

## **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, September 12, 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 6<sup>th</sup> Street, Oak Creek, Wisconsin, 53154.

**DATED**, at Oak Creek, Wisconsin, this the 7th day of September, 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 September 12, 2017	Headquarters Building 170 West Drexel Avenue

**1.0 OPENING OF MEETING**

- 1.1 Roll Call
- 1.2 Minutes Approval - Regular Meeting 08-08-17

**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 Sanitary Sewer Compliance Maintenance (CMAR) Annual Report

**5.0 FINANCIAL MATTERS**

- 5.1 Change Order 1: Wells No. 1 and 3 Abandonments
- 5.2 Project Payment Approval
- 5.3 Voucher Approval
- 5.4 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**

# Compliance Maintenance Annual Report

Oak Creek City

Last Updated: Reporting For:  
6/6/2017 2016

## DNR Response to Resolution or Owner's Statement

Name of Governing  
Body or Owner:

Oak Creek Water and Sewer Utility

Date of Resolution or  
Action Taken:

06/05/2017

Resolution Number:

2017-06-3.6

Date of Submittal:

6/6/2017

### ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):

Financial Management: Grade = A

#### Permittee Response:

#### DNR Response:

Please keep in mind for your next CMAR that the amount to be listed on item 3.3 ("What amount should be in your Replacement Fund") is a calculated value that your financial department has deemed sufficient for that year's Replacement Fund. This amount should be compared to your balance (item 3.2.6) to ensure you have equal to or more than the funds you should have.

Collection Systems: Grade = A

(Regardless of grade, response required for Collection Systems if SSOs were reported)

#### Permittee Response:

#### DNR Response:

Please describe the nature of the complaints on your next CMAR, under section 2, in "additional comments".

The Department recognizes your efforts in preventing sanitary sewer overflows. Please continue to carry out manhole inspections and to implement necessary actions to reduce or eliminate SSO or basement backup occurrences in the collection system. Thank you for your attention to this.

### ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS

(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

G.P.A. = 4

#### Permittee Response:

#### DNR G.P.A. Response:

#### DNR CMAR Overall Response:

Thank you for submitting your 2016 CMAR. Based on your grades no further action is required regarding this report. I appreciate the hard and detailed work you have done on maintaining your collection system. It surely is paying off. Please continue to maintain and operate your collection system in an efficient and effective manner. If you have any questions please contact me.

DNR Reviewer: Thielen, Geisa

Phone: (414) 263-8525

Address: 2300 N Dr Martin Luther King Jr Dr, Milwaukee, WI 53212

Date: 8/17/2017

**CHANGE ORDER AUTHORIZATION  
CHANGE ORDER NO. 1  
PROJECT NO. 17104**

**Well Nos. 1 and 3 Abandonment and Reservoir Demolition**

INITIATED BY THE OAK CREEK WATER AND SEWER UTILITY  
DATE INITIATED: September 5, 2017

Work authorization for furnishing the necessary labor, materials and equipment to perform the following:

ITEM NO.	ITEM DESCRIPTION	QUANTITY UNIT	UNIT PRICE	COST
E-1	Reroute Water Main	1 LS	\$16,608.00	\$16,608.00
	<b>TOTAL CHANGE ORDER</b>			<b>\$16,608.00</b>

E = Contract Extra, C = Contract Credit

This work, performed under the Well Nos. 1 and 3 Abandonment and Reservoir Demolition contract, is hereby agreed upon and has been performed as indicated under the contract for Project No. 17104, Change Order No. 1 for contract extras with a total net cost of \$16,608.00.

**Veit & Company, Inc.**

**Oak Creek Water & Sewer Utility**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Accepted by (print name)

\_\_\_\_\_  
Accepted by (print name)

\_\_\_\_\_  
Date Accepted

\_\_\_\_\_  
Date Accepted

OAK CREEK WATER AND SEWER UTILITY

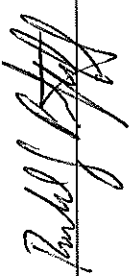
PROGRESS PAYMENT No.1

PROJECT NO. 17104 - Well and Reservoir Demolition

Item No.	Item Description	Quantity	Unit Price		Total Price	Partial Payment 1 September 12, 2017		Total Complete	
			Price	Unit		Quantity Complete	Cost Complete	Quantity Complete	Cost Complete
1	Well Nos. 1 and 3 Abandonment and Reservoir Demolition	1.00	LS	\$243,556.00	\$243,556.00	0.75	\$182,667.00	0.75	\$182,667.00
E-1	Reroute of 12" watermain and appurtenances	1.00	LS	\$16,608.00	\$16,608.00	1.00	\$16,608.00	1.00	\$16,608.00
<b>TOTAL (Items 1)</b>					<b>\$260,164.00</b>		<b>\$182,667.00</b>		<b>\$199,275.00</b>

Sub-Total Completed To Date \$199,275.00  
 Less Allowance for testing and approval \$0.00  
 Less Retainage (5% to 50% complete) 0.0%  
 Total \$192,770.90  
 Less Previous Payments 5% up to 50%  
 \$0.00

**TOTAL PAYMENT DUE THIS PERIOD \$192,770.90**

Recommended for Commission Approval by:  Date: 9-7-17

## ADMINISTRATIVE OPERATIONS

August 2017

### Training:

Accounting Supervisor Stenzel attended the Wisconsin Section of the American Waterworks Association Management Seminar held in Milwaukee on August 9.

### Workload:

Other administrative tasks for the month included the following:

1. Added 11 new customer accounts.
2. Billed 3,265 water customers and 3,387 sewer customers.

### Gallons Billed (in thousands):

	YTD 2017	YTD 2016	YTD 2015	YTD 2014	YTD 2013	Average
Residential	249,212	257,197	254,103	257,481	259,076	255,414
Commercial	307,383	294,051	288,149	284,650	271,688	289,184
Industrial	285,208	270,723	255,890	268,545	264,122	268,898
Public Authority	9,332	10,133	15,179	12,071	14,078	12,159
Wholesale	714,921	795,630	830,720	787,166	786,756	783,039
Total	1,566,056	1,627,734	1,644,041	1,609,913	1,595,720	1,608,693
% Change to Prior Year	-3.8%	-1.0%	2.1%	0.9%	N/A	
% Change to Average	-2.7%	1.2%	2.2%	0.1%	-0.8%	

### New Customers:

	YTD 2017	YTD 2016	YTD 2015	YTD 2014	YTD 2013	Average
Residential	17	18	15	15	22	17.4
Commercial	22	17	7	1	1	9.6
Industrial	0	0	1	0	0	0.2
Public Authority	0	1	1	0	0	0.4
Wholesale	0	0	0	0	0	-
Total	39	36	24	16	23	28

**New Commercial Customers (YTD 2017):** Centennial Park (5 accounts), Cricket Wireless, GMX Midland Oak Creek LLC (2 accounts), Ad-Tech (2 accounts), Valentine Café, One West Drexel, HSI Drexel Ridge (4 accounts), trucking terminal at 10450 S. Oakview Parkway, Kwik Trip, Azura Memory Care (4 accounts)

## **ENGINEERING OPERATIONS**

August 2017

### **Well No. 1 and 3 Abandonment**

WE Energies has abandoned their electrical service to the sites of both Well 1 and 3. The contractor has capped unused utilities, abandoned both wells, demolished the buildings and reservoir, and is working on filling and rough grading the site. Remaining items of work include finish grading, placing topsoil and seed, and miscellaneous restoration work. Engineering expects that the project will be substantially complete the second week in September.

### **2017 Valve Cut in Project**

This project is substantially complete. The contractor has completed valve installation at the following five intersection locations:

1. South Shepard Avenue & East Stonegate Drive
2. South Chicago Road and East Garden Place
3. East O'Brien Road and South 11<sup>th</sup> Avenue
4. East Oakwood Road and East Redwood Lane
5. East Oakwood Road and John Aaron Drive

Road restoration is complete at these locations. Remaining items of work include turf restoration and punch list work.

### **2017 Sanitary Sewer Projects**

R.A. Smith and Engineering staff have identified all of the sanitary sewer segments that will need either a spot repair, lining, or relay. RA Smith is in the design phase of this project with 60% plans forthcoming by mid-September.

### **Water Quality Improvement Project**

In the matter of the construction authorization for this project, the Utility is working through the decision matrix (final submittals to the Public Service Commission of Wisconsin). This is a condensed summary of all the party's positions. Once this document is completed by all party's the case should then go to the Commissioners for review and a decision. The Utility expects that decision to be rendered sometime in late September.

## **DISTRIBUTION & COLLECTION OPERATIONS**

**August 2017**

### **Water Main Breaks:**

On August 18<sup>th</sup>, at 3:45 AM, the Utility had a report of a possible main break at 3740 East Puetz Road. A crew was called to repair a 12" DIP that had a blow hole. The pipe was installed in 1969.

### **Water Lateral Repairs:**

In the month of August, there were no laterals repaired.

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

On August 20<sup>th</sup>, a crew was sent to repair an 8" gate valve at 7575 South Howell Avenue that was found leaking during valve operations. The packing gland was leaking and bonnet bolts were corroded and replaced.

### **Valve Cut In:**

On August 23<sup>rd</sup>, a crew was sent to 10811 South 10<sup>th</sup> Avenue to cut in a 12" gate valve. This is part of the Water Valve Cut-in Project.

### **Fire Hydrant Maintenance:**

On August 18<sup>th</sup>, a crew was sent to repair a Kennedy fire hydrant at 200 Aspen Court that was reported leaking. The main valve rubber needed replacing.

Ferguson Waterworks completed the sand blasting and painting of 191 Fire Hydrants in the City. They also completed warranty work on the hydrants painted in 2016.

Summer workers painted 54 hydrants in subdivisions.

### **Sanitary Sewer Maintenance:**

In the month of August, a crew worked on spraying roots in 31 sewer lines.

The Utility received the DNR's response for the CMAR report that was submitted in June. The Utility was awarded an A Grading for Financial Management and Collection Systems.





## PLANT OPERATIONS

August 2017

<b>PUMPAGE REPORT</b>	<b>2017 (pumpage in gallons)</b>	<b>2016 (pumpage in gallons)</b>	<b>Percentage of Change</b>
Monthly pumpage	270,764,000	317,143,000	-14.6
Monthly average day	8,734,000	10,230,000	-14.6
Monthly peak day	(8/27/17) 10,510,000	(8/11/16) 11,950,000	-12.1
Yearly pumpage	1,765,865,000	1,921,782,000	-8.1
Yearly average day	7,267,000	7,876,000	-7.7
Yearly peak day	(8/27/17) 10,510,000	(8/11/16) 11,950,000	-12.1
West zone pumpage	119,930,000	137,060,000	-12.5

### **WATER QUALITY REPORT**

	<b>Raw Water</b>	<b>Finished Water</b>
Average free chlorine		1.54 mg/l
Total chlorine		1.72 mg/l
Average alkalinity	106.2 mg/l	106.9 mg/l
Average pH	8.3	8.0
Average fluoride	0.11 mg/l	0.69 mg/l
Average turbidity	3.2 N.T.U.	0.04 N.T.U.
Average temperature	67.2°F	
Hardness	137 mg/l	137 mg/l

**Preventative Maintenance Tasks:** Staff completed 140 preventative maintenance tasks, 2 miscellaneous work orders, and 2 safety sessions during the month.

**Lead and Copper Samples:** Staff completed EPA/WDNR lead and copper sampling requirements for 2017. All samples were below the action levels for both lead and copper in drinking water. Customers participating in the sampling program were notified of their individual lead and copper levels during the month of August.

**Golden Anderson Rebuild:** Staff rebuilt the Golden Anderson valve for distribution pump #1.

**Coagulant Bulk Tank:** Staff cleaned the west coagulant bulk tank as part of the coagulant trial.

# Task Distribution

