

REVISED AGENDA

NEENAH WATER UTILITY WATER COMMISSION MEETING
AND
STORM WATER CITIZEN ADVISORY BOARD MEETING
Monday, April 20, 2020 - 4:30 P.M.
Teleconference

Due to the Public Health Emergency caused by the COVID-19 Pandemic, this meeting will occur at a virtual location accessed by web link (audio & video) or conference call (audio only). Commission members and the public should use the following log-in or call-in information:

Conference Telephone Number: [+1 \(571\) 317-3112](tel:+15713173112)

Then dial: Access Code: **270-071-205#**

OR

Click here to install GoToMeeting App: <https://global.gotomeeting.com/install/270071205>

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/270071205>

Members of the public who join the meeting will be asked for their name, address, and municipality and whether they wish to speak during the Public Appearances. The web link or conference call number may be accessed from any location.

NOTICE IS HEREBY GIVEN, pursuant to the requirements of Wis. Stats. Sec. 19.84, that a majority of the Neenah Common Council may be present at this meeting. Common Council members may be present to gather information about a subject over which they have decision making responsibility. This constitutes a meeting of the Neenah Common Council and must be noticed as such. The Council will not take any formal action at this meeting.

1. Approve Special Meeting Minutes for March 30, 2020 (Attachment)
2. Approve the Invoices for March 2020 (Attachment)
3. Appearances
4. Old Business/New Business
 - A. Discussion of 2020-2024 Capital Improvement Plan (Attachment)
 - B. Discussion of Draft Lead and Galvanized Water Service Line Replacement Ordinance (Attachment)
 - C. Director's Report (Attachment)
 - D. Storm Water Citizen Advisory Board Report (Attachment)
 - E. Any Other Business That May Legally Come Before the Commission
 - F. Adjournment

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Neenah will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance, or reasonable accommodation in participating in this meeting or event due to a disability as defined under the ADA, please call the **Water Utility Administrative Assistant at 920-886-6180** or the **City's ADA Coordinator at (920) 886-6106** or e-mail attorney@ci.Neenah.wi.us at least 48 hours prior to the scheduled meeting or event to request an accommodation.

MINUTES OF THE NEENAH WATER WORKS COMMISSION

Special Meeting – March 30, 2020

Teleconference

Due to the Public Health Emergency caused by the COVID-19 Pandemic, this meeting has been held at a virtual location accessed by conference call.

Present: President Kaufert; Commissioners: Boyette, Schmeichel, Bauman, and Lang; Director Mach, Deputy City Attorney VandenHeuvel, and Mr. Kurt Swedberg

President Kaufert called the meeting to order at 4:34 p.m.

Approve Regular Meeting Minutes for February 17, 2020 – Commissioner Lang inquired about the status of the educational reimbursement plan for employees. Director Mach indicated that he is studying what other comparable municipalities are providing and will report back to the Commission in the future.

Following discussion, **M.S.C. Schmeichel/Lang to approve the February 17, 2020 Regular Meeting Minutes**. All voting aye.

Approve the Invoices for February 2020 –The Commission questioned invoices from WE Energies and credit card charges from USCC Call Center and Martin Security Systems. Director Mach explained how the electricity bill is subdivided. That is, there is no separate metering for Treatment or Pumping, but the costs are allocated to separate accounts. Each water tower has a meter that provides altitude valve room / pit heating and electricity for the mixers that keep icing to a minimum in each tank. The charges from Martin Security Systems are for a software upgrade. Charges from USCC Call Center are for the work phones that some employees carry and for the MiFi units that provide internet connectivity while in the field. Commissioner Bauman asked why there were so many credit card charges and the impetus for using a credit card. Director Mach explained that the credit card (P-Card) provides a good rebate for purchases and limits the amount of check cutting needed to pay for items. This provides significant savings.

Following discussion, **M.S.C. Lang/Boyette to approve the February 2020 invoices**. All voting aye.

Appearances – None

Old Business/New Business

Damage Claim 2020-05 – Deputy City Attorney VandenHeuvel presented his memo detailing Claim 2020-05. Commissioner Bauman asked what the procedure is for settling a claim. DCA VandenHeuvel explained how a claimant provides a written claim and is asked to obtain quotes for repair. If the claim is under \$2,500.00, the City can settle the claim as is. If the claim is over \$2,500.00 and the claimant is unwilling to settle for \$2,500.00, the claim must be brought to the appropriate Committee or Commission body for approval. In this case, the Waterworks Commission has jurisdiction. The City generally requests that at least one of the claims is provided by Neenah Main Auto Body. Unless otherwise ordered, upon settlement the City will pay the lowest quote. In this case, Mr. Swedberg obtained quotes from at least three repair shops. Upon request, Mr. Swedberg obtained a quote from Neenah Main Auto Body. Commissioner Boyette requested an explanation of the difference between two quotes received from Neenah Main. DCA VandenHeuvel indicated that Mr. Swedberg was

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dissatisfied with the first (low) quote in that it did not cover repainting the bed of the truck – only a spot repair. A second quote from Neenah Main that included the truck bed repainting was subsequently obtained by Mr. Swedberg. DCA VandenHeuvel noted that the claimant obtained another quote, but did not disclose the quote to the City Attorney's Office. This quote from Peotter's Auto Body was for \$3,476.02. The claimant also filed a claim with his personal insurance agency. The Commissioners debated the values of each quote and the current costs to repair damaged vehicles. Mr. Swedberg indicated that he would settle for the amount of \$3,110.46 in total for the claim.

Following discussion, **M.S.C. Schmeichel/Lang to settle Claim 2020-05 with Mr. Kurt Swedberg in the amount of \$3,110.46.** All voting aye.

Award Contract 5-20 Sewer and Water Main Construction on Lakeshore Avenue – Director Mach presented a memo regarding Contract 5-20. This project was bid and the Water Utility portion of the work is greater than 50%. This is an example whereby approval authority in the contract rests with *both* the Common Council and Waterworks Commission. The low bid was received from Robert J. Immel Excavating, Inc., Greenville, WI in the amount of \$411,537.50. The bid items for Water Utility related work is \$242,970.00. As such, the Waterworks Commission approves the contract in its entirety.

Following discussion, **M.S.C. Lang/Schmeichel to award Contract 5-20 Sewer and Water Main Construction on Lakeshore Avenue to Robert J. Immel Excavating, Inc., Greenville, WI in the amount of \$411,537.50.** All voting aye.

Request to Approve the Draft 2019 Water Quality Report – Director Mach presented the 2019 Water Quality Report. He noted that water quality has been excellent and praised our hard-working and dedicated staff. Commissioner Lang questioned why the report includes MCL (Maximum Contaminant Level) and MCLG (Maximum Contaminant Level Goal). Director Mach indicated that these definitions are required by the EPA and DNR. As such, they are required to be on the report. The MCL is the highest level *allowed*, while the MCLG is the level below which there is no known or expected risk to health. Some of the MCLG numbers are zero (0), while others have a value.

Following discussion, **M.S.C. Boyette/Bauman to approve the Draft 2019 Water Quality Report.** All voting aye.

Director's Report –

1. Non-Billable Water Report 3.82% (November, December, January) down from 5.94% (October, November, December).
2. Contract 1-20 Sewer and Water Main & Street Construction on Abby Avenue, Clybourn, Center and Bond Streets has been awarded to Kruczek Construction, Green Bay, WI.
3. Contract 2-20 Sewer and Water Main Construction on Van and Monroe Streets has been awarded to Carl Bowers & Sons Construction, Inc., Kaukauna, WI.

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4. Contract 5-20 Sewer and Water Main Construction on Lakeshore Avenue has been awarded to Robert J. Immel Excavating, Inc., Greenville, WI.
5. Mr. Tim Jens started as the Water Distribution Manager position on March 2, 2020. Mr. Jens has worked for the Utility since 2007 and was an excellent fit for the position. The Commissioners send their congratulations.
6. The next Water Commission Meeting is tentatively scheduled for April 20, 2020.

Following discussion, **M.S.C. Boyette/Schmeichel to accept the Director's Report and place on file.** All voting aye.

Adjournment – **M.S.C. Bauman/Boyette to adjourn at 5:22 p.m.** All voting aye.

Respectfully submitted,



Anthony L. Mach
Director, Neenah Water Utility

WATER UTILITY CASH ACTIVITY
March 2020

Cash Balance March 1, 2020		\$1,913,512
Cash Receipts		
Water Collection Receipts	734,122	
Other Water Receipts	28,025	
2019 Sewer Share of Meter Costs	183,108	
Interest Income	5,780	
		951,035
Cash Distributions		
Check Register	91,572	
P-Card Register	42,779	
Disbursements to the City	400,247	
		534,598
Cash Balance March 31, 2020		2,329,948

MAR DISBURSEMENTS TO THE CITY

Payroll		83,137
Payroll Benefits		32,240
1st Qtr Charges for Sending/Collecting Bills-Pmt to City		15,418
1st Qtr Charges for Finance, HR, Legal Services		28,158
1st Qtr Payment in Lieu of Taxes		233,932
1st Qtr Rent		2,645
1st Qtr Printcare		139
Vehicle Fuel & Fluids		897
Vehicle Maintenance		307
Postage		17
IS Services		3,358
Total March Disbursements to the City		400,247

REPLACEMENT FUND RESERVES AS OF MARCH 2020

Sludge Lagoon		\$2,792,349
Vehicles		163,584
Painting Towers		143,456
Painting Hydrants		43,500
Total Replacement Fund Reserves		\$3,142,889

VENDOR NAME	CHECK #	CHECK DATE	INV#	TRANS		DESCRIPTION	TRANSACTION AMOUNT
				CODE	ACCOUNT NUMBER		
GRAF	49375	03/05/2020	108042	AP	400-0401-770-9230	GIS UPDATES THROUGH 2/1	715.94
						CHECK TOTAL -	715.94
GRAYMONT WESTERN LIME INC	49377	03/05/2020	145859RI	AP	400-0401-770-6410	HYDRATED LIME	3,235.20
						CHECK TOTAL -	3,235.20
ROBERT E LEE & ASSOCIATES INC	49397	03/05/2020	77091	AP	400-0000-207-0424	DEC GIS SERVICES	270.00
						CHECK TOTAL -	270.00
MORAINES PARK TECHNICAL COLLEGE	49412	03/06/2020	30131	AP	400-0401-770-9270	DISTRIBUTION CERT COURSE SHAPIRO 3/10-11	160.80
						CHECK TOTAL -	160.80
WATER REFUND VENDOR	49420	03/12/2020	WATER/RE	AP	400-0000-117-4201	REF CR BAL 11-00206-00-02 416 NINTH ST	50.10
						CHECK TOTAL -	50.10
GRAYMONT WESTERN LIME INC	49423	03/12/2020	146264RI	AP	400-0401-770-6410	HYDRATED LIME	3,712.00
						CHECK TOTAL -	3,712.00
KRUEGER TRUE VALUE	49428	03/12/2020	117005	AP	400-0402-770-6520	PAINTING SUPPLIES	91.15
	49428	03/12/2020	117097	AP	400-0402-770-6520	PAINTING SUPPLIES	32.67
	49428	03/12/2020	117241	AP	400-0402-770-6520	FLOOR SCRUBBER RENTAL	219.66
	49428	03/12/2020	117255	AP	400-0402-770-6520	FLOOR SCRUBBER RENTAL RETURN	170.98-
	49428	03/12/2020	117256	AP	400-0402-770-6520	PAINTING SUPPLIES	26.01
	49428	03/12/2020	117596	AP	400-0401-770-6650	SHOP EQUIP	126.47
	49428	03/12/2020	117775	AP	400-0402-770-6520	PAINT & SUPPLIES	133.02
						CHECK TOTAL -	458.00
MICHELS MATERIALS	49432	03/12/2020	387292	AP	400-0402-770-6730	BACKFILL	234.26
	49432	03/12/2020	387292	AP	400-0402-770-6750	BACKFILL	215.77
	49432	03/12/2020	387162	AP	400-0402-770-6730	BACKFILL	272.32
						CHECK TOTAL -	722.35
WATER REFUND VENDOR	49440	03/12/2020	WATER/RE	AP	400-0000-117-4201	REF CR BAL 12-00728-00-10 331 FIRST ST #01	64.52
						CHECK TOTAL -	64.52
WE ENERGIES	49458	03/12/2020	447772	AP	400-0401-770-6230	PUMPING - ELECTRIC JAN - FEB	9,264.93
	49458	03/12/2020	447772	AP	400-0401-770-6260	PUMPING - HEAT JAN - FEB	1,503.02

VENDOR NAME	CHECK #	CHECK DATE	TRANS		DESCRIPTION	TRANSACTION AMOUNT
			INV#	CODE ACCOUNT NUMBER		
	49458	03/12/2020	447772	AP 400-0401-770-6420	WATER TREATMENT - HEAT JAN - FEB	3,962.51
	49458	03/12/2020	447772	AP 400-0401-770-6430	WATER TREATMENT-ELECTRIC JAN - FEB	3,563.43
	49458	03/12/2020	447772	AP 400-0401-770-6610	WATER TOWER - ELECTRIC JAN - FEB	944.62
	49458	03/12/2020	447772	AP 400-0401-770-6630	METER SRVC-ELECTRIC & HEAT JAN - FEB	237.42
	49458	03/12/2020	447772	AP 400-0401-770-6650	DIST - ELECTRIC & HEAT JAN - FEB	2,136.85
					CHECK TOTAL -	21,612.78
DIVERSIFIED BENEFIT SERVICES I	49477	03/19/2020	300732	AP 400-0401-770-9260	MAR SERVICES - HRA	68.00
	49477	03/19/2020	299779	AP 400-0401-770-9260	FEB SERV - FLEX SPENDING	19.75
					CHECK TOTAL -	87.75
CITIES & VILLAGES MUTUAL INS C	49526	03/26/2020	WC201060	AP 400-0401-770-9250	2ND QTR WORKMAN'S COMP PREMIUM	7,378.00
					CHECK TOTAL -	7,378.00
GRAYMONT WESTERN LIME INC	49534	03/26/2020	146677RI	AP 400-0401-770-6410	HYDRATED LIME	3,630.40
	49534	03/26/2020	147070RI	AP 400-0401-770-6410	HYDRATED LIME	3,894.40
	49534	03/26/2020	147503RI	AP 400-0401-770-6410	HYDRATED LIME	3,459.20
					CHECK TOTAL -	10,984.00
MUNICIPAL PROPERTY INSURANCE C	49549	03/26/2020	40000232	AP 400-0401-770-9240	PROPERTY INSURANCE	25,838.00
					CHECK TOTAL -	25,838.00
POLYDYNE INC	49556	03/26/2020	1438238	AP 400-0401-770-6410	C-308P POLYMER	15,732.40
	49556	03/26/2020	1438238	AP 400-0401-770-6410	FREIGHT	550.63
					CHECK TOTAL -	16,283.03
					GRAND TOTAL -	91,572.47

*** END OF REPORT ***

04/09/20
DTLCHK REG
CM:ROSE

CITY OF NEENAH
Detail CHECK REGISTER- US Bank (Water O
Period Ending - 02/28/2020

RUN DATE: 04/09/2020
RUN TIME: 09:37:48

VENDOR NAME	CHECK #	CHECK DATE	TRANS INV#	CODE	ACCOUNT NUMBER	DESCRIPTION	TRANSACTION AMOUNT
U S BANK	299	02/28/2020	02-25-20	AP	400-0401-770-6420	CLEAN WATER TESTING	51.80
						LAB TESTS	
	299	02/28/2020	02-25-20	AP	400-0401-770-6430	DSPS E SERVICE FEE COM	1.60
						PROC FEE RPZ REGISTRATION	
	299	02/28/2020	02-25-20	AP	400-0401-770-6430	DSPS E SERVICE FEE COM	.80
						PROC FEE RPZ TEST	
	299	02/28/2020	02-25-20	AP	400-0401-770-6430	DSPS EPAY ISE	80.00
						RPZ TEST/REGISTRATION	
	299	02/28/2020	02-25-20	AP	400-0401-770-6430	DSPS EPAY ISE	40.00
						RPZ TEST	
	299	02/28/2020	02-25-20	AP	400-0402-770-6520	WAL-MART #2986	86.40
						MAINTENANCE SUPPLIES	
	299	02/28/2020	02-25-20	AP	400-0401-770-6410	HAWKINS INC	3,420.00
						LPC-4	
	299	02/28/2020	02-25-20	AP	400-0401-770-6420	NORTHERN LAKE SERVICE- IN	560.00
						LAB TESTS	
	299	02/28/2020	02-25-20	AP	400-0401-770-6420	NORTHERN LAKE SERVICE- IN	82.00
						LAB TESTS	
	299	02/28/2020	02-25-20	AP	400-0401-770-6410	HAWKINS INC	754.45
						AQUA AMMONIA	
	299	02/28/2020	02-25-20	AP	400-0401-770-6410	HAWKINS INC	3,510.21
						SODIUM PERMANGANATE	
						CHECK TOTAL -	8,587.26

VENDOR NAME	CHECK #	CHECK DATE	TRANS		ACCOUNT NUMBER	DESCRIPTION	TRANSACTION AMOUNT	
			INV#	CODE				
U S BANK	300	03/31/2020	03-12-20	AP	400-0401-770-9260	AFFINITYHLTH EMP SOL DRUG & ALCOHOL TESTING	96.00	
	300	03/31/2020	03-12-20	AP	400-0401-770-6430	KNOWBE4 INC KNOWBE4 WATER (9)	173.88	
	CHECK TOTAL -						269.88	
U S BANK	301	03/31/2020	03-12-20	AP	400-0401-770-6410	AIRGAS USA, LLC CARBON DIOXIDE	2,023.70	
	301	03/31/2020	03-12-20	AP	400-0401-770-6420	U.S. PLASTIC CORPORATION LAB SUPPLIES	111.08	
	301	03/31/2020	03-12-20	AP	400-0401-770-6430	CINTAS 60A SAP MOPS AND MATS TRTMNT	42.79	
	301	03/31/2020	03-12-20	AP	400-0401-770-6650	CINTAS 60A SAP MOPS AND MATS DISTRIBUTIO	42.78	
	301	03/31/2020	03-12-20	AP	400-0402-770-6520	THE UPS STORE #2376 RETURN SHIPPING	12.30	
	301	03/31/2020	03-12-20	AP	400-0402-770-6520	SUPERIOR CHEMICAL CORP HAND SOAP	70.41	
	301	03/31/2020	03-12-20	AP	400-0401-770-6420	USA BLUE BOOK LAB REAGENTS	91.64	
	301	03/31/2020	03-12-20	AP	400-0401-770-6420	IDEXX DISTRIBUTION INC LAB REAGENTS INV 30606923	91.76	
	301	03/31/2020	03-12-20	AP	400-0401-770-6420	IDEXX DISTRIBUTION INC LAB REAGENTS INV 30604201	275.17	
	301	03/31/2020	03-12-20	AP	400-0401-770-6420	THE UPS STORE #2376 LAB SHIPPING	10.32	
	301	03/31/2020	03-12-20	AP	400-0401-770-6410	MILPORT ENTERPRISES INC SODIUM HYPOCHLORITE	3,562.36	
	301	03/31/2020	03-12-20	AP	400-0402-770-6520	MOTION INDUSTRIES OFFICE PUMP BEARINGS	82.92	
	301	03/31/2020	03-12-20	AP	400-0401-770-6420	WI STATE HYGIENE LAB LAB TESTS	26.00	
	301	03/31/2020	03-12-20	AP	400-0401-770-6420	SOIL AND FORAGE LAB LAB TESTS	86.00	
	301	03/31/2020	03-12-20	AP	400-0401-770-6420	CULLIGAN WATER CONDITIONI LAB WATER	92.50	
	301	03/31/2020	03-12-20	AP	400-0401-770-9270	HACH COMPANY TRAINING HERBST, GORGES	300.00	
	301	03/31/2020	03-12-20	AP	400-0401-770-6650	PAYPAL *GUTERMANNIN GROUND MICROPHONE	1,163.00	
	301	03/31/2020	03-12-20	AP	400-0000-207-0437	BADGER METER INC 3 IN METERS	9,310.98	
	CHECK TOTAL -						17,395.71	
	U S BANK	302	03/31/2020	03-25-20	AP	400-0000-207-0439	PROFESSIONAL SERVICE IND SOIL BACKFILL TESTING	1,308.33
		302	03/31/2020	03-25-20	AP	400-0401-770-6260	USCC CALL CENTER US CELL AIRTIME 1/22-2/21	19.75
		302	03/31/2020	03-25-20	AP	400-0401-770-6430	USCC CALL CENTER US CELL AIRTIME 1/22-2/21	19.74

VENDOR NAME	CHECK #	CHECK DATE	TRANS		DESCRIPTION	TRANSACTION AMOUNT
			INV#	ACCOUNT NUMBER		
	302	03/31/2020	03-25-20	AP 400-0401-770-6620	USCC CALL CENTER	78.81
					US CELL AIRTIME 1/22-2/21	
	302	03/31/2020	03-25-20	AP 400-0401-770-6630	USCC CALL CENTER	.32
					US CELL AIRTIME 1/22-2/21	
	302	03/31/2020	03-25-20	AP 400-0401-770-6650	USCC CALL CENTER	78.75
					US CELL AIRTIME 1/22-2/21	
	302	03/31/2020	03-25-20	AP 400-0401-770-9020	USCC CALL CENTER	.32
					US CELL AIRTIME 1/22-2/21	
	302	03/31/2020	03-25-20	AP 400-0401-770-6630	USCC CALL CENTER	3.05
					US CELL AIRTIME 1/22-2/21	
	302	03/31/2020	03-25-20	AP 400-0401-770-6650	USCC CALL CENTER	3.04
					US CELL AIRTIME 1/22-2/21	
	302	03/31/2020	03-25-20	AP 400-0401-770-6430	TDS METROCOM	75.15
					FEB TDS PHONE	
	302	03/31/2020	03-25-20	AP 400-0401-770-6630	TDS METROCOM	3.58
					FEB TDS PHONE	
	302	03/31/2020	03-25-20	AP 400-0401-770-6650	TDS METROCOM	35.78
					FEB TDS PHONE	
	302	03/31/2020	03-25-20	AP 400-0401-770-9030	TDS METROCOM	5.67
					FEB TDS PHONE	
	302	03/31/2020	03-25-20	AP 400-0401-770-9210	TDS METROCOM	7.56
					FEB TDS PHONE	
	302	03/31/2020	03-25-20	AP 400-0401-770-9210	VISTAPR*VISTAPRINT.COM	26.99
					JENS BUSINESS CARDS	
	302	03/31/2020	03-25-20	AP 400-0402-770-6520	GUENTHER SUPPLY, INC.	282.20
					INV 319111 PIPE & FITTING	
	302	03/31/2020	03-25-20	AP 400-0402-770-6520	GUENTHER SUPPLY, INC.	688.74
					INV 319536 HYPO BALL VAL	
	302	03/31/2020	03-25-20	AP 400-0402-770-6520	HAWKINS INC	4,869.72
					LIME SKID PUMP PARTS	
	302	03/31/2020	03-25-20	AP 400-0401-770-6420	NORTHERN LAKE SERVICE- IN	82.00
					LAB TESTS	
	302	03/31/2020	03-25-20	AP 400-0401-770-6430	DNR WS2 EM1 EPAY DEM SRVF	.79
					FLOM DNR LIC RENEW FEE	
	302	03/31/2020	03-25-20	AP 400-0401-770-6430	DNR WS2 EM1 EPAY DEM SALE	45.00
					FLOM DNR LICENSE RENEWAL	
	302	03/31/2020	03-25-20	AP 400-0401-770-6420	USA BLUE BOOK	27.00
					LAB REAGENTS	
	302	03/31/2020	03-25-20	AP 400-0401-770-6420	USA BLUE BOOK	564.29
					LAB REAGENTS	
	302	03/31/2020	03-25-20	AP 400-0401-770-6410	HAWKINS INC	589.41
					AQUA AMMONIA	
	302	03/31/2020	03-25-20	AP 400-0401-770-6410	HAWKINS INC	2,935.81
					SODIUM PERMANGANATE	
	302	03/31/2020	03-25-20	AP 400-0401-770-6430	DXE MEDICAL INC	70.00
					AED PADDLES	
	302	03/31/2020	03-25-20	AP 400-0401-770-6420	IDEXX DISTRIBUTION INC	1,418.48
					LAB SUPPLIES	
	302	03/31/2020	03-25-20	AP 400-0401-770-6420	NORTHERN LAKE SERVICE- IN	990.00
					LAB TESTS	
	302	03/31/2020	03-25-20	AP 400-0402-770-6520	WM SUPERCENTER #2986	57.57
					MAINTENANCE ITEMS	

VENDOR NAME	CHECK #	CHECK DATE	INVS	TRANS CODE	ACCOUNT NUMBER	DESCRIPTION	TRANSACTION AMOUNT
	302	03/31/2020	03-25-20	AP	400-0402-770-6520	GUENTHER SUPPLY, INC. ACTUATORS FOR SOD HYPO	1,410.92
	302	03/31/2020	03-25-20	AP	400-0402-770-6520	THE HOME DEPOT PRO C-FOLD TOWELS	173.82
	302	03/31/2020	03-25-20	AP	400-0401-770-6430	MORTON SAFETY LLC PPE & FIRST AIDE SUPPLIES	334.10
	302	03/31/2020	03-25-20	AP	400-0402-770-6780	BLACKBURN MANUFACTURING UTILITY LOCATING FLAGS	109.54
	302	03/31/2020	03-25-20	AP	400-0401-770-6430	AMZN MKTP US*SM3WAIR93 FIRST AIDE/OFFICE SUPPLIE	91.28
	302	03/31/2020	03-25-20	AP	400-0401-770-6430	AMAZON PRIME*0637A94B3 PRIME RENEWAL	119.00
						CHECK TOTAL -	16,526.51
						GRAND TOTAL -	42,779.36

*** END OF REPORT ***

CITY OF NEENAH
2020 - 2024 CAPITAL IMPROVEMENTS PROGRAM BUDGET
DETAIL PROJECT SCHEDULE

DRAFT

PROJECT DESCRIPTION AND PROGRAM COMMENTS	2020 BUDGET ADOPTED	DEPARTMENT REQUEST	MAYOR RECOMMENDED	COUNCIL ADOPTED
<u>2020 WATER UTILITY</u>				
<u>Distribution System-Replacements</u>				
All items are funded through Utility revenues unless otherwise noted.				
<i>All dollar amounts include a 5% contingency.</i>				
1. Abby Avenue (Clybourn - River) 1,200' of 8" at \$130/ft., 10 lead services, 4 main leaks, 4 service leaks.	\$164,000	\$164,000	\$164,000	\$164,000
2. Clybourn Street (Edna - Abby) 320' of 8" at \$130/ft., 3 lead services, 1 main leak, 3 service leaks.	44,000	44,000	44,000	44,000
3. Center Street (W. Forest - W. North Water) 400' of 8" at \$130/ft., 6 lead services, 3 service leaks.	55,000	55,000	55,000	55,000
4. Van Street (Monroe - Harrison) 1,950' of 8" at \$130/ft., 15 main leaks, 17 service leaks.	267,000	267,000	267,000	267,000
5. Monroe Street (Harrison - West Terminus) 360' of 8" at \$120/ft., 6 lead services; and 305' of 8" at \$105/ft. No water main presently in this section.	75,000	75,000	75,000	75,000
6. Green Bay Road (Cecil - Fox Point) 1,600' of 16" at \$140/ft., 3 main leaks.	236,000	236,000	236,000	236,000
7. Lakeshore Avenue (Wisconsin - Kimberly Point Park) 2,250' of 8" at \$130/ft., 8 lead services, 4 main leaks, 2 service leaks.	308,000	308,000	308,000	308,000
8. Wheeler Street (Lakeshore - N. Park) 430' of 8" at \$130/ft., 2 lead services. Possible pipe burst.	59,000	59,000	59,000	59,000
9. Kimberly Point Park 450' of 8" at \$100/ft. Possible pipe burst.	45,000	45,000	45,000	45,000
<u>Subtotal 2020 Distribution System-Replacement</u>	<u>\$1,253,000</u>	<u>\$1,253,000</u>	<u>\$1,253,000</u>	<u>\$1,253,000</u>

CITY OF NEENAH
2020 - 2024 CAPITAL IMPROVEMENTS PROGRAM BUDGET
DETAIL PROJECT SCHEDULE

DRAFT

PROJECT DESCRIPTION AND PROGRAM COMMENTS	2020 BUDGET ADOPTED	DEPARTMENT REQUEST	MAYOR RECOMMENDED	COUNCIL ADOPTED
<u>Distribution System-New Mainline Extensions</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<u>Distribution System-New Service Expansion</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Total 2020 Distribution Systems	<u>\$1,253,000</u>	<u>\$1,253,000</u>	<u>\$1,253,000</u>	<u>\$1,253,000</u>
 <u>Plant, Metering and Equipment</u>				
All items are funded through Utility revenues unless otherwise noted.				
1. Commercial Meter replacement. Regular meter replacement program.	\$75,000	\$100,000	\$75,000	\$75,000
2. Repave driveway on north and east side of building. Estimated at \$2.50 per sq. ft.	30,000	30,000	30,000	30,000
3. Upgrade 2012 pick-up truck to a 1-ton work truck with lift gate.	50,000	50,000	50,000	50,000
4. John Deere snow-blower and mower.	26,000	26,000	26,000	26,000
5. Miscellaneous tools and equipment. Includes a tapping machine for mains.	25,000	25,000	25,000	25,000
6. Technology upgrade. Instrumentation upgrade.	15,000	15,000	15,000	15,000
7. Miscellaneous consulting fees.	15,000	20,000	15,000	15,000
8. Miscellaneous Plant contingency.	25,000	30,000	25,000	25,000
9. Replace CO2 30 Ton Tank. Existing tank is at end of life.	250,000	250,000	250,000	250,000
10. Granulated activated carbon filter media replacement (2 of 4 filters).	230,000	230,000	230,000	230,000
11. Rip-rap shoreline at Plant.	30,000	60,000	30,000	30,000
12. Replace fence and gate east side of filtration Plant. Project to coincide with rip-rap installation.	14,000	14,000	14,000	14,000
Total 2020 Plant, Metering and Equipment	<u>\$785,000</u>	<u>\$850,000</u>	<u>\$785,000</u>	<u>\$785,000</u>
TOTAL 2020 WATER UTILITY	<u>\$2,038,000</u>	<u>\$2,103,000</u>	<u>\$2,038,000</u>	<u>\$2,038,000</u>

CITY OF NEENAH
2020 - 2024 CAPITAL IMPROVEMENTS PROGRAM BUDGET
DETAIL PROJECT SCHEDULE

DRAFT

PROJECT DESCRIPTION AND PROGRAM COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	MAYOR'S COMMENTS
<u>2021 WATER UTILITY</u>			
<u>Distribution System-Replacements</u> All items are funded through Utility revenues unless otherwise noted. <i>All dollar amounts include a 5% contingency.</i>			
1. Fairview Avenue (Congress - S. Park) 1,450' of 12" at \$160/ft., 37 lead services, 6 main leaks, 8 service leaks.	\$244,000		
2. Fairview Avenue (Congress - S. Park) 1,450' of 10" at \$90/ft., Sludge Line to Lagoons.	138,000		
3. Marathon Avenue (Bell - Byrd) 2,600' of 12" at \$160/ft., 18 main leaks, 3 service leaks.	437,000		
4. Marathon Avenue (Joseph - Byrd) 650' of 10" at \$90/ft., Sludge Line to Lagoons.	62,000		
5. Washington Avenue (Walnut - Commercial) 550' of 8" at \$130/ft., 8 lead services, 4 main leaks, 1 service leak. Undersized water main.	76,000		
6. Winneconne Avenue (Olive - Washington) 380' of 8" at \$120/ft., relocate 2 lead services tapped off of Olive Street. No water main presently in this section of Winneconne Avenue.	48,000		
7. Olive Street (S. Commercial - Higgins) 700' of 8" at \$130/ft., 5 lead services.	96,000		
8. W. Peckham Street (Marathon - S. Commercial) 1,320' of 12" at \$160/ft., 18 lead services, 9 main leaks, 10 service leaks.	222,000		
9. Laudan Boulevard (Congress - S. Park) 330' of 16" at \$200/ft. Replace 20 lead services at \$2,000 each, 3 main leaks, 5 service leaks. Abandon 6" and tie services to 12".	155,000		
10. Isabella Street (Monroe - Sherry) 1120' of 8" at \$140/ft., 23 lead services, 1 main leak, 11 service leaks.	165,000		
<u>Subtotal 2021 Distribution System-Replacement</u>	<u>\$1,643,000</u>		

DRAFT

CITY OF NEENAH
2020 - 2024 CAPITAL IMPROVEMENTS PROGRAM BUDGET
DETAIL PROJECT SCHEDULE

PROJECT DESCRIPTION AND PROGRAM COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	MAYOR'S COMMENTS
<u>Distribution System-New Mainline Extensions</u>	<u>\$0</u>		
<u>Subtotal Distribution System-New</u>	<u>\$0</u>		
<u>Distribution System-New Service Expansion</u>	<u>\$0</u>		
Total <u>2021 Distribution Systems</u>	<u>\$1,643,000</u>		
<u>Plant, Metering and Equipment</u> All items are funded through Utility revenues unless otherwise noted.			
1. Commercial Meter replacement. Regular meter replacement program.	\$100,000		
2. Upgrade 2012 pick-up truck to a 1-ton work truck with dump box.	60,000		
3. Miscellaneous tools and equipment.	20,000		
4. Technology upgrade.	10,000		
5. Miscellaneous consulting fees.	20,000		
6. Miscellaneous Plant contingency.	50,000		
7. Replace Krohne Flow Meter Raw Water.	23,000		
8. Replace Krohne Flow Meter (2/2) Finished Water.	46,000		
9. Replace (1) Finished Water VFD.	40,000		
10. Rebuild vertical turbine pump (1/5) Finished Water.	16,000		
11. Replace Tractor Loader/Backhoe. Tractors are on a 10-year replacement cycle.	175,000		
12. Plant driveway turnaround in conjunction with Fairview Avenue construction.	100,000		
Total 2021 Plant, Metering and Equipment	<u>\$660,000</u>		
TOTAL <u>2021 WATER UTILITY</u>	<u>\$2,303,000</u>		

**CITY OF NEENAH
2020 - 2024 CAPITAL IMPROVEMENTS PROGRAM BUDGET
DETAIL PROJECT SCHEDULE**

DRAFT

PROJECT DESCRIPTION AND PROGRAM COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	MAYOR'S COMMENTS
<u>2022 WATER UTILITY</u>			
<p>Distribution System-Replacements All items are funded through Utility revenues unless otherwise noted. <i>All dollar amounts include a 5%</i> <i>contingency.</i></p>			
1. Grove Street / Dieckhoff St (Cecil - Oak) Relay 13 longside lead services at \$2,200 each and 1 shortside lead service at \$1,750 each. Relay 290' of 6" at \$70/ft. through Laudan Park.	54,000		
2. Fredrick Drive (Tullar - Primrose) 1,520' of 8" at \$140/ft., 7 main leaks, 1 service leak. Add tieover to Tullar Road.	\$224,000		
3. Meadow Lane (Fredrick - Byrd) 2,240' of 8" at \$140/ft., 14 main leaks, 4 service leaks.	330,000		
4. Wild Rose Lane (Fredrick - Byrd) 2,240' of 8" at \$140/ft., 5 main leaks.	330,000		
5. Green Acres (Fredrick - Byrd) 2,240' of 8" at \$140/ft., 7 main leaks.	330,000		
6. Honeysuckle Lane (Fredrick - Byrd) 2,240' of 8" at \$140/ft., 5 main leaks.	330,000		
7. Primrose Lane (Fredrick - Byrd) 2,240' of 8" at \$140/ft., 11 main leaks, 5 service leaks.	330,000		
<u>Subtotal 2022 Distribution System-Replacement</u>	<u>\$1,928,000</u>		

**CITY OF NEENAH
2020 - 2024 CAPITAL IMPROVEMENTS PROGRAM BUDGET
DETAIL PROJECT SCHEDULE**

DRAFT

PROJECT DESCRIPTION AND PROGRAM COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	MAYOR'S COMMENTS
<u>Distribution System-New Mainline Extensions</u>	<u>\$0</u>		
<u>Distribution System-New Service Expansion</u>	<u>\$0</u>		
Total 2022 Distribution Systems	<u>\$1,928,000</u>		
<u>Plant, Metering and Equipment</u> All items are funded through Utility revenues unless otherwise noted.			
1. Commercial Meter Replacement. Regular meter replacement program.	\$100,000		
2. Rebuild (1) Finished Water pump.	20,000		
3. Replace (1) Krohne Mag Meter Backwash.	25,000		
4. Replace (1) Washwater VFD.	35,000		
5. Miscellaneous tools and equipment.	20,000		
6. Technology upgrade.	10,000		
7. Miscellaneous consulting fees.	20,000		
8. Miscellaneous Plant contingency.	50,000		
9. Replace 2012 Dump Truck. Dump trucks are on a 10-year replacement cycle.	175,000		
Total 2022 Plant, Metering and Equipment	<u>\$455,000</u>		
TOTAL 2022 WATER UTILITY	<u>\$2,383,000</u>		

CITY OF NEENAH
2020 - 2024 CAPITAL IMPROVEMENTS PROGRAM BUDGET
DETAIL PROJECT SCHEDULE

DRAFT

PROJECT DESCRIPTION AND PROGRAM COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	MAYOR'S COMMENTS
<u>2023 WATER UTILITY</u>			
<p><u>Distribution System-Replacements</u> All items are funded through Utility revenues unless otherwise noted. <i>All dollar amounts include a 5% contingency.</i></p>			
1. Congress Street (Cecil - Doty) 3,800' of 8" at \$140/ft., 83 lead services, 5 main leaks, 24 service leaks.	\$559,000		
2. Chestnut Street (Division - Oak) 2,700' of 8" at \$140/ft., 67 lead services, 20 main leaks, 16 service leaks. No hydrant in the court.	397,000		
3. E. Doty Avenue (Commercial - Oak) 1,340' of 12" at \$160/ft., 15 lead services, 3 main leaks, 14 service leaks.	226,000		
4. Bruce Street (Bell - Stanley) 1,320' of 8" at \$130/ft., 5 main leaks, 3 service leaks.	181,000		
5. Henry Street (Bell - Stanley) 1,320' of 8" at \$130/ft., 14 main leaks, 5 service leaks.	181,000		
6. Collins Street (Bell - Stanley) 1,320' of 8" at \$130/ft., 20 main leaks, 5 service leaks.	181,000		
<u>Subtotal 2023 Distribution System-Replacement</u>	<u>\$1,725,000</u>		

**CITY OF NEENAH
2020 - 2024 CAPITAL IMPROVEMENTS PROGRAM BUDGET
DETAIL PROJECT SCHEDULE**

DRAFT

PROJECT DESCRIPTION AND PROGRAM COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	MAYOR'S COMMENTS
<u>Distribution System-New Mainline Extensions</u>	<u>\$0</u>		
<u>Distribution System-New Service Expansion</u>	<u>\$0</u>		
Total <u>2023 Distribution Systems</u>	<u>\$1,725,000</u>		
<u>Plant, Metering and Equipment</u>			
All items are funded through Utility revenues unless otherwise noted.			
1. Commercial Meter Replacement. Regular meter replacement program.	\$100,000		
2. Technology upgrade.	10,000		
3. Miscellaneous consulting fees.	20,000		
4. Miscellaneous tools and equipment.	20,000		
5. Miscellaneous Plant contingency.	50,000		
6. Rebuild (1/5) Finished Water pump.	20,000		
7. Replace (1/1) Krohne Mag Meter GAC to waste.	22,000		
8. Replace (1/1) Krohne Mag Meter Waste Washwater Sludge.	5,000		
9. Replace (1/1) Krohne Mag Meter Softener Sludge.	5,000		
10. Replace (1/2) Backwash VFD.	35,000		
11. Replace (1/2) Air Scour VFD.	35,000		
12. Upgrade water meter testing system.	60,000		
Total 2023 Plant, Metering and Equipment	<u>\$382,000</u>		
TOTAL <u>2023 WATER UTILITY</u>	<u>\$2,107,000</u>		

CITY OF NEENAH
2020 - 2024 CAPITAL IMPROVEMENTS PROGRAM BUDGET
DETAIL PROJECT SCHEDULE

DRAFT

PROJECT DESCRIPTION AND PROGRAM COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	MAYOR'S COMMENTS
<u>2024 WATER UTILITY</u>			
<p><u>Distribution System-Replacements</u> All items are funded through Utility revenues unless otherwise noted. <i>All dollar amounts include a 5% contingency.</i></p>			
1. Hazel Street (Henry - S. Commercial) 800' of 8" at \$140/ft., 23 lead services, 19 main leaks, 10 service leaks.	\$118,000		
2. Stevens Street (Winnebago Hts. - Belmont) 1510' of 8" at \$140/ft., 27 lead services, 10 main leaks, 10 service leaks.	222,000		
3. Cedar Street (Winnebago Heights - Laudan) 600' of 8" at \$140/ft. and Laudan - Doty) 1800' of 16" at \$200/ft., abandon 6" (Fairview - Congress Pl.), 27 lead services, 4 main leaks, 2 service leaks.	467,000		
4. Quarry Lane (Higgins - Reed) 2,000' of 8" at \$140/ft., 47 lead services, 15 main leaks, 10 service leaks.	294,000		
5. E. Wisconsin Avenue (Oak - Lakeshore) 270' of 8" at \$140/ft., Abandon 730' of 6" 1910 cast iron, relay 9 longside lead services at \$2,500 each to existing 12" on north side, replace 2 longside lead services at \$1,750 each	87,000		
6. Oak Street Bridge Crossing (E. Wisconsin - First) 960' of 12" at \$300/ft.	303,000		
7. Belmont Avenue (Stevens to Belmont Ct.) 370' of 8" at \$140/ft., 7 lead services.	55,000		
8. Belmont Court - 600' of 8" at \$140/ft., 8 lead services, 2 main leaks. Undersized water main.	89,000		
<u>Subtotal 2024 Distribution System-Replacement</u>	<u>\$1,635,000</u>		

CITY OF NEENAH
 2020 - 2024 CAPITAL IMPROVEMENTS PROGRAM BUDGET
 DETAIL PROJECT SCHEDULE

DRAFT

PROJECT DESCRIPTION AND PROGRAM COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	MAYOR'S COMMENTS
<u>Distribution System-New Mainline Extensions</u>	<u>\$0</u>		
<u>Distribution System-New Service Expansion</u>	<u>\$0</u>		
Total <u>2024 Distribution Systems</u>	<u>\$1,635,000</u>		
<u>Plant, Metering and Equipment</u> All items are funded through Utility revenues unless otherwise noted.			
1. Commercial Meter Replacement. Regular meter replacement program.	\$80,000		
2. Technology Upgrade.	10,000		
3. Miscellaneous Consulting Fees.	20,000		
4. Miscellaneous Plant contingency.	50,000		
5. Miscellaneous Tools and Equipment	20,000		
6. Rebuild (1/5) Finished Water Pump.	20,000		
7. Replace 2014 Pickup Truck. Vehicles are on a 10-year replacement cycle.	35,000		
8. Replace (1/2) Backwash VFD.	35,000		
9. Replace (1/2) Air Scour VFD.	35,000		
Total 2024 Plant, Metering and Equipment	<u>\$305,000</u>		
TOTAL <u>2024 WATER UTILITY</u>	<u>\$1,940,000</u>		



Neenah Water Utility

211 Walnut St. PO Box 426 Neenah, WI 54957-0426

Office: (920) 886-6182 Cell: (920) 858-6300

Email: amach@ci.neenah.wi.us

Anthony L. Mach

Director of Neenah Water Utility

MEMORANDUM

DATE: April 15, 2020
TO: Waterworks Commission
FROM: Anthony L. Mach
RE: Discussion of Draft Lead and Galvanized Water Service Line Replacement Ordinance

Please find enclosed a Draft Lead and Galvanized Water Service Line Replacement Ordinance. I respectfully present this to you for your discussion and consideration. I believe the most appropriate path for an ordinance that affects the Water Utility is to present it to the Waterworks Commission for recommendation to the Public Services and Safety Committee. If approved, both recommendations would then be offered to the Common Council. However, no action is required at this time.

Several cities in Wisconsin have enacted similar ordinances. As such, some of the language in this draft is modeled from other sources.

Discussion points:

1. The language in this ordinance maintains the cost burden of replacing a private service on the property owner.
2. Private service line replacements would only be required during a reconstruction event and only abutting properties would be affected. I believe this is the most appropriate method of ensuring replacement without creating an undue burden on property owners.
3. Water Utility staff have been diligent in documenting service line content. Thus, the identification requirements are not a problem.
4. If we continue to allow existing lead and galvanized services to be reconnected, we will continue to "orphan" these services for years to come.
5. The cost to replace a service line during a water main or service lateral reconstruction and in conjunction with a sanitary sewer pipe burst is approximately one-fourth (25%) of the cost to otherwise dig and replace a service line.
6. By enacting an ordinance of this type, we allow for future consideration for grants and loans offered by the DNR, EPA, and others.

Sec. XX-YY. - Lead and galvanized water service line replacement.

- (a) *Intent and purpose.* The Common Council and the Waterworks Commission of the City of Neenah finds that it is in the public interest to establish a comprehensive program for the removal and replacement of water service lines constructed of lead and galvanized materials which are in use within both the Neenah Water Utility water system and in private systems and, to that end, declares the purposes of this section to be as follows:
- (1) To help ensure that the water quality at every tap of every Neenah Water Utility customer meets the water quality standards specified under the state and federal law;
 - (2) To reduce the number of lead and galvanized water service lines in the City in order to ensure the Environmental Protection Agency (EPA) and Wisconsin Department of Natural Resources objectives are met;
 - (3) To further the goal of eliminating all lead contamination in City water service lines for the health of City residents;
 - (4) To meet the Wisconsin Department of Natural Resource (WDNR) requirements for local compliance with the EPA Lead and Copper Rule (40 CFR part 141) and Wis. Admin. Code Sec. NR 809.541–809.55.
- (b) *Water system reconstruction.*
- (1) *Inspection required.* At least 30 days before the commencement of any utility water main or service line reconstruction project, the Director of Neenah Water Utility or a designee shall inspect all private connections to the public water main of abutting properties in order to determine service line content. Upon presentation of credentials, representatives from the utility shall have the right to request entry at any reasonable time to inspect any property served by the public water supply. If entry is refused, such representatives shall obtain a special inspection warrant under Wis. Stats. Sec. 66.0119. In the event an inspection had been made previously, the utility shall determine the materials used in the construction of the private water service line from inspection records.

Notification required. Prior to the reconstruction of the water main and service line system, the owner of each abutting property in which the private water service line is constructed of lead or galvanized pipe shall be given written notice of the project and requirement to replace the existing service. Such notice shall be made not less than 30 days prior to commencement of the actual work.
 - (2) *Owner to replace private water service lines containing lead or galvanized pipe during water main or service line reconstruction.* The owner shall, at the owner's expense, replace any private service constructed of lead or galvanized pipe with a suitable alternative water service line material as allowable by current Wisconsin Plumbing Code. In all cases, the Water Utility shall supply an appropriate connection point as part of the reconstruction. The owner may elect to:
 - (i) Contract with licensed contractor to complete the service line replacement. All work needed to accomplish the replacement shall be done at the expense of the owner. Within 30 days of the giving of notice of reconstruction under subsection (b)(1) of this section, proof of arrangements for replacement shall be provided to the Director of Neenah Water Utility or a designee and within 30 days of the giving of notice the replacement shall be completed, or
 - (ii) Have the City contractors, if available, complete the replacement.
 - (3) The City may, as part of any project, request unit bid prices for the calculation of the cost of making appropriate replacement to the private water service line(s). If available, and should the owner select this option, the owner will be charged the entire cost of replacing the private water service including costs to reconnect the service line inside the structure. The owner may

elect to pay the entire amount upon completion of the work, or the owner may request to be billed in five annual installments or less plus interest pursuant to Sec. 13-2.

- (i) The Water Utility may elect to offer a program pursuant to Wis. Stats. Sec. 196.372 to provide financing or assistance for the replacement of lead or galvanized private water service lines. Under this program, the Water Utility will provide a loan to the owner to cover 100% of the cost of each private lead water service line replacement, up to a maximum of \$2,000. This loan shall be billed in five annual installments or less pursuant to Sec. 13-2, except the interest rate shall be determined by the Neenah Waterworks Commission.
- (c) *Authority to discontinue service.* As an alternative to any other methods provided for obtaining compliance with the requirements of this Code regarding replacement of illegal private water service lines, the Water Utility may discontinue water service to such property served by an illegal private water service line, but no sooner than 30 days after the giving of a disconnection notice and an opportunity for hearing before the Neenah Waterworks Commission under Wis. Stats. ch. 68.

Director's Report
April 20, 2020

1. Non-Billable Water Report 3.93% (December, January, February) up from 3.82% (November, December, January).
2. The following Change Orders, Pay Estimates, and Final Payments were approved at the April 15, 2020 Board of Public Works meeting:
 - Change Order No. 1 for Contract 1-19, for Sewer and Water Main Construction and Street Construction to Carl Bowers & Sons Construction Co., Inc., Kaukauna, in the amount of \$10,530.00.
 - Change Order No. 2 for Contract 2-19, for Miscellaneous Sewer and Water Main Construction and Street Construction to Robert J. Immel Excavating, Inc. Greenville, in the amount of \$11,050.00.
 - Pay Estimate No. 1 for Contract 2-20, Miscellaneous Sewer and Water Main Construction to Carl Bowers & Sons Construction Co., Inc., Kaukauna, in the amount of \$26,176.30 for Monroe Street and \$162,323.65 for Van Street.
3. The RFP for a basic capacity and growth study for the western and northwestern sections of Neenah was sent to several local engineering firms.
4. Construction update.
5. GIS update.
6. Mr. Ryan Reader started in the WD Tech II position on April 13, 2020.
7. The next Water Commission Meeting is scheduled for May 18, 2020.

**NEENAH WATER UTILITY
PRODUCTION/UNBILLED WATER REPORT**

**THREE MONTH TOTALS
(1000 GALLONS)**

USAGE PERIOD	RAW WATER	FINISHED WATER	BILLED WATER	UNBILLED ACCOUNTED	% UNBILLED
CURRENT THREE MONTHS (Dec, Jan, Feb)	258,120	250,920	207,156	33,908	3.93%
MOST RECENT THREE MONTHS (Nov, Dec, Jan)	256,530	249,640	206,430	33,684	3.82%
1 YEAR AGO (Dec, Jan, Feb)	264,090	256,370	208,379	43,021	1.94%

**DAILY AVERAGE
(MGD)**

USAGE PERIOD	RAW WATER	FINISHED WATER
February-20	2.88	2.80
January-20	2.83	2.74
January-19	2.94	2.87

Change Order No: 1

Contract: 1-19

Project: Sewer and Water Main and Street Construction on
Caroline Street, Stevens Street, Fifth Street

Contractor: Carl Bowers & Sons Construction Co.
N1844 Maloney Road
Kaukauna, WI 54130

Original Contract: \$1,199,529.00

Change Ordered Herewith:


1. <u>Repair water main breaks on Caroline Street and Van Street</u>	<u>\$7,530.00</u>
2. <u>Furnish and install 45 degree bends on water main breaks</u>	<u>\$3,000.00</u>
3. <u>Quantity Change Part 1 A. 7. Furnish and pipeburst sanitary lateral</u>	<u>\$21,465.00</u>
4. <u>Final contract quantities. See attached.</u>	<u>\$8,544.07</u>
5. _____	
TOTAL	<u>\$40,539.07</u>

Reason for Change:

1. Old water main broke while installing new water main.
2. Old water main broke while installing new water main.
3. More laterals pipeburst to house due to policy change
4. Final out contract.
5. _____

<u>Contract Amount</u>		<u>Contract Time (Calendar Days)</u>	
Original:	<u>\$1,199,529.00</u>	Original:	_____
Previous C.O.'s (+/-):	_____	Previous C.O.'s (+/-):	_____
This C.O. (+/-):	<u>\$40,539.07</u>	This C.O. (+/-):	_____
Revised:	<u>\$1,240,068.07</u>	Revised:	_____

This document shall become an amendment to the contract and all stipulations and covenants of the contract shall apply hereto.

Contractor:	<u></u>	Date:	<u>4/9/20</u>
Department:	<u>Gary Kain</u>	Date:	<u>4/9/20</u>
Board of PW:	_____	Date:	_____
Water Commission (If applicable)	_____	Date:	_____

April 7, 2020

The following is the Final Estimate for Contract 1-19, Miscellaneous Sewer and Water Main Construction and Street Construction on Fifth Street, Stevens Street and Caroline Street to Carl Bowers & Sons Construction Co., N1844 Maloney Road, Kaukauna, WI 54130

DESCRIPTION	Unit Price	Original Bid		Final Quantity Difference	% Difference	Final Cost Difference
		Quantity	Total			
Part 1 Fifth St. / Stevens St. / Caroline St.						
A. Sanitary Sewer						
1. Furnish and relay 15-inch PVC sanitary sewer	\$90.00	40 Lin. Ft.	\$3,600.00	-40	-100%	-\$3,600.00
2. Furnish and relay 12-inch PVC sanitary sewer	\$89.00	30 Lin. Ft.	\$2,670.00	2	7%	\$178.00
3. Furnish and relay 10-inch PVC sanitary sewer	\$71.00	750 Lin. Ft.	\$53,250.00	14	2%	\$994.00
4. Furnish and relay 8-inch PVC sanitary sewer	\$70.00	845 Lin. Ft.	\$59,150.00	3	0%	\$210.00
5. Furnish and relay 6 inch sanitary lateral in ROW (51)	\$52.00	1,400 Lin. Ft.	\$72,800.00	-185	-13%	-\$9,620.00
6. Furnish and relay 6 inch sanitary lateral ROW to house	\$50.00	100 Lin. Ft.	\$5,000.00	-100	-100%	-\$5,000.00
7. Furnish and pipeburst sanitary lateral	\$15.00	400 Lin. Ft.	\$6,000.00	1431	358%	\$21,465.00
8. Reconnect sanitary lateral at foundation - pipeburst	\$1,600.00	2 Each	\$3,200.00	2	100%	\$3,200.00
9. Reconnect under basement floor - pipeburst	\$2,100.00	13 Each	\$27,300.00	27	208%	\$56,700.00
10. Reconnect lateral to wye at main	\$300.00	3 Each	\$900.00	0	0%	\$0.00
11. Furnish and Install Standard manhole (3)	\$300.00	30 Ver. Ft.	\$9,000.00	0	-1%	-\$60.00
12. Remove sanitary manhole	\$300.00	6 Each	\$1,800.00	-2	-33%	-\$600.00
13. Adjust sanitary manhole (with slurry backfill)	\$300.00	6 Each	\$1,800.00	-6	-100%	-\$1,800.00
14. Clean and Televiser Sewer (Sanitary only)	\$1,850.00	1 Lump Sum	\$1,850.00	0	0%	\$0.00
Part 1 A. Sanitary Sewer Total			\$248,320.00			\$62,067.00
B. Water Main						
1. Furnish & install 16-inch PVCO C-900 main	\$230.00	85 Lin. Ft.	\$19,550.00	-85	-100%	-\$19,550.00
2. Furnish & install 12-inch PVCO C-900 main	\$225.00	95 Lin. Ft.	\$21,375.00	42	44%	\$9,450.00
3. Furnish & install 8-inch PVCO C-900 main	\$60.00	2,465 Lin. Ft.	\$147,900.00	78	3%	\$4,650.00
4. Furnish & install horizontal 16-inch valve w/ box	\$8,400.00	1 Each	\$8,400.00	-1	-100%	-\$8,400.00
5. Furnish & install horizontal 12-inch valve w/ box	\$2,800.00	3 Each	\$8,400.00	1	33%	\$2,800.00
6. Furnish & install 8-inch valve w/ box	\$1,700.00	10 Each	\$17,000.00	-2	-20%	-\$3,400.00
7. Furnish & install 8-inch tapping sleeve and valve w/ box	\$4,000.00	1 Each	\$4,000.00	-1	-100%	-\$4,000.00
8. Furnish & install 1-inch long side service	\$2,125.00	26 Each	\$55,250.00	-6	-23%	-\$12,750.00
9. Furnish & install 1-inch short side service	\$1,200.00	28 Each	\$33,600.00	-7	-25%	-\$8,400.00
10. Furnish & install 1-inch service from ROW to house by excavation	\$40.00	25 Lin. Ft.	\$1,000.00	-2	-8%	-\$80.00
11. Furnish & install 1-inch service from ROW to house by excavation in same trench as san. lateral	\$30.00	25 Lin. Ft.	\$750.00	-25	-100%	-\$750.00
			\$0.00	0		\$0.00
12. Furnish & install 1-inch service from ROW to house by pulling w/ sanitary sewer pipeburst	\$12.00	400 Lin. Ft.	\$4,800.00	309	77%	\$3,708.00
			\$0.00	0		\$0.00
13. Furnish & install 1-inch service from ROW to house by pulling	\$40.00	25 Lin. Ft.	\$1,000.00	-25	-100%	-\$1,000.00
14. Water service connection to structure	\$350.00	15 Each	\$5,250.00	2	13%	\$700.00
15. Furnish & install hydrant, lead and valve	\$5,400.00	8 Each	\$43,200.00	-3	-38%	-\$16,200.00
16. Abandon hydrant	\$300.00	5 Each	\$1,500.00	-3	-60%	-\$900.00
17. Abandon Valve manhole	\$400.00	2 Each	\$800.00	-2	-100%	-\$800.00
18. Abandon Valve Box	\$150.00	8 Each	\$1,200.00	-8	-100%	-\$1,200.00
C.O. 1 - Item 1: Repair water main breaks on Caroline	\$7,530.00	0 Lump Sum	\$0.00	1		\$7,530.00
C.O. 1 - Item 2: Furnish and install 45 degree bends	\$750.00	0 Each	\$0.00	4		\$3,000.00
Part 1 B. Water Main Total			\$374,975.00			-\$45,592.00

DESCRIPTION	Unit Price	Original Bid		Final Quantity Difference	% Difference	Final Cost Difference
		Quantity	Total			
C. Storm Sewer						
1. Furnish and relay 24-inch storm sewer	\$60.00	375 Lin. Ft.	\$22,500.00	-8	-2%	-\$480.00
2. Furnish and relay 21-inch storm sewer	\$60.00	385 Lin. Ft.	\$23,100.00	1	0%	\$60.00
3. Furnish and relay 15-inch storm sewer	\$46.00	50 Lin. Ft.	\$2,300.00	-50	-100%	-\$2,300.00
4. Furnish and relay 12-inch storm sewer	\$44.00	910 Lin. Ft.	\$40,040.00	3	0%	\$132.00
5. Furnish and relay 10-inch storm sewer	\$43.00	1,230 Lin. Ft.	\$52,890.00	-16	-1%	-\$688.00
6. Furnish and install 4-inch storm sewer lateral	\$38.00	925 Lin. Ft.	\$35,150.00	109	12%	\$4,142.00
7. Furnish and install storm manhole (10)	\$300.00	55 Ver. Ft.	\$16,500.00	0	0%	-\$60.00
8. Furnish and install catch basin	\$1,400.00	13 Each	\$18,200.00	0	0%	\$0.00
9. Remove Storm Manhole	\$200.00	11 Each	\$2,200.00	-2	-18%	-\$400.00
10. Remove Storm catch basin	\$150.00	9 Each	\$1,350.00	2	22%	\$300.00
11. Adjust storm manhole (w/ slurry backfill)	\$450.00	1 Each	\$450.00	-1	-100%	-\$450.00
12. Adjust storm catch basin	\$300.00	6 Each	\$1,800.00	-6	-100%	-\$1,800.00
13. Install and Maintain Type "D" Inlet Protection	\$90.00	20 Each	\$1,800.00	-11	-55%	-\$990.00
14. Clean and Televiser Sewer (Storm only)	\$1,850.00	1 Lump Sum	\$1,850.00	1	100%	\$1,850.00
Part 1.C. Storm Sewer Total			\$220,130.00			-\$684.00
D. Street (HMA Pavement)						
1. Remove existing pavement and maintain utility trench	\$1.00	9,000 Lin. Ft.	\$9,000.00	-2165	-24%	-\$2,165.00
2. Sawcut existing bituminous pavement	\$2.00	700 Lin. Ft.	\$1,400.00	-68	-10%	-\$136.00
3. Remove existing bituminous pavement	\$1.20	8,750 Sq. Yd.	\$10,500.00	-750	-9%	-\$900.00
4. Remove concrete curb and gutter	\$2.25	3,600 Lin. Ft.	\$8,100.00	-58	-2%	-\$131.18
5. Remove concrete sidewalk/driveway apron	\$0.60	8,000 Sq. Ft.	\$4,800.00	1533	19%	\$919.99
6. Unclassified Excavation	\$10.00	3,500 Cu. Yd.	\$35,000.00	-140	-4%	-\$1,400.00
7. Furnish and install geogrid (Stevens & Caroline)	\$2.80	5,500 Sq. Yd.	\$15,400.00	567	10%	\$1,587.60
8. Furnish and install crushed aggregate base	\$11.00	2,500 Ton	\$27,500.00	974	39%	\$10,718.84
9. Furnish and install 30-inch concrete curb and gutter (various local)	\$25.20	500 Lin. Ft.	\$12,600.00	-179	-36%	-\$4,498.20
10. Furnish and install 30-inch concrete curb and gutter (continuous)	\$12.55	3,100 Lin. Ft.	\$38,905.00	120	4%	\$1,508.51
11. Furnish and install 4-inch concrete sidewalk	\$4.85	3,000 Sq. Ft.	\$14,550.00	1122	37%	\$5,439.28
12. Furnish and install 6-inch concrete sidewalk/driveway apron	\$5.50	5,000 Sq. Ft.	\$27,500.00	412	8%	\$2,264.96
13. Fine grading and base preparation	\$0.50	2,750 Sq. Yd.	\$1,375.00	150	5%	\$75.00
14. Furnish and install HMA Pavement	\$73.00	1,650 Ton	\$120,450.00	206	13%	\$15,064.28
15. Furnish and install 1/2-inch rods	\$1.00	600 Lin. Ft.	\$600.00	-40	-7%	-\$40.00
16. Install detectable warning fields (supplied by City)	\$42.00	22 Each	\$924.00	0	0%	\$0.00
17. Terracing, fertilize, seed & hydromulch	\$8.00	2,500 Sq. Yd.	\$20,000.00	-445	-18%	-\$3,560.00
18. Install and Maintain Traffic Control	\$7,500.00	1 Lump Sum	\$7,500.00	0	0%	\$0.00
Part 1.D. Street Total			\$356,104.00			\$24,748.07
TOTAL			\$1,199,529.00			\$40,539.07

C.O. 1	\$40,539.07
C.O. 2	
C.O. 3	
	\$1,240,068.07

NOTE (1): Retainage set per Wis. Statute 66.0901(9).

Retainage is 5% of the estimate until 50% of the work is completed.

At 50% completion, no additional amounts are retained.

Change Order No: 2
 Contract: 2-19
 Project: Contract 2-19 Miscellaneous Sewer and Water Main Construction and Street Construction on Stanley Ct, Thomas Ct, Stanley St
 Contractor: Robert J. Immel Excavating, Inc.
PO Box 135
Greenville, WI 54942
 Original Contract: \$1,578,470.50

Change Ordered Herewith:	Account Number	
1. <u>1 1/2 inch water service corp to curb stop</u>		<u>\$4,000.00</u>
2. <u>Furnish & install 2 inch short side service</u>		<u>\$7,050.00</u>
3. <u>Final contract change in quantities - see attached</u>		<u>(\$47,495.67)</u>
4. _____		
5. _____		
6. _____		
TOTAL		<u>(\$36,445.67)</u>

Reason for Change:

1. Item was not bid.

2. Item was not bid.

3. Final contract.

4. _____

5. _____

6. _____

<u>Contract Amount</u>		<u>Contract Time (Calendar Days)</u>	
Original:	<u>\$1,578,470.50</u>	Original:	_____
Previous C.O.'s (+/-):	<u>\$26,314.30</u>	Previous C.O.'s (+/-):	_____
This C.O. (+/-):	<u>(\$36,445.67)</u>	This C.O. (+/-):	_____
Revised:	<u>\$1,568,339.13</u>	Revised:	_____

This document shall become an amendment to the contract and all stipulations and covenants of the contract shall apply hereto.

Contractor:	_____	Date:	_____
Department:	<u>Jerry Kars</u>	Date:	<u>4-10-2020</u>
Board of PW:	_____	Date:	_____
Water Commission (If applicable)	_____	Date:	_____

The following is the Final Estimate for Contract 2-19, Miscellaneous Sewer and Water Main Construction and Street Construction on Stanley Street, Stanley Court and Thomas Court to Robert J. Immel Excavating, Inc., PO Box 135, Greenville, WI 54942

DESCRIPTION	Unit Price	Original Bid		Final Quantity Difference	% Difference	Final Cost Difference
		Quantity	Total			
Part 1 -Sanley Ct. / Stanley St. / Thomas Ct.						
						from Bid
A. Sanitary Sewer						
1. Spot Repair 8-inch sewer main (Sta. 24+30)	\$4,025.00	1 Each	\$4,025.00	0	0%	\$0.00
2. Furnish and relay 6 inch sanitary lateral in ROW (5)	\$65.00	150 Lin. Ft.	\$9,750.00	-150	-100%	-\$9,750.00
3. Furnish and relay 6 inch sanitary lateral ROW to house	\$60.00	150 Lin. Ft.	\$9,000.00	-150	-100%	-\$9,000.00
4. Furnish and pipeburst sanitary lateral	\$10.50	300 Lin. Ft.	\$3,150.00	918	306%	\$9,639.00
5. Reconnect sanitary lateral at foundation - pipeburst	\$1,550.00	1 Each	\$1,550.00	6	600%	\$9,300.00
6. Reconnect under basement floor - pipeburst	\$2,100.00	5 Each	\$10,500.00	10	200%	\$21,000.00
7. Adjust sanitary manhole (with slurry backfill) and install chimney	\$500.00	15 Each	\$7,500.00	17	113%	\$8,500.00
8. Clean sanitary sewer	\$50.00	1 Lump Sum	\$50.00	-1	-100%	-\$50.00
Part 1 A. Sanitary Sewer Total			\$45,525.00			\$29,639.00
B. Water Main						
1. Furnish & install 8-inch PVC C-900 main	\$65.00	4,800 Lin. Ft.	\$312,000.00	42	1%	\$2,730.00
2. Furnish & install 6-inch PVC C-900 main	\$140.00	120 Lin. Ft.	\$16,800.00	-63	-52%	-\$8,750.00
3. Furnish & install 8-inch valve w/ box	\$1,450.00	16 Each	\$23,200.00	0	0%	\$0.00
4. Reconnect 2" copper service to water main	\$1,875.00	3 Each	\$5,625.00	-3	-100%	-\$5,625.00
5. Reconnect 1" copper service to water main	\$1,430.00	90 Each	\$128,700.00	-57	-63%	-\$81,510.00
6. Remove and replace stop box and stem	\$520.00	93 Each	\$48,360.00	-60	-65%	-\$31,200.00
7. Furnish & install 1-inch long side service	\$2,500.00	2 Each	\$5,000.00	-2	-100%	-\$5,000.00
8. Furnish & install 1-inch short side service	\$1,750.00	2 Each	\$3,500.00	59	2950%	\$103,250.00
9. Furnish & install 1-inch service from ROW to house by excavation	\$50.00	70 Lin. Ft.	\$3,500.00	-70	-100%	-\$3,500.00
10. Furnish & install 1-inch service from ROW to house by excavation in same trench as san. lateral	\$20.00	175 Lin. Ft.	\$3,500.00	-175	-100%	-\$3,500.00
			\$0.00	0		\$0.00
11. Furnish & install 1-inch service from ROW to house by pulling w/ sanitary sewer pipeburst	\$10.50	300 Lin. Ft.	\$3,150.00	-300	-100%	-\$3,150.00
			\$0.00	0		\$0.00
12. Furnish & install 1-inch service from ROW to house by pulling	\$50.00	50 Lin. Ft.	\$2,500.00	-50	-100%	-\$2,500.00
13. Water service connection to structure	\$400.00	6 Each	\$2,400.00	-6	-100%	-\$2,400.00
14. Furnish & install hydrant, lead and valve	\$5,500.00	13 Each	\$71,500.00	0	0%	\$0.00
15. Abandon hydrant	\$400.00	8 Each	\$3,200.00	0	0%	\$0.00
16. Abandon Valve manhole	\$350.00	2 Each	\$700.00	2	100%	\$700.00
17. Abandon Valve Box	\$150.00	11 Each	\$1,650.00	-3	-27%	-\$450.00
C.O. 1 Item 1 - Curb Box Extensions Stanley Court	\$300.00	0 Each	\$0.00	14		\$4,200.00
C.O. 1 Item 2 - Curb Box Extensions Thomas Court	\$300.00	0 Each	\$0.00	23		\$6,900.00
C.O. 1 Item 5 - Water main break repair Stanley Court (5)	\$3,774.30	0 Lump Sum	\$0.00	1		\$3,774.30
C.O. 1 Item 6 - Water main break repair Stanley Street (7)	\$6,882.50	0 Lump Sum	\$0.00	1		\$6,882.50
C.O. 2 Item 1 - 1 1/2 inch water service corp to curb stop	\$2,000.00	0 Each	\$0.00	2		\$4,000.00
C.O. 2 Item 2 - Furnish & install 2 inch short side service	\$2,350.00	0 Each	\$0.00	3		\$7,050.00
Part 1 B. Water Main Total			\$635,285.00			-\$8,098.20

DESCRIPTION	Unit Price	Original Bid		Final Quantity Difference	% Difference	Final Cost Difference
		Quantity	Total			
C. Storm Sewer						
1. Furnish and relay 18-inch storm sewer	\$100.00	10 Lin. Ft.	\$1,000.00	-10	-100%	-\$1,000.00
2. Furnish and relay 15-inch storm sewer	\$58.00	50 Lin. Ft.	\$2,900.00	-50	-100%	-\$2,900.00
3. Furnish and relay 12-inch storm sewer	\$42.00	295 Lin. Ft.	\$12,390.00	-64	-22%	-\$2,688.00
4. Furnish and relay 10-inch storm sewer	\$41.50	1,060 Lin. Ft.	\$43,990.00	-52	-5%	-\$2,158.00
5. Furnish and install 4-inch storm sewer lateral	\$33.00	900 Lin. Ft.	\$29,700.00	45	5%	\$1,485.00
6. Furnish and install storm manhole (9)	\$520.00	35 Ver. Ft.	\$18,200.00	-5	-15%	-\$2,808.00
7. Furnish and install catch basin	\$1,600.00	21 Each	\$33,600.00	0	0%	\$0.00
8. Remove Storm Manhole	\$270.00	6 Each	\$1,620.00	1	17%	\$270.00
9. Remove Storm catch basin	\$200.00	19 Each	\$3,800.00	2	11%	\$400.00
10. Adjust storm manhole (w/ slurry backfill)	\$500.00	8 Each	\$4,000.00	9	113%	\$4,500.00
11. Adjust storm catch basin	\$200.00	9 Each	\$1,800.00	-9	-100%	-\$1,800.00
12. Install and Maintain Type "D" Inlet Protection	\$100.00	40 Each	\$4,000.00	-5	-13%	-\$500.00
13. Clean and Televiser Storm Sewer	\$2,690.00	1 Lump Sum	\$2,690.00	0	0%	\$0.00
C.O. 1 Item 3 - Retrofit manholes/inlets	\$1,837.50	0 Lump Sum	\$0.00	1		\$1,837.50
C.O. 1 Item 4 - Connect existing sump pump lines	\$170.00	0 Each	\$0.00	16		\$2,720.00
Part 1.C. Storm Sewer Total			\$159,690.00			-\$2,641.50
D. Street (HMA Pavement)						
1. Remove existing pavement and maintain utility trench	\$1.00	10,800 Lin. Ft.	\$10,800.00	-3115	-29%	-\$3,115.00
2. Sawcut existing bituminous pavement	\$2.75	200 Lin. Ft.	\$550.00	80	40%	\$220.00
3. Full depth sawcut concrete pavement	\$3.75	200 Lin. Ft.	\$750.00	-100	-50%	-\$375.00
4. Remove existing bituminous pavement	\$1.03	16,750 Sq. Yd.	\$17,252.50	250	1%	\$257.50
5. Remove concrete curb and gutter	\$2.15	7,300 Lin. Ft.	\$15,695.00	62	1%	\$133.30
6. Remove concrete sidewalk/driveway apron	\$0.77	15,000 Sq. Ft.	\$11,550.00	-2340	-16%	-\$1,801.85
7. Unclassified Excavation	\$9.95	9,000 Cu. Yd.	\$89,550.00	-1496	-17%	-\$14,885.20
8. Furnish and install geogrid (Stanley Ct. & Thomas Ct.)	\$1.75	12,000 Sq. Yd.	\$21,000.00	800	7%	\$1,400.00
9. Furnish and install crushed aggregate base	\$10.10	11,500 Ton	\$116,150.00	-635	-6%	-\$6,413.50
10. Furnish and install 30-inch concrete curb and gutter (various loc	\$25.50	700 Lin. Ft.	\$17,850.00	-188	-27%	-\$4,794.00
11. Furnish and install 30-inch concrete curb and gutter (continuous	\$11.40	6,600 Lin. Ft.	\$75,240.00	28	0%	\$319.20
12. 8-inch concrete pavement repair	\$68.00	50 Sq. Yd.	\$3,400.00	9	18%	\$625.60
13. Furnish and install 4-inch concrete sidewalk	\$5.15	2,000 Sq. Ft.	\$10,300.00	-1273	-64%	-\$6,555.07
14. Furnish and install 6-inch concrete sidewalk/driveway apron	\$5.50	13,000 Sq. Ft.	\$71,500.00	3077	24%	\$16,921.30
15. Furnish and install tie bar	\$10.00	40 Each	\$400.00	-10	-25%	-\$100.00
16. Fine grading and base preparation	\$3.75	4,900 Sq. Yd.	\$18,375.00	0	0%	\$0.00
17. Furnish and install HMA Pavement	\$60.70	3,200 Ton	\$194,240.00	21	1%	\$1,288.05
18. Furnish and install 1/2-inch rods	\$1.02	1,000 Lin. Ft.	\$1,020.00	-500	-50%	-\$510.00
19. Install detectable warning fields (supplied by City)	\$36.00	18 Each	\$648.00	-11	-61%	-\$396.00
20. Terracing, fertilize, seed & hydromulch	\$5.00	8,000 Sq. Yd.	\$40,000.00	-2250	-28%	-\$11,250.00
21. Install and Maintain Traffic Control	\$21,700.00	1 Lump Sum	\$21,700.00	0	0%	\$0.00
Part 1.D. Street Total			\$737,970.50			-\$29,030.67
TOTAL			\$1,578,470.50			-\$10,131.37

C.O. 1	\$26,314.30
C.O. 2	(\$36,445.67)
C.O. 3	
	\$1,568,339.13

NOTE (1): Retainage set per Wis. Statute 66.0901(9).

Retainage is 5% of the estimate until 50% of the work is completed.

At 50% completion, no additional amounts are retained.

Pay To: Carl Bowers & Sons Const. Co., Inc.
N1844 Maloney Road
Kaukauna, WI 54130

Contract No. Contract 2-20 Miscellaneous Sewer and Water Main Construction
on Van Street and Monroe Street

Water Work Order No: 442, 443

Date: April 9, 2020

Estimate No. 1

Account Description	Account #	Payment	Contract Breakdown	Budget
Sanitary -Monroe (Van to Terminus)	046-5090-743-0236	\$84,569.00	\$189,918.50	\$165,000
Water Main -Monroe (Van to Terminus)	400-0000-207-0443	\$26,176.30	\$108,671.50	\$75,000
Storm -Monroe (Van to Terminus)	049-5263-743-0236		\$154,044.00	\$205,000
Street -Monroe (Van to Terminus)	012-4309-743-0236			\$108,000
Sanitary -Van (Van to Terminus)	046-5089-743-0236	\$114,948.10	\$449,193.00	\$470,000
Water Main -Van (Van to Terminus)	400-0000-207-0442	\$162,323.65	\$290,806.50	\$267,000
Storm -Van (Van to Terminus)	049-5262-743-0236	\$39,905.70	\$156,947.00	\$160,000
Street -Van (Van to Terminus)	012-4308-743-0236			\$360,000
TOTAL		\$427,922.75	\$1,349,580.50	\$1,810,000

Prepared by Public Works Department April 9, 2020

Approved by Public Works Department April 9, 2020 

Approved by Board of Public Works _____

Approved by Common Council
 (final payments only) _____

Approved by Water Commission
 (final payments only) _____

Sent to Finance _____

Number of Attachments 2

City of Neenah
Public Works Department
Contract Payment Form

April 7, 2020

The following is Estimate No. 1 for Contract 2-20, Miscellaneous Sewer and Water Main Construction Van Street and Monroe Street, to Carl Bowers and Sons Construction Co. Inc., N1844 Maloney Road, Kaukauna, WI 54130.

DESCRIPTION	Unit Price	Original Bid		Estimate No. 1	
		Quantity	Total	Quantity	Total
Part 1 -Van Street / Monroe Street					
A. Sanitary Sewer					
1. Furnish and relay 24-inch and 30-inch PVC sanitary sewer	\$300.00	70 Lin. Ft.	\$21,000.00	0 Lin. Ft.	\$0.00
2. Furnish and relay 10 & 12-inch PVC sanitary sewer	\$92.00	1,603 Lin. Ft.	\$147,476.00	1,691 Lin. Ft.	\$155,572.00
3. Furnish and relay 8-inch PVC sanitary sewer	\$79.00	1,367 Lin. Ft.	\$107,993.00	0 Lin. Ft.	\$0.00
4. Furnish and relay 6 inch sanitary lateral in ROW (48)	\$79.00	1,500 Lin. Ft.	\$118,500.00	374 Lin. Ft.	\$29,546.00
5. Furnish and relay 6 inch sanitary lateral ROW to house	\$65.00	220 Lin. Ft.	\$14,300.00	0 Lin. Ft.	\$0.00
6. Furnish and pipeburst 6 inch sanitary lateral	\$21.00	310 Lin. Ft.	\$6,510.00	0 Lin. Ft.	\$0.00
7. Furnish and pipeburst 4 inch sanitary lateral	\$5.25	1,730 Lin. Ft.	\$9,082.50	0 Lin. Ft.	\$0.00
8. Reconnect sanitary lateral at foundation - pipeburst	\$1,575.00	6 Each	\$9,450.00	0 Each	\$0.00
9. Reconnect under basement floor - pipeburst	\$2,600.00	57 Each	\$148,200.00	0 Each	\$0.00
10. Reconnect existing PVC lateral to wye at main	\$700.00	4 Each	\$2,800.00	0 Each	\$0.00
11. Furnish and Install Standard 48-inch manhole (9)	\$300.00	120 Ver. Ft.	\$36,000.00	76 Ver. Ft.	\$22,800.00
12. Remove sanitary manhole	\$300.00	13 Each	\$3,900.00	7.0 Each	\$2,100.00
13. Clean and Televiser Sewer (Sanitary only)	\$2,500.00	1 Lump Sum	\$2,500.00	0 Lump Sum	\$0.00
14. Furnish and install slurry to abandon mains	\$120.00	50 Cu. Yds.	\$6,000.00	0 Cu. Yds.	\$0.00
15. Furnish & Install 72-inch dia. MH (MH13-105)	\$5,400.00	1 Each	\$5,400.00	0 Each	\$0.00
Part 1.A. Sanitary Sewer Total			\$639,111.50		\$210,018.00
B. Water Main					
1. Furnish & install 16-inch PVCO C-900 main	\$255.00	106 Lin. Ft.	\$27,030.00	0 Lin. Ft.	\$0.00
2. Furnish & install 12-inch PVCO C-900 main	\$245.00	86 Lin. Ft.	\$21,070.00	0 Lin. Ft.	\$0.00
3. Furnish & install 8-inch PVCO C-900 main	\$79.00	1,872 Lin. Ft.	\$147,888.00	2,009 Lin. Ft.	\$158,711.00
4. Furnish & install horizontal 16-inch valve w/ box	\$7,500.00	1 Each	\$7,500.00	0 Each	\$0.00
5. Furnish & install horizontal 12-inch valve w/ box	\$3,000.00	1 Each	\$3,000.00	0 Each	\$0.00
6. Furnish & install 8-inch valve w/ box	\$1,800.00	10 Each	\$18,000.00	9 Each	\$16,200.00
7. Furnish & install 1.25-inch long side service	\$2,180.00	35 Each	\$76,300.00	7 Each	\$15,260.00
8. Furnish & install 1.25-inch short side service	\$1,375.00	17 Each	\$23,375.00	6 Each	\$8,250.00
9. Furnish & install 1.25-inch service from ROW to house by excavation	\$46.00	80 Lin. Ft.	\$3,680.00	0 Lin. Ft.	\$0.00
10. Furnish & install 1.25-inch service from ROW to house by excavation in same trench as san. lateral	\$40.00	100 Lin. Ft.	\$4,000.00	0 Lin. Ft.	\$0.00
			\$0.00	0	\$0.00
11. Furnish & install 1.25-inch service from ROW to house by pulling w/ sanitary sewer pipeburst	\$5.75	1,000 Lin. Ft.	\$5,750.00	0 Lin. Ft.	\$0.00
			\$0.00	0	\$0.00
12. Furnish & install 1.25-inch service from ROW to house by pulling	\$30.00	100 Lin. Ft.	\$3,000.00	0	\$0.00
13. Furnish & install 1.50-inch extra long side service	\$4,815.00	2 Each	\$9,630.00	0 Each	\$0.00
14. Reconnect 1.50-inch service to proposed water main	\$1,000.00	4 Each	\$4,000.00	0	\$0.00
15. Furnish & install 2.00-inch short side service	\$2,235.00	3 Each	\$6,705.00	0 Each	\$0.00
16. Water service connection to structure	\$350.00	39 Each	\$13,650.00	0 Each	\$0.00
17. Furnish & install hydrant, lead and valve	\$5,500.00	4 Each	\$22,000.00	0 Each	\$0.00
18. Abandon hydrant	\$300.00	4 Each	\$1,200.00	0 Each	\$0.00
19. Abandon Valve manhole	\$400.00	1 Each	\$400.00	0 Each	\$0.00
20. Abandon Valve Box	\$150.00	5 Each	\$750.00	0 Each	\$0.00
21. Furnish & install cathodic protection to water service	\$50.00	11 Each	\$550.00	0 Each	\$0.00
Part 1.B. Water Main Total			\$399,478.00		\$198,421.00

DESCRIPTION	Unit Price	Original Bid		Estimate No. 1	
		Quantity	Total	Quantity	Total
C. Storm Sewer					
1. Furnish and relay 48-inch RCP storm sewer	\$158.00	398 Lin. Ft.	\$62,884.00	0 Lin. Ft.	\$0.00
2. Furnish and relay 36-inch storm sewer	\$130.00	517 Lin. Ft.	\$67,210.00	0 Lin. Ft.	\$0.00
3. Furnish and relay 18-inch storm sewer	\$61.00	377 Lin. Ft.	\$22,997.00	200 Lin. Ft.	\$12,200.00
4. Furnish and relay 12-inch storm sewer	\$53.00	800 Lin. Ft.	\$42,400.00	352 Lin. Ft.	\$18,656.00
5. Furnish and relay 10-inch storm sewer	\$50.00	572 Lin. Ft.	\$28,600.00	0 Lin. Ft.	\$0.00
6. Furnish and install 4-inch storm lateral with cleanout (15)	\$45.00	450 Lin. Ft.	\$20,250.00	170 Lin. Ft.	\$7,650.00
7. Furnish and install 48 inch dia. storm manhole (3)	\$300.00	17 Ver. Ft.	\$5,100.00	10 Ver. Ft.	\$3,000.00
8. Furnish and install 72 inch dia. storm manhole (1)	\$3,500.00	1 Each	\$3,500.00	0 Each	\$0.00
10. Furnish and install 96 inch dia. storm manhole (1)	\$5,100.00	1 Each	\$5,100.00	0 Each	\$0.00
11. Furnish and install cap / endwall on 48 inch storm	\$2,500.00	1 Each	\$2,500.00	0 Each	\$0.00
12. Furnish and install catch basin	\$1,400.00	16 Each	\$22,400.00	0 Each	\$0.00
13. Remove Storm Manhole	\$250.00	13 Each	\$3,250.00	2 Each	\$500.00
14. Abandon Storm Manhole	\$400.00	4 Each	\$1,600.00	0 Each	\$0.00
15. Remove Storm catch basin	\$150.00	12 Each	\$1,800.00	0 Each	\$0.00
16. Abandon Storm catch basin	\$300.00	2 Each	\$600.00	0 Each	\$0.00
17. Install and Maintain Type "D" Inlet Protection	\$60.00	40 Each	\$2,400.00	0 Each	\$0.00
18. Clean and Televiser Sewer (Storm mains only)	\$2,800.00	1 Lump Sum	\$2,800.00	0 Lump Sum	\$0.00
19. Furnish and install slurry to abandon mains	\$120.00	130 Cu. Yds.	\$15,600.00	0 Cu. Yds.	\$0.00
Part 1.C. Storm Sewer Total			\$310,991.00		\$42,006.00
TOTAL			\$1,349,580.50		\$450,445.00

C.O. 1	Work to date	\$450,445.00
C.O. 2	Retainage ¹	\$22,522.25
C.O. 3	Due Contractor	\$427,922.75
	Previously paid	\$0.00
	Due this estimate	\$427,922.75
		\$1,349,580.50

NOTE (1): Retainage set per Wis. Statute 66.0901(9).

Retainage is 5% of the estimate until 50% of the work is completed.

At 50% completion, no additional amounts are retained.

For Final Estimates, there is no retainage.

Respectfully submitted,



Gerry Kaiser, PE

Director of Public Works

Submittal of Annual Reports and other Compliance Documents for Municipal Separate Storm Sewer System (MS4) Permits

NOTE: Missing or incomplete fields are highlighted at the bottom of each page. You may save, close and return to your draft permit as often as necessary to complete your application. After 120 days your draft is **deleted**.

Reporting Information

Will you be completing the Annual Report or other submittal type? Annual Report Other

Project Name:

County: Winnebago

Municipality: Neenah, City

Permit Number: S050075

Facility Number: 31112

Reporting Year: 2019

Is this submittal also satisfying an Urban Nonpoint Source Grant funded deliverable? Yes No

Required Attachments and Supplemental Information

Please complete the contents of each tab to submit your MS4 permit compliance document. The information included in this checklist is necessary for a complete submittal. A complete and detailed submittal will help us review about your MS4 permit document. To help us make a decision in the shortest amount of time possible, the following information must be submitted:

Annual Report

- Review related web site and instructions for [Municipal storm water permit eReporting](#) [Exit Form]
- Complete all required fields on the annual report form and upload required attachments
- Attach the following other supporting documents as appropriate using the attachments tab above
 - Public Education and Outreach Annual Report Summary
 - Public Involvement and Participation Annual Report Summary
 - Illicit Discharge Detection and Elimination Annual Report Summary
 - Construction Site Pollution Control Annual Report Summary
 - Post-Construction Storm Water Management Annual Report Summary
 - Pollution Prevention Annual Report Summary
 - Leaf and Yard Waste Management
 - Municipal Facility (BMP) Inspection Report
 - Municipal Property SWPPP
 - Municipally Property Inspection Report
 - Winter Road Maintenance
 - Storm Sewer Map Annual Report Attachment
 - Storm Water Quality Management Annual Report Attachment
 - TMDL Attachment
 - Storm Water Consortium/Group Report

- Municipal Cooperation Attachment
- Other Annual Report Attachment

- Attach the following permit compliance documents as appropriate using the attachments tab above
 - Storm Water Management Program (*S050075-03 general permittees shall have a written storm water management program that describes in detail how the permittee intends to comply with the permit requirements for each minimum control measure. Updated programs are due to the department by March 31, 2021.*)
 - Public Education and Outreach Program
 - Public Involvement and Participation Program
 - Illicit Discharge Detection and Elimination Program
 - Construction Site Pollutant Control Program
 - Post-Construction Storm Water Management Program
 - Pollution Prevention Program
 - Municipal Storm Water Management Facility (BMP) Inventory (*S050075-03 general permittees 2.6.1 - inventory due to the department by March 31, 2021.*)
 - Municipal Storm Water Management Facility (BMP) Inspection and Maintenance Plan (*S050075-03 general permittees 2.6.2 – document due to the department by March 31, 2021.*)

- Sign and Submit form

Municipal Contact Information- Complete

Notice: Pursuant to s. NR 216.07(8), Wis. Adm. Code, an owner or operator of a Municipal Separate Storm Sewer System (MS4) is required to submit an annual report to the Department of Natural Resources (Department) by March 31 of each year to report on activities for the previous calendar year ("reporting year"). This form is being provided by the Department for the user's convenience for reporting on activities undertaken in each reporting year of the permit term. Personal information collected will be used for administrative purposes and may be provided to the extent required by Wisconsin's Open Records Law [ss. 19.31-19.39, Wis. Stats.].

Note: Compliance items must be submitted using the Attachments tab.

Municipality Information

Name of Municipality: Neenah, City

Facility ID # or (FIN): 31112

Updated Information: Check to update mailing address information

Mailing Address: 211 Walnut Street

Mailing Address 2:

City: Neenah

State: Wisconsin

Zip Code: 54956 xxxxx or xxxxx-xxxx

Primary Municipal Contact Person (Authorized Representative for MS4 Permit)

The "Authorized Representative" or "Authorized Municipal Contact" includes the municipal official that was charged with compliance and oversight of the permit conditions, and has signature authority for submitting permit documents to the Department (i.e., Mayor, Municipal Administrator, Director of Public Works, City Engineer).

Select to **create new** primary contact

First Name: Gerry

Last Name: Kaiser

Select to **update** current contact information

Title: Director of PW

Mailing Address: 211 Walnut St

Mailing Address 2:

City: Neenah

State: WI

Zip Code: 54956 xxxxx or xxxxx-xxxx

Phone Number: 920-886-6241 Ext: xxx-xxx-xxxx

Email: gkaiser@ci.neenah.wi.us

Additional Contacts Information (Optional)

- I&E Program
- IDDE Program
- IDDE Response Procedure Manual

**Individual with responsibility for:
(Check all that apply)**

- Municipal-wide Water Quality Plan
- Ordinances
- Pollution Prevention Program
- Post-Construction Program
- Winter roadway maintenance

First Name: Heath

Last Name: Kummerow

Title: Engineet

Mailing Address: 211 Walnut Street

Mailing Address 2:

City: Neenah

State: WI

Zip Code: 54956 xxxxx or xxxxx-xxxx

Phone Number: 920-886-6245 Ext: xxx-xxx-xxxx

Email: hkummeorw@ci.neenah.wi.us

**Individual with responsibility for:
(Check all that apply)**

- I&E Program
- IDDE Program
- IDDE Response Procedure Manual
- Municipal-wide Water Quality Plan
- Ordinances
- Pollution Prevention Program
- Post-Construction Program
- Winter roadway maintenance

First Name: Greg

Last Name: Radtke

Title: PW Superintendent

Mailing Address: 1495 Tullar Road

Mailing Address 2:

City: Neenah

State: WI

Zip Code: 54956 xxxxx or xxxxx-xxxx

Phone Number: 920-886-6262 Ext: xxx-xxx-xxxx

Email: gradtke@ci.neenah.wi.us

1. Does the municipality rely on another entity to satisfy some of the permit requirements? If yes, enter entity name (government, consultant, group/organization).

- Yes No

- Public Education and Outreach: Northeast Wisconsin Stormwater Consortium (NEWSC)
- Public Involvement and Participation: Northeast Wisconsin Stormwater Consortium (NEWSC)
- Illicit Discharge Detection and Elimination: _____
- Construction Site Pollutant Control: _____
- Post-Construction Storm Water Management: Wisconsin Lake and Pond, McMahon Engineering
- Pollution Prevention

2. Has there been any changes to the municipality's participation in group efforts towards permit compliances (i.e., the municipality has added or dropped consortium membership)?

- Yes No

Minimum Control Measures- Section 1 : Complete**1. Public Education and Outreach**

a. Complete the following information on Public Education and Outreach Activities related to storm water. Select the Mechanism that best describes how the topic message was conveyed to your population. Use the **Add Activity** to add multiple Mechanisms. For Quantity, choose the range for the number of Mechanisms chosen (i.e., number of workshops, events).

Topic: Detection and elimination of illicit discharges			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Active distribution of print media</u> (mailings, newsletters, etc)	<u>100 +</u>	<u>100 +</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No

Select all applicable audiences targeted for this topic.

- Contractors General Public Public Employees Residential School Groups
 Business Developers Industries Other:

Topic: Management of materials that may cause storm water pollution from automobiles, pet waste, household hazardous waste and household practices			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Active distribution of print media</u> (mailings, newsletters, etc)	<u>100 +</u>	<u>100 +</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No

Select all applicable audiences targeted for this topic.

- Contractors General Public Public Employees Residential School Groups
 Business Developers Industries Other:

Topic: Beneficial onsite reuse of leaves and grass clippings/proper use of lawn and garden fertilizers and pesticides			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Website</u>	<u>100 +</u>	<u>100 +</u>	<input type="radio"/> Yes <input checked="" type="radio"/> No

Select all applicable audiences targeted for this topic.

- Contractors General Public Public Employees Residential School Groups
 Business Developers Industries Other:

Topic: Management of stream banks and shorelines by riparian landowners to minimize erosion and restore and enhance the ecological value of waterways			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)

Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Workshops</u>	<u>20 - 49</u>	<u>20 - 49</u>	<input type="radio"/> Yes <input checked="" type="radio"/> No

Select all applicable audiences targeted for this topic.

- Contractors
 General Public
 Public Employees
 Residential
 School Groups
 Business
 Developers
 Industries
 Other:

Topic: Infiltration of residential storm water runoff from rooftop downspouts, driveways and sidewalks			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Workshops</u>	<u>10 - 19</u>	<u>10 - 19</u>	<input type="radio"/> Yes <input checked="" type="radio"/> No

Select all applicable audiences targeted for this topic.

- Contractors
 General Public
 Public Employees
 Residential
 School Groups
 Business
 Developers
 Industries
 Other:

Topic: Inform and where appropriate educate those responsible for the design, installation, and maintenance of construction site erosion control practices and storm water management facilities on how to design, install and maintain the practices			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Workshops</u>	<u>1 - 9</u>	<u>1 - 9</u>	<input type="radio"/> Yes <input checked="" type="radio"/> No

Select all applicable audiences targeted for this topic.

- Contractors
 General Public
 Public Employees
 Residential
 School Groups
 Business
 Developers
 Industries
 Other:

Topic: Identify businesses and activities that may pose a storm water contamination concern, and where appropriate, educate specific audiences on methods of storm water pollution prevention			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Did not focus on this topic this reporting year</u>	<u>Select...</u>	<u>Select...</u>	<input type="radio"/> Yes <input type="radio"/> No

Select all applicable audiences targeted for this topic.

- Contractors
 General Public
 Public Employees
 Residential
 School Groups
 Business
 Developers
 Industries
 Other:

--

Topic: Promote environmentally sensitive land development designs by developers and designers, including green infrastructure and low impact development

Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
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Government event (public hearing, council meeting, etc.) 1 - 9 1 - 9 Yes No

Select all applicable audiences targeted for this topic.

- Contractors General Public Public Employees Residential School Groups
 Business Developers Industries Other:

Topic: Other (describe):

Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
-----------	------------------------	-----------------------------------	--------------------------------

Select... Select... Select... Yes No

Select all applicable audiences targeted for this topic.

- Contractors General Public Public Employees Residential School Groups
 Business Developers Industries Other:

b. Brief Public Education and Outreach program information for inclusion in the Annual Report. If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

The main education and outreach events the City held last year was NEWSC exhibiting at the Neenah Farmers Market and a watershed cleanup crew.

Minimum Control Measures - Section 2 : Complete

2. Public Involvement and Participation

a. Complete the following information on Public Education and Outreach Activities related to storm water. Select the mechanism that best describes how the topic message was conveyed to your population. Use the Add Activity to add multiple mechanisms. For Quantity, choose the range for number Mechanisms chosen (i.e., number of workshops, events).

Topic: Storm Water Management Plan and/or updates

Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
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Government Event (Public Hearing, Council Meeting, etc) 10 - 19 10 - 19 Yes No

Select all applicable participants targeted for this topic.

- Contractors
 General Public
 Public Employees
 Residential
 School Groups
 Business
 Developers
 Industries
 Other:

Topic: Storm water related ordinance and/or updates			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
Government Event (Public Hearing, Council Meeting, etc)	10 - 19	10 - 19	<input type="radio"/> Yes <input checked="" type="radio"/> No

Select all applicable participants targeted for this topic.

- Contractors
 General Public
 Public Employees
 Residential
 School Groups
 Business
 Developers
 Industries
 Other:

Topic: MS4 Annual Report			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
Government Event (Public Hearing, Council Meeting, etc)	1 - 9	10 - 19	<input type="radio"/> Yes <input checked="" type="radio"/> No

Select all applicable participants targeted for this topic.

- Contractors
 General Public
 Public Employees
 Residential
 School Groups
 Business
 Developers
 Industries
 Other:

Topic: Volunteer Opportunities			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
Clean-up events	20 - 49	20 - 49	<input type="radio"/> Yes <input checked="" type="radio"/> No

Select all applicable participants targeted for this topic.

- Contractors
 General Public
 Public Employees
 Residential
 School Groups
 Business
 Developers
 Industries
 Other:

Topic: Other (describe) :			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
Select...	Select...	Select...	<input type="radio"/> Yes <input type="radio"/> No

Select all applicable participants targeted for this topic .

- Contractors
 General Public
 Public Employees
 Residential
 School Groups
 Business
 Developers
 Industries
 Other:

- b. Brief Public Involvement and Participation program information for inclusion in the Annual Report.**
If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

The City got the public involved last year with the annual "Renew the Slough" along the Neenah Slough, rain barrel workshops and had NEWSC watershed cleanup crew.

Form 3400-224 (09/19)

Minimum Control Measures - Section 3 : Complete

3. Illicit Discharge Detection and Elimination

- a. How many total outfalls does the municipality have? Unsure
- b. How many outfalls did the municipality evaluate as part of their routine ongoing field screening program? Unsure
- c. From the municipality's routine screening, how many were confirmed illicit discharges? Unsure
- d. How many illicit discharge complaints did the municipality receive? Unsure
- e. From the complaint received, how many were confirmed illicit discharges? Unsure
- f. How many of the identified illicit discharges did the municipality eliminate in the reporting year? Unsure

(If the sum of 3.c. and 3.e. does not equal 3.f., please explain below.)

- g. How many of the following enforcement mechanisms did the municipality use to enforce its illicit discharge ordinance? Check all that apply and enter the number of each used in the reporting year. Unsure

- Verbal Warning
- Written Warning (including email)
- Notice of Violation
- Civil Penalty/ Citation

Additional Information: _____

- h. Brief Illicit Discharge Detection and Elimination program information for inclusion in the Annual Report. If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

The City inspected all major outfalls and 20% of the minor outfalls.

Form 3400-224 (08/19)

Minimum Control Measures - Section 4 : Complete

4. Construction Site Pollutant Control

- a. How many total construction sites were active at any point in the reporting year? Unsure

- b. How many construction sites did the municipality issue permits for in the reporting year? Unsure
- c. Do the above numbers include sites <1 acre? Yes No Unsure
-
- d. How many erosion control inspections did the municipality complete in the reporting year? Unsure

- e. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Check all that apply and enter the number of each used in the reporting year. Unsure
- No Authority
 - Verbal Warning
 - Written Warning (including email)
 - Notice of Violation
 - Civil Penalty/ Citation
 - Stop Work Order
 - Forfeiture of Deposit
 - Other - Describe below

- f. Brief Construction Site Pollutant Control program information for inclusion in the Annual Report . If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

New staff completed NASECA training and permits were moved to new software to track permits. Staff is working to integrate GIS with inspection software in 2020.

Minimum Control Measures - Section 5 : Complete

5. Post-Construction Storm Water Management

- a. How many sites with new structural storm water management facilities* have received local approval ? Unsure
*Engineered and constructed systems that are designed to provide storm water quality control such as wet detention ponds, constructed wetlands, infiltration basins, grassed swales, permeable pavement, catch basin sumps, etc.
- b. How many privately owned storm water management facilities were inspected in the reporting year ? Unsure
Inspections completed by private land owners should be included in the reported number.
-
- c. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Check all that apply and enter the number of each used in the reporting year. Unsure
- No Authority
 - Verbal Warning

	3
<input checked="" type="checkbox"/> Written Warning (including email)	1
<input checked="" type="checkbox"/> Notice of Violation	0
<input type="checkbox"/> Civil Penalty/ Citation	
<input type="checkbox"/> Forfeiture of Deposit	
<input checked="" type="checkbox"/> Complete Maintenance	0
<input checked="" type="checkbox"/> Bill Responsible Party	0
<input type="checkbox"/> Other - Describe below	

d. Brief Post-Construction Storm Water Management program information for inclusion in the Annual Report . If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

Minimum Control Measures - Section 6 : Complete

6. Pollution Prevention

Storm Water Management Facility Inspections (ponds, biofilters, etc.) Not Applicable

- a. Enter the total number of municipally owned or operated structural storm water management facilities ? Unsure
- b. How many new municipally owned storm water management facilities were installed in the reporting year ? Unsure
- c. How many municipally owned storm water management facilities were inspected in the reporting year? Unsure
- d. What elements are looked at during inspections (250 character limit)?

Inspections include looking for the presence of erosion along the side slopes and inlet and outlet structures, sediment depths, excessive litter, prairie health and presence of invasive species, clogging or damage to outlet structures.

- e. How many of these facilities required maintenance? Unsure

Public Works Yards & Other Municipally Owned Properties (SWPPP Plan Review) Not Applicable

- f. How many inspections of municipal properties have been conducted in the reporting year? Unsure
- g. Have amendments to the SWPPPs been made? Yes No Unsure
- h. If yes, describe what changes have been made (200 character limit):

Collection Services - *Street Sweeping / Cleaning Program* Not Applicable

- i. Did the municipality conduct street sweeping/cleaning during the reporting year?
 Yes No Unsure
- j. If known, how many tons of material was removed? Unsure
- k. Does the municipality have a low hazard exemption for this material? Yes No
- l. If street cleaning is identified as a storm water best management practice in the pollutant loading analysis, was street cleaning completed at the assumed frequency?
 Yes
 No - Explain _____
 Not Applicable

Collection Services - *Catch Basin Sump Cleaning Program* Not Applicable

- m. Did the municipality conduct catch basin sump cleaning during the reporting year?
 Yes No Unsure
- n. How many catch basin sumps were cleaned in the reporting year? Unsure
- o. If known, how many tons of material was collected? Unsure
- p. Does the municipality have a low hazard exemption for this material? Yes No
- q. If catch basin sump cleaning is identified as a storm water best management practice in the pollutant loading analysis, was cleaning completed at the assumed frequency?
 Yes
 No - Explain _____
 Not Applicable

Collection Services - *Leaf Collection Program* Not Applicable

- r. Does the municipality conduct curbside leaf collection? Yes No Unsure
- s. Does the municipality notify homeowners about pickup? Yes No Unsure
- t. Where are the residents directed to store the leaves for collection?
 Pile on terrace Pile in street Bags on terrace Unsure
 Other - Describe _____
- u. What is the frequency of collection?
weekly _____
- v. Is collection followed by street sweeping/cleaning? Yes No Unsure

Winter Road Management Not Applicable

- *Note: We are requesting information that goes beyond the reporting year, answer the best you can.
- w. How many lane-miles of roadway is the municipality

responsible for doing snow and ice control?

134

Unsure

x. Provide amount of de-icing products used by month last winter season?

Solids (tons) (ex. sand, or salt-sand)

Product	Oct	Nov	Dec	Jan	Feb	Mar
Salt	20	120	250	250	275	200

Liquids (gallons) (ex. brine)

	Oct	Nov	Dec	Jan	Feb	Mar
Brine	1000	4300	9600	5700	12000	200

y. Was salt applying machinery calibrated in the reporting year? Yes No

Unsure

z. Have municipal personnel attended salt reduction strategy training in the reporting year? Yes No

Unsure

If yes, describe what training was provided (250 character limit):

APWA Winter Maintenance

When: 10/2019

How many attended: 1

Internal (Staff) Education & Communication

aa. Has training or education been held for municipal or other personnel involved in implementing each of the pollution prevention program elements? Yes No

Unsure

If yes, describe what training was provided (250 character limit):

Municipal personnel were educated on pollution prevention methods within the maintenance facilities grounds including proper truck wash out procedures, tracking prevention and clean up, compost management, spill prevention and emergency cleanup.

When: 4/25/2019

How many attended: 5

ab. Describe how the municipality has kept the following local officials and municipal staff aware of the municipal storm water discharge permit programs and its requirements.

Elected Officials

City Alderpersons are made aware of permit requirements at meetings and they volunteer at the City Maintenance Facility where they are informed of some requirements.

Municipal Officials

Municipal Officials are made aware of permit requirements from staff.

Appropriate Staff (such as operators, Department heads, and those that interact with public)

Staff are made aware of permit requirements from the permit and in meetings and presentations with DNR staff.

ac. Brief Pollution Prevention program information for inclusion in the Annual

Report . If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

Form 3400-224 (08/19)

Minimum Control Measures - Section 7 : Complete

7. Storm Sewer System Map

a. Did the municipality update their storm sewer map this year? Yes No Unsure

If yes, check the areas the map items that got updated or changed:

- Storm water treatment facilities
- Storm pipes
- Vegetated swales
- Outfalls
- Other - Describe below

Map was also made available on mobile GIS app.

b. Brief Storm Sewer System Map information for inclusion in the Annual Report. If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

Map was updated and converted to new GIS map with corrections.

Final Evaluation - Complete

Fiscal Analysis

Complete the fiscal analysis table provided below. For municipalities that do not break out funding into permit program elements, please enter the monetary amount to your best estimate of what funding may be going towards these programs.

Annual Expenditure Reporting Year	Budget Reporting Year	Budget Upcoming Year	Source of Funds
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Element: Public Education and Outreach

1276	1756	1889	<u>Storm water utility</u>
------	------	------	----------------------------

Element: Public Involvement and Participation

1276	1756	1889	<u>Storm water utility</u>
------	------	------	----------------------------

Element: Illicit Discharge Detection and Elimination

1060	850	812	<u>Storm water utility</u>
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Element: Construction Site Pollutant Control

23436	18846	19020	<u>Storm water utility</u>
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Element: Post-Construction Storm Water Management

15624	12564	12680	<u>Storm water utility</u>
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Element: Pollution Prevention

406433	502610	460530	<u>Storm water utility</u>
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Element: Storm Water Quality Management

87119	89046	84107	<u>Storm water utility</u>
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Element: Storm Sewer System Map

2552	3513	3779	<u>Storm water utility</u>
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Other (describe)

			<u>Select...</u>
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Please provide a justification for a "0" entered in the Fiscal Analysis

[]

Water Quality

a: Were there any known water quality improvements in the receiving waters to which the municipality's storm sewer system directly discharges to?

Yes No Unsure If Yes, explain below:

A new storm water pond was installed in place of a farm field that had moderate



b: Were there any known water quality degradation in the receiving waters to which the municipality's storm sewer system directly discharges to?

Yes No Unsure If Yes, explain below:

c: Have any of the receiving waters that the municipality discharges to been added to the impaired waters list during the reporting year?

Yes No Unsure

d: Has the municipality evaluated their storm water practices to reduce the pollutants of concern?

Yes No Unsure

Total Maximum Daily Loads (TMDLs)

The permittee Neenah, City is subject to the following approved TMDLs: Lower Fox River Basin and Lower Green Bay

Select one option below. The permittee intends to comply with the following permit requirement to show progress towards meeting the (Appendix A) TMDL:

- Request department concurrence that they are currently meeting the TMDL pollutant reductions in all applicable reachsheds (A.2).
- Demonstrate that they will meet the TMDL pollutant reductions in all applicable reachsheds by October 31, 2023 (A.4).
- Follow the TMDL Compliance Plan which received Department concurrence prior to April 30, 2019 (A.3.1).
- Participate in an approved Adaptive Management Project (A.3.2).
- Submit a TMDL Implementation Plan describing planned progress over current permit term by October 31, 2021 (A.5). Do you intend to select A.5.2 or A.5.3 to meet this permit requirement?
 - A.5.2 – Additional 20% Total Suspended Solids (TSS), 10% Total Phosphorus (TP) reduction from current ch. NR 151, Wis. Adm. Code, standards
 - A.5.3 – Optimize measures

Additional Information

Based on the municipality's storm water program evaluation, describe any proposed changes to the municipality's storm water program. If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

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Requests for Assistance on Understanding Permit Programs

Would the municipality like the Department to contact them about providing more information on understanding any of the Municipal Separate Storm Sewer Permit programs?

Please select all that apply:

- Public Education and Outreach
- Public Involvement and Participation
- Illicit Discharge Detection and Elimination
- Construction Site Pollutant Control
- Post-Construction Storm Water Management
- Pollution Prevention
- Storm Water Quality Management
- Storm Sewer System Map
- Water Quality Concerns
- Compliance Schedule Items Due
- MS4 Program Evaluation

Required Attachments and Supplemental Information

Any other MS4 program information for inclusion in the Annual Report may be attached on here. Use the Add Additional Attachments to add multiple documents.

Upload Required Attachments (15 MB per file limit) - [Help reduce file size and trouble shoot file uploads](#)

*Required Item

Note: To replace an existing file, use the 'Click here to attach file ' link or press the to delete an item.

Storm Sewer System Map

 File Attachment

[NeenahStormSystem.jpg](#)

Attach - Other Supporting Documents

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

Attach - Permit Compliance Documents

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

Sign and Submit Your Application

Steps to Complete the signature process

1. Read and Accept the Terms and Conditions
2. Press the Submit and Send to the DNR button

NOTE: For security purposes all email correspondence will be sent to the address you used when registering your WAMS ID. This may be a different email than that provided in the application. For information on your WAMS account click [HERE](#).

Terms and Conditions

Certification: I hereby certify that I am an authorized representative of the municipality covered under Neenah, City MS4 Permit for which this annual report or other compliance document is being submitted, and that the information contained in this submittal and all attachments were gathered and prepared under my direction or supervision. Based on my inquiry of the person or persons under my direction or supervision involved in the preparation of this document, to the best of my knowledge, the information is true, accurate, and complete. I further certify that the municipality's governing body or delegated representatives have reviewed or been apprised of the contents of this annual report. I understand that Wisconsin law provides severe penalties for submitting false information.

Signee (must check current role prior to accepting terms and conditions)

- Authorized municipal contact using WAMS ID.
- Delegation of Signature Authority (Form 3400-220) for agent signing on the behalf of the authorized municipal contact.
- Agent seeking to share this item with authorized municipal contact (authorized municipal contact must get WAMS id and complete signature).

Name: Gerry Kaiser

Title: Director of Public Works

Authorized Signature.

- I accept the above terms and conditions.

Signed by : i:0#.f|wamsmembership|gerkai on 2020-03-31T16:09:21

You have already signed and submitted this application to the DNR. Please [contact the Wisconsin DNR](#) for assistance.

After providing the final authorized signature, the system will send an email to the authorized party and any agents. This email will include a copy to the final read only version of this application.