

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 8, 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 6th Street, Oak Creek, Wisconsin, 53154.

DATED, at Oak Creek, Wisconsin, this the 3rd day of October, 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 October 8, 2019	Headquarters Building 170 West Drexel Avenue

- 1.0 OPENING OF MEETING**
 - 1.1 Roll Call
 - 1.2 Minutes Approval - Regular Meeting 09-10-19
- 2.0 CLOSED SESSION**
- 3.0 PROJECT APPROVALS**
- 4.0 MISCELLANEOUS MATTERS**
 - 4.1 Professional Services Agreement with Brown and Caldwell
- 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**

**Professional Services Agreement with Brown and Caldwell
Sanitary System Master Plan**

Date: October 8, 2019

RECOMMENDATION: That the Commission consider a motion to authorize the Utility Engineer to enter into an agreement with Brown and Caldwell for providing professional services in the production of a new sanitary system master plan in the not to exceed amount of \$150,000.

This project consists of producing a comprehensive sanitary system master plan (20-year planning period) whose primary objectives are as follows:

- Document review and data collection
- Field investigations with flow monitoring
- Identify capacity constraints and areas of I/I
- Sanitary system hydraulic model calibration
- Sanitary sewer capital improvement program, 5 and 20-year improvements
- Update the system map to a GIS base format

The last sanitary system master plan was completed in 2001. The Utility issued a request for proposals for this project and received a response from six different engineering consultants: Strand, Jacobs, raSmith, Arcadis and Foth/CDM Smith. The proposals were reviewed and ranked by each of the members of the internal team (Mike Sullivan, Brian Johnston, and Doug Schwartz). After the review, the Utility team met and selected Brown and Caldwell to be the consultant most qualified to complete the project.

ADMINISTRATIVE OPERATIONS

September 2019

Training:

Accounting Supervisor Stenzel attended the Wisconsin Section of the American Water Works Association annual conference in Madison on September 10-13.

Workload:

Other administrative tasks included the following:

- Added 5 customer account for the month.
- Billed 5,081 water customers and 5,149 sewer customers.

Gallons Billed (in thousands):

	YTD 2019	YTD 2018	YTD 2017	YTD 2016	YTD 2015	Average
Residential	316,922	327,084	321,217	348,860	336,509	330,118
Commercial	347,009	341,163	355,077	343,404	333,565	344,044
Industrial	392,466	388,205	331,711	317,624	289,466	343,894
Public Authority	9,309	9,822	9,935	10,927	16,928	11,384
Wholesale	787,630	766,279	750,838	838,931	899,064	808,548
Total	1,853,336	1,832,553	1,768,778	1,859,746	1,875,532	1,837,988
% Change to Prior Year	1.1%	3.6%	-4.9%	-0.8%	N/A	
% Change to Average	0.8%	-0.3%	-3.8%	1.2%	2.0%	

New Customers:

	YTD 2019	YTD 2018	YTD 2017	YTD 2016	YTD 2015	Average
Residential	18	24	21	21	18	20.4
Commercial	9	17	23	21	9	15.8
Industrial	0	0	0	0	1	0.2
Public Authority	0	1	0	1	1	0.6
Wholesale	0	0	0	0	0	-
Total	27	42	44	43	29	37.0

New Residential Customers (YTD 2019):

9001 S. 15th Avenue, 8840 S. 6th Avenue, 8850 S. 6th Avenue, 8836 S. 6th Avenue, 1800 E. Lilac Lane, 8426 S. Nighthawk Trail, 3972 E. Cooper Court, 10032 S. Macintosh Lane, 10015 S. Shepard Avenue, 10385 S. Redwood Lane, 10731 S. Nicholson Road, 10731 S. Nicholson Road (lawn), 10410 S. Nicholson Road, 1415 E. Golden Lane, 9307 S. Arbor Creek Drive, 1114 W. Morningside Lane, 1079 W. Morningside Lane, 8399 S. Rosewood 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, I-Kenosha, LLC

ENGINEERING OPERATIONS

September 2019

E. Fitzsimmons Water Relay

DF Tomasini completed the work on the E. Fitzsimmons water main relay project. The road restoration is remaining on the project.

Development Project with Utility Construction

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

Ryan Business Park (13th Street and Ryan Road) hydrants relocated along 13th Street, Sanitary Sewer work to remove the siphon has not started yet, Bartel Court water main construction completed

Orchard Hills

Creekside Marketplace

Rawson Business Center

HSA 6th and Rawson

DISTRIBUTION & COLLECTION OPERATIONS

September 2019

Water Main Breaks:

On September 12th, the Utility had a report of a main break at 6766 South Highfield Drive. A crew was sent to repair a 12" DIP that was installed in 1966. After excavating the main a blow hole in the pipe was found.

On September 27th the Utility had a report of a main break at 7301 South 6th Street. A crew was sent to repair a 12" DIP that was installed in 1966. After excavating the main a blow hole in the pipe was found.

Water Lateral Repairs:

On September 24th, a crew was sent to 2251 East Birch Drive to repair a ¾" copper lateral. After excavating the lateral the flare on the street side of the curb stop was found leaking.

Valves Repaired:

On September 23rd, a crew was sent to 9530 South 13th Street to repair a 6" gate valve. The valve was exposed as part of the 13th Street project for Amazon, so the Utility replaced the bonnet and packing bolts.

Hydrant Repairs:

On September 5th, a crew was sent to 900 West Drexel Avenue to repair a hydrant that was hit. The lower barrel and the operating valve needed replacing. A police report was on file, and an invoice was sent to the responsible party.

On September 25th, a crew was sent to 8400 South 5th Avenue to relocate a fire hydrant. The water main going across 5th Avenue had a leak, so the decision was made to move the hydrant to the east side of the road.

Sanitary Sewer Maintenance:

In the month September, Utility workers completed 8 maintenance tasks including: bolting down manhole frame, replacing manhole cover seals, along with cleaning and televising of mains.

Miscellaneous:

In the month of September, Utility workers completed 1 restoration project from previous water main repair.

On September 4th annual hearing screenings and pulmonary function testing were completed for Distribution and Engineering Departments.

On September 9th the outside of Howell tower was washed.

On September 12th Distribution Manager Schwartz and Senior Utility Worker Allard attended the WIAWWA Annual meeting in Madison.

On September 23rd Tony Ratarasarn from the Wisconsin DNR was at the Utility to start the sanitary survey.

In the month of September Utility Workers hauled out all of the spoil from the back yard.

PLANT OPERATIONS

September, 2019

PUMPAGE REPORT	2019	2018	% Change	5 Year %
Monthly Pumpage	246,259,600	244,085,000	+9	+1.2
Monthly Average Day	8,208,653	8,136,000	+9	+1.2
Monthly Peak Day	(09/26) 9,590,000	(09/23)10,000,000	-4.1	-0.2
Yearly Pumpage	2,149,520,700	2,112,521,000	+1.8	+2.5
Yearly Average Day	7,873,702	7,738,000	+1.8	+2.6
Yearly Peak Day	(07/17)12,280,000	(07/11)12,110,000	+1.4	+3.8
West Zone Pumpage	103,770,000	129,890,000	-20.0	-12.9
West Zone Yearly Total	940,848,000	971,310,000	-3.1	-5.4

WATER QUALITY REPORT	Raw Water	Finished Water
Average Free Chlorine		1.57 mg/l
Total Chlorine		1.73 mg/l
Average Alkalinity	106.6 mg/l	107.3 mg/l
Average pH	8.24	8.1
Average Fluoride	0.14 mg/l	0.69 mg/l
Average Turbidity	2.60 NTU	0.027 NTU
High Temperature	High 57.6 F Low 49.7 F	
Hardness	137 mg/l	137 mg/l

Preventative Maintenance Tasks: Staff completed 154 preventative maintenance tasks and 2 safety sessions during the month.

Work Orders: Staff completed 10 work orders. Some of the tasks include repairing plumbing leaks, installing a particle counter on the coagulation control center, replacing emergency lights, and installing new pressure gauges at the towers.

Plant: Plant Manager Robe attended the annual WIAWWA conference in Madison on September 11th-13th and VFD training at the Yaskawa facility on September 18th. Operators Klees, Ludke, Edlebeck and Anaya completed forklift training and licensing on September 19th.

