



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

March 9, 2021
9:00 A.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 8:50 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.
Alderman Guzikowski called the meeting to order at 9:02 A.M.
2. Roll Call.
Board members present: Alderman Gehl, Alderman Guzikowski, Alderman Toman, Robert Cigale, Dale Richards and Fredrick Seipert

Also Present: City Administrator Andrew Vickers, Assistant City Administrator/ Comptroller Maxwell Gagin, Utility General Manager Michael Sullivan, Public Works Director Ted Johnson, Assistant City Engineer Matthew Sullivan.
3. Approval of Minutes- 02/09/2021.

Board Member Richards made a motion to approve the minutes of 02/09/2021, seconded by Alderman Gehl. All ayes, the motion carried.

GENERAL GOVERNMENT

4. **Informational:** Review of City's 2020-2022 Strategic Action Plan (SAP)
City Administrator Vickers informed the Board on the City's larger SAP items staff is focused on right now. These items include the Drexel Ave. gateway streetscaping, the neighborhood code compliance position creation and the continued development of multiyear financial planning. The status of TID 7 being able to financial support itself and

take on currently levy-funded debt for the past Drexel Ave interchange and 27th St. work was also discussed.

a. Streetlighting Capital Improvement Plan and Feasibility Analysis for LED Conversion

DPW Director Johnson informed the Committee that the City faces the problem of replacing all direct bury poles, which is, a \$2.1M expense and will nearly double the overall cost of any LED project if taken on all at once. Richards was surprised to see the large delta in costs between the price of replacing the City owned light fixtures and that of the WE light poles; a price difference of \$375 per fixture. An alternative solution was offered by Richards to just replace the bulbs, Johnson responded that this could not be done in many cases and that an entire “shoebox” replacement was needed for light fixtures. The DPW has also been running multiple pilot projects across the City, and this has realized that the City could save money in the long run on City owned lights. Richards has also suggested not replacing every pole, staff has stated that consistency across the City in terms of light color and output would be preferable.

b. Streetlighting Special Charge Analysis

City Administrator Vickers informed the Board that a number of communities in the state use a special charge on tax bills and the trend is growing as municipalities look for alternative, no-levy funding sources. This suggestion would be conducted in such a way that is similar to that of the storm water charge that is on tax bills. This consultant analysis is only a menu of potential funding methods, and the city will explore funding options when the scope of any LED conversion is decided.

CAPITAL ASSETS

5. **Motion:** Consider a motion to approve purchase of a RAM 2500 with Western Plow from Griffin for \$30,172.

DPW staff explained that will be used to replace a current plow, and recommended the purchase from Griffin. This expense falls below the budgeted amount.

Alderman Gehl made a motion to approve purchase of a RAM 2500 with Western Plow from Griffin for \$30,172, seconded by Board Member Richards. All ayes, the motion carries.

6. **Motion:** Consider a motion to approve purchase of one (1) Dodge Grand Caravan from Griffin for \$24,544.

The vehicle this purchase would be replacing is frequently used in utility operations. This vehicle was selected because it provides many perks such as less blind spots.

Board Member Cigale made a motion to approve purchase of one (1) Dodge Grand Caravan from Griffin for \$24,544, seconded by Board Member Richards. All ayes, the motion carried.

PUBLIC WORKS & UTILITIES

7. **Motion:** Consider a motion to authorize the Utility General Manager to execute a contract with Utilis Corporation to provide water system leak detection services in the amount of \$60,000 for a two-year program.

Utility General Manager Sullivan introduced this item as a tool for being able to proactively prevent water main breaks and water losses, by detecting leaks for repair. This software was adapted from software used to detect water in Mars exploration missions.

Board Member Richards made a motion to approve the authorization of the Utility General Manager to execute a contract with Utilis Corporation to provide water system leak detection services in the amount of \$60,000 for a two-year program, seconded by Alderman Gehl. All ayes, the motion carried.

8. **Motion:** Consider a motion to authorize the Utility Engineer to enter into a professional services contract with Strand for the Low Lift Maintenance in an amount not to exceed \$36,600.

This is the continuation of a process that began last year with Strand identifying problems. This expense will cover the expenses for the creation of a plan by Strand for the solving of problems identified in their analysis. These solutions will included general maintenance and the addition of a street light and Camera, at the location.

Alderman Gehl made a motion to approve the authorization of the Utility Engineer to enter into a professional services contract with Strand for the Low Lift Station Maintenance not to exceed \$36,000, seconded by Board Member Cigale. All ayes, the motion carries.

9. **Motion:** Consider a motion to authorize the Utility Engineer to amend the contract for the Sanitary Master Plan with Brown & Caldwell in the amount not to exceed \$24,640.

This plan will create an overall master plan for areas in the city that are not yet developed and updates current system model, additionally will include sewer modeling. The new modeling will also include the recent developments allowing for more effective modeling.

Alderman Gehl made a motion to approve the authorization of the Utility Engineer to amend the contract for the Sanitary Master Plan with Brown & Caldwell in the amount not to exceed \$24,640, seconded by Board Member Richards. All ayes, the motion carries.

10. **Motion:** Consider a motion to approve Utility Vouchers for payment.

Board Member Richards asked about the route water compressor pump that was listed in the vouchers. Staff has stated that is well past its useful life and had begun to develop issues, thus it was replaced. To date the pump has been $\frac{3}{4}$ installed and has been installed entirely by treatment plant operators.

Board Member Cigale made a motion to approve Utility Vouchers for payment, seconded by Board Member Richards. All ayes, the motion carries.

11. **Informational:** Review of Utility Investments.

Utility accounting provided the Board general over view of the current holdings of Utility finances. The staff also informed the Board of amounts of cash on hand that can be used for CIP projects.

12. **Informational:** Receipt of 26th consecutive GFOA “Excellence in Financial Reporting” Award.

The Utility will be receiving its 26th consecutive award for GFOA. This reward shows the Utility’s excellence in transparency and financial reporting regarding Utility finances.

13. **Informational:** Utility Administrative & Operations Reports

a. Administrative Report

This report generally contains information on anything out of the normal, in regards to billings. Currently the industrial billing is up and this has been attributed to the WE Energies plant using more water. Board member Gehl inquired with Utility General Manager Sullivan on why this is, he knew of no reasons.

b. Distribution Report

Icing was reported along a location of piping in one of the neighborhoods. After further investigation it was confirmed that this was caused by a water leak that the cold weather had created. Staff was also able to check all of the creek crossing sites that have water mains.

c. Treatment Plant Report

Small decrease in the water usage during peak days. Staff reports that the water quality is at a desired point that the utility aims for. An inspection of the chlorine tank was conducted at the treatment plant, along with other maintenance, procedures and testing.

d. Engineers Report

Staff has hired Strand to complete a risk and resiliency report for the Utility as well as an emergency response plan. The Rawson Ave. water looping project planning has been completed and is out for bid. Two dead end loops are being connected between Rolling Meadows and just east of Clement. A design for the Howell Ave. water relay is currently being designed and will be out to bid by summer.

TRAFFIC & SAFETY

14. **Informational:** Discussion on process for requested review and public notice of traffic & safety items.

Matt Sullivan filled in for the excused City Engineer Mike Simmons. Sullivan has inquired on how the board will be handling Traffic and Safety issues moving forward. Discussion of this topic centered on how Engineering will be able to communicate with citizens and how citizens will be able to give feedback, with new board structure. Alderman Gehl has stated this issue will be brought up with the City Attorney, checking the ability of the City to allow virtual commenting from citizens moving forward. The question of when to allow citizen feedback on issues, be it Council or the Board was discussed as well. City Administrator Vickers has given his opinion that handling issues at this level would be a good idea. Staff have given their opinion that Engineering is good at vetting citizen issues before the board. The Board has requested that the reports on items include citizen opinions. The board has asked if someone would be the point of contact for citizen questions, Matt Sullivan was given this honor and responsibility. The board has also asked that the Alderman whose district Engineering issues are brought forward in, be contacted in regards to the issue. Alderman Toman has stated that he would like the bulk of issues to be solved by this council, but for select items to be moved to the Council

Alderman Gehl made a motion to adjourn at 10:47 A.M. All ayes and the motion carries.