

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, November 12, 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 7th day of November, 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 November 12, 2019	Headquarters Building 170 West Drexel Avenue

- 1.0 OPENING OF MEETING**
 - 1.1 Roll Call
 - 1.2 Minutes Approval - Regular Meeting 10-08-19
- 2.0 CLOSED SESSION**
 - 2.1 Closed session in accordance with Section 19.85 (1) (b) (c) and (f) of the Wisconsin State Statutes for the following purpose:
 - A. Employee Grievance
 - 2.2 Consider a Motion to Take Action, if Required
- 3.0 PROJECT APPROVALS**
- 4.0 MISCELLANEOUS MATTERS**
 - 4.1 Guardian Credit Union Driveway Access Easement
 - 4.2 Wildwood Change Order #3
 - 4.3 Fitzsimmons Change Order #1
 - 4.4 Radios at Plant
 - 4.5 Commission Officer Elections
- 5.0 FINANCIAL MATTERS**
 - 5.1 Project Payment Approval
 - 5.2 Voucher Approval
 - 5.3 Utility Investments
 - 5.4 2020 Operating Budget Approval
- 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**

Driveway Easement with Guardian Credit Union

Date: November 12, 2019

RECOMMENDATION: That the Commission consider a motion to authorize the General Manager to enter into an agreement with Guardian Credit Union for the shared driveway access easement.

Guardian Credit Union and the City entered into a Driveway Easement Agreement on August 6, 2004. This agreement permitted traffic from Drexel Avenue to use the Utilities east driveway to access their property. Guardian has moved their headquarters to the Howell location and with this more traffic to the property. Also, the traffic along Howell has increased creating difficulty accessing the bank property from Howell. Guardian approached the City and Utility on allowing two-way traffic through the Utility drive access. This request triggered certain improvements to be completed on the Utility driveway approach to Drexel Avenue. Guardian has improved their driveway access already. The Utility has worked with Guardian to design the required changes to the driveway approach on Drexel. Once these improvements are completed, we would update the driveway easement between the Utility and Guardian. Guardian has provided the First Amendment to the Driveway Easement Agreement for approval. This agreement permits the two-way traffic access.

**CHANGE ORDER AUTHORIZATION
CHANGE ORDER NO. 3
PROJECT NO. 19101**

Wildwood Drive Water Main Relay and Sanitary Sewer Relay

INITIATED BY THE OAK CREEK WATER AND SEWER UTILITY
DATE INITIATED: October 30, 2019

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

ITEM NO.	ITEM DESCRIPTION	QUANTITY UNIT	UNIT PRICE	COST
E-3	Removal of Existing	1 LS	\$3,298.00	\$3,298.00
E-4	Connect New Sewer to Existing	1 LS	\$5,981.44	\$5,981.44
E-5	Reinstall Storm Sewer	1 LS	\$5,662.33	\$5,662.33
	TOTAL CHANGE ORDER			\$14,941.77

B = Contract Extra, C = Contract Credit

This work, performed under the Wildwood Drive Water Main Relay and Sanitary Sewer Relay contract, is hereby agreed upon and has been performed as indicated under the contract for Project No. 19101, Change Order No. 3 for contract extras with a total net cost of \$14,941.77

Willkomm Excavating, & Grading, Inc.

Oak Creek Water & Sewer Utility

Nicholas A. Willkomm

Signature

Signature

Nicholas A. Willkomm
Accepted by (print name)

Accepted by (print name)

October 30, 2019
Date Accepted

Date Accepted

**CHANGE ORDER AUTHORIZATION
CHANGE ORDER NO. 1
PROJECT NO. 19102**

Fitzsimmons Road Water Main Relay

INITIATED BY THE OAK CREEK WATER AND SEWER UTILITY
DATE INITIATED: October 4, 2019

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	Granular Back Fill	137(tons)	\$12.50	\$1,712.50
E-2	Reconstruct Catch Basin	1(LS)	\$132.00	\$132.00
E-3	Additional Excavation	1(LS)	\$2,574.88	\$2,574.88
E-4	Additional removals & High-early	1(LS)	\$3,625.00	\$3,625.00
TOTAL CHANGE ORDER				\$8,044.38

E = Contract Extra, C = Contract Credit

This work, performed under the Fitzsimmons Road Water Main Relay contract, is hereby agreed upon and has been performed as indicated under the contract for Project No. 19102, Change Order No. 1 for contract extras with a total net cost of \$8,044.38.

DF Tomasini, Inc.

Oak Creek Water & Sewer Utility


Signature

Signature

Jake Baneck
Accepted by (print name)

Accepted by (print name)

10/24/19
Date Accepted

Date Accepted

Replacement Radios for Tower Communication with the Plant

Date: November 12, 2019

RECOMMENDATION: That the Commission consider a motion to authorize the Utility Engineer to purchase replacement radio equipment for communications between facilities and the plant not to exceed \$10,000.

The Water Treatment Plant communicates with the various towers, booster stations, and flow meters through the SCADA system with radio antennas. The system is set up with a master radio antenna at Sycamore Tower. These outages are not affecting current operations due to the redundant system.

The following current radios are not functioning:

Howell Tower to Sycamore Tower
Headquarters to Sycamore Tower

We also have frequent outages in communications from 22nd Street Pump Station to the Police Station and Franklin Tower to Orchard Way Reservoir. We are requesting replacing the radio equipment to communicate with Sycamore Tower and investigate the communication outages in the system.

OAK CREEK WATER AND SEWER UTILITY
PROGRESS PAYMENT REPORT

PROJECT NO. 19101-Wildwood Drive Water and Sewer Relays

Item No.	Item Description	Bids Quantity	Unit Price	Total Price	Partial Payment No. 1 July 9, 2019		Partial Payment No. 2 August 13, 2019		Partial Payment No. 3 September 10, 2019		Final Payment No. 4 November 12, 2019		PROJECT TOTAL	
					Quantity Complete	Cost Complete	Quantity Complete	Cost Complete	Quantity Complete	Cost Complete	Quantity Complete	Cost Complete	Quantity Complete	Cost Complete
1	4 INCH PVC WATER MAIN 1-1/2" DEEP	1700.00	LF	\$144.00	1700.00	\$131,760.00	095.00	\$12,740.00		\$0.00	1.00	\$0.00	1800.00	\$253,760.00
2	CONNECT TO EXISTING WATER MAIN	3.00	EA	\$5,314.00	3.00	\$15,942.00	3.00	\$15,942.00		\$0.00		\$0.00	9.00	\$46,506.00
3	4 INCH WATER MAIN STRUCTURAL UTILITY	123.00	LF	\$468.00	123.00	\$50,804.00	123.00	\$50,804.00		\$0.00		\$0.00	123.00	\$57,561.00
4	4 INCH WATER LATERAL RECONNECTION	4.00	EA	\$6,500.00	4.00	\$26,000.00		\$0.00		\$0.00		\$0.00		\$0.00
5	4 INCH WATER LATERAL RECONNECTION	2.00	EA	\$5,300.00	2.00	\$10,600.00	2.00	\$10,600.00		\$0.00		\$0.00	4.00	\$21,200.00
6	WATER SERVICE LATERAL RECONNECTION	0.00	EA	\$2,300.00	0.00	\$0.00	4.00	\$10,400.00		\$0.00		\$0.00	4.00	\$12,700.00
7	4" GATE VALVE & BOX	13.00	EA	\$1,000.00	13.00	\$13,000.00	7.00	\$7,000.00		\$0.00		\$0.00	20.00	\$20,000.00
8	4" GATE VALVE & BOX	3.00	EA	\$1,000.00	3.00	\$3,000.00		\$0.00		\$0.00		\$0.00	3.00	\$3,000.00
9	4" GATE VALVE & BOX	2.00	EA	\$1,000.00	2.00	\$2,000.00		\$0.00		\$0.00		\$0.00	2.00	\$2,000.00
10	WATER MONITORING ASSEMBLY	1.00	EA	\$2,000.00	1.00	\$2,000.00		\$0.00		\$0.00		\$0.00	1.00	\$2,000.00
11	HYDRANT & LEAD	2.00	EA	\$7,250.00	2.00	\$14,500.00	1.00	\$7,250.00		\$0.00		\$0.00	3.00	\$21,750.00
12	VALVE HYDRANT	1.00	EA	\$2,500.00	1.00	\$2,500.00	1.00	\$2,500.00		\$0.00		\$0.00	2.00	\$5,000.00
13	REMOVE GATE VALVE & BOX	1.00	EA	\$1,000.00	1.00	\$1,000.00	2.00	\$2,000.00		\$0.00		\$0.00	3.00	\$3,000.00
14	ABANDON GATE VALVE	12.00	EA	\$683.33	12.00	\$8,200.00	13.00	\$8,779.99		\$0.00		\$0.00	25.00	\$17,000.00
15	4 INCH PVC SANITARY SEWER SERVICE 1.1/2" TO BACKFILL	37.00	LF	\$37.00	37.00	\$1,370.00	37.00	\$1,370.00		\$0.00		\$0.00	74.00	\$2,740.00
16	4 INCH PVC SANITARY SEWER SERVICE 2" TO BACKFILL	37.00	LF	\$37.00	37.00	\$1,370.00	37.00	\$1,370.00		\$0.00		\$0.00	74.00	\$2,740.00
17	4 INCH PVC SANITARY SEWER SERVICE 3" TO BACKFILL	34.00	LF	\$34.00	34.00	\$1,226.00	34.00	\$1,226.00		\$0.00		\$0.00	68.00	\$2,452.00
18	4 INCH PVC SANITARY SEWER SERVICE 4" TO BACKFILL	24.00	LF	\$24.00	24.00	\$864.00	24.00	\$864.00		\$0.00		\$0.00	48.00	\$1,728.00
19	4 INCH PVC SANITARY SEWER SERVICE 6" TO BACKFILL	24.00	LF	\$24.00	24.00	\$864.00	24.00	\$864.00		\$0.00		\$0.00	48.00	\$1,728.00
20	4 INCH PVC SANITARY SEWER SERVICE 8" TO BACKFILL	24.00	LF	\$24.00	24.00	\$864.00	24.00	\$864.00		\$0.00		\$0.00	48.00	\$1,728.00
21	SANITARY SEWER MANHOLE #2	20.00	VE	\$783.00	20.00	\$15,660.00	5.00	\$3,915.00		\$0.00		\$0.00	25.00	\$19,575.00
22	SANITARY SEWER MANHOLE #3	15.00	VE	\$600.00	15.00	\$9,000.00	5.00	\$3,000.00		\$0.00		\$0.00	20.00	\$12,000.00
23	REMOVE 4 INCH SANITARY SEWER	121.00	LF	\$24.00	121.00	\$2,904.00		\$0.00		\$0.00		\$0.00	121.00	\$2,904.00
24	REMOVE 4 INCH SANITARY SEWER	35.00	LF	\$24.00	35.00	\$840.00		\$0.00		\$0.00		\$0.00	35.00	\$840.00
25	REMOVE 4 INCH SANITARY SEWER	25.00	LF	\$24.00	25.00	\$600.00	1.50	\$36.00		\$0.00		\$0.00	26.50	\$636.00
26	REMOVE 4 INCH SANITARY SEWER	97.00	LF	\$24.00	97.00	\$2,328.00	6.50	\$156.00		\$0.00		\$0.00	103.50	\$2,484.00
27	REMOVE SANITARY MANHOLE	2.00	EA	\$9,000.00	2.00	\$18,000.00		\$0.00		\$0.00		\$0.00	2.00	\$18,000.00
28	CONNECT TO EXISTING SANITARY SEWER	4.00	EA	\$24.00	4.00	\$96.00		\$0.00		\$0.00		\$0.00	4.00	\$96.00
29	CONCRETE PAVEMENT REMOVAL	1100.00	SF	\$1.00	1100.00	\$1,100.00	204.00	\$2,040.00	996.00	\$9,960.00	68.00	\$680.00	1168.00	\$11,680.00
30	CONCRETE CURB AND GUTTER REMOVAL	312.00	LF	\$1.00	312.00	\$312.00	20.00	\$20.00	292.00	\$292.00		\$0.00	300.00	\$300.00
31	CONCRETE SIDEWALK REMOVAL	134.00	SF	\$4.00	134.00	\$536.00	16.00	\$64.00	118.00	\$472.00		\$0.00	134.00	\$536.00
32	CONCRETE SIDEWALK REMOVAL	4251.00	LF	\$2.00	4251.00	\$8,502.00	2,041.00	\$4,082.00	2,210.00	\$4,420.00		\$0.00	4,251.00	\$8,502.00
33	CONCRETE SIDEWALK REMOVAL	260.00	LF	\$30.00	260.00	\$7,800.00		\$0.00		\$0.00		\$0.00		\$0.00
34	CONCRETE SIDEWALK REMOVAL	61.00	LF	\$34.00	61.00	\$2,074.00		\$0.00		\$0.00		\$0.00		\$0.00
35	CONCRETE SIDEWALK REMOVAL	134.00	SF	\$12.00	134.00	\$1,608.00		\$0.00		\$0.00		\$0.00		\$0.00
36	CONCRETE SIDEWALK REMOVAL	1165.00	SF	\$36.00	1165.00	\$41,940.00		\$0.00		\$0.00		\$0.00		\$0.00
37	RESTORATION OF LAWNS AND PATHWAYS	1.00	LS	\$6,225.00	1.00	\$6,225.00		\$0.00	1.00	\$6,225.00		\$0.00	1.00	\$6,225.00
38	EROSION CONTROL	1.00	LS	\$2,250.00	1.00	\$2,250.00	0.50	\$1,125.00	0.50	\$1,125.00		\$0.00	1.00	\$2,250.00
39	TRAFFIC CONTROL	1.00	LS	\$3,075.00	1.00	\$3,075.00	0.50	\$1,037.50	0.50	\$1,037.50		\$0.00	1.00	\$3,075.00
40	RENDERING (PROVIDED)	80.00	CY	\$9.00	80.00	\$720.00		\$0.00		\$0.00		\$0.00		\$0.00
41	REMOVE GRAVED GASE (3") UNDISTURBED	180.00	TON	\$15.00	180.00	\$2,700.00		\$0.00		\$0.00		\$0.00		\$0.00
E-1	Change Sanitary Pipe to 4" Dia	1.00	LS	\$1,253.00	1.00	\$1,253.00		\$0.00	1.00	\$1,253.00		\$0.00	1.00	\$1,253.00
E-2	Repair Water Man Buss	1.00	LS	\$4,500.00	1.00	\$4,500.00		\$0.00	1.00	\$4,500.00		\$0.00	1.00	\$4,500.00
E-3	Remove 4" Sanitary	1.00	LS	\$1,253.00	1.00	\$1,253.00		\$0.00		\$0.00		\$0.00	1.00	\$1,253.00
E-4	Sanitary Remove	1.00	LS	\$3,200.00	1.00	\$3,200.00		\$0.00		\$0.00		\$0.00	1.00	\$3,200.00
E-5	Connect New Pipe to Old	1.00	LS	\$5,000.00	1.00	\$5,000.00		\$0.00		\$0.00		\$0.00	1.00	\$5,000.00
E-6	Reinstall Manhole Cover	1.00	LS	\$5,000.00	1.00	\$5,000.00		\$0.00		\$0.00		\$0.00	1.00	\$5,000.00
TOTAL ITEMS 1-41 (Includes)					\$85,200.00	\$461,911.00	\$308,778.00	\$9,249.20	\$14,941.77		\$781,850.97			

Sub-Total Completed To Date	\$181,000.00	0%
Less Allowance for testing and approval	\$0.00	
Less Retainage (5% to 60% complete)	\$0.00	0%
Total	\$181,000.00	
Less Previous Payments	\$153,024.11	
TOTAL PAYMENT DUE THIS PERIOD	\$38,975.77	

Recommended for Commission Approval by: *B. J. [Signature]* Date: 11-1-19

Contractor Final Payment Approval by: *Nicholas [Signature]* Date: 11/1/19

**OAK CREEK WATER AND SEWER UTILITY
PROGRESS PAYMENT REPORT**

PROJECT NO. 19102 - East Fitzsimmons Road Water Main Extension

Item No.	Item Description	Bid Quantity	Unit Price	Total Price	Partial Payment No. 1 August 13, 2019		Partial Payment No. 2 September 10, 2019		Final Payment No. 3 October 8, 2019		PROJECT TOTAL		
					Quantity Complete	Cost Complete	Quantity Complete	Cost Complete	Quantity Complete	Cost Complete	Quantity Complete	Cost Complete	
	B.F. Tomasini Contractors, Inc. N70W25176 Indian Grass Lane Sussex, WI 53088												
1	12-INCH PVC WATER MAIN 1-14" TBBP	634	LF	\$220.00	\$139,480.00	600.00	\$132,000.00	30.00	\$6,600.00		\$0.00	630.00	\$139,600.00
2	CONNECT TO EXISTING 12" WATER MAIN	2	EA	\$10,000.00	\$20,000.00	1.00	\$10,000.00	1.00	\$10,000.00		\$0.00	2.00	\$20,000.00
3	12" GATE VALVE & BOX	1	EA	\$5,000.00	\$5,000.00	1.00	\$5,000.00		\$0.00		\$0.00	1.00	\$5,000.00
4	WATER SERVICE LATERAL RECONNECTION	16	EA	\$4,000.00	\$64,000.00		\$0.00	16.00	\$64,000.00		\$0.00	16.00	\$64,000.00
5	HYDRANT, LEAD, & 6-INCH GATE VALVE	1	EA	\$10,000.00	\$10,000.00	1.00	\$10,000.00		\$0.00		\$0.00	1.00	\$10,000.00
6	SALVAGE HYDRANT	1	EA	\$2,500.00	\$2,500.00		\$0.00	1.00	\$2,500.00		\$0.00	1.00	\$2,500.00
7	REMOVE GATE VALVE & BOX	1	EA	\$1,800.00	\$1,800.00		\$0.00	1.00	\$1,800.00		\$0.00	1.00	\$1,800.00
8	ABANDON GATE VALVE	1	EA	\$500.00	\$500.00	1.00	\$500.00		\$0.00		\$0.00	1.00	\$500.00
9	CONCRETE PAVEMENT REMOVAL	645	SY	\$8.50	\$4,632.50	320	\$2,720.00	232.50	\$1,976.25	557.50	\$4,738.75	1,110.00	\$9,435.00
10	ASPHALT PAVEMENT REMOVAL	24	SY	\$20.00	\$480.00	14.00	\$280.00	13.00	\$260.00		\$0.00	27.00	\$540.00
11	CONCRETE CURB AND GUTTER REMOVAL	100	LF	\$13.00	\$1,300.00		\$0.00	106.00	\$1,378.00		\$0.00	106.00	\$1,378.00
12	SAWCUTTING EXISTING PAVEMENT FULL DEPTH	1,690	LF	\$2.00	\$3,380.00	1,770.00	\$3,540.00	703.00	\$1,406.00		\$0.00	2,473.00	\$4,946.00
13	11" TYPE "C" CONCRETE CURB AND GUTTER	100	LF	\$61.00	\$6,100.00		\$0.00	106.00	\$6,466.00		\$0.00	106.00	\$6,466.00
14	CONCRETE PAVEMENT 7-INCH	645	SY	\$67.00	\$36,515.00		\$0.00	552.50	\$37,017.50	557.50	\$37,352.50	1,110.00	\$74,370.00
15	HMA PAVEMENT, TYPE 3LT, PG 58-28 S	3	TON	\$600.00	\$1,800.00		\$0.00		\$0.00	3.60	\$2,208.00	3.60	\$2,208.00
16	HMA PAVEMENT, TYPE 3LT, PG 58-28 S	8	TON	\$400.00	\$2,400.00		\$0.00		\$0.00	7.27	\$2,908.00	7.27	\$2,908.00
17	CONCRETE SIDEWALK REMOVAL	40	SF	\$12.00	\$480.00		\$0.00		\$0.00	12.00	\$144.00	12.00	\$144.00
18	CONCRETE SIDEWALK 5-INCH	40	SF	\$16.50	\$660.00		\$0.00		\$0.00	12.00	\$198.00	12.00	\$198.00
19	PAVEMENT MARKING EPOXY, 4-INCH WHITE CROSSWALK	104	LF	\$24.00	\$2,496.00		\$0.00		\$0.00	91.00	\$2,184.00	91.00	\$2,184.00
20	PAVEMENT MARKING EPOXY, 12-INCH WHITE STOP BAR	20	LF	\$42.00	\$840.00		\$0.00		\$0.00	18.00	\$756.00	18.00	\$756.00
21	RESTORATION OF LAWNS AND PARKWAYS	1	LS	\$6,000.00	\$6,000.00		\$0.00		\$0.00	1.00	\$6,000.00	1.00	\$6,000.00
22	EROSION CONTROL	1	LS	\$2,500.00	\$2,500.00	0.50	\$1,250.00		\$0.00	0.50	\$1,250.00	1.00	\$2,500.00
23	TRAFFIC CONTROL	1	LS	\$6,000.00	\$6,000.00	0.50	\$3,000.00		\$0.00	0.50	\$3,000.00	1.00	\$6,000.00
E-1	Change Order No.1	1	LS	\$1,712.50	\$1,712.50		\$0.00		\$0.00	1.00	\$1,712.50	1.00	\$1,712.50
E-2	Change Order No.1	1	LS	\$132.00	\$132.00		\$0.00		\$0.00	1.00	\$132.00	1.00	\$132.00
E-3	Change Order No.1	1	LS	\$2,574.88	\$2,574.88		\$0.00		\$0.00	1.00	\$2,574.88	1.00	\$2,574.88
E-4	Change Order No.1	1	LS	\$3,825.00	\$3,825.00		\$0.00		\$0.00	1.00	\$3,825.00	1.00	\$3,825.00
TOTAL ITEMS 1-23 (inclusive)					\$328,907.88		\$188,290.00		\$133,403.75		\$85,763.63		\$370,477.38

Sub-Total Completed To Date	\$370,477.38
Less Allowance for testing and approval	0% \$0.00
Less Retainage (5% to 50% complete)	0% \$0.00
Total	\$370,477.38
Less Previous Payments	\$293,722.16
TOTAL PAYMENT DUE THIS PERIOD	\$76,755.22

Recommended for Commission Approval by: *[Signature]* Date: 10-31-19

Contractor Final Payment Approval by: *[Signature]* Date: 10/30/19

OAK CREEK WATER AND SEWER UTILITY
Operating Budget Summary - Water Utility
2020

	Actual 2018	Estimated Total 2019	Budget 2019	Variance - 2019 Est. to 2019 Bud. Favorable/ (Unfavorable)	Budget 2020	Variance - 2020 Budget to 2019 Est. Favorable/ (Unfavorable)
Operating Revenue:						
Metered sales - retail	\$ 5,686,475	\$ 5,661,332	\$ 5,683,300	\$ (21,968)	\$ 5,661,200	\$ (132)
Metered sales - wholesale	3,422,276	3,486,442	3,387,900	98,542	3,446,400	(40,042)
Unmetered sales	16,593	26,479	15,500	10,979	21,700	(4,779)
Private fire protection	189,952	194,812	187,900	6,912	194,800	(12)
Public fire protection - retail	1,139,214	1,148,416	1,137,600	10,816	1,148,400	(16)
Public fire protection - wholesale	76,957	76,957	76,957	-	76,957	-
Miscellaneous	433,105	368,469	397,700	(29,231)	414,600	46,131
Total Operating Revenue	10,964,572	10,962,907	10,886,857	76,050	10,964,057	1,150
Operating Expense:						
Operation expense:						
Source of supply-						
Labor	39,743	37,396	40,500	3,104	38,200	(804)
Materials	3,172	3,353	3,300	(53)	3,500	(147)
Pumping expense -						
Labor	274,986	265,681	279,400	13,719	271,600	(5,919)
Materials	509,084	462,980	464,400	1,420	491,900	(28,920)
Water treatment expense -						
Labor	358,702	337,750	359,500	21,750	345,400	(7,650)
Materials	555,877	454,744	502,000	47,256	476,400	(21,656)
Transmission and distribution -						
Labor	529,654	516,949	528,700	11,751	528,600	(11,651)
Materials	108,022	89,785	100,500	10,715	74,500	15,285
Customers' account expense -						
Labor	83,122	86,736	85,400	(1,336)	88,700	(1,964)
Materials	13,717	13,692	14,500	808	14,100	(408)
Administrative and general -						
Labor	129,769	135,426	132,400	(3,026)	138,400	(2,974)
Materials	1,528,497	1,037,974	1,495,575	457,601	1,066,275	(28,301)
Total operations expense	4,134,345	3,442,466	4,006,175	563,709	3,537,575	(95,109)
Allocated expenses						
Depreciation	203,305	174,960	172,600	(2,360)	169,900	5,060
Taxes	2,594,314	2,661,300	2,766,300	105,000	2,741,100	(79,800)
Taxes	1,808,147	1,823,609	1,912,800	89,191	1,878,300	(54,691)
Total Operating Expense	8,740,111	8,102,335	8,857,875	755,540	8,326,875	(224,540)
Net Operating Income	2,224,461	2,860,572	2,028,982	831,590	2,637,182	(223,390)
Nonoperating Revenues (Expenses)	(236,858)	(4,838)	(273,810)	268,972	45,583	50,421
Income Before Capital Contributions	1,987,603	2,855,734	1,755,172	1,100,562	2,682,765	(172,969)
Capital contributions						
Water connections	1,862,432	-	-	-	-	-
Water connections	2,820	-	-	-	-	-
Change in Net Assets	\$ 3,852,855	\$ 2,855,734	\$ 1,755,172	\$ 1,100,562	\$ 2,682,765	\$ (172,969)
Change in Net Assets, excluding capital contributions and water connections	\$ 1,987,603	\$ 2,855,734	\$ 1,755,172	\$ 1,100,562	\$ 2,682,765	\$ (172,969)

OAK CREEK WATER AND SEWER UTILITY
Operating Budget Summary - Sewer Utility
2020

	Actual 2018	Estimated Total 2019	Budget 2019	Variance - 2019 Est. to 2019 Bud. Favorable/ (Unfavorable)	Budget 2020	Variance - 2020 Budget to 2019 Est. Favorable/ (Unfavorable)
Operating Revenue:						
Oak Creek charges	\$ 1,458,761	\$ 1,459,705	\$ 1,458,800	\$ 905	\$ 1,459,000	\$ (705)
MMSD charges	2,791,563	2,829,512	2,876,900	(47,388)	2,913,400	83,888
Other charges	2,100	1,792	2,000	(208)	1,800	8
Miscellaneous	52,056	35,327	49,100	(13,773)	50,000	14,673
Total Operating Revenue	4,304,480	4,326,336	4,386,800	(60,464)	4,424,200	97,864
Operating Expense:						
Operation expense:						
Sewer User Charge - MMSD	2,757,233	2,829,520	2,877,000	47,480	2,913,400	(83,880)
Pumping expense -						
Labor	8,678	7,635	7,600	(35)	7,800	(165)
Materials	5,231	8,748	4,800	(3,948)	6,000	2,748
Collection expense -						
Labor	231,918	203,445	243,000	39,555	208,000	(4,555)
Materials	561,452	33,051	40,500	7,449	31,100	1,951
Customers' account expense -						
Labor	46,743	49,310	48,700	(610)	50,400	(1,090)
Materials	5,879	5,096	5,100	4	5,200	(104)
Administrative and general -						
Labor	53,264	56,975	54,400	(2,575)	58,200	(1,225)
Materials	282,122	258,174	304,100	45,926	269,000	(10,826)
Total operations expense	3,952,520	3,451,954	3,585,200	133,246	3,549,100	(97,146)
Allocated expenses						
Depreciation	219,893	234,000	234,800	800	241,000	(7,000)
Taxes	506,805	522,480	552,500	30,020	538,200	(15,720)
	33,842	32,367	34,000	1,633	33,300	(933)
Total Operating Expense	4,713,060	4,240,801	4,406,500	165,699	4,361,600	(120,799)
Net Operating Income	(408,580)	85,535	(19,700)	105,235	62,600	(22,935)
Nonoperating Revenues (Expenses)	154,825	258,292	155,400	102,892	261,100	2,808
Income Before Capital Contributions	(253,755)	343,827	135,700	208,127	323,700	(20,127)
Capital contributions						
Sewer connections	879,671	-	-	-	-	-
	5,640	7,520	-	7,520	-	(7,520)
Change in Net Assets	\$ 631,556	\$ 351,347	\$ 135,700	\$ 215,647	\$ 323,700	\$ (27,647)
Change in Net Assets, excluding capital contributions and water connections	\$ (253,755)	\$ 343,827	\$ 135,700	\$ 208,127	\$ 323,700	\$ (20,127)

ADMINISTRATIVE OPERATIONS

October 2019

Operating Budget:

Accounting Supervisor Stenzel prepared the Utility's annual operating budget for 2020.

Delinquent Notices:

Administrative staff mailed delinquent notices to 1,376 accounts stating their balances are past due and will be placed on the tax roll, along with a 10% penalty, if they are not paid by November 15. Notices were mailed to 1,498 customers in 2018, 1,459 customers in 2017 and 1,406 customers in 2016. The decrease in the number of notices mailed for 2019 was 122 accounts, or 8.1%.

Training:

Accounting Supervisor Stenzel attended the Baker Tilly Utility University accounting seminar in Wisconsin Dells on October 10.

Account Clerk/Confidential Secretary Position:

Kathy Esselman is retiring on December 30, and her last working day is December 2. The Utility is currently accepting applications for the Account Clerk/Confidential Secretary position through November 18. Candidates will then be selected for testing and interviews.

Workload:

Other administrative tasks included the following:

- Added 12 customer account for the month.
- Billed 907 water customers and 932 sewer customers.

Gallons Billed (in thousands):

	YTD 2019	YTD 2018	YTD 2017	YTD 2016	YTD 2015	Average
Residential	324,288	334,776	329,559	356,853	345,139	338,123
Commercial	386,659	383,762	397,371	388,162	379,693	387,129
Industrial	434,094	435,673	369,737	358,326	325,520	384,670
Public Authority	9,443	9,944	10,209	11,262	17,897	11,751
Wholesale	1,066,464	1,041,948	1,030,386	1,130,097	1,203,894	1,094,558
Total	2,220,948	2,206,103	2,137,262	2,244,700	2,272,143	2,216,231
% Change to Prior Year	0.7%	3.2%	-4.8%	-1.2%	N/A	
% Change to Average	0.2%	-0.5%	-3.6%	1.3%	2.5%	

New Customers:

	YTD 2019	YTD 2018	YTD 2017	YTD 2016	YTD 2015	Average
Residential	21	27	24	22	21	23.0
Commercial	18	18	25	24	9	18.8
Industrial	0	0	0	0	1	0.2
Public Authority	0	1	0	1	1	0.6
Wholesale	0	0	0	0	0	-
Total	39	46	49	47	32	42.6

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, 9080 S. Shepard Avenue, 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, 8444 S. Nighthawk Trail, 1120 E. Oak 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, 140 E. Rawson Avenue-Building B (2 accounts), 140 E. Rawson Avenue-Building C (2 accounts), 8142 S. 6th Street, 2697 W. Orchard Hills Drive (2 accounts), 102 W. Oakview Parkway (2 accounts)

ENGINEERING OPERATIONS

October 2019

E. College Avenue

Plans and specs were revised to be rebid. This is the construction of 1,800 LF of 12" water main to connect two dead ends east of 27th Street along College Avenue. Bid opening will be in November.

S. Howell Avenue and Quail Run Loop

Plans and specs were completed to be bid. S. Howell Avenue is the construction of 625 LF of 12" water main to connect two dead ends along Howell Avenue in front of MATC. Quail Run is the construction of 425 LF of 8" water main to provide a secondary line to the Quail Run subdivision. The bid opening will be in November.

Jewell Sanitary Sewer

raSmith is finalizing the plans for the Jewell Sanitary Sewer and lift station abandonment. We have been working with the property owners to obtain easements for the proposed sanitary sewer. This is expected to be bid out in December.

Water Master Plan

CDM Smith is continuing progress on the water master plan. Approximately 20% of the project tasks have been completed. The following items have been completed: site visits, pump testing, hydraulic model and preliminary condition assessment. Currently, we are working on the risk assessment of the system.

Sanitary Master Plan

We are working with Brown & Caldwell on the scope and cost estimate for the sanitary master plan 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) Sanitary Sewer work to remove the siphon has not started yet, Bartel Court water main construction completed Bartel Court Sanitary sewer not started yet
- Orchard Hills – punch list items remaining – pavement to be installed soon
- Creekside Marketplace – laterals to be abandoned and punch list items
- Rawson Business Center – punch list items – waiting on invoice for water valve
- HSA 6th and Rawson – connections to the main completed
- Drexel Storage – connections to mains completed

DISTRIBUTION & COLLECTION OPERATIONS

October 2019

Water Main Break:

On October 25th the Utility had a report of a main break at 9191 South 13th Street. A crew was sent to repair the 20" DIP that was installed in 1971. After excavating the main a blow hole was found on the bottom of the pipe. The pipe is heavily pitted on the bottom, and two 24" long repair clamps were needed to do the repair.

Lateral Repairs:

There were no lateral repairs in the month of October, but on the 16th and 17th a crew was sent to 7421 and 7463 South 13th Street to insulate the water laterals. It was determined after the 13th Street reconstruction that these laterals were shallow and needed to be insulated to prevent freezing.

Valve Repairs:

There were no water valves repaired in the month of October.

Hydrants:

On October 22nd a crew was sent to 7350 South 10th Street to repair an Iowa hydrant that was hit by a truck. Surveillance cameras on the property identified which truck hit the hydrant and an invoice was sent to the responsible party to cover damages.

Sewer:

In October Utility workers completed 14 maintenance tasks including: grouting manholes, replacing manhole cover seals, along with cleaning and televising of mains.

Miscellaneous:

In October semi-annual flushing was completed.

In October Utility workers completed 10 restoration projects from previous water main breaks, lateral and hydrant repairs.

On October 3rd Utility Workers Allard, Price, Struebing, Proeber and Distribution Manager Schwartz attended a Public Works/Parks/Building & Grounds Expo in Greenfield.

On October 9th the three interconnections with South Milwaukee were flushed.

On October 17th and 19th Utility workers Struebing and Pier attended the case demonstration facility in Tomahawk, WI.

PLANT OPERATIONS

October, 2019

PUMPAGE REPORT	2019	2018	% Change	5 Year %
Monthly Pumpage	228,001,200	229,934,000	-.8	-.8
Monthly Average Day	7,354,877	7,417,000	-.8	-.8
Monthly Peak Day	(10/20)9,890,000	(10/03)8,910,000	+11.0	+10.7
Yearly Pumpage	2,377,521,900	2,342,455,000	+1.5	+2.2
Yearly Average Day	7,820,795	7,705,000	+1.5	+2.3
Yearly Peak Day	(07/17)12,280,000	(07/11)12,110,000	+1.4	+3.8
West Zone Pumpage	99,650,000	120,640,000	-17.0	-9.3
West Zone Yearly Total	1,040,498,000	1,092,280,000	-4.7	-5.8

WATER QUALITY REPORT	Raw Water	Finished Water
Average Free Chlorine		1.54 mg/l
Total Chlorine		1.71 mg/l
Average Alkalinity	107.0 mg/l	108.0 mg/l
Average pH	8.20	8.05
Average Fluoride	0.14 mg/l	0.65 mg/l
Average Turbidity	5.39 NTU	0.031 NTU
High Temperature	High 56.2 F Low 48.7 F	
Hardness	120 mg/l	137 mg/l

Preventative Maintenance Tasks: Staff completed 193 preventative maintenance tasks and 2 safety sessions during the month.

Work Orders: Staff completed 4 work orders. Some of the tasks include rebuilding a pilot valve, repairing lights, installing a generator timer, and repairing a sump pump.

Plant: Operators Muschinski, Krueger, and Messerschmidt provided tours for Franklin High School students. Plant Manager Robe provided a tour for UW-Milwaukee School of Freshwater Science students. Plant staff has been busy preparing the plant for winter.

