

## 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, October 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 October, 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 October 13, 2015	Headquarters Building 170 West Drexel Avenue

**1.0 OPENING OF MEETING**

- 1.1 Roll Call
- 1.2 Minutes Approval - Regular Meeting 09-15-15

**2.0 FINANCIAL MATTERS**

- 2.1 Revenue Bond Refinancing
- 2.2 Project Payment Approvals
- 2.3 Voucher Approval
- 2.4 Utility Investments

**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**

- 4.1 20<sup>th</sup> Street Water Main and Sewer Extension

**5.0 MISCELLANEOUS MATTERS**

- 5.1 Expand Commission Membership to 7 Members
- 5.2 ISO Report Results

**6.0 ADJOURN**

**PLANT OPERATIONS**  
September, 2015

<b>PUMPAGE REPORT</b>	<b>2015 (pumpage in gallons)</b>	<b>2014 (pumpage in gallons)</b>	<b>Percentage of Change</b>
Monthly pumpage	239,338,000	224,100,000	+7.0
Monthly average day	7,978,000	7,470,000	+7.0
Monthly peak day	9,310,000 (9/3/15)	8,250,000 (9/6/14)	+13.0
Yearly pumpage	2,109,398,000	2,065,158,000	+2.0
Yearly average day	7,727,000	7,565,000	+2.0
Yearly peak day	13,150,000 (7/31/15)	11,450,000 (5/24/14)	+15.0
West zone pumpage	111,110,000	126,730,000	-12.0

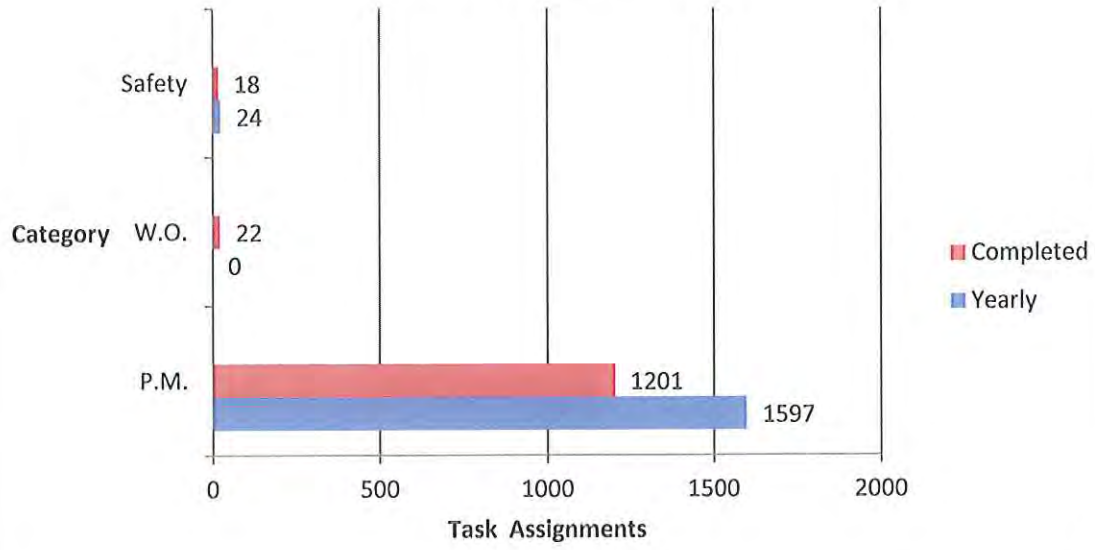
<b>WATER QUALITY REPORT</b>	<b>Raw Water</b>	<b>Finished Water</b>
Average free chlorine		1.52 mg/l
Total chlorine		1.68 mg/l
Average alkalinity	110.1 mg/l	110.2 mg/l
Average pH	8.4	8.2
Average fluoride	0.09 mg/l	0.74 mg/l
Average turbidity	3.06 N.T.U.	0.04 N.T.U.
Average temperature	53.9°F	
Hardness	137 mg/l	137 mg/l

**Preventative Maintenance Tasks:** Staff completed 127 preventative maintenance tasks, 2 miscellaneous work orders, and 2 safety sessions during the month.

**Wisconsin Water Association:** Plant Manager Francis attended the Wisconsin Water Association Annual Meeting and Expo on September 9<sup>th</sup> and 10<sup>th</sup>. Topics included: electrical master planning for water operations, THM monitoring, on-site hypo generation, LT2, and WDNR updates. Operator Robe attended the conference as Chairman of the Operations Committee and Operator Messerschmidt attended as part of that same committee.

**Centers for Disease Control:** Plant Manager Francis and Operators Robe, Messerschmidt and Muschinski attended the training session for low pressure events presented by Elizabeth Adam of the CDC on September 16<sup>th</sup>.

# Task Distribution



## **DISTRIBUTION & COLLECTION OPERATIONS**

**September 2015**

### **Water Main Breaks:**

In the month of September there were no main breaks.

### **Water Lateral Repairs:**

On September 9<sup>th</sup> a crew was sent to 7560 South Logan Avenue to repair a ¾" copper lateral that had a bad flare on the street side.

On September 10<sup>th</sup> a crew was sent to 6800 South 27<sup>th</sup> Street to investigate a possible water main hit by contractor. The contractor hit the 8" water lateral going to the Menards store. The Utility completed the repair and is billing the contractor.

On September 18<sup>th</sup> a crew was sent to 7302 South 27<sup>th</sup> Street for a contractor hitting a water lateral. The contractor excavated the hole, and the Utility crew completed the repair.

On September 30<sup>th</sup> a crew was sent to 6312 South 27<sup>th</sup> Street for a contractor hitting a water lateral. The Utility completed the repair and is billing the contractor.

### **Hydrant Repair:**

On September 11<sup>th</sup> a crew went to South 5<sup>th</sup> Avenue and East Addison Lane to replace the barrel bolts in a hydrant.

### **Water Gate Valves Repaired:**

On September 2<sup>nd</sup> a crew was sent to 7300 South 27<sup>th</sup> Street to repair a leaky valve. After excavating, the crew found the packing bolts were bad and replaced them.

### **Sanitary Manholes:**

On September 25<sup>th</sup> a crew was sent to 2419 West Grays Lane to repair the manhole chimney that was hit by a car. A Police report is coming.

### **Operate Valves:**

The Utility crew is continuing working on this task.

### **Miscellaneous:**

On September 8<sup>th</sup>-11<sup>th</sup> Distribution Manager Schwartz attended the WWA conference in the Wisconsin Dells.

On September 10<sup>th</sup> Senior Utility Worker Darrin Allard attended the WWA conference in the Wisconsin Dells to compete on Tops-Ops. The team consisted of Darrin and one each from South Milwaukee and Manitowoc Water Departments. The team took 1<sup>st</sup> place.

On September 16<sup>th</sup> Utility Workers Allard, Struebing, Flatow and Distribution Manager Schwartz attended a training conducted by the CDC for low pressure events.



## ADMINISTRATIVE OPERATIONS

September 2015

### Fixed Assets:

Accounting Supervisor Stenzel and Senior Accountant Leranth completed the Utility's continuing property records for 2014.

### Training:

Accounting Supervisor Stenzel attended the Wisconsin Water Association annual conference in Wisconsin Dells on September 8 – 11.

### Single Audit Work:

The Single Audit Report has been completed by Baker Tilly and was submitted to the Wisconsin Department of Administration on September 29, as required for federal grant compliance.

### Temporary Employment Assistance:

The Utility has secured a temporary employee through Robert Half Accountemps, Diane Allen, to fill Kathy Esselman's position during her time out on FMLA. Diane will start on October 5 and will continue working for us until Kathy returns.

### Recognition Dinner:

The Utility's recognition dinner will be held on Friday, January 22, at the Root River Center on Rawson Avenue in Franklin.

### Workload:

Other administrative tasks included the following:

1. Added 5 customer accounts.
2. Billed 4,961 water customers and 5,034 sewer customers.

### Gallons Billed (in thousands):

	YTD 2015	YTD 2014	YTD 2013	YTD 2012	YTD 2011	Average
Residential	336,509	329,559	338,448	403,681	368,186	355,277
Commercial	333,565	329,751	310,938	342,687	400,872	343,563
Industrial	289,466	306,323	295,457	271,789	216,214	275,850
Public Authority	16,928	13,206	15,791	18,392	14,440	15,751
Wholesale	899,064	842,664	834,378	946,177	880,775	880,612
Total	1,875,532	1,821,503	1,795,012	1,982,726	1,880,487	1,871,052
% Incr (Decr)	3.0%	1.5%	-9.5%	5.4%		

**New Customers:**

	YTD 2015	YTD 2014	YTD 2013	YTD 2012	YTD 2011	Average
Residential	18	19	25	30	34	25.2
Commercial	9	1	1	3	2	3.2
Industrial	1	0	0	0	0	0.2
Public Authority	1	0	0	0	0	0.2
Wholesale	0	0	0	0	0	-
Total	<u>29</u>	<u>20</u>	<u>26</u>	<u>33</u>	<u>36</u>	<u>29</u>
% Incr (Decr)	45.0%	-23.1%	-21.2%	-8.3%		

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

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

**New Public Authority Customers (2015):** Fire Station #1



## **ENGINEERING OPERATIONS**

**September 2015**

### **Cell Phone Antenna Upgrades**

Verizon Wireless has expressed an interest in modifying their antennas at Howell Tower. They have sent preliminary plans which show significant changes in the existing configuration. However, because of the changes, the Utility is seeking a lease amendment from the cell phone carrier. The Utility has engaged Strand Associates to perform the review of the project and provide inspection services. Verizon Wireless will not be given permission to move forward with the project until the lease amendment is in place.

### **27<sup>th</sup> Street Hydrant Relocation and Water Main Relay**

MJ Construction will be remobilizing to the project site in order to adjust the hydrants between Drexel and Rawson to final grade. They will follow the WisDOT paving contractor's paving operations from south to north along the project corridor with the adjustments that need to be made in order to avoid delaying the paving operations.

### **Cedar Hills Water Main Relay**

UPI has minor grass restoration items to complete before final payment. They will be onsite to complete their punch list items the second week in October, after which time, final payment will be processed and the project closed out.

### **CT Tank Compliance Project/2016 Water Treatment Plant Improvement Project**

Utility Engineer Pritzlaff met with representatives from Ramboll Environ and the WDNR to discuss the use of pilings underneath the proposed storage tank as a way to mitigate the need to remediate the soil underneath. Representatives from the WDNR did not think that this was a viable solution to the problem and will most likely require excavation and contaminated materials handling to clean up the site north of the existing treatment plant (the area where the proposed improvements will be situated). This remediation strategy will have significant effect on the cost of the overall project. Engineering, in conjunction with CH2M and Ramboll Environ, is currently developing and evaluating options to reduce the added cost of remediating the site.

General Manager Sullivan, Plant Manager Francis, and Utility Engineer Pritzlaff met with representatives from the City of Franklin regarding their concerns about the project.

### **20<sup>th</sup> Street Water Main and Sewer Extension**

Engineering has reviewed plans and specifications for extension of water and sanitary sewer north of Drexel for the Oak Creek School District's new elementary school construction at the northwest corner of Drexel and 20<sup>th</sup> Street. This includes constructing approximately 1000' of 12" PVC sanitary sewer, 12" PVC Water Main, and 650' of 8" water main. The plans have been revised to include all of the Utility's requirements and are ready for bid.



**OAKCREEK**  
— WISCONSIN —

ENGINEERING  
DEPARTMENT

October 7, 2015

Ronald J. Pritzlaff, P.E., Utility Engineer  
Oak Creek Water & Sewer Utility  
170 W. Drexel Avenue  
Oak Creek, WI 53154

Re: Utility Commission Approval Requests for October 2015  
City of Oak Creek Project No. 15023

Dear Mr. Pritzlaff:

Please review and have the Utility Commission act on these projects at its next regularly scheduled meeting. The S. 20th Street extension project to the north of W. Drexel Avenue is proposed to serve the new elementary school. This will add new public water main and public sanitary sewer to serve the new building. A three-party agreement is being prepared between the Oak Creek Franklin School District, Northwestern Mutual Life and the City for the installation of the public infrastructure. The Drexel school project extends the public sanitary and water across the school property to serve the school and also pick up the existing private laterals for the Ulrich property at 7700 S. 27th Street. The private laterals currently extend through the proposed school building.

Project No. 15023 S. 20th Street Expansion (Developer/School/City Funded)

Water main  
240 LF of 8" PVC water main  
941 LF of 12" PVC water main  
Appurtenances  
Estimated project cost \$164,000

Public Sanitary Sewer  
986 LF of 12" PVC  
4 - 48" Dia. Manholes  
Connection to existing Sanitary  
Estimate project cost \$115,000

Project No 15053 Drexel School (Developer Funded)

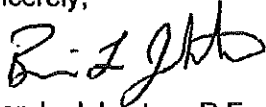
Water main  
405 LF of 8" PVC water main  
Appurtenances  
Estimated project cost \$56,150

Ron Pritzlaff  
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Public Sanitary Sewer  
410 LF of 8" PVC  
2 - 48" Dia. Manholes  
Connection to Sanitary  
Estimate project cost \$46,000

If you have any questions, please call me at (414) 768-6531. Thank you for your prompt attention to this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "B. Johnston". The signature is written in a cursive, somewhat stylized font.

Brian L. Johnston, P.E.  
Assistant City Engineer