



Common Council Chambers
8040 S. 6th Street
Oak Creek, WI 53154
(414) 766-7000

Robert Cigale
Kenneth Gehl
Chris Guzikowski
Dale Richards
Fredrick Siepert- Alternate
Michael Toman

BOARD OF PUBLIC WORKS AND CAPITAL ASSETS

FEBRUARY 9, 2021 MEETING MINUTES

12:00 P.M.

The City's Vision

Oak Creek: A dynamic regional leader, connected to our community, driving the future of the south shore.

IMPORTANT NOTICE

This meeting will be held in person and by video conference. Persons wishing to participate in the meeting may attend in person or register via <http://ocwi.org/register> prior to the start of the meeting. The webinar will start at 11:50 a.m. so those that registered may log in.

The meeting will also be live streamed on the City of Oak Creek YouTube Page via <http://ocwi.org/livestream> for those that wish to view the meeting.

Persons requiring other reasonable accommodations may contact the City at 414-766-7000. Requests should be made as far in advance as possible.

1. Call Meeting to Order.
The meeting was called to order by Alderman Gehl at 12:00 P.M.
2. Roll Call.
All Board members were in attendance in person or via Zoom.
Also present: City Administrator Andrew Vickers, Assistant City Administrator/ Comptroller Max Gagin, City Engineer Mike Simmons, Utility General Manager Mike Sullivan, Utility Engineer Brian Johnston, and Department of Public Works Director Ted Johnson.
3. Approval of Minutes- **none as this was the inaugural Board meeting.**
4. Council President Gehl's Appointment of Board Chairperson.
Alderman Guzikowski was appointed as Chairperson of the Board.
5. Review of Section 2.23 (a)(2) of the Municipal Code, establishing the Board of Public Works & Capital Assets.
City Administrator Vickers provided a general overview of the new Board and briefly reminded members how the Board came to be through a Strategic Action Plan item to review the structure of all boards, committees, and commissions. The new Board is a consolidation of the former Utility Commission, CIP Committee, and Traffic & Safety Commission. Board structure was determined to be three (3) aldermen, (2) two citizen members, and one (1) citizen alternate that only votes when another of the citizen members

is absent. The alternate is encouraged to participate in all discussions and deliberation regardless whether another citizen member is absent. Three present Board members constitutes a quorum, and the alternate can count towards the quorum in the absence of another citizen member.

6. Discussion/recommendation on Board scope and request for delegated authority.
City Administrator Vickers stated that the Council was interested in determining a certain level of responsibility and authority that the Council could delegate to the new Board in an effort to streamline decision-making in city government. The group discussed a staff report outlining areas of Board scope and authority versus that which the Council would retain. In regards particularly to financial matters, the staff suggested a spending authority threshold of \$100,000 for budgeted CIP items and \$50,000 for unbudgeted CIP items. The Board gained consensus on those points. The Board then discussed an approval threshold for awards of contracts/bids for Utility Projects. A \$1,000,000 threshold was first suggested, but the full Board settled on \$500,000. Alderman Gehl stated the Board's role and responsibilities would be an evolutionary process and that these items and others can be honed and revisited over time.
7. Review of 2021 City Capital Improvement Program Budgets.
City Administrator Vickers, Engineer Simmons, General Manager Sullivan, and Utility Engineer Johnston walked the Board through several of the larger Capital Improvement items approved in the 2021 City and Utility budgets. This was a general informational item to get the Board apprised of the various projects and large capital purchases in the pipeline for 2021, many of which the Board will be reviewing and/or approving.
8. **Motion:** Consider a motion to convene into closed session pursuant to Wisconsin State Statutes Section 19.85 (1) (e) and (g) to discuss the following: Wholesale Water Contract.

Alderman Guzikowski made a motion to convene into closed session pursuant to Wisconsin State Statute 19.85 (1) (e) and (g) to discuss the Wholesale Water Contract, seconded by Alderman Toman. All ayes, the motion carried.
9. **Motion:** Consider a motion to reconvene into open session.
Alderman Gehl made a motion to reconvene into open session at 1:13 P.M. all ayes and the motion carried.
10. **Motion:** Consider a motion to take action, if required. **No action taken.**

Adjournment. ***Alderman Gehl made a motion to adjourn, seconded by Board member Cigale. All ayes, motion carried. The meeting was adjourned at 2:10pm.***

Public Notice

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 766-7000, by fax at 766-7976, or by writing to the ADA Coordinator at the Oak Creek Health Department, 8040 S. 6th Street, Oak Creek, Wisconsin 53154.

It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may attend 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