



BOARD OF PUBLIC WORKS AND CAPITAL ASSETS

October 10, 2023
9:00 A.M.

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

Robert Cigale
Curtis Czarnecki
Kenneth Gehl
Chris Guzikowski
Fredrick Siepert- Alternate
Lisa Marshall

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.

All Board Members were present except Alderman Ken Gehl, and Board Member Fred Siepert who were excused.

Also present: Director of Public Works Matthew Trebatoski, General Manager of Oak Creek Water Utility Michael Sullivan, IT Manager Tom Kramer, Design Engineer Andrew Ledger

3. Approval of Minutes – 09/14/2023

Alderwoman Marshall made a motion to approve the minutes of September 14th, 2023, seconded by Board Member Cigale. All voted aye except Czarnecki who abstained. Motion carried.

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

Director of Public Works Matthew Trebatoski presented three Common Council approvals related to Public Works & Capital Assets. First, the Council will adopt and approve the CIP and the 2024 Operating Capital Budget following a public hearing on November 21st, 2023. Secondly, a resolution approving the T-Mobile 1st Amendment to the lease agreement for the Howell Avenue monopole tower in the 1st district was agreed upon, which will result in an increase of Utility revenue of about \$25,000. Finally, a resolution accepting the workmanship of Edgerton Contractors Inc and authorizing final contract payment was approved.

GENERAL GOVERNMENT CAPITAL ASSETS

5. **Motion:** Consider a *motion* to approve the purchase of CCTV equipment from Digicorp at a total of \$67,340.

IT Manager Tom Kramer mentioned to the Board that with Digicorp the IT Department was able to purchase more cameras than anticipated due to the savings when making a bulk purchase. Alderwoman Marshall's question was inaudible. IT Manager Tom Kramer responded that what Alderwoman Marshall was referring to was the original request from the CIP.

Board Member Czarnecki made a motion to approve the purchase of CCTV equipment from Digicorp at a total of \$67,340, seconded by Alderwoman Marshall. All voted aye. Motion carried.

PUBLIC WORKS & UTILITIES

6. **Motion:** Consider a *motion* to approve the quote to remove the ballfield lights at Shepard Hills Park from Paul G. Senft & Sons Treching, LLC in the amount of \$14,500.00.

Director of Public Works Matthew Trebatoski mentioned to the Board that the current light system is about 47 years old, the system was originally designed to last about 30 years. Due to the age and infrequent use, it is recommended that the ballfield lights are removed.

Aldерwoman Marshall made a motion to approve the quote to remove the ballfield lights at Shepard Hills Park from Paul G. Senft & Sons Treching, LLC in the amount of \$15,500.00, seconded by Cigale. All voted aye. Motion carried.

7. **Motion:** Consider a *motion* to award the S. 13th Street Hydrant Relocation project construction contract to the lowest responsive, responsible bidder, UPI, Inc. based on the bid amount of \$243,212.00 and amend the water capital budget by \$100,000. (Project No. 23113) (2nd Aldermanic District)

Michael Sullivan from Water Utility mentioned to the Board that all bidding results for this project were close together in price, however all outside of the budget. Board Member Czarnecki asked if there is anything, such as site conditions, that is causing an increase in price for this project. Sullivan replied no that there isn't a specific reason he can point to. However, the county is doing similar work, and the city needs to follow suit.

Board Member Czarnecki made a motion to award the S. 13th Street Hydrant Relocation project construction contract to the lowest responsive, responsible bidder, UPI, Inc. based on the bid amount of \$243,212.00 and amend the water capital budget by \$100,000. Aldерwoman Marshall seconded. All voted aye. Motion carried.

8. **Motion:** Consider a *motion* to approve progress payment No. 1 for the E. Forest Hill Avenue Water Relay project to UPI, Inc. in the amount of \$140,384.50. (Project No. 23111) (2nd & 6th Aldermanic Districts)

Aldерwoman Marshall made a motion to approve progress payment No. 1 for the E. Forest Hill Avenue Water Relay project to UPI, Inc. in the amount of \$140,384.50. Board Member Cigale seconded. All voted aye. Motion carried.

9. **Motion:** Consider a *motion* to approve Change Order No. 1 for the Susan Drive Water Relay project to Globe Contractors in the amount of \$1,533.75. (Project No. 22102) (2nd Aldermanic District)

Board Member discussion inaudible.

Aldерwoman Marshall made a motion to approve Change Order No. 1 for the Susan Drive Water Relay project to Globe Contractors in the amount of \$1,533.75, Board Member Czarnecki seconded. All voted aye. Motion carried.

10. **Motion:** Consider a *motion* to approve the final payment for the Susan Drive Water Relay project to Globe Contractors in the amount of \$36,264.15. (Project No. 22102) (2nd Aldermanic District)

General Manager Sullivan tells the Board that this is the final project payment for this project.

Alderman Marshall made a motion to approve the final payment for the Susan Drive Water Relay project to Globe Contractors in the amount of \$36,264.15 Board Member Cigale seconded. All voted aye. Motion carried.

11. **Motion:** Consider a *motion* to approve Dukes Root Control to treat roots in the sanitary system in the amount of \$15,700.32.

Michael Sullivan informed the Board that once every two years Utility performs root control to a number of City sewers, typically smaller sewers. Utility then goes back to those sewers and confirms the roots are or are not growing. He mentions the cost of this project is usually around \$25,000, and Duke's Root Control has historically done a fantastic job for the city.

Alderman Marshall asks how Utility determines what sewers need the root control.

Michael Sullivan responds that there is camera footage of the inside of the sewers that it collected once every 5 years, this helps in keeping track of which sewer needs the treatment, and which sewers are getting progressively worse. Sullivan adds that it's a proactive tracking system.

Board Member Czarnecki makes a motion to approve Dukes Root Control to treat roots in the sanitary system in the amount of \$15,700.32. Alderman Marshall seconded the motion. All voted aye. Motion carried.

12. **Motion:** Consider a *motion* to approve Utility vouchers for payment in the amount of \$498,731.44.

Alderman Marshall made a motion to approve the Utility vouchers for payment in the amount of \$498,731.44. Board Member Cigale seconded the motion. All voted aye. Motion carried.

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

Although not seen in the meeting packet, Utility Manager Michael Sullivan tells the Board that BS&A software conversion is going "all in" in November and should be completed in November. Sullivan continues by going over some highlights of the reports included in the meeting packets.

Board Member Cigale asks Michael Sullivan how the meeting with Franklin and the DNR went.

Sullivan responds that the meeting went very well, and there will be more meetings moving forward.

Board Member Cigale's question was inaudible. Michael Sullivan replies "Yes, I agree".

Conversation between Alderman Marshall and Michael Sullivan was inaudible.

Alderman Marshall asks Michael Sullivan if the hydrant on Fitzsimmons and Nicholson is affecting a resident in any way. Michael Sullivan replies that it is not affecting a resident.

Board Member Cigale asks Michael Sullivan about some complaints that have been occurring regarding an acetone smell affecting residents in a certain area. Michael Sullivan says the sewers are going to continue to be monitored.

14. **Motion:** Consider a *motion* to approve the installation of “Deaf Child Area” signs on South Pine Avenue. (1st Aldermanic District)

Design Engineer Andrew Ledger’s presentation on the matter is inaudible.

Alderwoman Marshall’s question is inaudible.

Andrew Ledger’s response is inaudible.

Alderwoman Marshall made a motion to approve the installation of “Deaf Child Area” signs on South Pine Avenue. Board Member Czarnecki seconds the motion. All voted aye. Motion carried.

15. **Motion:** Consider a *motion* to approve the 2024 Operating Budget for the Oak Creek Water and Sewer Utility.

Water and Utility General Manager Michael Sullivan gives an overview of the 2024 Operating Budget and opens the floor for questions, comments, and concerns.

Board Member Czarnecki asks Michael Sullivan if he is aware of the increasing rate of return for the Water Department, and if he has a plan for the future.

Michael Sullivan replies yes, he is aware. He adds “...all of that is meant to go towards our large project of the treatment plant...we don’t want to consider our rate decreased now and then in a couple years, after the project is done, have to go in for an increase”.

Alderwoman Marshall made a motion to approve the 2024 Operating Budget for the Oak Creek Water and Sewer Utility. Board Member Cigale seconds the motion. All voted aye. Motion carried.

Adjournment.

Alderwoman Marshall made a motion to adjourn at 9:33am, seconded by Board Member Cigale. All voted aye, motion carried.

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 414-766-7000, by fax at 414-766-7976, or by writing to 8040 S. 6th Street, Oak Creek, Wisconsin 53154.

It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may attend the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.