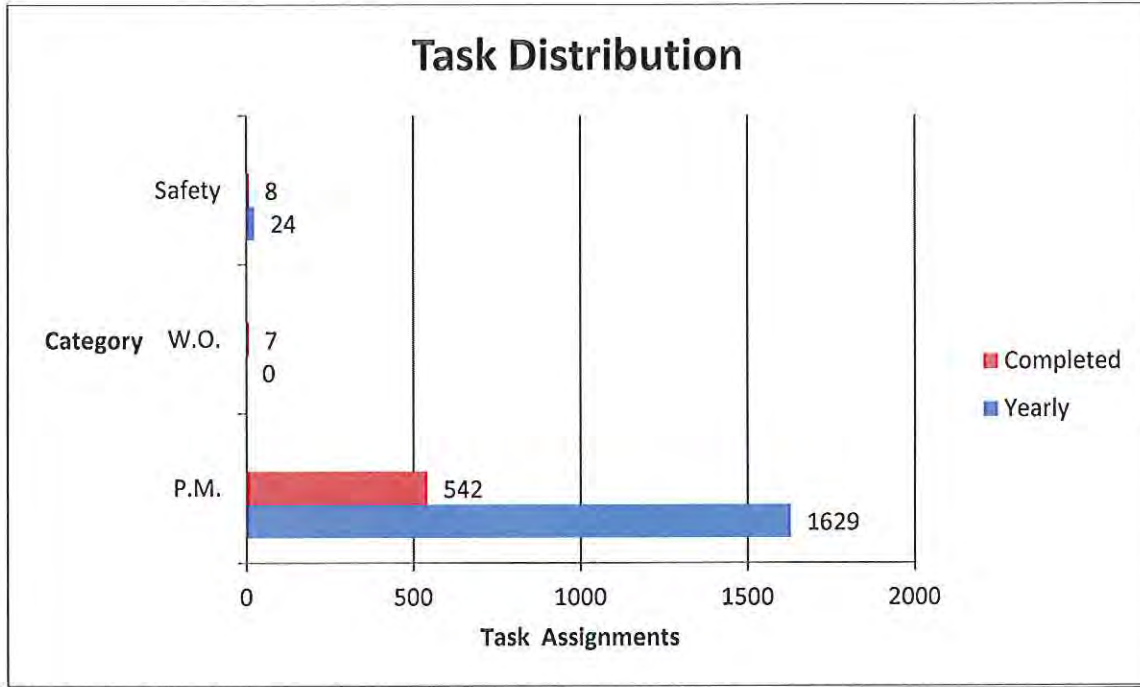
Filter Maintenance: Staff adjusted the anthracite coal level in filters #1 and #13.

Seminars: Operators Muschinski, Bochat, Krueger and Plant Manager Francis attended the spring West Shore Water Producers Association meeting held in Menasha on April 15th. Topics included: Privatization of Water Utilities, Water Tower Rehabilitation and a history and tour of the Appleton Water Treatment Plant.

Operators Robe, Messerschmidt, Klees, Bochat and Krueger attended the Wisconsin Section of the American Water Works Association Treatment Operations Seminar held at the Oak Creek Community Center on April 28th. Topics included: benefits of Internships, Empowering Wellness, Basics of Jar Testing, and the Flint Michigan Water Crisis.

Carbon Feeder: Staff installed the carbon feeder system at the Raw Water Pump Station.

Raw Water Pump Station: Electrical Energy Experts were on site 4-26 to replace the lightening arrester in one of the fused switches at the raw water pump station.



DISTRIBUTION & COLLECTION OPERATIONS

April 2016

Water Main Breaks:

There were no water main breaks in the month of April.

Water Lateral Repairs:

There were no lateral leaks reported in April.

Valve Repairs:

On April 20th a crew was sent to 9648 South Chicago Road and Highway 100 to repair a 12” gate valve that was leaking. After exposing the valve, they found that the packing bolts had corroded away. The bonnet bolts were also replaced.

On April 21st a crew was sent to 4176 East Elm Road to repair a 6” hydrant auxiliary gate valve that was leaking. After exposing the valve, they found that the packing bolts had corroded away. The bonnet bolts were also replaced.

Fire Hydrant Repairs:

On April 22nd a crew was sent to 4176 East Elm Road to repair a Mueller fire hydrant. They replaced the lower shaft that was badly corroded and a broken coupler.

On April 26th a crew was sent to 1000 West Drexel Avenue to repair an Iowa hydrant that was damaged by a vehicular accident. They replaced the breakaway flange. A police report was received, and an invoice was sent.

Annual Hydrant Flushing:

Distribution crew started the annual flushing and greasing of 1500 fire hydrants. Also, crews are doing directional flushing of water mains in sections of the city.

Miscellaneous:

On April 7th Distribution Manager Schwartz participated in the rewriting of PSC 185 through a web-ex put on by MEG. The topic was “Metering and Meter Testing”.

On April 11th-15th Utility Service worker Ryan Maughan attended a Cross Connection Control Tester training at the Wisconsin Rural Water Association in Plover, Wisconsin.

ADMINISTRATIVE OPERATIONS

April 2016

Year End:

Accounting Supervisor Stenzel and staff worked on the preparation of the Utility's Comprehensive Annual Financial Report. This report will be assembled in-house, and Baker Tilly will review it before issuing their opinion letter.

Training:

Accounting Supervisor Stenzel attended two Wisconsin Section of American Water Works Association (WIAWWA) Management Committee meetings on April 5 and 26.

Accounting Supervisor Stenzel attended a WIAWWA Board meeting in Green Bay on April 8.

Accounting Supervisor Stenzel participated in a Public Service Commission (PSC) Chapter 185 re-write group discussion for the meter reading and billing topic on April 15.

Accounting Supervisor Stenzel attended the American Water Works Association regional meeting of section officers in Fargo, ND on April 21-23.

Accounting Supervisor Stenzel participated in a PSC Chapter 185 re-write group discussion for the general provisions topic on April 27.

Workload:

Other administrative tasks included the following:

1. Added 4 customer accounts.
2. Billed 906 water customers and 937 sewer customers.

Gallons Billed (in thousands):

	YTD 2016	YTD 2015	YTD 2014	YTD 2013	YTD 2012	Average
Residential	103,908	104,815	107,131	108,900	108,400	106,631
Commercial	137,284	137,610	137,797	132,224	136,496	136,282
Industrial	118,495	125,925	127,724	120,300	112,324	120,954
Public Authority	4,379	5,596	4,406	5,405	5,357	5,029
Wholesale	478,915	503,032	489,590	485,966	502,369	491,974
Total	842,981	876,978	866,648	852,795	864,946	860,870
% Incr (Decr)	-3.9%	1.2%	1.6%	-1.4%		

New Customers:

	YTD 2016	YTD 2015	YTD 2014	YTD 2013	YTD 2012	Average
Residential	8	10	8	16	8	10.0
Commercial	7	2	1	0	1	2.2
Industrial	0	1	0	0	0	0.2
Public Authority	0	1	0	0	0	0.2
Wholesale	0	0	0	0	0	-
Total	15	14	9	16	9	13
% Incr (Decr)	7.1%	55.6%	-43.8%	77.8%		

New Commercial Customers (YTD 2016): Centennial Park (5 accounts), Chick Fil A (2 accounts)

ENGINEERING OPERATIONS

April 2016

5th Avenue Water Main Extension

Construction on this project is substantially complete. The contractor will complete punch list items and minor turf restoration work before final payment is issued.

CT Tank Compliance Project/2016 Water Treatment Plant Improvement Project

CDM Smith, in conjunction with the Utility, has been working on the new water demand forecast required by the Public Service Commission of Wisconsin (PSC). On April 15, a draft of Technical Memorandum #1 was submitted to the PSC and City of Franklin personnel for review. Technical Memorandum #1 outlined the methodology and population projections to be used in the report. Both the PSC and City of Franklin completed their review, and submitted comments based on their analysis.

The next milestone will occur on May 10, 2016, at which time the Utility will submit a draft of Technical Memorandum #2 outlining water demand projections in a low, medium, and high scenario. Pursuant to the PSC requirements, the demand scenarios will be analyzed statistically for probability of exceedance.

15th Avenue Water Main Extension Project

The design for this project is approximately 80% complete. Wetlands and flood plain throughout the corridor have created challenges in permitting. Initially, because of the existence of these wetlands and flood plain, it was thought that an Army Corps of Engineers permit would be needed. However, further analysis suggests that the standard WDNR permit will be sufficient. Advertisement will take place in the last weeks of May, followed by bidding and award in early June. Construction is anticipated to start in early to mid-July.

Well No. 1 and Well No. 4 Abandonment

Utility Engineer Pritzlaff and Construction Coordinator Ricker met with City of Oak Creek personnel onsite to determine the scope of excavation that would be required. Presently, a large knoll encompasses the existing reservoir. The discussion centered around grading this area flat, and tree removal. The City of Oak Creek also expressed an interest in keeping the existing parking area.

In the next month, Utility Engineer Pritzlaff will be evaluating consultant proposals for the design of the project and submitting results to the Commission.

Amendment #1 to the Professional Services Agreement with CDM Smith

Date: May 10, 2016

RECOMMENDATION: That the Commission consider a motion to authorize the Utility Engineer to amend the existing professional services agreement with CDM Smith in producing a water demand forecast for the CT Tank Compliance Project as ordered by the Public Service Commission of Wisconsin (PSC) in the not to exceed amount of \$20,000.

This project includes providing a supplemental water demand forecast as mandated by the PSC under the construction authorization docket for the CT Tank Compliance Project. CDM Smith has completed Technical Memorandum #1 and will need additional budget dollars to continue working through the second milestone in which they will provide water demand forecasts in a low, medium, and high demand scenario. Each demand scenario will be evaluated statistically for probability of exceedance.