



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  
Rich Duchniak

## BOARD OF PUBLIC WORKS AND CAPITAL ASSETS

July 12, 2022  
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.*

1. Call Meeting to Order.
2. Roll Call.
3. Approval of Minutes – 06/14/22
4. **Informational:** Review of Common Council actions related to Public Works & Capital Assets.

### GENERAL GOVERNMENT CAPITAL ASSETS

None

### PUBLIC WORKS & UTILITIES

5. **Motion:** Consider a *motion* to approve the proposal from Asterra to provide staff for field acoustic leak detection and amend the 2022 capital budget in the amount of \$18,000.
6. **Motion:** Consider a *motion* to approve the final payment for the W. Rawson Avenue Hydrant Relocation project to Cornerstone One, LLC in the amount of \$37,781.09.
7. **Motion:** Consider a *motion* to approve the Utility vouchers for payment in the amount of \$537,897.45.
8. **Informational:** Administrative and Operations reports.

### TRAFFIC & SAFETY

9. **Motion:** Consider a *motion* to accept the request to install “Deaf Child Area” signs on East Oak View Lane (3<sup>rd</sup> Aldermanic District).

Dated this 7th day of July, 2022

**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. 6<sup>th</sup> 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



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Robert Cigale  
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## BOARD OF PUBLIC WORKS AND CAPITAL ASSETS

June 14, 2022  
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.*

1. Call Meeting to Order.

Alderman Chris Guzikowski called the meeting to order at 9:01 a.m.

2. Roll Call. All Board members present with the exception of Alderman Duchniak. Board Member Richards joined via Zoom.

Also Present: Assistant City Administrator/Comptroller (ACA) Max Gagin, Utility Engineer Brian Johnston, City Engineer Matt Sullivan, Interim Director of Public Works Matt Trebatoski, Information Technology Manager Kevin Koening, Utility Accounting Manager Derrick Danner, and Management Assistant Carly Persson.

3. Approval of Minutes – 05/10/2022 – Gehl move, Cigale second, Siepert abstain, Richards aye, motion passes

*Alderman Gehl made a motion to approve the minutes of May 10, 2022. Board Member Cigale seconded. On roll call: Guzikowski voted aye, Richards voted aye, Siepert abstained. Motion carried.*

4. **Informational:** Review of Common Council actions related to Public Works & Capital Assets.

ACA Gagin reported that Common Council rejected bids for the Forest Hill Manor water relay project and will rebid next year. Development agreement was approved for Broadacre, a multi-family development by the police station. Earth moving has begun as of this week. On June 7<sup>th</sup>, the Civic Center roof flashing and rehabilitation bid was awarded, and approval to begin construction of the sand volleyball court at Willow Heights Park.

### GENERAL GOVERNMENT CAPITAL ASSETS

None

### PUBLIC WORKS & UTILITIES

5. **Motion:** Consider a *motion* to approve the Sanitary Master Plan as completed by Brown and Caldwell.

Brian Johnston summarized that the system is in really good shape. The study was very comprehensive and the book is available to those who would like to review it. The study looked ahead 20 years and was synced with land inventory and the Department worked with Planning to look at design and incorporate in future developments. The lift station at Clement will be reconstructed in 5-10 years. Lift stations require a lot of manual maintenance and there is the potential for backups. It costs approximately \$750,000 to replace a lift station. Deep tunneling is required for gravity sewers, which was just done through Lakeshore Commons. Clement does not have a viable alternative other than the lift station.

*Board Member Cigale made a motion to approve the Sanitary Master Plan as completed by Brown and Caldwell. Alderman Gehl seconded. On roll call: all voted aye. Motion carried.*

6. **Motion:** Consider a *motion* to authorize the Accounting Manager to execute a \$60,000 agreement with BS&A for financial software to amend the capital budget by \$13,300 for water and \$5,700 for sewer.

Derrick Danner explained Information Technology will work with the Water Utility to integrate financials into BS&A. \$60,000 is the one-time integration fee. AGA Gagin expressed his agreement with the current bid. While the license cost would go up a bit, there are currently many manual processes which increases the margin for error. This would be a seamless process. Derrick reported one downfall is cash receiving for utility billing since utility billing is separate from accounting software, but would like to do daily cash receiving in BS&A.

*Alderman Gehl made a motion to authorize the Accounting Manger to execute a \$60,000 agreement with BS&A for financial software to amend the capital budget by \$13,300 for water and \$5,700 for sewer. Board Member Siepert seconded. On roll call: all voted aye. Motion carried.*

7. **Motion:** Consider a *motion* to approve the final payment for the Rawson Avenue Water Extension project to IHC Construction Companies, LLC in the amount of \$28,444.87.

Brian Johnston reported the IHC has completed work from S. Clement Ave. to Rolling Meadows Ct., which is a huge improvement for fire flows and water quality. Up next are asphalt patches on W. Rawson Ave.

*Alderman Gehl made a motion to a approve the final payment for the Rawson Avenue Water Extension project to IHC Construction Companies, LLC in the amount of \$28,444.87. Board Member Siepert seconded. On roll call: all voted aye. Motion carried.*

8. **Motion:** Consider a *motion* to approve the Utility vouchers for payment in the amount of \$775,878.76.

*Alderman Gehl made a motion to approve the Utility vouchers for payment in the amount of \$775,878.76. Board Member Cigale seconded. On roll call: all voted aye. Motion carried.*

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

Brian Johnston reported that the investment summary was included in today's packet. The BMO Investments are over as of now, as BMO got out of the financial management realm and doing more custodial work. ACA Gagin reported that the City transferred funds to DANA Investment Services. Alderman Gehl requested the transaction report for next meeting.

Matt Sullivan explained that S. Mayhew Dr. signage is still being worked out as they were waiting until school was out. Ride quality will also be improved. Water and sanitary are bigger issues than grading. Valves and hydrants for water are becoming difficult to come by. At this point, contractors are likely to get them this fall or early next year.

## TRAFFIC & SAFETY

None

10. Adjournment.

*Board Member Siepert made a motion to adjourn at 9:39 a.m; seconded by Alderman Gehl. All aye, motion carried.*

Dated this 7th day of July, 2022

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## STAFF REPORT

Item No.

- Item:** Asterra Acoustic Leak Detection for pinpointing
- Recommendation:** That the Board considers a motion to approve the proposal from Asterra to provide staff for field acoustic leak detection and amend the 2022 capital budget in the amount of \$18,000.
- Fiscal Impact:** This item was not budgeted under the satellite leak detection items.
- Critical Success Factor(s):**
- Vibrant and Diverse Cultural Opportunities
  - Thoughtful Development and Prosperous Economy
  - Safe, Welcoming, and Engaged Community
  - Inspired, Aligned, and Proactive City Leadership
  - Financial Stability
  - Quality Infrastructure, Amenities, and Services
  - Not Applicable


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**Background:** This is a satellite water leak detection program that was have budgeted \$60,000 in the 2020 and 2021 budgets. Asterra uses a satellite radar and then runs it through an algorithm to determine areas of possible water leaks. We have been set back on the field analysis of the points of interested provided by Asterra. We did purchase new leak detection equipment to replace our unusable equipment. Staff is getting an understanding of the new equipment but lacks the time to get into the field to search the areas. Asterra provided a proposal with 3 options ranging in time from 5 days to 15 days of leak detection. Engineering recommends Option B to provide staff for 10 days to look through 40-60% of the points of interested provided. We will start the search on the metal pipes in the system as they are easier to detect. Around 50% of the points of interest are on metal pipes. We will have our staff participate in the operation as training on how to effectively assess and locate the potential leaks.

**Options/Alternatives:** The Board could deny the request and leave it for staff to search for the leaks as time allows for field work.


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Respectfully submitted:



Andrew J. Vickers, MPA  
City Administrator

Prepared:




Brian L. Johnston, PE  
Utility Engineer

Fiscal Review:

Derrick Danner  
Accounting Manager

Approved:



Michael J. Sullivan, PE  
General Manager

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Attachments:

## STAFF REPORT

**Item:** Final Payment for W. Rawson Avenue Hydrant Relocation Project - 21102

**Recommendation:** That the Board considers a motion to approve the final payment for the W. Rawson Avenue Hydrant Relocation project to Cornerstone One, LLC in the amount of \$37,781.09.

**Fiscal Impact:** This project is part of the 2021 Capital Improvement Project Budget

**Critical Success Factor(s):**

- Vibrant and Diverse Cultural Opportunities
- Thoughtful Development and Prosperous Economy
- Safe, Welcoming, and Engaged Community
- Inspired, Aligned, and Proactive City Leadership
- Financial Stability
- Quality Infrastructure, Amenities, and Services
- Not Applicable

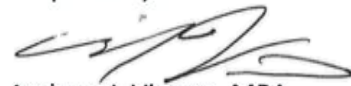
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**Background:** This project relocated the hydrants on W. Rawson Avenue between S. 27th Street and S. 20th Street. It was required to relocate the hydrants in front of the Milwaukee County project scheduled for 2022 to reconstruct Rawson Avenue. The project will also include curb box, valves and manhole adjustments. This will require coordination with Milwaukee County. There was one change order on the project that included an adding a 20" butterfly valve, the demolition and removal of 2 hydrants and additional slurry. The hydrant on the corner of Rawson and 20<sup>th</sup> was removed from the project due to the conflicts with the traffic signal. Another hydrant was eliminated from the intersection of Rawson and 22<sup>nd</sup> Street. It was decided to move this hydrant to the end of the existing main along 22<sup>nd</sup> Street. Cornerstone has completed all of the work for the project.

**Options/Alternatives:** None.

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Respectfully submitted:



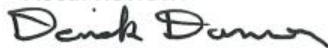
Andrew J. Vickers, MPA  
City Administrator

Prepared:



Brian L. Johnston, PE  
Utility Engineer

Fiscal Review:



Derrick Danner  
Accounting Manager

Approved:



Michael J. Sullivan, PE  
General Manager

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Attachments: 21102 W Rawson Avenue Hydrant Relocation Final Payment Report

**AFFIDAVIT OF COMPLIANCE  
WITH SECTION 66.0903, WISCONSIN STATUTES**

*TO BE EXECUTED BY CONTRACTOR AND FILED WITH  
THE OAK CREEK WATER & SEWER UTILITY BEFORE FINAL PAYMENT IS MADE*

STATE OF WISCONSIN)

)SS.

MILWAUKEE COUNTY)

Jason Pampuch being first dully sworn, on oath  
(Print Name)

deposes and says:

1. That he / she is the Owner (Vice President)  
(Owner, Partner, or Sole Trader, or if a Corporation, Title)  
of Cornerstone One, LLC., hereinafter referred to as the contractor.
2. That the Contractor has a contract with the Oak Creek Water and Sewer Utility for the installation of West Rawson Avenue Hydrant Relocating, Project No. 21102, said contract being dated June 1, 2022.
3. That the Contractor has fully complied with all the provisions of Section 66.0903, Wisconsin Statutes.
4. That the Contractor has received evidence of with said Section 66.0903, Wisconsin Statutes from each of his agents and subcontractors, if any.

[Signature]  
(Signature)

6-27-22  
(Date)

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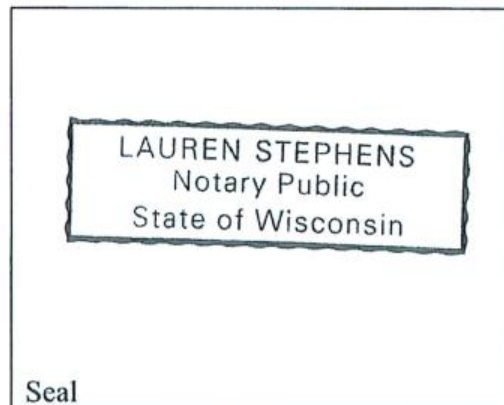
**NOTARY PUBLIC**

Subscribed and sworn to before me on this 27 day of June, 2022.

[Signature]  
(Signature)

My commission expires:

5/9/25





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

PROJECT NO. 21102- Rawson Ave Hydrant Relocation

		Cornerstone One 20865 Enterprise Ave, Brookfield, WI 53045			Partial Payment No. 1 December 14, 2021		Final Payment July 12, 2022		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	SALVAGE HYDRANT	4	EA	\$2,400.00	\$9,600.00	4.00	\$9,600.00		\$0.00	4.00	\$9,600.00
2	REMOVE GATE VALVE & BOX	4	EA	\$1,215.00	\$4,860.00	4.00	\$4,860.00		\$0.00	4.00	\$4,860.00
3	20-INCH DUCTILE IRON WATER MAIN, SLURRY BACKFILL	31	LF	\$225.00	\$6,975.00	23.25	\$5,231.25		\$0.00	23.25	\$5,231.25
4	HYDRANT, LEAD, & 6-INCH GATE VALVE & BOX - BACKFILL AS	4	EA	\$15,830.00	\$63,320.00	2.00	\$31,660.00	1.00	\$15,830.00	3.00	\$47,490.00
5	ASPHALT PAVEMENT RESTORATION	48	SY	\$128.00	\$6,144.00	98.00	\$12,544.00		\$0.00	98.00	\$12,544.00
6	31" TYPE C CONCRETE CURB AND GUTTER	27	LF	\$111.00	\$2,997.00	0.00	\$0.00		\$0.00	-	\$0.00
7	TURF RESTORATION	1	LS	\$2,000.00	\$2,000.00		\$0.00	1.00	\$2,000.00	1.00	\$2,000.00
8	INLET PROTECTION TYPE B	5	EA	\$100.00	\$500.00	5.00	\$500.00		\$0.00	5.00	\$500.00
9	SLOPE INTERRUPTION DEVICE (WATTLES)	18	EA	\$3.60	\$64.80	0	\$0.00		\$0.00	-	\$0.00
10	TRAFFIC CONTROL	1	LS	\$700.00	\$700.00	1.00	\$700.00		\$0.00	1.00	\$700.00
E-1	Add 20" Butterfly Valve	1	LS	\$9,883.00	\$9,883.00	1.00	\$9,883.00		\$0.00	1.00	\$9,883.00
E-2	Abandonment of two hydrants	2	EA	\$7,750.00	\$15,500.00		\$0.00	2.00	\$15,500.00	2.00	\$15,500.00
E-3	Additional Slurry	1	LS	\$1,775.00	\$1,775.00		\$0.00	1.00	\$1,775.00	1.00	\$1,775.00
<b>TOTAL ITEMS 1-10 (inclusive)</b>					<b>\$97,160.80</b>		<b>\$74,978.25</b>		<b>\$35,105.00</b>		<b>\$110,083.25</b>

Sub-Total Completed To Date	\$110,083.25
Less Allowance for testing and approval	0% \$0.00
Less Retainage (5% to 50% complete)	0% \$0.00
<b>Total</b>	<b>\$110,083.25</b>
Less Previous Payments	\$72,302.16
<b>TOTAL PAYMENT DUE THIS PERIOD</b>	<b>\$37,781.09</b>

Recommended for Board Approval by: B. J. J. J. Date: 6-27-22

Contractor Final Payment Approval by: [Signature] Date: 6-27-22

## Independent Auditors' Report

To the Board of Public Works and Capital Assets of  
Oak Creek Water and Sewer Utility

### Opinions

We have audited the accompanying financial statements of Oak Creek Water and Sewer Utility (Utility), enterprise funds of the City of Oak Creek, Wisconsin, as of and for the years ended December 31, 2021 and 2020, and the related notes to the financial statements, as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of Oak Creek Water and Sewer Utility as of December 31, 2021 and 2020 and the respective changes in financial position and, cash flows thereof for the years then ended in accordance with accounting principles generally accepted in the United States of America.

### Basis for Opinions

We conducted our audits in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Oak Creek Water and Sewer Utility and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### Emphasis of Matter

As discussed in Note 1, the financial statements of the Oak Creek Water and Sewer Utility, are intended to present the financial position, the changes in the financial position, and cash flows of only the enterprise funds of the Utility. They do not purport to, and do not, present fairly the financial position of the City of Oak Creek, Wisconsin, as of December 31, 2021, and 2020, and the changes in financial position, or cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America. Our opinions are not modified with respect to this matter.

### Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

## **Auditors' Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Utility's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings and certain internal control-related matters that we identified during the audit.

## **Required Supplementary Information**

Accounting principles generally accepted in the United States of America require that the required supplementary information, as listed in the table of contents be presented to supplement the financial statements. Such information is the responsibility of management and, although not a part of the financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the financial statements, and other knowledge we obtained during our audit of the financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

## Other Information

Management is responsible for the other information included in the annual comprehensive financial report. The other information comprises the introductory and statistical sections but does not include the financial statements and our auditors' report thereon. Our opinions on the financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

*Baker Tilly US, LLP*

Madison, Wisconsin  
June 27, 2022



# Reporting and insights from 2021 audit:

Oak Creek Water and Sewer  
Utility

December 31, 2021

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# Executive summary

June 27, 2022

The Board of Public Works and Capital Assets  
Oak Creek Water and Sewer Utilities  
170 W Drexel Ave  
Oak Creek, Wisconsin 53154

We have completed our audit of the financial statements of Oak Creek Water and Sewer Utility for the year ended December 31, 2021 and have issued our report thereon dated June 27, 2022. This letter presents communications required by our professional standards.

Your audit should provide you with confidence in your financial statements. The audit was performed based on information obtained from meetings with management, data from your systems, knowledge of your Utility's operating environment and our risk assessment procedures. We strive to provide you clear, concise communication throughout the audit process and of the final results of our audit.

Additionally, we have included information on key risk areas Oak Creek Water and Sewer Utility should be aware of in your strategic planning. We are available to discuss these risks as they relate to your organization's financial stability and future planning.

If you have questions at any point, please connect with us:

- Jodi Dobson, CPA, Partner: [Jodi.dobson@bakertilly.com](mailto:Jodi.dobson@bakertilly.com) or +1 (608) 240 2469
- Gwen Zech, CPA, Senior Manager: [Gwen.zech@bakertilly.com](mailto:Gwen.zech@bakertilly.com) or +1 (608) 240 2443

Sincerely,

Baker Tilly US, LLP



Jodi Dobson, CPA, Partner

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# Responsibilities

## Our responsibilities

As your independent auditor, our responsibilities include:

- Planning and performing the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement. Reasonable assurance is a high level of assurance.
- Assessing the risks of material misstatement of the financial statements, whether due to fraud or error. Included in that assessment is a consideration of the Utility's internal control over financial reporting.
- Performing appropriate procedures based upon our risk assessment.
- Evaluating the appropriateness of the accounting policies used and the reasonableness of significant accounting estimates made by management.
- Forming and expressing an opinion based on our audit about whether the financial statements prepared by management, with the oversight of the Board of Public Works and Capital Assets
  - Are free from material misstatement
  - Present fairly, in all material respects and in accordance with accounting principles generally accepted in the United States of America
- Our audit does not relieve management or the Board of Public Works and Capital Assets of their responsibilities.

We are also required to communicate significant matters related to our audit that are relevant to the responsibilities of the Board of Public Works and Capital Assets, including:

- Internal control matters
- Qualitative aspects of the Utility's accounting practice including policies, accounting estimates and financial statement disclosures
- Significant unusual transactions
- Significant difficulties encountered
- Disagreements with management
- Circumstances that affect the form and content of the auditors' report and key audit matters
- Audit consultations outside the engagement team
- Corrected and uncorrected misstatements
- Other audit findings or issues

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# Audit status

## Significant changes to the audit plan

There were no significant changes made to either our planned audit strategy or to the significant risks and other areas of emphasis identified during the performance of our risk assessment procedures.



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# Audit approach and results

## Planned scope and timing

### Audit focus

Based on our understanding of the Utility and environment in which you operate, we focused our audit on the following key areas:

- Key transaction cycles
- Areas with significant estimates
- Implementation of new accounting standards

Our areas of audit focus were informed by, among other things, our assessment of materiality. Materiality in the context of our audit was determined based on specific qualitative and quantitative factors combined with our expectations about the Utility's current year results.

## Key areas of focus and significant findings

### Significant risks of material misstatement

A significant risk is an identified and assessed risk of material misstatement that, in the auditor's professional judgment, requires special audit consideration. Within our audit, we focused on the following areas below.

Significant risk areas	Testing approach	Conclusion
Management override of controls	Incorporate unpredictability into audit procedures, emphasize professional skepticism and utilize audit team with industry expertise	Procedures identified provided sufficient evidence for our audit opinion
Improper revenue recognition due to fraud	Confirmation or validation of certain revenues supplemented with detailed predictive analytics based on non-financial data and substantive testing of related receivables	Procedures identified provided sufficient evidence for our audit opinion

## Other areas of emphasis

We also focused on other areas that did not meet the definition of a significant risk but were determined to require specific awareness and a unique audit response.

Other areas of emphasis		
Cash and investments	Revenues and receivables	General disbursements
Payroll	Pension and OPEB liabilities	Long-term debt
Capital assets including infrastructure	Net position calculations	Financial reporting and required disclosures

## Internal control matters

We considered the Utility's internal control over financial reporting as a basis for designing our audit procedures for the purpose of expressing an opinion on the financial statements. We are not expressing an opinion on the effectiveness of the Utility's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that were not identified.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis.

A material weakness is a deficiency or combination of deficiencies in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. We did not identify any deficiencies in internal control that we consider to be material weaknesses.

## Required communications

### Qualitative aspect of accounting practices

- Accounting policies: Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we have advised management about the appropriateness of accounting policies and their application. The significant accounting policies used by the Utility are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing accounting policies was not changed during 2021. We noted no transactions entered into by the Utility during the year for which accounting policies are controversial or for which there is a lack of authoritative guidance or consensus or diversity in practice.

- Accounting estimates: Accounting estimates, including fair value estimates, are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements, the degree of subjectivity involved in their development and because of the possibility that future events affecting them may differ significantly from those expected. The following estimates are of most significance to the financial statements:

Estimate	Management's process to determine	Baker Tilly's conclusions regarding reasonableness
Unbilled water and sewer revenues	Evaluation of consumption used after year end not billed as of December 31	Reasonable in relation to the financial statements as a whole
Net pension liability and related deferrals	Evaluation of information provided by the Wisconsin Retirement System	Reasonable in relation to the financial statements as a whole
Net/Total OPEB liability and related deferrals	Evaluation of information provided by the Local Retiree Life Insurance Fund	Reasonable in relation to the financial statements as a whole
Pollution remediation liability	Evaluation of information provided by engineer	Reasonable in relation to the financial statements as a whole

There have been no significant changes made by management to either the processes used to develop the particularly sensitive accounting estimates, or to the significant assumptions used to develop the estimates, noted above.

- Financial statement disclosures: The disclosures in the financial statements are neutral, consistent and clear.

### Significant unusual transactions

There have been no significant transactions that are outside the normal course of business for the Utility or that otherwise appear to be unusual due to their timing, size or nature.

### Significant difficulties encountered during the audit

We encountered no significant difficulties in dealing with management and completing our audit.

### Disagreements with management

Professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter that could be significant to the financial statements or the auditors' report. We are pleased to report that no such disagreements arose during the course of our audit.

### Audit report

There have been no departures from the auditors' standard report.

### **Audit consultations outside the engagement team**

We encountered no difficult or contentious matters for which we consulted outside of the engagement team.

### **Uncorrected misstatements and corrected misstatements**

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. There were no misstatements identified.

### **Other audit findings or issues**

We encountered no other audit findings or issues that require communication at this time.

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Utility's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

### **Management's consultations with other accountants**

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing or accounting matters.

### **Written communications between management and Baker Tilly**

The Appendix includes copies of other material written communications, including a copy of the management representation letter.

### **Compliance with laws and regulations**

We did not identify any non-compliance with laws and regulations during our audit.

### **Fraud**

We did not identify any known or suspected fraud during our audit.

### **Going concern**

Pursuant to professional standards, we are required to communicate to you, when applicable, certain matters relating to our evaluation of the Utility's ability to continue as a going concern for a reasonable period of time but no less than 12 months from the date the financial statements are issued or available to be issued, including the effects on the financial statements and the adequacy of the related disclosures, and the effects on the auditor's report. No such matters or conditions have come to our attention during our engagement.

### **Independence**

We are not aware of any relationships between Baker Tilly and the Utility that, in our professional judgment, may reasonably be thought to bear on our independence.

## **Related parties**

We did not have any significant findings or issues arise during the audit in connection with the Utility's related parties.

## **Other matters**

We applied certain limited procedures to the required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

## **Nonattest services**

The following nonattest services were provided by Baker Tilly:

- CIVIC systems software
- Propose audit adjustments

None of these nonattest services constitute an audit under generally accepted auditing standards, including *Government Auditing Standards*.

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## Audit committee resources

Visit our resource page for regulatory updates, trending challenges and opportunities in your industry and other timely updates.

Visit the resource page at <https://www.bakertilly.com/insights/audit-committee-resource-page>.

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# Management representation letter



**WATER and SEWER UTILITY**

170 West Drexel Avenue, Oak Creek, WI 53154  
[414] 570-8210  
Fax: [414] 570-8215

June 27, 2022

Baker Tilly US, LLP

4807 Innovate Lane  
P.O Box 7398  
Madison, Wisconsin 53707-7398

Dear Baker Tilly US, LLP:

We are providing this letter in connection with your audit of the financial statements of the Oak Creek Water and Sewer Utility as of December 31, 2021 and 2020 and for the years then ended for the purpose of expressing opinions as to whether the financial statements present fairly, in all material respects, the financial position of the Oak Creek Water and Sewer Utility and the respective changes in financial position and cash flows, in conformity with accounting principles generally accepted in the United States of America. We confirm that we are responsible for the fair presentation of the previously mentioned financial statements in conformity with accounting principles generally accepted in the United States of America. We are also responsible for adopting sound accounting policies, establishing and maintaining internal control over financial reporting, and preventing and detecting fraud.

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in the light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, the following representations made to you during your audit.

**Financial Statements**

- 1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter.
- 2) The financial statements referred to above are fairly presented in conformity with accounting principles generally accepted in the United States of America and include all properly classified funds and other financial information of the utility required by accounting principles generally accepted in the United States of America to be included in the financial reporting entity.
- 3) We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- 4) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.



- 5) Significant assumptions we used in making accounting estimates, if any, are reasonable.
- 6) All events subsequent to the date of the financial statements and for which accounting principles generally accepted in the United States of America require adjustment or disclosure have been adjusted or disclosed. No other events, including instances of noncompliance, have occurred subsequent to the financial statement date and through the date of this letter that would require adjustment to or disclosure in the aforementioned financial statements.
- 7) All material transactions have been recorded in the accounting records and are reflected in the financial statements.
- 8) All known audit and bookkeeping adjustments have been included in our financial statements, and we are in agreement with those adjustments.
- 9) There are no known or possible litigation, claims, and assessments whose effects should be considered when preparing the financial statements. There are no unasserted claims or assessments that our lawyer has advised us are probable of assertion and must be disclosed in accordance with accounting principles generally accepted in the United States of America.
- 10) Guarantees, whether written or oral, under which the Utility is contingently liable, if any, have been properly recorded or disclosed.

#### **Information Provided**

- 11) We have provided you with:
  - a) Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as financial records and related data, documentation, and other matters.
  - b) Additional information that you have requested from us for the purpose of the audit.
  - c) Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
  - d) Minutes of the meetings of The Board of Public Works and Capital Assets or summaries of actions of recent meetings for which minutes have not yet been prepared.
- 12) We have disclosed to you results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- 13) We have no knowledge of any fraud or suspected fraud that affects the entity and involves:
  - a) Management,
  - b) Employees who have significant roles in internal control, or
  - c) Others where the fraud could have a material effect on the financial statements.
- 14) We have no knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, regulators, or others.

- 15) We have no knowledge of known instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements, or abuse, whose effects should be considered when preparing financial statements.
- 16) There are no known related parties or related party relationships and transactions of which we are aware.

**Other**

- 17) There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
- 18) We have a process to track the status of audit findings and recommendations.
- 19) We have identified to you any previous financial audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
- 20) The Utility has no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or equity.
- 21) We are responsible for compliance with federal, state, and local laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits, debt contracts, and IRS arbitrage regulations; and we have identified and disclosed to you all federal, state, and local laws, regulations and provisions of contracts and grant agreements that we believe have a direct and material effect on the determination of financial statement amounts or other financial data significant to the audit objectives, including legal and contractual provisions for reporting specific activities in separate funds.
- 22) There are no:
  - a) Violations or possible violations of budget ordinances, federal, state, and local laws or regulations (including those pertaining to adopting, approving and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency, or for reporting on noncompliance, except those already disclosed in the financial statement, if any.
  - b) Other liabilities or gain or loss contingencies that are required to be accrued or disclosed by accounting principles generally accepted in the United States of America.
  - c) Rates being charged to customers other than the rates as authorized by the applicable authoritative body.
  - d) Violations of restrictions placed on revenues as a result of bond resolution covenants such as revenue distribution or debt service funding.

23) In regards to the nonattest services performed by you listed below, we have 1) accepted all management responsibility; 2) designated an individual with suitable skill, knowledge, or experience to oversee the services; 3) evaluated the adequacy and results of the services performed, and 4) accepted responsibility for the results of the services.

a) Adjusting journal entries

b) Civic Systems software

None of these nonattest services constitute an audit under generally accepted auditing standards, including *Government Auditing Standards*.

24) The Oak Creek Water and Sewer Utility has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.

25) The Oak Creek Water and Sewer Utility has complied with all aspects of contractual agreements that would have a material effect on the financial statement in the event of noncompliance.

26) Components of net position (net investment in capital assets; restricted; and unrestricted) are properly classified and, if applicable, approved.

27) The Oak Creek Water and Sewer Utility has no derivative financial instruments such as contracts that could be assigned to someone else or net settled, interest rate swaps, collars or caps.

28) Provisions for uncollectible receivables, if any, have been properly identified and recorded.

29) Interfund, internal, and intra-entity activity and balances have been appropriately classified and reported.

30) Deposits and investments are properly classified, valued, and disclosed (including risk disclosures, collateralization agreements, valuation methods, and key inputs, as applicable).

31) Provision, when material, has been made to reduce excess or obsolete inventories to their estimated net realizable value.

32) Capital assets, including infrastructure and intangible assets, are properly capitalized, reported, and, if applicable, depreciated/amortized. Any known impairments have been recorded and disclosed.

33) We believe that the estimate made for the pollution remediation liability is in accordance with GASB 49 and reflects all known available facts at the time it was recorded.

34) Tax-exempt bonds issued have retained their tax-exempt status.

35) We have appropriately disclosed the Oak Creek Water and Sewer Utility's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position are available and have determined that net position were properly recognized under the policy.

36) We acknowledge our responsibility for the required supplementary information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.

- 37) We assume responsibility for, and agree with, the findings of specialists in evaluating the OPEB liability and have adequately considered the qualifications of the specialists in determining the amounts and disclosures used in the financial statements and underlying accounting records. We did not give or cause any instructions to be given to specialists with respect to the values or amounts derived in an attempt to bias their work, and we are not otherwise aware of any matters that have had impact on the independence or objectivity of the specialists.
- 38) We assume responsibility for, and agree with, the information provided by the Wisconsin Retirement System as audited by the Legislative Audit Bureau relating to the net pension asset/liability and related deferred outflows and deferred inflows and have adequately considered the reasonableness of the amounts and disclosures used in the financial statements and underlying accounting records. We also assume responsibility for the census data that has been reported to the plan.
- 39) We are responsible for the estimation methods and assumptions used in measuring assets and liabilities reported or disclosed at fair value, including information obtained from brokers, pricing services or third parties. Our valuation methodologies have been consistently applied from period to period. The fair value measurements reported or disclosed represent our best estimate of fair value as the measurement date in accordance with the requirements of GASB 72 – *Fair Value Measurement*. In addition our disclosures related to fair value measurements are consistent with the objectives outlined in GASB 72. We have evaluated the fair value information provided to us by brokers, pricing services or other parties that has been used in the financial statements and believe this information to be reliable and consistent with the requirements.
- 40) The auditing standards define an annual report as "a document, or combination of documents, typically prepared on an annual basis by management or those charged with governance in accordance with law, regulation, or custom, the purpose of which is to provide owners (or similar stakeholders) with information on the entity's operations and the entity's financial results and financial position as set out in the financial statements." Among other items, an annual report contains, accompanies, or incorporates by reference the financial statements and the auditor's report thereon. Our annual comprehensive financial report (ACFR) constitutes an annual report. We have provided you with the final version of the ACFR. There are no material inconsistencies between the financial statements and any other information contained within the ACFR.

Sincerely,

Oak Creek Water and Sewer Utility

Signed: Derrick Dammer

Signed: Michael J Sull

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## Client service team



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**Partner**

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# Accounting changes relevant to Oak Creek Water and Sewer Utility

## Future accounting standards update

GASB Statement Number	Description	Potentially Impacts you	Effective Date
87	Leases	✓	12/31/22*
91	Conduit Debt		12/31/22*
92	Omnibus 2020	✓	12/31/22*
93	Replacement of Interfund Bank Offered Rates		12/31/22*,
94	Public-Private and Public-Public Partnerships and Availability Payment Arrangements	✓	12/31/23
96	Subscription-Based Information Technology Arrangements	✓	12/31/23
97	Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans	✓	12/31/22

\*The statements listed above through Statement No. 93 had their required effective dates postponed by one year with the issuance of Statement No. 95, *Postponement of Effective Dates of Certain Authoritative Guidance*, with the exception of Statement No. 87 which was postponed by one and a half years. The effective date reflected above is the required revised implementation date.

Further information on upcoming [GASB pronouncements](#).

## Ready or not – the new lease standard is here!

GASB's new single model for lease accounting is effective for next year's audit (fiscal years ending June 30, 2022 and later). This standard requires governments to identify and evaluate contracts that convey control of the right to use another entity's nonfinancial asset for a period of time in an exchange or exchange-like transaction. Contracts meeting the criteria for control, term and other items within the standard will result in recognizing a right to use asset and lease liability or a receivable and deferred inflow of resources. The standard specifies that leases should be recognized and measured using the facts and circumstances that exist at the beginning of the period of implementation (or, if applied to earlier periods, the beginning of the earliest period restated).

The implementation process can be broken down into a four-step methodology:



Now is the time to evaluate where your government is in this process and the timeline to complete implementation. The third step for lease evaluation, data extraction and review is typically the most time-consuming step; organizations should begin this process well before year end to ensure adequate lead time. A key decision that will need to be made is whether a lease administration software package is necessary. Depending on the volume and complexity of your lease activity, spreadsheets may not be sufficient to track and calculate all the required information.

We are available to discuss this further and help you develop an action plan. Baker Tilly also has complimentary resources available online including:

- GASB 87 lease identification questionnaire
- GASB 87 lease assistance tool
- Variety of GASB 87 podcasts and articles

Access tools and learn more about [GASB 87](#).

## Determining if GASB 94 applies for your organization

GASB 94, *Public-Private and Public-Public Partnerships and Availability Payment Arrangements* provides guidance related to public-private and public-public partnerships (PPP) and availability payment arrangements (APA).

A PPP is an arrangement in which an entity contracts with an operator to provide public services by conveying control of the right to operate or use infrastructure or other capital asset. A common example of PPP is a service concession arrangement.

An APA is an arrangement in which an entity compensates an operator for services that may include designing, constructing, financing, maintaining, or operating an asset.

The Utility should start to identify any contracts that could meet either definition to ensure they are reviewed for applicability and accounted for correctly when the standard is effective. Initial steps include reviewing contracts that didn't meet the definition of a lease under GASB 87 and identifying any other agreements where the organization contracts with or partners with another entity to provide services.

## **Future accounting for subscription-based IT arrangements**

Subscription-based IT arrangements include contracts that convey control of the right to use another party's IT software. It would not include any licensing arrangements that provide a perpetual license, which would still be accounted for as an intangible asset. Subscription-based IT arrangements are becoming more and more popular with IT vendors. This standard mirrors the new lease standard. The Utility will be able to utilize the systems put into place to implement the lease standard to properly account for these contracts. Common examples of these contracts in the utility industry include:

- Leasing space in the cloud
- GIS systems
- SCADA systems
- Some work order or inventory systems as well as some general ledger or billing systems

The Utility should work with its IT department and department managers to determine a population listing of contracts that would fall under this standard to determine the potential future impact to financial reporting.



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## Two-way audit communications

As part of our audit of your financial statements, we are providing communications to you throughout the audit process. Auditing requirements provide for two-way communication and are important in assisting the auditor and you with more information relevant to the audit.

As this past audit is concluded, we use what we have learned to begin the planning process for next year's audit. It is important that you understand the following points about the scope and timing of our next audit:

- a. We address the significant risks of material misstatement, whether due to fraud or error, through our detailed audit procedures.
- b. We will obtain an understanding of the five components of internal control sufficient to assess the risk of material misstatement of the financial statements whether due to error or fraud, and to design the nature, timing and extent of further audit procedures. We will obtain a sufficient understanding by performing risk assessment procedures to evaluate the design of controls relevant to an audit of financial statements and to determine whether they have been implemented. We will use such knowledge to:
  - Identify types of potential misstatements.
  - Consider factors that affect the risks of material misstatement.
  - Design tests of controls, when applicable, and substantive procedures.
- c. We will not express an opinion on the effectiveness of internal control over financial reporting or compliance with laws, regulations and provisions of contracts or grant programs.
- d. The concept of materiality recognizes that some matters, either individually or in the aggregate, are important for fair presentation of financial statements in conformity with generally accepted accounting principles while other matters are not important. In performing the audit, we are concerned with matters that, either individually or in the aggregate, could be material to the financial statements. Our responsibility is to plan and perform the audit to obtain reasonable assurance that material misstatements, whether caused by errors or fraud, are detected.

Our audit will be performed in accordance with auditing standards generally accepted in the United States of America

We are very interested in your views regarding certain matters. Those matters are listed here:

- a. We typically will communicate with your top level of management unless you tell us otherwise.
- b. We understand that the governing board has the responsibility to oversee the strategic direction of your organization, as well as the overall accountability of the entity. Management has the responsibility for achieving the objectives of the entity.
- c. We need to know your views about your organization's objectives and strategies, and the related business risks that may result in material misstatements.
- d. We anticipate that the Utility will receive an unmodified opinion on its financial statements.
- e. Which matters do you consider warrant particular attention during the audit, and are there any areas where you request additional procedures to be undertaken?
- f. Have you had any significant communications with regulators or grantor agencies?

- g. Are there other matters that you believe are relevant to the audit of the financial statements?

Also, is there anything that we need to know about the attitudes, awareness and actions of the governing body concerning:

- a. The entity's internal control and its importance in the entity, including how those charged with governance oversee the effectiveness of internal control?
- b. The detection or the possibility of fraud?

We also need to know if you have taken actions in response to developments in financial reporting, laws, accounting standards, governance practices, or other related matters, or in response to previous communications with us.

With regard to the timing of our audit, here is some general information. If necessary, we may do preliminary financial audit work during the months of October-December, and sometimes early in January. Our final financial fieldwork is scheduled during the spring to best coincide with your readiness and report deadlines. After fieldwork, we wrap up our financial audit procedures at our office and may issue drafts of our report for your review. Final copies of our report and other communications are issued after approval by your staff. This is typically 6-12 weeks after final fieldwork but may vary depending on a number of factors.

Keep in mind that while this communication may assist us with planning the scope and timing of the audit, it does not change the auditor's sole responsibility to determine the overall audit strategy and the audit plan, including the nature, timing and extent of procedures necessary to obtain sufficient appropriate audit evidence.

We realize that you may have questions on what this all means or wish to provide other feedback. We welcome the opportunity to hear from you.

# ACCOUNTS PAYABLE SUMMARY

July 2022

<b>Vendor</b>	<b>Description</b>	<b>Dollar Amount</b>
Cedar Corporation	5th & American Sanitary Sewer	1,545.00
CH2M	Water Treatment Plant PAC Silo	17,250.94
Chase Card Services	Charge Card Invoices	7,730.84
Chemtrade Chemicals US, LLC.	H1050 Coagulant	27,270.30
Cornerstone Plumbing, LLC.	Rawson Hydrant Relocate	37,781.09
Corpro Companies	Catholic Protection Inspection Backwash Tower	2,175.00
Envirotech Equipment	VACCON Pump Repair Parts	1,926.40
Ferguson Waterworks	Clow Hydrant Parts	1,194.71
Foth Infrastructure	Centennial Sanitary Relay	3,629.06
Harris	Software Support-Payroll, HR, Accounts Payable, General Ledger	7,692.08
Higgins Tower Service, Inc.	Tower & Security Panel Installation	12,963.35
Hydrite Chemical Co.	Chlorine for Plant	7,017.90
Idexx Distribution Corp.	Lab Supplies, Colilert Media and Bottles	4,480.72
Kwik Trip Extended Network	Gas for Truck Fleet	4,862.24
Milwaukee Metropolitan Sewerage District	Metro Bills	270,377.20
Oak Creek Utility	Utility's Metro Bill	12,241.09
Ozinga	Sewer Dump Station Supplies	1,692.00
R.A. Smith National	Mod Homes, Howell Water Relay, Lakeshore Commons, Drexel Lift Station	21,420.08
Revspring, Inc.	Processing of May Billing	1,850.67
Schmitz Ready Mix, Inc.	Sewer Dump Station Supplies	1,535.00
Trane Company	Air Handler Repair & Supplies	2,833.08
USB-USA, LLC.	Sewer Jetter Nozzle	3,590.00

Utilities	Satellite Leak Detection	25,000.00
Wisconsin Electric Power Company	Electric/Gas Bills	47,745.20
Subtotal		525,803.95
Remaining Invoices		12,093.50
<b>TOTAL OF ACCOUNTS PAYABLE INVOICES TO BE PAID</b>		<b>\$ 537,897.45</b>



INVOICES DUE ON/BEFORE 07/12/2022

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
11640	CHASE CARD SERVICES							
2022-07-DA	06/29/22	01	ALLARD-SHOP SUPPLIES, LICENSE	082866202			06/29/22	579.66
		02	RENEWAL, ACE EXPENSES	092882702				248.43
		03		083293002				342.33
		04		093285602				146.71
			INVOICE TOTAL:					1,317.13
2022-07-DN	07/01/22	01	NIEMI-UPS, SCADA CABLES,	082462602			07/01/22	173.83
		02	BACKUP DRIVES, LAPTOP RAM,	082664302				173.84
		03	SPEAKERS	083293002				616.89
		04		093285602				384.36
			INVOICE TOTAL:					1,348.92
2022-07-MR	07/01/22	01	ROBE-POWER CORDS, LAWN MOWER	082664202			07/01/22	462.19
		02	PARTS, GREASE, HAMMER DRILL,	082462602				317.02
		03	PLANT SUPPLIES, PLATE COUNT	082664302				317.02
		04	AGAR RESPIRATORS, ALCOHOL	082665202				427.85
		05	WIPES, SHIPPING, ACE EXPENSES,	083292602				89.99
		06	SAFETY BOOTS, HEATING COIL	083293002				751.84
			INVOICE TOTAL:					2,365.91
2022-07-MS	07/01/22	01	SULLIVAN-ACE EXPENSES, LICENSE	083293002			07/01/22	1,162.45
		02	RENEWAL	093285602				498.19
			INVOICE TOTAL:					1,660.64
2022-07-NB	06/29/22	01	BUTLER-PHONE & INTERNET	082260302			06/29/22	15.00
		02	CHARGES	082462402				5.00
		03		082462602				79.33
		04		082664302				89.33
		05		082866202				25.00
		06		082866222				7.19
		07		082866502				41.56
		08		083292102				432.05
		09		083841622				14.38
		10		092882002				5.00

DATE: 07/01/22  
TIME: 12:23:10  
ID: AP441000.WOW

Oak Creek Water & Sewer Utility  
DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 07/12/2022

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
11640	CHASE CARD SERVICES							
2022-07-NB	06/29/22	11		092882022			06/29/22	7.19
		12		092882702				67.34
		13		093285102				163.77
								952.14
								7,730.84
12252	BATTERIES PLUS LLC							
P52408447	06/23/22	01	BATTERIES-BUILDING CONTROLS	083293002			06/23/22	38.54
		02		093285602				16.52
								55.06
								55.06
16476	CEDAR CORPORATION							
111491	06/14/22	01	5TH & AMERICAN SANITARY SEWER	090122104			06/14/22	1,545.00
								1,545.00
								1,545.00
17640	CH2M							
460402CH027	06/14/22	01	WTP PAC SILO	080122105			06/14/22	17,250.94
								17,250.94
								17,250.94
17999	CHEMTRADE CHEMICALS US LLC							
93313043	06/23/22	01	H1050 COAGULANT-PLANT	080415400			06/23/22	13,618.80
								13,618.80
93343203	06/14/22	01	H1050 COAGULANT-PLANT	080415400			06/14/22	13,651.50
								13,651.50
								27,270.30
18750	CITY OF OAK CREEK							

Oak Creek Water & Sewer Utility  
 DETAIL BOARD REPORT

DATE: 07/01/22  
 TIME: 12:23:10  
 ID: AP441000.WOW

INVOICES DUE ON/BEFORE 07/12/2022

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
18750	CITY OF OAK CREEK							
2022-06	LOCKBOX ERRO	06/14/22	01 LOCKBOX RECEIPT-CITY INV	082047400			06/14/22	305.00
							INVOICE TOTAL:	305.00
							VENDOR TOTAL:	305.00
18751	CITY OF OAK CREEK-STREET DEPT							
2200010784	06/23/22	01	WATER PUMP REPAIR-UTILITY	083293002			06/23/22	3.50
		02	TRUCK	093285602				1.50
		03		083693302				55.62
							INVOICE TOTAL:	60.62
							VENDOR TOTAL:	60.62
25680	CORNERSTONE PLUMBING, LLC							
21102-FINAL	06/29/22	01	RAWSON HYDRANT RELOCATE	080121102			06/29/22	37,781.09
							INVOICE TOTAL:	37,781.09
							VENDOR TOTAL:	37,781.09
26600	CORRPRO COMPANIES							
688935	06/14/22	01	CATHODIC PROTECTION INSPECTION	082867202			06/14/22	2,175.00
		02	BACKWASH TOWER	** COMMENT **				
							INVOICE TOTAL:	2,175.00
							VENDOR TOTAL:	2,175.00
28009	CUT 4 YOU							
2022-06	07/01/22	01	LAWN CARE-DREXEL/PUETZ RD RES	083292302			07/01/22	623.00
		02		093285202				267.00
							INVOICE TOTAL:	890.00
							VENDOR TOTAL:	890.00
30000	DIGGERS HOTLINE INC.							
220561601	06/14/22	01	DIGGERS HOTLINE TICKETS-MAY	083841622			06/14/22	441.18





INVOICES DUE ON/BEFORE 07/12/2022

INVOICE #	VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
43075	FIRST SUPPLY LLC								
13272805-00		06/29/22	01 02	HDQ IRRIGATION REPAIRS	083292102 093285102			06/29/22	82.87 35.51 118.38
								INVOICE TOTAL:	
13272805-01		07/01/22	01 02	HDQ IRRIGATION REPAIRS	083292102 093285102			07/01/22	85.75 36.75 122.50
								INVOICE TOTAL:	
13273309-00		06/29/22	01 02	HDQ IRRIGATION REPAIRS	083292102 093285102			06/29/22	17.91 7.67 25.58
								INVOICE TOTAL:	
13273370-00		06/29/22	01 02	HDQ IRRIGATION REPAIRS	083292102 093285102			06/29/22	53.23 22.81 76.04
								INVOICE TOTAL:	
13278999-00		07/01/22	01	BULK STATION VALVE	082866202			07/01/22	300.50 300.50 643.00
								INVOICE TOTAL:	
43135	FISHER SCIENTIFIC COMPANY								
3896208		06/23/22	01	LAB SUPPLIES	082664202			06/23/22	20.39 20.39 20.39
								INVOICE TOTAL:	
43152	FLAG CENTER								
0107731-IN		06/23/22	01	ORCHARD WAY FLAG REPAIR	082867202			06/23/22	87.30 87.30 87.30
								INVOICE TOTAL:	
43195	FOTH INFRASTRUCTURE & ENVIRON								
78307		06/29/22	01	CENTENNIAL SANITARY RELAY	090121104			06/29/22	3,629.06 3,629.06 3,629.06
								INVOICE TOTAL:	
								VENDOR TOTAL:	

INVOICES DUE ON/BEFORE 07/12/2022

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
43367	JOYCE FRATRICK							
2022-06	PMT IN ERROR	06/23/22	01 CUST REIMB-PMT IN ERROR	082046110			06/23/22	111.37
								111.37
								111.37
								INVOICE TOTAL:
								VENDOR TOTAL:
46875	WW GRAINGER INC.							
9341274224	06/23/22	01	SMALL TRASH CAN BAGS	082462602			06/23/22	8.32
		02		082664302				8.32
								16.64
								INVOICE TOTAL:
9346255657	06/23/22	01	CLIMBING SAFETY HARNESS	082866202			06/23/22	80.85
		02		092882702				34.65
								115.50
								132.14
								INVOICE TOTAL:
								VENDOR TOTAL:
46912	GFL ENVIRONMENTAL							
U80000151104	06/29/22	01	PLANT DUMPSTER-JULY	083292302			06/29/22	189.27
								189.27
								189.27
								INVOICE TOTAL:
								VENDOR TOTAL:
47375	HANNA TRAILER							
215749-1	07/01/22	01	GENERATOR TRAILER LEG	082866202			07/01/22	27.29
		02		092882702				11.69
								38.98
								INVOICE TOTAL:
219258-1	07/01/22	01	FORKLIFT PROPANE	083693302			07/01/22	21.46
								21.46
								60.44
								INVOICE TOTAL:
								VENDOR TOTAL:
47535	HARRIS							
MSIMN0000355	06/23/22	01	SOFTWARE SUPPORT	083292302			06/23/22	5,384.46

INVOICES DUE ON/BEFORE 07/12/2022

INVOICE #	VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
47535	HARRIS								
MSIMN0000355		06/23/22	02		093285202			06/23/22	2,307.62
								INVOICE TOTAL:	7,692.08
								VENDOR TOTAL:	7,692.08
49900	HIGGINS TOWER SERVICE, INC.								
21-51252		06/14/22	01	TOWER & SECURITY PANEL INSTALL	080234200			06/14/22	12,963.35
								INVOICE TOTAL:	12,963.35
								VENDOR TOTAL:	12,963.35
55010	HYDRITE CHEMICAL CO.								
2585395		06/14/22	01	CHLORINE-PLANT USE	080415400			06/14/22	7,017.90
								INVOICE TOTAL:	7,017.90
								VENDOR TOTAL:	7,017.90
55350	IDEXX DISTRIBUTION CORP.								
3107787066		06/14/22	01	LAB SUPPLIES-COLLERT MEDIA &	082664202			06/14/22	4,480.72
			02	BOTTLES		** COMMENT **			
								INVOICE TOTAL:	4,480.72
								VENDOR TOTAL:	4,480.72
55690	J. F. AHERN CO.								
510788		06/23/22	01	ANNUAL SPRINKLER INSPECTION	082462602			06/23/22	121.00
			02		082664302				121.00
								INVOICE TOTAL:	242.00
								VENDOR TOTAL:	242.00
56567	JOHNSTON, BRIAN								
2022-06	MILEAGE	06/23/22	01	AWWA REGULATORY AFFAIRS	083292602			06/23/22	72.89
			02	MILEAGE	093285402				31.24
								INVOICE TOTAL:	104.13
								VENDOR TOTAL:	104.13



INVOICES DUE ON/BEFORE 07/12/2022

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
65599			MCMaster-CARR					
80107723	06/23/22	01 02	SHOP TOOLS	082866202 092882702			06/23/22	50.02 21.44 71.46
			INVOICE TOTAL:					
80665551	07/01/22	01	CONCRETE DRILL BITS	082665202			07/01/22	99.19
			INVOICE TOTAL:					99.19
			VENDOR TOTAL:					684.90
65611			MENARDS					
42833	06/14/22	01 02	SHOP SUPPLIES	082866202 092882702			06/14/22	13.26 5.68 18.94
			INVOICE TOTAL:					
42835	06/14/22	01 02	SHOP BATTERIES	082866202 092882702			06/14/22	7.68 3.29 10.97
			INVOICE TOTAL:					
43220	06/14/22	01 02 03	SHOP SUPPLIES, VACCON DUMP SITE SUPPLIES	082866202 092882702 090120107			06/14/22	59.24 25.39 185.94 270.57
			INVOICE TOTAL:					
43350	06/23/22	01 02	SHOP SUPPLIES	082866202 092882702			06/23/22	16.49 7.06 23.55
			INVOICE TOTAL:					
43406	06/23/22	01 02	SHOP SUPPLIES	082866202 092882702			06/23/22	40.90 17.53 58.43
			INVOICE TOTAL:					
43415	06/23/22	01 02	SHOP SUPPLIES	082866202 092882702			06/23/22	31.58 13.54 45.12
			INVOICE TOTAL:					

INVOICES DUE ON/BEFORE 07/12/2022

INVOICE #	VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
65611	MENARDS								
43439		06/23/22	01	SHOP REPAIR SUPPLIES	082867602			06/23/22	50.06
								INVOICE TOTAL:	50.06
43701		06/23/22	01	PLANT SUPPLIES	082462602			06/23/22	15.56
			02		082664302				15.56
								INVOICE TOTAL:	31.12
43862		06/23/22	01	CARPET CLEANER SUPPLIES,	082462602			06/23/22	34.97
			02	CHAINSAW SUPPLIES	082664302				34.96
								INVOICE TOTAL:	69.93
44321		06/29/22	01	SHOP SUPPLIES	082866202			06/29/22	23.77
			02		092882702				10.19
								INVOICE TOTAL:	33.96
								VENDOR TOTAL:	612.65
65625	MILWAUKEE METRO. SEWERAGE DIST								
113-22		06/14/22	01	METRO BILL	091023202			06/14/22	218,108.98
								INVOICE TOTAL:	218,108.98
124-22		06/23/22	01	METRO BILL	091023202			06/23/22	50,858.22
								INVOICE TOTAL:	50,858.22
IW-166-22		06/23/22	01	INDUSTRIAL WASTE PRETREATMENT PROGRAM	091023202			06/23/22	1,410.00
			02		** COMMENT **				
								INVOICE TOTAL:	1,410.00
								VENDOR TOTAL:	270,377.20
70020	NAPA AUTO PARTS								
406831		06/14/22	01	SKID LOADER BATTERY	083693302			06/14/22	169.99
								INVOICE TOTAL:	169.99
								VENDOR TOTAL:	169.99

INVOICES DUE ON/BEFORE 07/12/2022

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
70557			NORTHERN LAKE SERVICE INC.					
420077	06/23/22	01	WATER TESTS	082664202			06/23/22	79.80
							INVOICE TOTAL:	79.80
							VENDOR TOTAL:	79.80
72570			OAK CREEK UTILITY					
2022-07	06/29/22	01	UTILITY'S METRO BILL	082664202			06/29/22	12,241.09
							INVOICE TOTAL:	12,241.09
							VENDOR TOTAL:	12,241.09
73753			OZINGA					
ARI00374810	06/29/22	01	SEWER DUMP STATION	090120107			06/29/22	1,692.00
							INVOICE TOTAL:	1,692.00
							VENDOR TOTAL:	1,692.00
74323			PARTS DISTRIBUTING, INC					
S1-2119954	06/29/22	01	TRUCK BATTERY	083693302			06/29/22	148.00
							INVOICE TOTAL:	148.00
S1-2123490	07/01/22	01	TRUCK BATTERY	083693302			07/01/22	148.00
							INVOICE TOTAL:	148.00
S1-2123660	07/01/22	01	TRUCK BATTERY RETURN	083693302			07/01/22	-36.00
							INVOICE TOTAL:	-36.00
							VENDOR TOTAL:	260.00
74510			PAYNE & DOLAN, INC.					
1809157	07/01/22	01	MAIN BREAK RESTORATION	082867302			07/01/22	558.49
							INVOICE TOTAL:	558.49
							VENDOR TOTAL:	558.49
74725			PETTY CASH					



INVOICES DUE ON/BEFORE 07/12/2022

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
74725			PETTY CASH					
2022-06	07/01/22	01	REIMBURSE PETTY CASH	083292102			07/01/22	24.08
								24.08
								24.08
75698			PREMIUM WATERS, INC.					
362237512	07/01/22	01	DISTILLED WATER-PLANT	082664202			07/01/22	30.74
								30.74
								30.74
76575			R.A. SMITH NATIONAL					
163704	06/29/22	01	MOD HOMES	090120051			06/29/22	1,092.00
								1,092.00
166182	06/23/22	01	HOWELL AVE WATER RELAY	080121101			06/23/22	2,793.50
								2,793.50
								2,793.50
166416	06/23/22	01	LAKE SHORE COMMONS	080121086			06/23/22	14,004.75
								14,004.75
								14,004.75
2210924	06/29/22	01	DREXEL LIFT STATION	090421018			06/29/22	3,529.83
								3,529.83
								3,529.83
76630			R. S. PAINT & TOOLS LLC					
863004	07/01/22	01	MARKING PAINT-DIGGER'S LOCATES	083841622			07/01/22	140.70
		02		092882022				70.35
		03		082866222				70.35
								281.40
								281.40
76805			REDISHRED ACQUISITION INC.					



INVOICES DUE ON/BEFORE 07/12/2022

INVOICE #	VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
80103	SHERWIN-WILLIAMS								
7037-3		06/14/22	01	PAINT-JANAT BOOSTER STATION	082463302			06/14/22	146.02
								INVOICE TOTAL:	146.02
								VENDOR TOTAL:	146.02
82879	STAPLES BUSINESS ADVANTAGE								
3510456319		06/29/22	01	PLANT PRINTER	082462602			06/29/22	199.50
			02		082664302				199.50
								INVOICE TOTAL:	399.00
								VENDOR TOTAL:	399.00
89080	AQUATIC INFORMATICS, INC.								
101451		06/23/22	01	ANNUAL BACKFLOW PREVENTION	083292302			06/23/22	500.00
			02	SOFTWARE SUPPORT	** COMMENT **				
								INVOICE TOTAL:	500.00
								VENDOR TOTAL:	500.00
90050	TRANE COMPANY								
12351781		06/23/22	01	AIR HANDLER PARTS	082866202			06/23/22	17.64
			02		092882702				7.56
								INVOICE TOTAL:	25.20
12367363		06/23/22	01	AIR HANDLER FILTERS	082867802			06/23/22	620.12
			02		093283402				265.76
								INVOICE TOTAL:	885.88
312655762		06/14/22	01	ROOF TOP AIR HANDLER SERVICE	082867802			06/14/22	651.70
			02		093283402				279.30
								INVOICE TOTAL:	931.00
312686008		06/23/22	01	AIR HANDLER REPAIR	082867802			06/23/22	693.70
			02		093283402				297.30
								INVOICE TOTAL:	991.00
								VENDOR TOTAL:	2,833.08

DATE: 07/01/22  
 TIME: 12:23:10  
 ID: AP441000.WOW

Oak Creek Water & Sewer Utility  
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 07/12/2022

INVOICE #	VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
93100				USA BLUE BOOK					
13737		06/23/22	01	ATP TESTING SUPPLIES	082866502			06/23/22	38.51
				INVOICE TOTAL:					38.51
432		06/14/22	01	MISC SUPPLIES	082664202			06/14/22	140.44
				INVOICE TOTAL:					140.44
5566		06/23/22	01	LAB SUPPLIES	082664202			06/23/22	151.40
				INVOICE TOTAL:					151.40
				VENDOR TOTAL:					330.35
93218				USB-USA, LLC.					
5433		06/23/22	01	SEWER JETTER NOZZLE	092882702			06/23/22	3,590.00
				INVOICE TOTAL:					3,590.00
				VENDOR TOTAL:					3,590.00
93220				UTILIS					
500398		06/29/22	01	SATELLITE LEAK DETECTION	080120101			06/29/22	25,000.00
				INVOICE TOTAL:					25,000.00
				VENDOR TOTAL:					25,000.00
93550				RYAN VLIES					
2022-SAFETY BOOTS		06/23/22	01	REIMB-SAFETY BOOTS	083292602			06/23/22	52.42
			02		093285402				22.46
				INVOICE TOTAL:					74.88
				VENDOR TOTAL:					74.88
96250				WISCONSIN ELECTRIC POWER COMP.					
2022-06-24-E		06/14/22	01	ELECTRIC/GAS BILLS	082462302			06/14/22	30,027.33
			02		082462602				3,208.48
			03		082664202				1,672.10

Oak Creek Water & Sewer Utility  
 DETAIL BOARD REPORT

TIME: 12:23:10  
 ID: AP441000.WOW

INVOICES DUE ON/BEFORE 07/12/2022

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
96250	WISCONSIN ELECTRIC POWER COMP.							
2022-06-24-E	06/14/22	04		0822664302			06/14/22	4,180.17
							INVOICE TOTAL:	39,088.08
2022-07-06-E	06/23/22	01	ELECTRIC/GAS BILLS	082462302			06/23/22	3,117.98
		02		082462602				28.36
		03		082866102				37.90
		04		082866502				396.36
		05		083292102				396.35
		06		092482102				172.76
		07		092882702				396.35
		08		093285102				396.35
							INVOICE TOTAL:	4,942.41
2022-07-12-G	06/23/22	01	ELECTRIC/GAS BILLS	082462602			06/23/22	1,594.74
		02		082664302				1,886.16
		03		082866502				58.46
		04		083292102				58.45
		05		092882702				58.45
		06		093285102				58.45
							INVOICE TOTAL:	3,714.71
							VENDOR TOTAL:	47,745.20
96257	WISPARK, LLC.							
2022-06 PMT IN ERROR	06/23/22	01	CUST REIMB-PMT IN ERROR	082046110			06/23/22	76.19
							INVOICE TOTAL:	76.19
							VENDOR TOTAL:	76.19
97751	WI STATE LABORATORY OF HYGIENE							
712720	06/14/22	01	FLUORIDE SAMPLES	0822664202			06/14/22	26.00
							INVOICE TOTAL:	26.00
							VENDOR TOTAL:	26.00
							TOTAL ALL INVOICES:	537,897.45

## ADMINISTRATIVE OPERATIONS

June 2022

### Workload:

Other administrative tasks included the following:

- Added 4 customer accounts for the month.
- Billed 5,257 water customers and 5,283 sewer customers.

### Gallons Billed (in thousands):

	YTD 2022	YTD 2021	YTD 2020	YTD 2019	YTD 2018	Average
Residential	199,058	210,157	204,600	194,022	199,801	201,528
Commercial	233,285	226,291	220,058	213,826	209,045	220,501
Industrial	284,898	256,605	223,915	246,550	241,913	250,776
Public Authority	7,865	5,030	5,377	6,235	6,412	6,184
Wholesale	518,367	516,410	523,692	503,092	483,299	508,972
Total	1,243,473	1,214,493	1,177,642	1,163,725	1,140,470	1,187,961
% Change to Prior Year	2.4%	3.1%	1.2%	2.0%	N/A	
% Change to Average	4.7%	2.2%	-0.9%	-2.0%	-4.0%	

### New Customers:

	YTD 2022	YTD 2021	YTD 2020	YTD 2019	YTD 2018	Average
Residential	9	33	29	8	22	20.2
Commercial	11	6	9	8	9	6.4
Industrial	0	0	0	0	0	-
Public Authority	0	0	3	0	1	0.8
Wholesale	0	0	0	0	0	-
Total	20	39	41	16	32	27.4

# **ENGINEERING OPERATIONS**

June, 2022

## **Susan Water Relay**

The contracts have been finalized with Globe Contractors for the project. We are waiting on a schedule for parts to be delivered. The contractor wishes to start on the project as soon as materials are on site.

## **2022 Sanitary Rehab**

The contracts have been finalized with Globe Contractors for the project. The contractor wishes to start on the project as soon as materials are on site.

## **Forest Hill Manor Water**

Engineering is working with Graef to modify the plan set to remove all but the trench restoration in asphalt. The surface will be a shared cost with the City under the annual paving contract. We will rebid this project this fall for construction next year.

## **Lakeshore Commons**

UPI has completed the sanitary sewer and water main on the project. All of the main that is in the ground has been tested and safe samples completed. UPI will need to wait to set all the final grades on the manholes and valves until the road is paved. This is anticipated in the fall.

## **Orchard Reservoir Park**

The city held a precon for the construction of a park on the land at the Orchard Reservoir. Engineering has worked with the city on the layout of the park and path ways on the property. The project will include a asphalt overlay on the subdivision roads as well.

## **Satellite Leak Detection**

Asterra was able to get the new satellite images this month and prepare the points of interest document. The process identified 90 new locations of potential leaks in the system.

## **American Sanitary Sewer**

Engineering met with Cedar Corp to go over possible alternatives for the sanitary sewer alignment under the railroad bridge on American. We had 4 options to review and came up with a 5 option to proceed with design using elements of the original options. The railroad has not been helpful in answering what will be required for the design.

## **Developer projects**

- Residences at Oak View Condos – Punch list items remain.
- Oakes at 8100 –Grading has begun on the project. Sanitary and water main construction is expected to begin in July.
- Peak Car Wash – Reviewing plans for the public water main and sanitary lateral construction
- Broadacre – Engineering attended the precon for the project. Grading work has begun on the project. DNR and MMSD approvals have not been submitted yet for the public water and private interceptor sanitary.

Engineering has worked with Franklin to get a new radio and cabling installed in the Puetz tower. This allows the operators at the plant to see the tower elevation. We also have been evaluating the radio signal from 22<sup>nd</sup> Street pump station to the police department. Steve Kohnke was able to assist with the bucket truck to get a proposed view of a new tower at the pump station.

## **DISTRIBUTION & COLLECTION OPERATIONS**

**June 2022**

### **Water Main Breaks:**

There were no main breaks in the month of June.

### **Water Lateral Repairs:**

No laterals were repaired in the month of June.

### **Hydrant Repairs/Maintenance:**

A fire hydrant at GE (120 W. Opus Dr.) was ran over by a delivery truck. The hydrant was replaced and moved back away from the driveway to hopefully prevent repeat damage.

### **Valve Repairs:**

There were no valve repairs in the month of June.

### **Sewer Repairs/Maintenance:**

Utility workers continued cleaning and televising.

We have poured two sections, which is approximately 25 yards of concrete, of the sewer dump station in the back yard. Work on the drain and approach section is on-going.

Our new stand-by generator was used when the Garden Lift Station was out of power for roughly 20 hours. It performed as it should and was extremely quiet for the residents.

### **Miscellaneous:**

On June 19<sup>th</sup>, South Milwaukee Water was having issues with their pumps. We opened 3 out of 4 of our inter-connects to supply them with water from 5 a.m. – 10:00 p.m.

Crews continued repairing and inspecting valves and manholes ahead of roadwork.

We have completed some more asphalt and landscaping restoration.

We are still 2/3rds done with hydrant flushing for the year and should be resuming in July.

### **Out of Service:**

There are currently six fire hydrants out of service in need of repair. There are currently 40 valves jammed open in need of repair.

### **CMOM/CMAR:**

The 2021 Compliance Maintenance Annual Report (CMAR) and the 2021 Capacity, Management, Operations, and Maintenance (CMOM) Report were both completed and submitted. We are scored in both the financial and collection categories and scored an "A" in both.



**DISTRIBUTION GOALS 2022**

JOB DESCRIPTION	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS	GOALS
<b>Meters</b>														
Meter Exchanges	12	16	120	142	65	85							440	600
Cross Connection Inspections	-	6	109	137	66	87							405	300
Industrial Inspections	32	25	45	59	34	40							235	420
<b>Water</b>														
Annual Hydrant Flushing	-	-	-	375	1,017	-							1,392	2,259
Semi-annual Flushing	-	-	-	19	60	-							79	2x109 (218)
Quarterly Flushing	-	-	-	45	5	-							50	4x49 (196)
Flush Emergency Connections	-	-	-	-	-	-							-	3
Watermain Crossings	63	-	-	-	-	-							63	63
Operate Valves	-	-	-	-	1	200							201	1,000
Hydrant Painting	-	-	-	-	-	-							-	150
Catholic Protection Tests	-	-	-	-	-	-							-	11
Check Remote Water Mains	-	-	-	-	-	-							-	28
<b>Sewer</b>														
Clean Sewers	4,545	10,042	45,233	21,368	23,300	14,033							118,521	185,000
Camera Sewers	4,903	17,900	47,226	13,688	27,100	20,735							131,552	185,000
Check Problem Sewers	88	-	-	88	-	-							176	308
Check Remote Sewer Mains	-	-	-	-	-	-							-	42
<b>Admin</b>														
Tier II Report	Done													
MMSD Annual CMOM Report						Done								
DNR eCMAR						Done								
DNR River Crossing Stations														
Cross Connection Survey		Done												

## PLANT OPERATIONS

June 2022

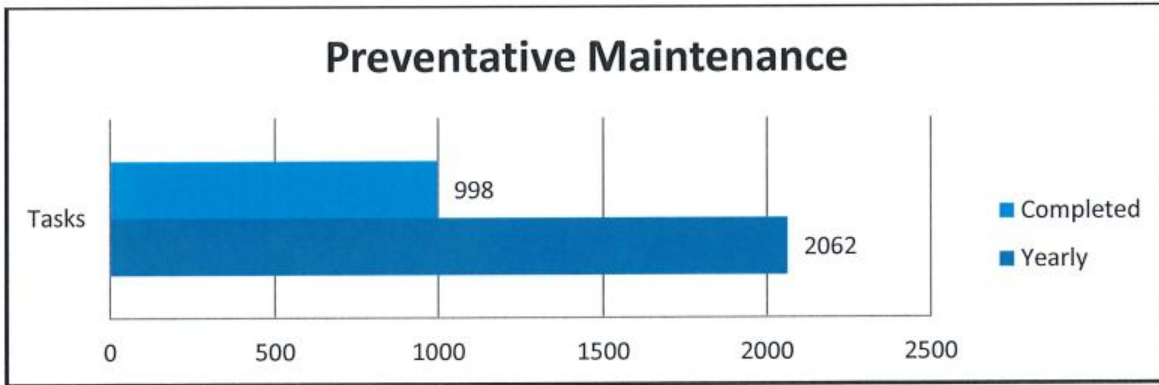
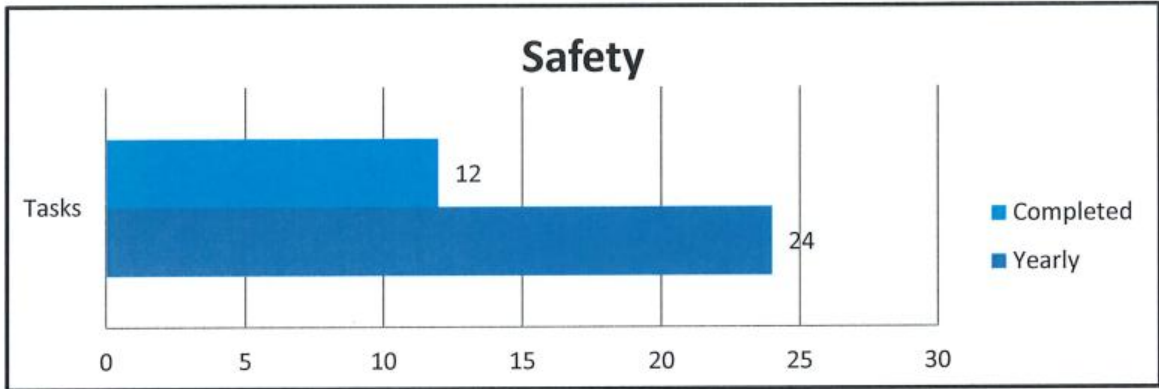
<b>PUMPAGE REPORT</b>	<b>2022</b>	<b>2021</b>	<b>% Change</b>	<b>5 Year %</b>
Monthly Pumpage	289,350,000	305,590,000	-5.3	+10.3
Monthly Average Day	9,645,000	10,186,300	-5.3	+10.1
Monthly Peak Day	(6/30) 12,550,000	(6/16) 13,740,000	-8.7	+14.0
Yearly Pumpage	1,430,394,782	1,390,520,504	+2.9	+8.9
Yearly Average Day	7,902,733	7,682,434	+2.9	+8.5
Yearly Peak Day	(6/30) 12,550,000	(6/16) 13,740,000	-8.7	+13.1
West Zone Pumpage	125,540,000	144,850,000	-13.3	+3.6
West Zone Yearly Total	602,310,000	639,040,000	-5.7	+1.2

<b>WATER QUALITY REPORT</b>	<b>Raw Water</b>	<b>Finished Water</b>
Average Free Chlorine		1.56 mg/l
Total Chlorine		1.74 mg/l
Average Alkalinity	108.4 mg/l	108.9 mg/l
Average pH	8.5	8.3
Average Fluoride	0.15 mg/l	0.70 mg/l
Average Turbidity	2.22 NTU	0.048 NTU
High Temperature	<b>High 58.2 F Low 48.0 F</b>	
Hardness	137 mg/l	154 mg/l

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

**Work Orders:** Staff completed 11 work orders. Some of the tasks include seasonal installation of the carbon feeder, replacing worn valves on sample supply lines, insulating pipes to prevent condensation, replacing bearings on filter swing arms, installing a larger pulley on the lab exhaust fan.

**Plant:** Plant staff did an excellent job keeping our city supplied with water and pressure during the storm on June 13<sup>th</sup>. The plant lost both incoming electrical feed lines and the standby generator was failing periodically. Staff was able to troubleshoot the generator and kept resetting breakers to keep the plant producing water. Our well-trained staff avoided the city from experiencing a low-pressure event and boil water alert. I'm extremely proud of my staff and their response under extreme pressure. Staff also spent significant time cutting and hauling trees and branches downed from the storm. Seasonal worker Dvorak has been working on the flower beds by the lowlift gate so they look great for the Fourth of July festivities.



## ENGINEERING & INSPECTIONS – Matt Sullivan

- Developer Project Updates
  - Lakeshore Commons construction of underground utilities will be completed with final testing taking place. Lake Vista Boulevard construction will be completed prior to the July 4<sup>th</sup> and open only for the celebration festivities. The 1<sup>st</sup> single-family residential homes will be arriving the final week of June with anticipation of it being a useable model by end of July. Multi-family and townhomes are scheduled to being the week of July 11<sup>th</sup>;
  - The Oaks at 8100 development on S. 27<sup>th</sup> Street has begun grading on site and the installation of underground utilities is scheduled to begin in July;
  - Broadacre development (441 W. Ryan Road) commenced construction with mainly grading occurring and anticipation with starting some of the footings by end of July;
  - Stonebrook on the Park (641 E. Drexel Avenue) will have the Development Agreement considered at the July 19<sup>th</sup> Council meeting with construction beginning in July;
  - Phase 2 of The Residence at Oak View will begin in the month of July.
- Design/Construction Updates
  - Drexel Avenue Rehabilitation (13<sup>th</sup> Street to Howell Avenue) completion of the westbound lanes has been delayed by approximately 3 weeks. The project team has informed the City the project will still be completed in September;
  - W. Rawson Avenue (S. 27<sup>th</sup> Street to S. 20<sup>th</sup> Street) (Milwaukee County) is underway with the work happening on the outer two lanes. There has been a delay in delivery of dowel bars which pushed back the construction of the outer lanes. It is anticipated that the delivery shortly with concrete pavement installation early July;
  - A financing agreement for The Green Solutions (grant) through MMSD will be sent to Common Council for approval in July. This grant will provide funding for placement of permeable pavers in conjunction with Abendschein Pavilion construction project and permeable asphalt pavement at Oak Creek Police Department parking lot;
  - Engineering will be advertising a Request for Proposal for the diesel tank replacement at the DPW this month and for design work for the intersection of Puetz Road and Liberty lane;

- Fire Station #3 Dorm Remodel has been submitted to DSPS for review – this project is on schedule to bid later this summer with construction this fall/winter;
- Inspection Updates
  - The Homewood Suites and Convention Center are on schedule to gain occupancy in July.
  - A number of developments have delivered building permits:
    - Oaks at 8100 – Townhomes, clubhouse and multi-family;
    - Lakeshore Commons – Multi-family, townhomes, and single family;
    - Express car wash;
    - The Residence at Oak View (ModHomes).
  - Continue to re-inspections for last minute liquor license.

### PUBLIC WORKS – Matt Trebatoski

- In July, our signs crew will continue the multi-year project of replacing street name signs with the newer City logo; they will also be working on sign inspections and replacing damaged and aged signs;
- We will be providing set up and tear down support services for the Fourth of July Fireworks and Parade, Beer Gardens, Dog Days, Food Truck & Movie Night, and the weekly Farmers Market events. We will also be assisting with supply deliveries to the Oak Creek Community Center Summer Concert Series;
- Storm-related brush/branch pick up will continue through the end of June and into the first two weeks of July with the regularly scheduled bi-monthly service;
- Our streets division crews will begin crack sealing roads with tar and mastic over the next few months. They will also be working on asphalt patching of streets, residential culvert installations, roadside tractor mowing, and ditching work along Nicholson Rd near Fitzsimmons Rd, and Pennsylvania Ave south of Puetz Rd to near Old Ryan Rd;
- DTS summer maintenance and mowing will continue;
- We will be conducting some grading and capping work for the MMSD project at 1436 E Forest Hill Ave, the property eventually being deeded over to the City;
- Parks division staff will be preparing ball diamonds for practices and games, cleaning pavilions for rentals, cutting grass and string trimming and spraying weeds. They will also be fixing broken playground equipment, adding safety chips to play structures, removing graffiti, and watering younger trees during dry conditions;
- Forestry crews will be primarily focused on pruning and watering young trees;

- Streetlights division staff will be installing six poles that were knocked down by high winds. They will also be installing gateways and nodes for lighting control at Fire Station #3 and City Hall and continuing to replace HPS light fixtures with LED light fixtures.

## STAFF REPORT

**Item:** Traffic and Safety Request - Deaf Child Area Signs on East Oak View Lane

**Recommendation:** That the Board of Public Works and Capital Assets accepts the request to install "Deaf Child Area" signs on East Oak View Lane. (3<sup>rd</sup> Aldermanic District)

**Fiscal Impact:** None

**Critical Success Factor(s):**

- Vibrant and Diverse Cultural Opportunities
- Thoughtful Development and Prosperous Economy
- Safe, Welcoming, and Engaged Community
- Inspired, Aligned, and Proactive City Leadership
- Financial Stability
- Quality Infrastructure, Amenities, and Services
- Not Applicable

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**Background:** There is a request to install "Deaf Child Area" signs on E Oak View Lane. Engineering received a request from a resident on East Oak View Lane to have "Deaf Child Area" installed. The resident making the request has a 4 year old who is hearing impaired and would like the signs installed to increase awareness and encourage drivers to slow down.

It is staff's recommendation that the Board accepts the request with the following conditions:

1. Signs will be removed after 5 years unless the requester contacts the Engineering Department to request an extension.
2. Requester shall notify the Engineering Department if they move and the signs are no longer required.

Staff has discussed these conditions with the requester and they are in agreement with the conditions.

**Options/Alternatives:** The alternative is to not install the "Deaf Child Area" signs on East Oak View Lane.

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Respectfully submitted:



Andrew J. Vickers, MPA  
City Administrator

Fiscal Review:

Maxwell Gagin, MPA  
Assistant City Administrator / Comptroller

Prepared:



Andrew Ledger  
Design Engineer

Approved:



Matthew J. Sullivan, PE  
City Engineer

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Attachments: E Oak View Lane Deaf Child Area Sign Location Exhibit





PROJECT NO:	HWY:	COUNTY: MILWAUKEE	E OAK VIEW LN "DEAF CHILD AREA" SIGNS	SHEET	<b>E</b>
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