

## 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 14, 2019, 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 9th day of May, 2019.

/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 14, 2019	Headquarters Building 170 West Drexel Avenue

**1.0 OPENING OF MEETING**

- 1.1 Roll Call
- 1.2 Minutes Approval - Regular Meeting 04-09-19

**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

**3.0 PROJECT APPROVALS**

**4.0 MISCELLANEOUS MATTERS**

- 4.1 KEI Agreement
- 4.2 Award E. Fitzsimmons Water
- 4.3 Award W. College Water
- 4.4 Award 2018 Sanitary Sewer Rehab

**5.0 FINANCIAL MATTERS**

- 5.1 Project Payment Approval
- 5.2 Voucher Approval
- 5.3 Utility Investments
- 5.4 Financial Statements

**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**

## **Professional Services Agreement with KEI**

Date: May 14, 2019

**RECOMMENDATION: That the Commission considers a motion to authorize the Utility Engineer to enter into an agreement with Kujawa Enterprises, Inc. (KEI) for installation of landscaping around the gate on the low lift drive in the amount not to exceed \$25,000.00.**

The Engineering Department has been working on the landscaping design project for two years. KEI is the only landscaping company that was contacted about the project that responded with a design. The layout has been modified twice to accommodate the requests of the City for the types and locations of the plantings due to the soil cap on site. The planting materials are not permitted to have deep tap roots that could penetrate the soil cap covering the contamination. The landscaping will address the issue of site security. Currently, as seen in the 2018 aerial photos vehicles are driving around the gate to gain access to the road. The City is allowing the use of the extra retaining wall stones from the Lake Vista Park project to be incorporated in the design. This will tie the design to the City Park landscaping. The City is also providing the topsoil that is on site to create the planting berm. This is a benefit since the material has already been approved by the DNR as clean material available to be used on the site.

## East Fitzsimmons Road Water Main Extension Contract Award

Project Nos.: 19102  
Date: May 14, 2019

**RECOMMENDATION: That the Commission consider a motion to approve the East Fitzsimmons Road Water Main Extension project and award a construction contract to the lowest responsive, responsible bidder, DF Tomasini Contractors, Inc., based on the bid amount of \$318,863.50.**

This project relays 634 LF of 12" PVC water main along E. Fitzsimmons Road from 400 E Fitzsimmons Road to S. Darlene Lane and is part of the 2019 Capital Improvement Plan. The existing 12" ductile iron water main was installed in 1975 and has had several breaks. There have been 2 breaks on this section of main in the past 10 years and 4 breaks in the past 10-25 years. This section of main exceeds the partnership for Safe Water main break goals. This relay will be in advance of the City paving project anticipated in 2021. The engineering estimate on the project was \$335,992.00.

The work was advertised, and the following bids were received:

Contractor	Bid Amount
<b>D.F Tomasini Contractors</b>	<b>\$318,863.50</b>
Mid City Corporations, Inc	\$391,734.00
Willkomm Excavating and Grading	\$424,180.00
American Sewer Services, Inc	\$474,950.00

The capital budget for this project is \$430,000.

## West College Avenue Water Main Extension Contract Award

Project Nos.: 19103

Date: May 14, 2019

**RECOMMENDATION: That the Commission consider a motion to reject all bids for the West College Avenue Water Main Extension project.**

RaSmith prepared the plans and specifications for the project. The project installs 1850 LF of 12" PVC water main by directional drilling along W. College Avenue from 400 feet east of S. 27<sup>th</sup> Street to 525 feet west of S. 20<sup>th</sup> Street. It is part of the 2019 Capital Improvement Plan. The loop will connect two dead end lines along W. College Avenue. This will improve fire protection and water quality along this stretch. The special assessment for the project was approved by Council by Resolution 12052-041619. The engineering estimate on the project was \$535,376.00. The high bid price and low number of bidders is an indication that demand for underground contractors may have increased.

The work was advertised, and the following bid was received:

Contractor	Bid Amount
American Sewer Services, Inc	\$651,627.00

The capital budget for this project is \$645,000.

## 2018 Sanitary Sewer Rehabilitation Contract Award

Project Nos.: 18111

Date: May 14, 2019

**RECOMMENDATION: That the Commission consider a motion to reject all bids for the 2018 Sanitary Sewer Rehabilitation project.**

RaSmith prepared the plans and specifications for the project. The project consists of 3 sanitary spot repairs, 120 LF of 6" sanitary lateral relay, 8,847 LF of 8"-15" CIPP Liner and 1,487 LF of 8" to 10" Sanitary Relay in various location around the City. It is part of the 2018 Capital Improvement Plan. This is the third rehabilitation project on the sanitary sewer system in the past 3 years. The project improves the sections that show deterioration due to sags or cracks. The engineering estimate on the project was \$781,994.39. The high bid price and low number of bidders is an indication that demand for underground contractors may have increased.

The work was advertised, and the following bids were received:

<b>Contractor</b>	<b>Bid Amount</b>
Visu-Sewer, Inc.	\$1,579,377.00
American Sewer Services, Inc	\$1,790,920.00

The capital budget for this project is \$800,000.

## ADMINISTRATIVE OPERATIONS

April 2019

### Year End:

Accounting Supervisor Stenzel worked on the preparation of the Utility's Comprehensive Annual Financial Report. After Baker Tilly's review and issuance of their audit opinion letter, this report will be printed and assembled in-house.

### Meetings:

Accounting Supervisor Stenzel attended the American Water Works Association regional meeting of section officers in Naperville, IL on April 11-13.

Accounting Supervisor Stenzel participated in a Wisconsin Section of the American Water Works Association Management Committee meeting on April 10 to help plan their August seminar.

### Training:

Accounting Supervisor Stenzel attended a Baker Tilly webinar on Operational Reviews for the Public Sector on April 10.

### Other:

Accounting Supervisor Stenzel was invited to join the Kenosha Water Utility's management team to help conduct interviews for a Customer Service Supervisor position on April 17.

### Workload:

Other administrative tasks included the following:

- Added 1 customer account for the month.
- Billed 905 water customers and 936 sewer customers.

### Gallons Billed (in thousands):

	YTD 2019	YTD 2018	YTD 2017	YTD 2016	YTD 2015	Average
Residential	104,311	106,680	104,594	103,908	104,815	104,862
Commercial	137,373	132,991	145,579	137,284	137,610	138,167
Industrial	150,481	153,974	127,593	118,495	125,925	135,294
Public Authority	3,080	3,193	3,177	4,379	5,596	3,885
Wholesale	470,419	448,815	441,170	478,915	503,032	468,470
Total	865,664	845,653	822,113	842,981	876,978	850,678
% Change to Prior Year	2.4%	2.9%	-2.5%	-3.9%	N/A	
% Change to Average	1.8%	-0.6%	-3.4%	-0.9%	3.1%	

**New Customers:**

	YTD 2019	YTD 2018	YTD 2017	YTD 2016	YTD 2015	Average
Residential	3	14	4	8	10	7.8
Commercial	8	7	6	7	2	6.0
Industrial	0	0	0	0	1	0.2
Public Authority	0	0	0	0	1	0.2
Wholesale	0	0	0	0	0	-
Total	11	21	10	15	14	14.2

**New Residential Customers (YTD 2019):**

9001 S. 15<sup>th</sup> Avenue, 8850 S. 6<sup>th</sup> Avenue, 1800 E. Lilac Lane

**New Commercial Customers (YTD 2019):**

Verizon Wireless, EVCAP Oak Creek LLC, Dr. Hartman/Dr. Tolzman, 120 W. Town Square Way (Ste 200), 120 W. Town Square Way (Ste 300), Oakview Industrial Property, The Waters of Oak Creek, HSI Drexel Ridge



# **ENGINEERING OPERATIONS**

April 2019

## **I-94 & Puetz Road Water Main Crossing**

Globe Contractors is finishing up the anode bed and restoration work.

## **Wildwood Drive Water and Sewer Replacement Project**

The project was awarded to Willkomm Excavating and Grading. We held the preconstruction meeting for the project. As soon as we receive the DNR permits the work will begin. The contractor has a schedule of 2 months to complete the work. We will work with the City on the schedule so that the road project can proceed upon completion of the Utility work.

## **Forest Hill Avenue Water Main Replacement Project**

Globe Contractors have completed the water main installation. Restoration work is expected to be completed as soon as the weather permits.

## **Water System Master Plan**

CDM Smith continues to work on the water system master plan. Staff has gathered the information and submitted to the Consultant. They are currently reviewing the data and creating the model of the system.

## **Development Project with Utility Construction**

The following development projects which involve utility construction are actively underway.

HSI Orchard Hills (27<sup>th</sup> Street, north of Honadel Boulevard)

Amazon (13<sup>th</sup> Street and Ryan Road)

St. John's Properties (Howell Avenue and Rawson Avenue)

East Brooke Preserve Phase II (Nicholson Road, north of Ryan Road)

Creekside Crossing Marketplace (south of IKEA)

## **DISTRIBUTION & COLLECTION OPERATIONS**

**April 2019**

### **Water Main Breaks:**

There were no main breaks in the month of April.

### **Water Lateral Repairs:**

On April 2<sup>nd</sup> a crew was sent to 7869 South 13<sup>th</sup> Street to abandon a 1" lateral at the main.

### **Valve Repairs:**

There were no valve repairs in the month of April.

### **Fire Hydrant Repairs:**

There were no hydrant repairs in the month of April

### **Annual Hydrant Flushing:**

Distribution crew started the annual flushing and greasing of 1762 fire hydrants, sampling 205 for chlorine residuals. Also, crews are completing directional flushing of water mains in sections of the city.

### **Sewer Repairs:**

On April 18<sup>th</sup> a vacuum pump was replaced at the Jewell Street lift station.

On April 22<sup>nd</sup> a crew was sent to 1430 East Forest Hill Avenue to lower a manhole as part of the restoration for the water main project #18105.

In the month of April Utility Workers performed 12 maintenance tasks including: grouting, flowline and chimney repairs, along with cleaning and televising of mains.



## PLANT OPERATIONS

April, 2019

<b>PUMPAGE REPORT</b>	<b>2019</b>	<b>2018</b>	<b>% Change</b>	<b>5 Year %</b>
Monthly Pumpage	210,730,000	201,847,000	+4.4	+2.7
Monthly Average Day	7,024,300	6,728,000	+4.4	+2.7
Monthly Peak Day	(04/07) 9,650,000	(04/23)10,040,000	-3.9	+14.2
Yearly Pumpage	831,918,000	806,737,000	+3.1	+2.0
Yearly Average Day	6,932,650	6,723,000	+3.1	+2.1
Yearly Peak Day	(04/07) 9,650,000	(04/23)10,040,000	-3.9	+9.7
West Zone Pumpage	92,660,000	88,930,000	+4.2	-3.5
West Zone Yearly Total	364,428,000	361,860,000	+0.7	-5.5

<b>WATER QUALITY REPORT</b>	<b>Raw Water</b>	<b>Finished Water</b>
Average Free Chlorine		1.61 mg/l
Total Chlorine		1.81 mg/l
Average Alkalinity	112.2 mg/l	112.6 mg/l
Average pH	8.3	8.1
Average Fluoride	0.16 mg/l	0.65 mg/l
Average Turbidity	5.51 NTU	0.032 NTU
High Temperature	<b>High 44.9 F Low 38.4 F</b>	
Hardness	154 mg/l	154 mg/l

**Preventative Maintenance Tasks:** Staff completed 184 preventative maintenance tasks and 2 safety sessions during the month.

**Work Orders:** Staff completed 9 work orders. Some of the tasks include repairing a broken valve handle at the Raw Water Pump Station, adding light timers to the new LED fixtures, installing a new Fluoride feed pump and controller and repair of two leaks on the control water line.

**Plant:** Work continues on the locker room update. Tile and painting are complete in the men's locker room and the doors have been installed.

Plant Manager Robe attended the WIAWWA Committee Chair meeting in Madison on April 5<sup>th</sup> and finalized plans for the Annual Treatment Operators Seminar to be held May 9<sup>th</sup> at the Oak Creek Community Center.

The final candidate has been selected for the open Operator position and is scheduled to start May 13<sup>th</sup>.

