



**BOARD OF PUBLIC WORKS AND CAPITAL ASSETS**  
**BOARD MINUTES**  
**October 12, 2021**

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

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

**The City's Vision**

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

1. Call Meeting to Order.  
The meeting was called to order by Alderman Guzikowski at 9:00 am.
2. Roll Call.  
Board members present: Alderman Guzikowski, Alderman Gehl, Alderman Toman, Dale Richards, Robert Cigale, and alternate Fredrick Siepert.  
Also Present: City Administrator Andrew Vickers, DPW Director Ted Johnson, Utility Engineer Brian Johnston, City Engineer Mike Simmons and Utility Accounting Supervisor Derrick Danner.
3. Approval of Minutes- 09/14/2021.  
With the correction of Fredrick Siepert's name being misspelled, Siepert moved to approve the minutes of September 14, 2021, seconded by Richards. All ayes with the exception of Alderman Guzikowski who abstained, the motion carried.
4. Informational: Review of Common Council actions related to Public Works & Capital Assets.  
City Administrator Vickers spoke about the Lakeshore Commons development project. He explained how the infrastructure development agreement has been approved as well as the larger finance development agreement. Vickers noted the first phase property owned by the City was transacted and is now owned by the developer, with earthwork starting immediately. Board members were also informed of the Council budget workshop being completed; the Board's recommended CIP items were approved during the workshop. The past issue of interest for the Board, the Drexel Ave. Lift station, was approved for 2022 or 2023 to logically coincide with the Drexel Ave. road rehabilitation project.

**GENERAL GOVERNMENT**

NONE

**PUBLIC WORKS & UTILITIES**

5. **Motion:** Consider a motion to approve Utility Vouchers (October) for payment in the amount of \$531,951.25.  
Dale Richards asked about an \$1,800 charge in the voucher payments. Utility staff confirmed it was a new safety pin for a trench box shield. Richards also asked about the charge for an organizational development consultant. Utility staff confirmed this was regarding the hiring of a new Plant Operator.

Dale Richards made a motion to approve the Utility Vouchers (October) in the corrected amount of \$530,951.25, seconded by Alderman Gehl. All ayes, the motion carried.

6. **Motion:** Consider a *motion* to approve Utility Vouchers (September) for payment in the amount of \$2,400,993.56.

Board alternate Fredrick Siepert asked about the pilot payment the Utility was paying to the City. Staff informed Siepert this is the annual payment the City receives from the Utility.

Dale Richards made a motion to approve Utility Vouchers (September) for payment in the amount of \$2,400,993.56, seconded by Alderman Gehl. All ayes, the motion carried.

7. **Motion:** Consider a *motion* to approve a sanitary sewer connection agreement for 7720 S. Howell Ave., contingent on payment of \$12,800.

Brian Johnston explained this item to the Board and he summarized the property owner needs a lateral extension to the nearby manhole as the byproduct of a failing septic tank. The property owner is hoping to have this done by month's end and will need to make the contingency payment in lieu of a special assessment process for the project.

Dale Richards made a motion to approve a sanitary sewer connection agreement for 7720. S. Howell Ave., contingent on a payment of \$12,800, seconded by Robert Cigale. All ayes, the motion, carried.

8. **Motion:** Consider a *motion* to approve the contract with Higgins Tower Service Inc., to install a 45-foot-tall communication tower in the amount not to exceed \$12,963.35.

Brian Johnston explained this is for a new tower which will be taller than the current tower. With the new tower being above the trees, the Utility will have a better signal for connection between this tower and radio telemetry for the SCADA system. Johnston also confirmed there will be no cell phone element of this tower and no beacon of any sort.

Robert Cigale made a motion to approve the contract with Higgins Tower Service Inc., to install a 45-foot-tall communication tower in the amount not to exceed \$12,963.35, seconded by Alderman Gehl. All ayes, the motion carried.

9. **Motion:** Consider a *motion* to approve the contract with RASmith for the topographical survey and wetland delineation of the Bender Park land for future sanitary extension in an amount not to exceed \$19,500.

Johnston said this study is for an extension down to Fitzsimmons road. On the topic of alternative solutions, Vickers informed the Board how extensive efforts were taken to find other solutions for the developer as alternatives to this deep sewer strategy including a potential land exchange with Milwaukee County, but to no avail. Dale Richards stated his support of this plan and believes the study is a good thing to have done.

Dale Richards moved to approve the contract with RASmith for the topographical survey and wetland delineation of the Bender Park land for future sanitary extension in an amount not to exceed \$19,500, seconded by Robert Cigale. All ayes, the motion carried.

10. **Motion:** Consider a motion to approve the 2022 Operating Budget for the Oak Creek Water and Sewer Utility.

Brian Johnston walked the Board through the Utility's sewer and water operating parameters budgets for 2022, and provided a basic over view of budget assumptions and other budgetary strategies. Richards asked about the listed amount of, and assumptions for, depreciation in the proposed budget. Utility Accounting Supervisor Derrick Danner informed Richards how he wanted to do more than the assumed 3% depreciation across the board, which had been done in years past. Danner went through and did individual assumptions of depreciation instead and explained his assumptions.

Dale Richards made a motion to approve the 2022 operating budget for the Oak Creek Water and Sewer Utility, seconded by Alderman Gehl. All ayes, the motion carried.

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

Johnston informed the Board of the LGIP which is still showing paltry interest earnings. No questions from Board Members.

12. **Informational:** Administrative and Operations reports.

City Administrator Vickers walked the Board through all of the anticipated retirements facing the City in the near future. Richards asked Johnston about the satellite leak detection system equipment. Johnston said the Department is still in the first phase and they are trying out different types of equipment. Cigale asked for an amount of water which is believed to be lost from leaks. Johnston doesn't know the exact number. Simmons confirmed Richards' question from last meeting regarding the proposed bridge maintenance, which partners with the DOT. Simmons stated it was approved.

13. **Motion:** Consider a motion to update current policy for Damage to Property within the street right of way caused by snow removal.

DPW Johnson wanted to make a slight change to the current procedure the City has in place for replacing mailboxes as a result of snow removal operations, still wanting to replace mailboxes the City is at fault for, but adding the requirement of an inspection to be done by the staff, making sure the snow plows are at fault as opposed to a dilapidated mailbox or one not constructed to USPS standards. Following discussions of what situations do and do not qualify as a situation the City is responsible for, Johnson will rewrite the request based on recommendations of the Board. The item will be brought back to a future Board meeting.

14. Adjournment.

Alderman Guzikowski made a motion to adjourn at 10:31 am, seconded by Alderman Gehl. All ayes, the motion carried.

Dated this 18th day of October, 2021