

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, June 9, 2020, 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 4th day of June, 2020.

/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 June 9, 2020	Headquarters Building 170 West Drexel Avenue

- 1.0 OPENING OF MEETING**
 - 1.1 Roll Call
 - 1.2 Minutes Approval - Regular Meeting 03-10-20
- 2.0 CLOSED SESSION**
- 3.0 PROJECT APPROVALS**
 - 3.1 USPS Distribution Facility Approval
- 4.0 MISCELLANEOUS MATTERS**
- 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**

**MINUTES OF A REGULAR MEETING
WATER AND SEWER UTILITY COMMISSION
TUESDAY, MARCH 10, 2020**

- ROLL CALL Present at the 9:00 a.m. beginning were: Commissioners Wille, Siepert, Gehl, and Cigale. Commissioner Richards arrived at 9:25 a.m. Members of the Utility staff in attendance were: General Manager Sullivan, Utility Engineer Johnston, Distribution Manager Schwartz, Distribution Manager Allard, Plant Manager Robe, and Accounting Supervisor Stenzel.
- PREVIOUS MINUTES APPROVED Minutes of the last regular meeting, held on February 11, 2020, were approved as recorded with a motion by Commissioner Siepert and seconded by Commissioner Gehl. Roll call vote, all voted aye.
- CLOSED SESSION The meeting went into closed session at 9:51 a.m. with a motion by Commissioner Wille, and seconded by Commissioner Siepert, in accordance with Section 19.85 (1) (c) of the Wisconsin State Statutes for the following purpose:
- A. 2020 Wage Adjustment
- Roll call vote, all voted aye.
- Commissioner Siepert, with Commissioner Wille seconding, made the motion to reconvene into open session at 10:45 a.m. Roll call vote, all voted aye.
- A. 2020 Wage Adjustment
- Commissioner Siepert, with Commissioner Cigale seconding, made the motion to approve the following changes to Utility staff:
- The General Manager and Plant Manager will receive a 3% increase, to the nearest penny, to their base wage effective February 9, 2020.
- The Utility Engineer and Accounting Supervisor will receive a 2.25% increase, to the nearest penny, to their base wage effective February 9, 2020.
- Roll call: Siepert, aye; Wille, aye; Richards, aye; Cigale, aye; and Gehl, aye.

PROJECT APPROVALS	Commissioner Siepert, with Commissioner Cigale seconding, made the motion to approve the Creekside Crossing Marketplace Development for the extension of public water main and sanitary sewer at 7700 S. IKEA Way.
AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH RASMITH FOR JEWELL SANITARY	Commissioner Wille, with Commissioner Gehl seconding, made the motion to authorize the Utility Engineer to amend the existing professional services agreement with raSmith for the Jewell Sanitary Sewer Project (Project 17106) in the amount of \$26,750. Roll call vote, all voted aye.
HOUSE DEMOLITION ASBESTOS ABATEMENT	Commissioner Siepert, with Commissioner Cigale seconding, made the motion to authorize the Utility Engineer to enter into a professional services agreement with DJK Environmental, LLC for the house demolition asbestos abatement in the amount of \$8,300. Roll call vote, all voted aye.
HOUSE DEMOLITION CONTRACT	Commissioner Siepert, with Commissioner Cigale seconding, made the motion to authorize the Utility Engineer to enter into a professional services agreement with Superwestern for the house demolition at 3953 E. American Avenue in the amount of \$13,500. Roll call vote, all voted aye.
RISK AND RESILIENCY ASSESSMENT CONTRACT	Commissioner Siepert, with Commissioner Cigale seconding, made the motion to authorize the Utility Engineer to enter into a professional services agreement with Strand for the Risk and Resiliency Assessment and Emergency Response Plan in the amount of \$50,000. Roll call vote, all voted aye.
PROJECT PAYMENT APPROVAL	No action was taken on this agenda item.
VOUCHER APPROVAL	Vouchers incurred during February, 2020, totaled \$376,998.30. Commissioner Cigale, with Commissioner Siepert seconding, made the motion to approve payment of all invoices. Roll call vote, all voted aye.
UTILITY INVESTMENTS	Accounting Supervisor Stenzel reported utility investments as of February, 2020. A copy of the report is on file.
ALDERMANIC REPORT	Commissioner Gehl updated the Commission and staff on operations occurring in the City during February, 2020.

ADMINISTRATIVE
OPERATIONS
REPORT

Accounting Supervisor Stenzel reported administrative operations during February, 2020. A copy of the report is on file.

ENGINEERING
OPERATIONS
REPORT

Utility Engineer Johnston reported engineering operations during February, 2020. A copy of the report is on file.

DISTRIBUTION
OPERATIONS
REPORT

Distribution Manager Allard reported distribution operations during February, 2020. A copy of the report is on file.

PLANT
OPERATIONS
REPORT

Plant Manager Robe reported plant operations during February, 2020. A copy of the report is on file.

MANAGER'S
REPORT

General Manager Sullivan advised next month's Commission Meeting will be held at the Treatment Plant at 9:00 a.m.

General Manager Sullivan will be leading a Partnership for Safe Water Distribution System Optimization Report Review for Minneapolis/St. Paul.

General Manager Sullivan was invited to co-author the CDC's Low-Pressure Event Study summarization report.

General Manager Sullivan also advised that the Utility has hired a new Distribution Service Worker who will be starting Monday, March 23, 2020.

General Manager Sullivan discussed with the Commission the emergency plan for COVID-19. Surrounding communities are working together to form mutual aid if the need arises. Managers were also encouraged to speak with their employees about the importance of not coming to work while ill.

ADJOURN

Commissioner Siepert, with Commissioner Gehl seconding, adjourned the meeting at 10:54 am. Roll call vote, all voted aye.

Dale J. Richards, President

Gerald H. Wille, Secretary

3/10/2020

USPS Distribution Facility Approval

Date: June 9, 2020

RECOMMENDATION: That the Commission consider a motion to approve the United States Postal Service Distribution Facility for the extension of public water main and both public sanitary and private interceptor sanitary sewer at 2201 E. College Avenue.

The United States Postal Service is installing an extension of the public water main and both public sanitary and private interceptor sanitary sewer for the industrial development at 2201 E. College Avenue. The 61-acre parcel will be developed on the SW corner of E. College Avenue and S. Pennsylvania Avenue. The Postal Service is funding the improvements for the project. The project is proposing the following improvements.

Public Water main

1,3670LF of 12" C-900 PVC water main
3 EA 12" Valves
4 EA Hydrants and valves
Appurtenances
Connection to existing water main
Estimated project cost \$147,700

Public Sanitary Sewer

24 LF of 10" PVC
1 - 48" Dia. Drop Manhole
Connection to existing Sanitary
Estimate project cost \$110,250

Private Interceptor Sanitary Sewer

1,341 LF of 6" PVC
1 - 48" Dia. Manhole
Estimate project cost \$108,500

APPLICATION AND CERTIFICATION FOR PAYMENT AIA DOCUMENT G702

TO (OWNER): City of Oak Creek
7300 S. 13th Street
Oak Creek, WI 53154

PROJECT: City of Oak Creek Water Treatment
Plant Locker Rooms

APPLICATION NO: 8 Final Distribution to:
 OWNER

FROM (CONTRACTOR):
William Sackerson Constr. Co., Inc.
PO Box 100318
Cudahy, WI 53110

OAK CREEK WATER & SEWER UTILITY
Approved by B. John
Date 05/04/2020

PERIOD TO: 4/30/20
ARCHITECT'S
PROJECT NO: 460402
 ARCHITECT
 CONTRACTOR

CONTRACT FOR: General Construction

CONTRACT DATE: 10/1/18

CONTRACTOR'S APPLICATION FOR PAYMENT

CHANGE ORDER SUMMARY		ADDITIONS	DEDUCTIONS
Change Order approved in previous months by owner			
TOTAL			
Approval this Month			
Number	Date Approved		
1	2/28/19	4,576.55	2,580.00
2	9/25/19		
TOTALS		4,576.55	2,580.00
Net change by change Orders		1,996.55	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: William Sackerson Constr. Co., Inc.

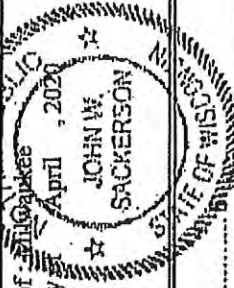
By: John Sackerson Date: 4/30/20

ARCHITECT'S CERTIFICATION FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

Application is made for Payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM \$ 223,500.00
2. Net change by Change Orders \$ 1,996.55
3. CONTRACT SUM TO DATE (Line 1 ± 2) \$ 225,496.55
4. TOTAL COMPLETED & STORED TO DATE \$ 225,496.55
(Column G on G703)
5. RETAINAGE:
a. 5 % of 50% of Contract \$ 0
(Column D + E on G703)
b. _____ % of Stored Material \$
(Column F on G703)
Total Retainage (Line 5a + 5b or Total in Column I of G703) \$ 0
6. TOTAL EARNED LESS RETAINAGE \$ 225,496.55
(Line 4 less Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 222,374.64
8. CURRENT PAYMENT DUE \$ 3,121.91
9. BALANCE TO FINISH, PLUS RETAINAGE \$ 0
(Line 3 less Line 6)



State of Wisconsin
County of Washington
Subscribed and sworn to before me this 30 day of April, 2020
Notary Public: John Sackerson
My Commission expires: 11/12/22

AMOUNT CERTIFIED

(Attach explanation if amount certified differs from the amount applied for.)
ARCHITECT:

By: _____ Date: _____

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.

Application Number: 8
 Application Date: 4/30/2020
 Period To: 4/30/2020
 Architect's Project No:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS STORED (Not in D or E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H % G/C	I BALANCE TO FINISH (C-G)	I RETAINAGE
			FROM PREV. APPLICATION (D+E)							
1	Bond	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	100	0.00	0.00
2	Submittals	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	100	0.00	0.00
3	Mobilization	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00	100	0.00	0.00
4	Demolition	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	100	0.00	0.00
5	Masonry	45,000.00	45,000.00	0.00	0.00	0.00	45,000.00	100	0.00	0.00
6	Carpentry	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	100	0.00	0.00
7	Frames, Doors & Hardware	7,000.00	7,000.00	0.00	0.00	0.00	7,000.00	100	0.00	0.00
8	Drywall	2,800.00	2,800.00	0.00	0.00	0.00	2,800.00	100	0.00	0.00
9	Tile	16,000.00	16,000.00	0.00	0.00	0.00	16,000.00	100	0.00	0.00
10	Acoustical	4,100.00	4,100.00	0.00	0.00	0.00	4,100.00	100	0.00	0.00
11	Paint	8,600.00	8,600.00	0.00	0.00	0.00	8,600.00	100	0.00	0.00
12	Toilet Partitions	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	100	0.00	0.00
13	Toilet Accessories	2,700.00	2,700.00	0.00	0.00	0.00	2,700.00	100	0.00	0.00
14	Lockers	10,500.00	10,500.00	0.00	0.00	0.00	10,500.00	100	0.00	0.00
15	Window Shades	900.00	900.00	0.00	0.00	0.00	900.00	100	0.00	0.00
16	Plumbing	40,000.00	40,000.00	0.00	0.00	0.00	40,000.00	100	0.00	0.00
17	HVAC	23,000.00	23,000.00	0.00	0.00	0.00	23,000.00	100	0.00	0.00
18	Electrical	19,900.00	19,900.00	0.00	0.00	0.00	19,900.00	100	0.00	0.00
101	CO #1	4,576.55	4,576.55	0.00	0.00	0.00	4,576.55	100	0.00	0.00
102	CO #2 Final Adjustment	-2,580.00	0.00	-2,580.00	0.00	0.00	-2,580.00	100	0.00	0.00
Totals		225,496.55	228,076.55	-2,580.00	0.00	0.00	225,496.55	100	0.00	0.00

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

PROJECT NO. 19103- College Ave Looping Project

		Cornerstone Plumbing, LLC 20865 Enterprise Avenue, Brookfield, WI 53045				Partial Payment No. 1 April 14, 2020		Partial Payment No. 2 May 12, 2020		PROJECT TOTAL	
Item No.	Item Description	Bid Quantity	Unit	Unit Price	Total Price	Quantity Complete	Cost Complete	Quantity Complete	Cost Complete	Quantity Complete	Cost Complete
1	12-INCH PVC WATER MAIN 1-1/4" TBBF	164	LF	\$115.00	\$18,860.00	121.00	\$13,915.00	43.00	\$4,945.00	164.00	\$18,860.00
2	12-INCH PVC C-900 RJOB CERTA-LOK WATER MAIN, HORIZONTAL	1,686	LF	\$125.00	\$210,750.00	1,686	\$210,750.00		\$0.00	1,686.00	\$210,750.00
3	CONNECT TO EXISTING 12" WATER MAIN	2	EA	\$8,351.00	\$16,702.00	1.00	\$8,351.00	1.00	\$8,351.00	2.00	\$16,702.00
4	12" GATE VALVE & BOX	6	EA	\$3,862.00	\$23,172.00	5	\$19,310.00	1.00	\$3,862.00	6.00	\$23,172.00
5	HYDRANT, LEAD, & 6-INCH GATE VALVE	5	EA	\$13,075.00	\$65,375.00	5.00	\$65,375.00		\$0.00	5.00	\$65,375.00
6	SALVAGE HYDRANT	1	EA	\$2,400.00	\$2,400.00	1	\$2,400.00		\$0.00	1.00	\$2,400.00
7	REMOVE GATE VALVE & BOX	1	EA	\$1,200.00	\$1,200.00	1	\$1,200.00		\$0.00	1.00	\$1,200.00
8	CONCRETE PAVEMENT REMOVAL	245	SY	\$18.00	\$4,410.00	173.00	\$3,114.00	72.00	\$1,296.00	245.00	\$4,410.00
9	ASPHALT PAVEMENT REMOVAL	23	SY	\$18.00	\$414.00	18.80	\$338.40		\$0.00	18.80	\$338.40
10	CONCRETE CURB AND GUTTER REMOVAL	32	LF	\$47.00	\$1,504.00	51	\$2,397.00	8.50	\$399.50	59.50	\$2,796.50
11	INTEGRAL CONCRETE CURB AND GUTTER REMOVAL	125	LF	\$12.00	\$1,500.00	116.00	\$1,392.00	9.00	\$108.00	125.00	\$1,500.00
12	CONCRETE SIDEWALK REMOVAL	50	SF	\$100.00	\$5,000.00		\$0.00	75.00	\$7,500.00	75.00	\$7,500.00
13	SAWCUTTING EXISTING PAVEMENT FULL DEPTH	318	LF	\$5.00	\$1,590.00	238.00	\$1,190.00	80.00	\$400.00	318.00	\$1,590.00
14	INTEGRAL CONCRETE CURB AND GUTTER	125	LF	\$90.00	\$11,250.00		\$0.00	125.00	\$11,250.00	125.00	\$11,250.00
15	31" TYPE "A" CONCRETE CURB AND GUTTER	44	LF	\$53.00	\$2,332.00		\$0.00	59.50	\$3,153.50	59.50	\$3,153.50
16	CONCRETE PAVEMENT 9-INCH	245	SY	\$113.00	\$27,685.00		\$0.00	245.00	\$27,685.00	245.00	\$27,685.00
17	HMA PAVEMENT, 12.5 MM SINGLE LAYER, TYPE 4LT,	5	TON	\$360.00	\$1,800.00		\$0.00		\$0.00	-	\$0.00
18	CONCRETE SIDEWALK 5-INCH	50	SF	\$60.00	\$3,000.00		\$0.00		\$0.00	-	\$0.00
19	PAVEMENT MARKING EPOXY, 4-INCH WHITE EDGE LINE	102	LF	\$35.00	\$3,570.00		\$0.00		\$0.00	-	\$0.00
20	RESTORATION OF LAWNS AND PARKWAYS	1	LS	\$1,000.00	\$1,000.00		\$0.00	0.50	\$500.00	0.50	\$500.00
21	EROSION CONTROL	1	LS	\$1,600.00	\$1,600.00	0.5	\$800.00		\$0.00	0.50	\$800.00
22	TRAFFIC CONTROL	1	LS	\$1,300.00	\$1,300.00	0.5	\$650.00		\$0.00	0.50	\$650.00
TOTAL ITEMS 1-22 (inclusive)					\$406,414.00		\$331,182.40		\$69,450.00		\$400,632.40

Sub-Total Completed To Date	\$400,632.40
Less Allowance for testing and approval	0% \$0.00
Less Retainage (5% to 50% complete)	5% -\$10,160.35
Total	\$390,472.05
Less Previous Payments	\$304,462.93
TOTAL PAYMENT DUE THIS PERIOD	\$86,009.12

Recommended for Commission Approval by: Ben L. Johnson Date: 05/01/2020

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

PROJECT NO. 17103- Howell and Quail Run Looping Project

		Cornerstone Plumbing, LLC 20865 Enterprise Avenue, Brookfield, WI 53045			Partial Payment No. 1 April 14, 2020		Partial Payment No. 2 May 12, 2020		PROJECT TOTAL		
Item No.	Item Description	Bid Quantity	Unit	Price	Total Price	Quantity Complete	Cost Complete	Quantity Complete	Cost Complete	Quantity Complete	Cost Complete
1	8" Certa-Lok Water Main, 1 1/4" Base Aggregate Dense Backfill	26	LF	\$218.00	\$5,668.00		\$0.00		\$0.00	-	\$0.00
2	8" Certa-Lok Water Main, Native Backfill	25	LF	\$214.00	\$5,350.00		\$0.00		\$0.00	-	\$0.00
3	8" Certa-Lok Water Main (HDD)	373	LF	\$146.00	\$54,458.00		\$0.00		\$0.00	-	\$0.00
4	12" Certa-Lok Water Main, WisDOT Backfill	36	LF	\$363.00	\$13,068.00		\$0.00	23.80	\$8,639.40	23.80	\$8,639.40
5	12" Certa-Lok Water Main (HDD)	586	LF	\$151.00	\$88,486.00		\$0.00	536.00	\$80,936.00	536.00	\$80,936.00
6	8" Gate Valve	1	EA	\$4,034.00	\$4,034.00		\$0.00		\$0.00	-	\$0.00
7	12" Gate Valve	2	EA	\$5,693.00	\$11,386.00		\$0.00	1.00	\$5,693.00	1.00	\$5,693.00
8	Type "A" Hydrant Assembly	2	EA	\$13,162.00	\$26,324.00		\$0.00	2.00	\$26,324.00	2.00	\$26,324.00
9	Connect to Existing 8" Ductile Iron Water	1	EA	\$5,210.00	\$5,210.00		\$0.00		\$0.00	-	\$0.00
10	Connect to Existing 12" Ductile Iron Water Main	1	EA	\$9,319.00	\$9,319.00		\$0.00	1.00	\$9,319.00	1.00	\$9,319.00
11	Connect to Existing 16" Ductile Iron Water Main	1	EA	\$5,980.00	\$5,980.00		\$0.00		\$0.00	-	\$0.00
12	Connect to Existing 20" Ductile Iron Water Main	1	EA	\$7,476.00	\$7,476.00		\$0.00		\$0.00	-	\$0.00
13	HMA Pavement	1	LS	\$11,600.00	\$11,600.00		\$0.00		\$0.00	-	\$0.00
14	Concrete Base 8"	1	LS	\$3,060.00	\$3,060.00		\$0.00		\$0.00	-	\$0.00
15	Concrete Sidewalk	1	LS	\$9,900.00	\$9,900.00	0.00	\$0.00		\$0.00	-	\$0.00
16	Concrete Curb and Gutter	1	LS	\$4,950.00	\$4,950.00	0.00	\$0.00		\$0.00	-	\$0.00
17	Pavement Marking	1	LS	\$5,490.00	\$5,490.00	0.00	\$0.00		\$0.00	-	\$0.00
18	Restoration	1	LS	\$1,500.00	\$1,500.00	0.00	\$0.00		\$0.00	-	\$0.00
19	Erosion Control	1	LS	\$2,000.00	\$2,000.00	0.50	\$1,000.00		\$0.00	0.50	\$1,000.00
20	Traffic Control	1	LS	\$1,500.00	\$1,500.00	0.50	\$750.00		\$0.00	0.50	\$750.00
TOTAL ITEMS 1-22 (inclusive)					\$276,759.00		\$1,750.00		\$130,911.40		\$132,661.40

Sub-Total Completed To Date		\$132,661.40
Less Allowance for testing and approval	5%	-\$6,633.07
Less Retainage (5% to 50% complete)	5%	-\$6,301.42
Total		\$119,726.91
Less Previous Payments		\$1,579.37
TOTAL PAYMENT DUE THIS PERIOD		\$118,147.54

Recommended for Commission Approval by: Ben I. Johnston Date: 05/01/2020

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

PROJECT NO. 17106- Jewel Street Lift Station Abandonment

				D.F. Tomasini Contractors, Inc. N70W25176 Indian Grass Lane Sussex, WI 53089		Partial Payment No. 1 May 14, 2020		PROJECT TOTAL	
Item No.	Item Description	Bid Quantity	Unit	Unit Price	Total Price	Quantity Complete	Cost Complete	Quantity Complete	Cost Complete
1	15-INCH PVC SANITARY SEWER SDR-35, 1-1/4" TB	15	LF	\$500.00	\$7,500.00		\$0.00	-	\$0.00
2	18-INCH PVC C900 SANITARY SEWER 1-1/4" TB	55	LF	\$500.00	\$27,500.00		\$0.00	-	\$0.00
3	18-INCH PVC C900 SANITARY SEWER, SPOIL BACKFILL	1,887	LF	\$405.00	\$764,235.00		\$0.00	-	\$0.00
4	SANITARY SEWER MANHOLE 48" I.D.	178	VF	\$1,300.00	\$231,400.00		\$0.00	-	\$0.00
5	ABANDON AIR RELEASE & SANITARY MANHOLE	2	EA	\$7,500.00	\$15,000.00		\$0.00	-	\$0.00
6	ABANDON 4-INCH FORCE MAIN	135	LF	\$35.00	\$4,725.00		\$0.00	-	\$0.00
7	ABANDON 18-INCH SANITARY SEWER	165	LF	\$45.00	\$7,425.00		\$0.00	-	\$0.00
8	ABANDON LIFT STATION	1	LS	\$30,000.00	\$30,000.00		\$0.00	-	\$0.00
9	REMOVE 8-INCH SANITARY SEWER	15	LF	\$150.00	\$2,250.00		\$0.00	-	\$0.00
10	REMOVE SANITARY MANHOLE	1	EA	\$2,500.00	\$2,500.00		\$0.00	-	\$0.00
11	ASPHALT PAVEMENT REMOVAL	329	SY	\$13.00	\$4,277.00		\$0.00	-	\$0.00
12	SAWCUTTING EXISTING PAVEMENT FULL DEPTH	75	LF	\$15.00	\$1,125.00		\$0.00	-	\$0.00
13	REMOVE 57 X 38-INCH ARCH CMP	27	LF	\$82.00	\$2,214.00		\$0.00	-	\$0.00
14	REMOVE GUARDRAIL	30	LF	\$50.00	\$1,500.00	30.00	\$1,500.00	30.00	\$1,500.00
15	PIPE ARCH CORRUGATED STEEL 57 X 38-INCH	27	LF	\$300.00	\$8,100.00		\$0.00	-	\$0.00
16	APRON ENDWALLS FOR PIPE ARCH STEEL 57 X 38-INCH	2	EA	\$2,000.00	\$4,000.00		\$0.00	-	\$0.00
17	HMA PAVEMENT TYPE 4 LT, PG 58-28 S	4	TON	\$1,200.00	\$4,800.00		\$0.00	-	\$0.00
18	STONE TRACKING PAD	1	EA	\$4,000.00	\$4,000.00	1.00	\$4,000.00	1.00	\$4,000.00
19	DEWATERING	1	LS	\$145,000.00	\$145,000.00	0.30	\$43,500.00	0.30	\$43,500.00
20	CLEARING AND GRUBBING	1	LS	\$26,000.00	\$26,000.00	1.00	\$26,000.00	1.00	\$26,000.00
21	TURF RESTORATION	1	LS	\$29,000.00	\$29,000.00		\$0.00	-	\$0.00
22	TRENCH STABILIZATION (UNDISTRIBUTED)	750	TON	\$55.00	\$41,250.00		\$0.00	-	\$0.00
23	EROSION CONTROL	1	LS	\$17,000.00	\$17,000.00	1.00	\$17,000.00	1.00	\$17,000.00
24	TRAFFIC CONTROL	1	LS	\$10,000.00	\$10,000.00	0.50	\$5,000.00	0.50	\$5,000.00
TOTAL ITEMS 1-24 (inclusive)					\$1,390,801.00		\$97,000.00		\$97,000.00

Sub-Total Completed To Date	\$97,000.00
Less Allowance for testing and approval	5% -\$4,850.00
Less Retainage (5% to 50% complete)	5% -\$4,607.50
Total	\$87,542.50
Less Previous Payments	\$0.00
TOTAL PAYMENT DUE THIS PERIOD	\$87,542.50

Recommended for Commission Approval by: Brian L. Johnson Date: 04/29/2020

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

PROJECT NO. 17106- Jewel Street Lift Station Abandonment

Item No.	Item Description	Bid		D.F. Tomasini Contractors, Inc. N70W25176 Indian Grass Lane Sussex, WI 53089		Partial Payment No. 1 May 14, 2020		Partial Payment No. 2 June 9, 2020		PROJECT TOTAL	
		Quantity	Unit	Unit Price	Total Price	Quantity Complete	Cost Complete	Quantity Complete	Cost Complete	Quantity Complete	Cost Complete
1	15-INCH PVC SANITARY SEWER SDR-35, 1-1/4" TB	15	LF	\$500.00	\$7,500.00		\$0.00		\$0.00	-	\$0.00
2	18-INCH PVC C900 SANITARY SEWER 1-1/4" TB	55	LF	\$500.00	\$27,500.00		\$0.00		\$0.00	-	\$0.00
3	18-INCH PVC C900 SANITARY SEWER, SPOIL BACKFILL	1,887	LF	\$405.00	\$764,235.00		\$0.00	545.70	\$221,008.50	545.70	\$221,008.50
4	SANITARY SEWER MANHOLE 48" I.D.	178	VF	\$1,300.00	\$231,400.00		\$0.00	101.00	\$131,300.00	101.00	\$131,300.00
5	ABANDON AIR RELEASE & SANITARY MANHOLE	2	EA	\$7,500.00	\$15,000.00		\$0.00		\$0.00	-	\$0.00
6	ABANDON 4-INCH FORCE MAIN	135	LF	\$35.00	\$4,725.00		\$0.00		\$0.00	-	\$0.00
7	ABANDON 18-INCH SANITARY SEWER	165	LF	\$45.00	\$7,425.00		\$0.00		\$0.00	-	\$0.00
8	ABANDON LIFT STATION	1	LS	\$30,000.00	\$30,000.00		\$0.00		\$0.00	-	\$0.00
9	REMOVE 8-INCH SANITARY SEWER	15	LF	\$150.00	\$2,250.00		\$0.00		\$0.00	-	\$0.00
10	REMOVE SANITARY MANHOLE	1	EA	\$2,500.00	\$2,500.00		\$0.00		\$0.00	-	\$0.00
11	ASPHALT PAVEMENT REMOVAL	329	SY	\$13.00	\$4,277.00		\$0.00		\$0.00	-	\$0.00
12	SAWCUTTING EXISTING PAVEMENT FULL DEPTH	75	LF	\$15.00	\$1,125.00		\$0.00		\$0.00	-	\$0.00
13	REMOVE 57 X 38-INCH ARCH CMP	27	LF	\$82.00	\$2,214.00		\$0.00		\$0.00	-	\$0.00
14	REMOVE GUARDRAIL	30	LF	\$50.00	\$1,500.00	30.00	\$1,500.00		\$0.00	30.00	\$1,500.00
15	PIPE ARCH CORRUGATED STEEL 57 X 38-INCH	27	LF	\$300.00	\$8,100.00		\$0.00		\$0.00	-	\$0.00
16	APRON ENDWALLS FOR PIPE ARCH STEEL 57 X 38-INCH	2	EA	\$2,000.00	\$4,000.00		\$0.00		\$0.00	-	\$0.00
17	HMA PAVEMENT TYPE 4 LT, PG 58-28 S	4	TON	\$1,200.00	\$4,800.00		\$0.00		\$0.00	-	\$0.00
18	STONE TRACKING PAD	1	EA	\$4,000.00	\$4,000.00	1.00	\$4,000.00		\$0.00	1.00	\$4,000.00
19	DEWATERING	1	LS	\$145,000.00	\$145,000.00	0.30	\$43,500.00		\$0.00	0.30	\$43,500.00
20	CLEARING AND GRUBBING	1	LS	\$26,000.00	\$26,000.00	1.00	\$26,000.00		\$0.00	1.00	\$26,000.00
21	TURF RESTORATION	1	LS	\$29,000.00	\$29,000.00		\$0.00		\$0.00	-	\$0.00
22	TRENCH STABILIZATION (UNDISTRIBUTED)	750	TON	\$55.00	\$41,250.00		\$0.00		\$0.00	-	\$0.00
23	EROSION CONTROL	1	LS	\$17,000.00	\$17,000.00	1.00	\$17,000.00		\$0.00	1.00	\$17,000.00
24	TRAFFIC CONTROL	1	LS	\$10,000.00	\$10,000.00	0.50	\$5,000.00		\$0.00	0.50	\$5,000.00
TOTAL ITEMS 1-24 (inclusive)					\$1,390,801.00		\$97,000.00		\$352,308.50		\$449,308.50

Sub-Total Completed To Date	\$449,308.50
Less Allowance for testing and approval	5% -\$22,465.43
Less Retainage (5% to 50% complete)	5% -\$21,342.15
Total	\$405,500.92
Less Previous Payments	\$87,542.50
TOTAL PAYMENT DUE THIS PERIOD	\$317,958.42

Recommended for Commission Approval by: Brian L. Johnson Date: 05/29/2020

ADMINISTRATIVE OPERATIONS

May 2020

Comprehensive Annual Financial Report:

A draft copy of the Comprehensive Annual Financial Report (CAFR) has been completed for the year 2019. Baker Tilly is in the process of performing their final review of the audit and CAFR, and will issue their opinion letter once it's complete. The report will then be printed and assembled in-house during June.

MMSD Survey:

Senior Accountant Leranthe worked with the inspection department at City Hall to complete the annual MMSD surveys. These surveys consist of a Household Hazardous Waste Program Survey and a Housing Survey, which are both used by MMSD to determine future rates.

Fixed Assets:

Senior Accountant Leranthe updated the Utility's continuing property records for 2019. This process involves the recording of detailed descriptions, quantities and costs for all additions, as well as removing retirements at historical costs.

Training:

Accounting Supervisor Stenzel attended an ethics training webinar through the Wisconsin Institute of Certified Public Accountants on May 12.

All staff in the Administrative Department attended cash receipting, utility billing and accounts receivable training on May 13-18 for the new Connect software upgrade.

Meetings:

Accounting Supervisor Stenzel participated in the Wisconsin Section of the American Water Works Association management committee meetings on May 8 and 21.

Workload:

Other administrative tasks included the following:

- Added 10 customer accounts for the month.
- Billed 3,326 water customers and 3,443 sewer customers.

Gallons Billed (in thousands):

	YTD 2020	YTD 2019	YTD 2018	YTD 2017	YTD 2016	Average
Residential	137,627	136,594	138,791	137,369	137,955	137,667
Commercial	174,662	171,416	165,780	178,382	168,140	171,676
Industrial	181,832	198,781	192,324	164,562	148,071	177,114
Public Authority	4,661	5,143	5,475	5,304	6,603	5,437
Wholesale	488,266	470,419	448,815	441,170	478,915	465,517
Total	987,048	982,353	951,185	926,787	939,684	957,411
% Change to Prior Year	0.5%	3.3%	2.6%	-1.4%	N/A	
% Change to Average	3.1%	2.6%	-0.7%	-3.2%	-1.9%	

New Customers:

	YTD 2020	YTD 2019	YTD 2018	YTD 2017	YTD 2016	Average
Residential	25	4	15	11	10	13.0
Commercial	9	8	8	10	9	8.8
Industrial	0	0	0	0	0	-
Public Authority	0	0	0	0	1	0.2
Wholesale	0	0	0	0	0	-
Total	34	12	23	21	20	22.0

New Residential Customers (YTD 2020):

1515 E. Maple View, 1545 E. Maple View Drive, 1587 E. Maple View Drive, 3380 E. Oakwood Road, 1153 W. Morningside Lane, 1049 W. Sunrise Pass, 1053 W. Sunrise Pass, 1054 W. Sunrise Pass, 1079 W. Sunrise Pass, 1141 W. Sunrise Pass, 9279 S. Arbor Creek Drive, 9300 S. Arbor Creek Drive, 9316 S. Arbor Creek Drive, 9325 S. Arbor Creek Drive, 3916 E. O'Brien Road, 8418 Nighthawk Trail, 8494 S. Nighthawk Trail, 8788 S. 6th Avenue, 1316 E. Golden Lane, 1344 E. Golden Lane, 1359 E. Golden Lane, 1373 E. Golden Lane, 4020 E. Fitzsimmons Road, 9627 S. Wintergreen Drive, 9991 S. Shepard Avenue

New Commercial Customers (YTD 2020):

HSI Orchard Hills, LLC (5 accounts), NHI-Reit of WI, LLC (2 accounts), SSV Oak Creek II LLC, 9079 S. 5th Avenue

ENGINEERING OPERATIONS

May, 2020

College Avenue Water Loop

Cornerstone One has installed the water main for the College Avenue Water Main Looping Project. This was a directional bore installation of 12" water main from S. 27th Street to S. 20th Street. The project is completed.

Howell Avenue Water Loop

Conerstone One has installed the water main loop in front of MATC. This was a direction bore installation of 12" water main. The project is in service but has a couple punch list items to complete.

Quail Run Water Loop

Cornerstone One is installed the water main loop for Quail Run. This was a directional drill installation of the water main from Oakwood to Quail Run. This project is completed.

Jewell Sanitary Sewer

D.F. Tomasini is working on the Jewell Sanitary Sewer project. They are working south from E. College Avenue. The Contractor is installing sewer on the north-south leg of the plan. Currently at manhole 6. This project should be completed this fall.

Dump Station at Headquarters

Strand submitted 90% plans for review. They are working on complete design for the project. The intent is to complete this project this summer.

Low Lift Road and Drainage Improvements

Strand is working on the survey of the area for the project. The work will include concrete patching along the roadway, joint sealing, and new gate and fence installation off of Lake Vista Boulevard. Drainage improvements around the pump station will be included with the work. Also, additional cameras and lighting will be provided at the end of the road for security.

Water Master Plan

Water Master Plan held a video workshop to discuss the distribution system and surge model. CDM Smith is working on the CIP portion of the master plan.

Sanitary Master Plan

Sanitary Master Plan held a video workshop to discuss the subbasin assignments for the sanitary model. The COVID-19 issues have prevented all of the flow monitoring stations to be installed. They were able to install 4 of the requested 7 locations. We are receiving flow information from the stations that were installed for the model calibration.

Rawson Avenue Water Looping Project

Cedar Corp is working on the 1,600 LF of 12" water looping design to connect between the dead ends at 1500 E. Rawson Avenue and S. Rolling Meadows Court. We will need to coordinate with Milwaukee County, We Energies and Union Pacific Railroad.

Weatherly Drive Water Looping Project

Cedar Corp is working on the 950 LF of 8" water looping design to connect between the dead ends at S. Wilding Drive and W. Walbrook Drive along W. Weatherly Drive. They submitted 90% plans for review comments.

Miscellaneous Projects

Two GIS servers were upgraded by Dan Niemi due to the age of servers and new software.

Development Project with Utility Construction

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

- Highgate sanitary sewer installation is completed and water main is installed on the SE portion of the project. This has been tested but needs a final flush yet. The NW corner of the project is to be completed when the grading work is completed.
- Ryan Road Business Park - Manhole adjustments in S 13th Street continue with road work.
- Orchard Hills – Punch list items
- Hub13 – Site grading has begun. We are waiting for MMSD/DNR approvals for the utility work to begin.
- Residences at Oak View – Sanitary work started on the project.
- USPS – Public water and sanitary work to start in June on the project.

DISTRIBUTION & COLLECTION OPERATIONS

May 2020

Water Main Breaks:

On May 5th, at 7:00 a.m., a crew was sent to 8520 S. Howell Ave. (@ E. Groveland) to repair a 12" CIP water main that was installed in 1958. The leak was on an already repaired stub going south. It was decided to abandon that line at the tee with a plug. There was substantial heaving on Howell Ave. that Payne & Dolan came in to do the asphalt restoration. Oak Creek DPW assisted with asphalt removal while we repaired the break.

On May 8th, a crew was sent to 830 E. Forest Hill Ave. for water coming out of a valve box. After investigation, a small leak was found in the main about 8" from the valve. The 8" DIP that was laid in 1966 was fixed with a repair clamp. There was some minor damage done to the lateral for 851 E. Forest Hill Ave. Crews replaced part of the lateral to prevent a future leak.

Water Lateral Repairs:

There were no lateral leaks repaired in the month of May.

Hydrant Repairs:

On May 1st, a hydrant was struck by a distracted driver at 6534 S. 27th St. A new break-away kit was installed to fix the hydrant. The driver was invoiced from the police report.

During annual flushing on May 28th, a hydrant at 10240 S. Barrington Dr. was found not shut off all of the way. A new valve rubber was installed to fix the problem.

Valve Repairs:

On May 8th, while fixing a main break at 830 E. Forest Hill Ave., the crew rebuilt the bonnet and packing on the 8" main line valve that was in the excavation hole.

Sewer Repairs:

There was no sewer maintenance or repairs done in the month of May.

Miscellaneous:

On May 13th, 14th, and 15th, Utility Workers Price, Struebing, and Maughan took online training for the new Connect Billing Software. Manager Allard also took the training.

Utility workers began Annual Flushing in May.

During May, all distribution workers completed the Sacramento State Operation and Maintenance of Wastewater Collection Systems Volumes 1 & 2. They will be receiving WI DNR continuing education credits.

In May, Utility workers repaired two water valve boxes and five curb stop boxes.

Utility workers completed 9 restoration projects from previous excavation jobs.

DISTRIBUTION GOALS 2020

JOB DESCRIPTION	GOALS	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
Meter Testing & Exchanges	650	174	166	187	4	23								554
New Installs	50	10	11	4	11	7								43
Cross Connection Inspections	450	6	45	44	11	8								114
Industrial Inspections		8	21	26	-	9								64
Orion Replacements	450	43	81	62	14	12								212
Water Main Repairs		1	-	-	1	1								-
Water Lateral Repairs		1	2	-	-	-								3
Annual Hydrant Flushing	2,221					246								246
Semi-annual Flushing	109				109	-								109
Quarterly Flushing	2x52 (104)	52			52	-								104
Flush Emergency Connections	3													-
Watermain Crossings	63		63											63
Hydrant Greasing - Caps	2,221					246								246
Hydrant Greasing - Packing	25													-
Hydrant Painting	150													-
Winterize Hydrants	72													-
Clean Sewers	185,000	546.0	7,173.0	24,172.0	-	-								31,891.0
Camera Sewers	185,000	365.0	7,173.0	23,430.0	216.4	121.4								31,305.8
Root treatment		13,897	1,513											15,410
Manhole Maintenance Flowlines														-
Grout Manholes	25													-
Repair Manhole Chimneys														-
Replace Manhole Cover Seals		1	2	2										5
Check Problem Sewers	4x58 (232)	58			58									116
Check Remote Sewer Mains	42													-
Check Remote Water Mains	28													-
Operate Valves	1,000													-
Valve Boxes Repaired or Adjusted		9	5	6	4	2								26
Stop Boxes Repaired or Adjusted		3	1	4		5								13
Concrete/Asphalt/Landscaping		1				9								10
Cathodic Protection Tests	11													-
Winterize Equipment					Done							Due		
Summerize Equipment					Done						Due			
Run All Equipment					Done									
Tier II Report		Done												
MMSD Annual CMOM Report							Due							
DNR eCMAR							Due							
Cross Connection Survey			Done											

PLANT OPERATIONS

May, 2020

PUMPAGE REPORT	2020	2019	% Change	5 Year %
Monthly Pumpage	233,177,520	231,975,000	+0.5	+1.4
Monthly Average Day	7,521,855	7,483,065	+0.5	+1.4
Monthly Peak Day	(5/25) 9,370,000	(05/17) 9,110,000	+2.9	+2.3
Yearly Pumpage	1,094,937,500	1,063,893,000	+2.9	+1.7
Yearly Average Day	7,203,536	7,145,649	+0.8	+4.2
Yearly Peak Day	(4/05) 9,910,000	(04/07) 9,650,000	+2.7	+6.4
West Zone Pumpage	106,810,000	102,010,000	+4.7	+0.3
West Zone Yearly Total	495,410,000	466,438,000	+6.2	+4.2

WATER QUALITY REPORT	Raw Water	Finished Water
Average Free Chlorine		1.56 mg/l
Total Chlorine		1.74 mg/l
Average Alkalinity	114.4 mg/l	115.2 mg/l
Average pH	8.3	8.1
Average Fluoride	0.18 mg/l	0.70 mg/l
Average Turbidity	5.59 NTU	0.032 NTU
High Temperature	High 50.4 F Low 43.6 F	
Hardness	137 mg/l	137 mg/l

Preventative Maintenance Tasks: Staff completed 163 preventative maintenance tasks and 2 safety sessions during the month.

Work Orders: Staff completed 3 work orders. Some of the tasks include replacing an exit light, replacing the hour meter on RWPS pump eight, and replacing a shear pin on basin six.

Plant: Isolation of plant personnel and shifts continued through May. Operators are completing a distribution correspondence course during the isolation. This will increase knowledge and obtain CEU credits for the operators.

