

AGENDA

NEENAH WATER UTILITY WATER COMMISSION MEETING

Monday, August 19, 2019

4:30 P.M.

Hauser Room – City Hall

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 Regular Meeting Minutes for July 15, 2019 (Attachment)
2. Approve the Invoices for July 2019 (Attachment)
3. Appearances
4. Old Business/New Business
 - A. Approve 2020 Water Utility CIP (Attachment)
 - B. Request to Oversize the Water Main Extension of Lone Oak Drive (Attachment)
 - C. Reallocation of Replacement Reserves Funding (Attachment)
 - D. Director's Report (Attachment)
 - E. Storm Water Report (Attachment)
 - F. Any Other Business That May Legally Come Before the Commission
 - G. 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

Regular Meeting – July 15, 2019

The Hauser Room – City Hall

Present: President Kaufert; Commissioners: Schmeichel, Smaby, Lang; and Director Mach

Excused: Commissioner Boyette

Also Present: Assistant City Comptroller Kahl

President Kaufert called the meeting to order at 4:31 p.m.

Approve Special Meeting Minutes for June 25, 2019 – Following discussion, **M.S.C.**

Smaby/Schmeichel to approve the June 25, 2019 Special Meeting Minutes. All voting aye.

Approve the Invoices for June 2019 – The Commission questioned invoices from Borsche Roofing Professionals, and charges from Corpro Companies, Inc., Martin Security Systems, and Affinity Health. Director Mach explained that the charge from Borsche Roofing was for the repair of the plant roof. The roof is subject to driving rains and other damage and was due for repair in several areas. The charge from Corpro Companies, Inc. was for the inspection of the Cecil St. Tower cathodic protection. The charge from Martin Security Systems is for the annual software license fee for the security system at the plant. As a number of employees have a CDL, they are subject to random drug testing. The charge from Affinity Health is for this service. New hires are also tested for drug and alcohol use.

Following discussion, **M.S.C. Schmeichel/Smaby to approve the June 2019 invoices.** All voting aye.

Appearances – None.

2nd Quarter 2019 Financial Report – Director Mach and Assistant Comptroller Kahl presented the 2nd Quarter 2019 Financial Report. The Utility is in good financial condition. Overall operating revenue has increased 1.4% as compared to the 2nd Quarter 2018, while overall operating expenses have decreased 0.6%. Interest income is significantly higher and interest expense on long-term debt has decreased. Net income for the 2nd Quarter 2019 is 10.2% higher than in the 2nd Quarter of 2018.

Following discussion, **M.S.C. Smaby/Lang to accept and place on file the 2nd Quarter 2019 Financial Report.** All voting aye.

Request to Extend the Deadline of Contract 1-19W – Director Mach presented a memo detailing the concerns United Liquid Waste Recycling, Inc., has expressed with the deadline of Contract 1-19W Removal and Disposal of Lime Sludge. The unusually wet conditions this year are the driving factor behind their request to extend the deadline for Contract 1-19W from December 31, 2019 to December 31, 2020. The Commission expressed concern regarding the overall cost of the contract and the amount of storage available. Director Mach indicated that there was one two-thirds full lagoon and one empty lagoon available. Other methods of utilizing the sludge are continuously being explored.

Following discussion, **M.S.C. Smaby/Schmeichel to extend the deadline of Contract 1-19W Removal and Disposal of Lime Sludge until December 31, 2020.** All voting aye.

Director's Report –

1. Non-Billable Water Report 10.11% (March, April, May) up from 5.01% (February, March, April).

Water Commission Regular Meeting Minutes

July 15, 2019

Page 2 of 2

2. Change Order No. 3 for Chemical Storage and Feed Modification Project to August Winter & Sons, Inc. in the amount of (\$1,575.00). This change order was approved by the Board of Public Works at the June 25, 2019 meeting.
3. Pay Request No.3 for Contract 1-19 Miscellaneous Sewer and Water Main Construction and Street Construction on Caroline Street for \$0.00, Stevens Street for \$0.00, and 5th Street for \$29,328.00 to Carl Bowers & Sons Construction. This pay request was approved by the Board of Public Works at the June 25, 2019 meeting.
4. Pay Request No.3 for Contract 2-19 Miscellaneous Sewer and Water Main Construction and Street Construction on Stanley Street for \$124,212.50, Stanley Court for \$40,888.00, and Thomas Court for \$0.00 to Robert J. Immel Excavating, Inc.. This pay request was approved by the Board of Public Works at the June 25, 2019 meeting.
5. Pay Request No. 6 for Chemical Storage and Feed Modifications project to August Winters & Sons, Inc. in the amount of \$15,181.00. This pay request was approved by the Board of Public Works at the July 9, 2019 meeting.
6. Construction update: There is one section of Stanley Street that remains unaccepted until it passes bacteriological testing. Construction on Courtney Court should begin on or about July 22, 2019.
7. GIS / Asset Management System update: The Utility has chosen Graef as the provider for the GIS / Asset Management System. Staff have spent a great deal of time researching proposals to choose the provider with the best mix of offerings and service for the Utility.
8. DNR Sanitary Survey update: DNR staff have identified three deficiencies. These deficiencies will be corrected by the deadline and a follow-up letter will be sent to the DNR after completion.
9. Lead and copper sampling update. Of the thirty lead and copper samples taken, all were found to be compliant. The highest lead result was 4.9 ug/l.

The next Water Commission Meeting is scheduled for August 19, 2019.

Any Other Business That May Legally Come Before the Commission – None

Adjournment – **M.S.C. Smaby/Lang to adjourn at 5:16 p.m.** All voting aye.

Respectfully submitted,



Anthony L. Mach
Director, Neenah Water Utility

WATER UTILITY CASH ACTIVITY
July 2019

Cash Balance July 1, 2019		\$1,137,287
Cash Receipts		
Water Collection Receipts	675,295	
Other Water Receipts	<u>12,396</u>	
		687,691
Cash Distributions		
Check Register	71,175	
P-Card Register	21,646	
Reserve for Debt Service	203,227	
Replacement Fund Reserves	30,250	
Disbursements to the City	<u>126,684</u>	
		<u>452,982</u>
Cash Balance July 31, 2019		<u><u>1,371,996</u></u>

JULY DISBURSEMENTS TO THE CITY

Payroll	88,206
Payroll Benefits	32,799
Vehicle/Equip Maint	669
Vehicle Fuel & Fluids	1,588
Postage	90
Water Bills	1,077
IS Services	<u>2,255</u>
Total July Disbursements to the City	<u><u>126,684</u></u>

REPLACEMENT FUND RESERVES AS OF JULY 2019

Sludge Lagoon	\$2,662,349
Vehicles	165,127
Painting Towers	60,156
Painting Hydrants	<u>40,000</u>
Total Replacement Fund Reserves	<u><u>\$2,927,632</u></u>

VENDOR NAME	CHECK #	CHECK DATE	INV#	TRANS CODE	ACCOUNT NUMBER	DESCRIPTION	TRANSACTION AMOUNT
GRAYMONT CAPITAL INC	47713	07/03/2019	132656RI	AP	400-0401-770-6410	HYDRATED LIME	2,880.34
						CHECK TOTAL -	2,880.34
WE ENERGIES	47743	07/03/2019	447772	AP	400-0401-770-6230	PUMPING - ELECTRIC MAY - JUN	8,810.69
	47743	07/03/2019	447772	AP	400-0401-770-6260	PUMPING - HEAT MAY - JUN	150.62
	47743	07/03/2019	447772	AP	400-0401-770-6420	WATER TREATMENT - HEAT MAY - JUN	397.09
	47743	07/03/2019	447772	AP	400-0401-770-6430	WATER TREATMENT-ELECTRIC MAY - JUN	3,388.73
	47743	07/03/2019	447772	AP	400-0401-770-6610	WATER TOWER - ELECTRIC MAY - JUN	432.37
	47743	07/03/2019	447772	AP	400-0401-770-6630	METER SERVICE - ELECTRIC & HEAT MAY - JUN	174.11
	47743	07/03/2019	447772	AP	400-0401-770-6650	DISTRIB - ELECTRIC & HEAT MAY - JUN	1,567.10
						CHECK TOTAL -	14,920.71
WATER REFUND VENDOR	47757	07/11/2019	WATER/RE	AP	400-0000-117-4201	REF CR BAL 18-00932-00-08 1262 PRIMROSE LANE	147.43
						CHECK TOTAL -	147.43
GRAYMONT CAPITAL INC	47763	07/11/2019	133062RI	AP	400-0401-770-6410	HYDRATED LIME	3,074.68
						CHECK TOTAL -	3,074.68
JACOBI CARBONS INC	47767	07/11/2019	CII50613	AP	400-0401-770-6410	POWDERED ACTIVATED CARBON	21,578.73
						CHECK TOTAL -	21,578.73
WATER REFUND VENDOR	47771	07/11/2019	WATER/RE	AP	400-0000-117-4201	REF CR BAL 03-00419-00-12 121 ANDREW AVE	39.71
						CHECK TOTAL -	39.71
MICHELS MATERIALS	47779	07/11/2019	373838	AP	400-0402-770-6730	BACKFILL	464.36
						CHECK TOTAL -	464.36
OLIN CORPORATION	47790	07/11/2019	2699017	AP	400-0401-770-6410	SODIUM HYPOCHLORITE	3,948.59
						CHECK TOTAL -	3,948.59
WATER REFUND VENDOR	47791	07/11/2019	WATER/RE	AP	400-0000-117-4201	REF CR BAL 02-00161-00-10 135 1/2 UNION ST	191.64
						CHECK TOTAL -	191.64

VENDOR NAME	CHECK #	CHECK DATE	TRANS INV#	CODE	ACCOUNT NUMBER	DESCRIPTION	TRANSACTION AMOUNT
ROGER BOWERS CONSTRUCTION INC	47794	07/11/2019	JUN 2019	AP	400-0402-770-6750	TOPSOIL	288.00
						CHECK TOTAL -	288.00
WATER REFUND VENDOR	47818	07/18/2019	WATER/RE	AP	400-0000-117-4201	REF CR BAL 06-00139-00-00 1119 HARRISON ST	82.89
						CHECK TOTAL -	82.89
WATER REFUND VENDOR	47819	07/18/2019	WATER/RE	AP	400-0000-117-4201	REF CR BAL 10-00037-00-05 107 EDNA AVE	59.78
						CHECK TOTAL -	59.78
CITIES & VILLAGES MUTUAL INS C	47820	07/18/2019	2018WCAN	AP	400-0401-770-9232	2018 WC PAYROLL AUDIT	177.00
						CHECK TOTAL -	177.00
WATER REFUND VENDOR	47821	07/18/2019	WATER/RE	AP	400-0000-117-4201	REF CR BAL 02-00649-00-10 105 S LAKE ST	35.01
						CHECK TOTAL -	35.01
DIVERSIFIED BENEFIT SERVICES I	47823	07/18/2019	285338	AP	400-0401-770-9260	JUN SERVICES - FLEX SPENDING	19.50
	47823	07/18/2019	286093	AP	400-0401-770-9260	JUL SERVICES - HRA	75.60
						CHECK TOTAL -	95.10
WATER REFUND VENDOR	47824	07/18/2019	WATER/RE	AP	400-0000-117-4203	REF CR BAL 33-00641-60-00 2416F INDUSTRIAL DR	82.02
						CHECK TOTAL -	82.02
WATER REFUND VENDOR	47825	07/18/2019	WATER/RE	AP	400-0000-117-4201	REF CR BAL 34-00567-00-01 1336 CAMPBELL ST	56.94
	47825	07/18/2019	WATER/RE	AP	400-0000-117-4201	REF CR BAL 34-00567-00-01 1336 CAMPBELL ST	56.94
						CHECK TOTAL -	.00
WATER REFUND VENDOR	47826	07/18/2019	WATER/RE	AP	400-0000-117-4201	REF CR BAL 15-00195-00-13 216 OAK ST	86.51
						CHECK TOTAL -	86.51
WATER REFUND VENDOR	47827	07/18/2019	WATER/RE	AP	400-0000-117-4201	REF CR BAL 04-00343-00-08 118 FLUMMER CT	80.03
	47827	07/18/2019	WATER/RE	AP	400-0000-117-4201	REF CR BAL 36-00310-30-01 263 FORT DR	169.98
						CHECK TOTAL -	250.01

VENDOR NAME	CHECK #	CHECK DATE	TRANS INV#	CODE	ACCOUNT NUMBER	DESCRIPTION	TRANSACTION AMOUNT
WATER REFUND VENDOR	47829	07/18/2019	WATER/RE	AP	400-0000-117-4201	REF CR BAL 03-00185-00-06 120 PLUMMER AVE	68.04
						CHECK TOTAL -	68.04
GRAYMONT CAPITAL INC	47833	07/18/2019	133484RI	AP	400-0401-770-6410	HYDRATED LIME	3,204.24
						CHECK TOTAL -	3,204.24
WATER REFUND VENDOR	47835	07/18/2019	WATER/RE	AP	400-0000-117-4201	REF CR BAL 18-00724-00-10 1236 HONEYSUCKLE LN	60.50
						CHECK TOTAL -	60.50
WATER REFUND VENDOR	47836	07/18/2019	WATER/RE	AP	400-0000-117-4201	REF CR BAL 09-00029-00-00 538 FAIRVIEW AVE	73.13
						CHECK TOTAL -	73.13
WATER REFUND VENDOR	47837	07/18/2019	WATER/RE	AP	400-0000-117-4201	REF CR BAL 11-00500-00-06 313 TWELFTH ST	79.92
						CHECK TOTAL -	79.92
WATER REFUND VENDOR	47842	07/18/2019	WATER/RE	AP	400-0000-117-4201	REF CR BAL 22-00042-00-03 1343 PRIMROSE LN	91.41
						CHECK TOTAL -	91.41
KRUEGER TRUE VALUE	47846	07/18/2019	108076	AP	400-0000-207-0422	METER VAN FIXTURES	9.67
	47846	07/18/2019	108170	AP	400-0402-770-6520	MAINTENANCE ITEMS	28.32
	47846	07/18/2019	108176	AP	400-0402-770-6750	GRASS SEED	96.98
	47846	07/18/2019	108485	AP	400-0402-770-6520	MAINTENANCE SUPPLIES	46.75
	47846	07/18/2019	108523	AP	400-0402-770-6520	MAINTENANCE SUPPLIES	35.07
	47846	07/18/2019	108679	AP	400-0402-770-6520	MAINTENANCE TOOLS	22.49
	47846	07/18/2019	108691	AP	400-0401-770-6650	STORM SEWER BULK HEAD	31.96
	47846	07/18/2019	109093	AP	400-0402-770-6520	MAINTENANCE SUPPLIES	5.92
	47846	07/18/2019	108531	AP	400-0401-770-6650	METER CHANGE PLIERS	17.98
						CHECK TOTAL -	295.14
WATER REFUND VENDOR	47847	07/18/2019	WATER/RE	AP	400-0000-117-4201	REF CR BAL 14-00069-00-14 831 S COMMERCIAL ST	86.93
						CHECK TOTAL -	86.93
WATER REFUND VENDOR	47851	07/18/2019	WATER/RE	AP	400-0000-117-4201	REF CR BAL 23-00000-92-01 1622 REMINGTON CT	73.97
						CHECK TOTAL -	73.97
WATER REFUND VENDOR	47854	07/18/2019	WATER/RE	AP	400-0000-117-4201	REF CR BAL 02-00453-00-04 821 MAIN ST - YORKSON	83.02

VENDOR NAME	CHECK #	CHECK DATE	TRANS INV#	CODE	ACCOUNT NUMBER	DESCRIPTION	TRANSACTION AMOUNT
						CHECK TOTAL -	83.02
WATER REFUND VENDOR	47855	07/18/2019	WATER/RE	AP	400-0000-117-4201	REF CR BAL 18-00344-00-00 1057 OXFORD CT	52.66
						CHECK TOTAL -	52.66
WATER REFUND VENDOR	47860	07/18/2019	WATER/RE	AP	400-0000-117-4201	REF CR BAL 34-00141-00-00 916 S PARK AVE	165.38
						CHECK TOTAL -	165.38
WATER REFUND VENDOR	47861	07/18/2019	WATER/RE	AP	400-0000-117-4201	REF CR BAL 13-00285-00-01 309 E WISCONSIN AVE	77.92
						CHECK TOTAL -	77.92
WATER REFUND VENDOR	47864	07/18/2019	WATER/RE	AP	400-0000-117-4201	REF CR BAL 23-00412-90-02 1437 PLAINS AVE	285.57
						CHECK TOTAL -	285.57
WATER REFUND VENDOR	47868	07/18/2019	WATER/RE	AP	400-0000-117-4201	REF CR BAL 03-00589-00-00 165 CLAIRE AVE	179.03
						CHECK TOTAL -	179.03
SERGEANT LABORATORIES INC	47871	07/18/2019	61719P	AP	400-0401-770-6430	ARISTOTLEINSIGHT LICENSE	168.15
						CHECK TOTAL -	168.15
WATER REFUND VENDOR	47891	07/25/2019	WATER/RE	AP	400-0000-117-4201	REF CR BAL 15-00550-00-01 534 CHESTNUT ST	85.03
						CHECK TOTAL -	85.03
GRAEF	47895	07/25/2019	104385	AP	400-0000-207-0422	GRAEF GIS SETUP	12,000.00
	47895	07/25/2019	104384	AP	400-0401-770-6650	INFINITE GIS SUBSCRIPTION	2,380.00
						CHECK TOTAL -	14,380.00
GRAYMONT CAPITAL INC	47897	07/25/2019	134067RI	AP	400-0401-770-6410	HYDRATED LIME	3,032.02
						CHECK TOTAL -	3,032.02
WATER REFUND VENDOR	47899	07/25/2019	WATER/RE	AP	400-0000-117-4201	REF CR BAL 18-00242-00-02 1093 HONEYSUCKLE LN	24.73
						CHECK TOTAL -	24.73
MICHELS MATERIALS	47905	07/25/2019	374246	AP	400-0402-770-6730	BACKFILL	130.36

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CITY OF NEENAH
Detail CHECK REGISTER- WATER DEPARTMENT
Period Ending - 07/31/2019

PAGE: 5
RUN DATE: 08/07/2019
RUN TIME: 16:35:06

VENDOR NAME	CHECK #	CHECK DATE	TRANS INV#	CODE	ACCOUNT NUMBER	DESCRIPTION	TRANSACTION AMOUNT
						CHECK TOTAL -	130.36
WATER REFUND VENDOR	47913	07/25/2019	WATER/RE AP	400-0000-117-4201	REF CR BAL 17-00473-00-11 905 GAY DR		75.17
						CHECK TOTAL -	75.17
						GRAND TOTAL -	71,174.83

*** END OF REPORT ***

VENDOR NAME	CHECK #	CHECK DATE	INVS#	TRANS CODE	ACCOUNT NUMBER	DESCRIPTION	TRANSACTION AMOUNT
U S BANK	251	07/31/2019	07-12-19	AP	400-0401-770-6230	LEVENHAGEN OIL CORPORATI 261077/PREMIUM GAS	6.91
	251	07/31/2019	07-12-19	AP	400-0401-770-6430	TDS METROCCM JUN TDS PHONE	68.36
	251	07/31/2019	07-12-19	AP	400-0401-770-6630	TDS METROCCM JUN TDS PHONE	22.79
	251	07/31/2019	07-12-19	AP	400-0401-770-6650	TDS METROCCM JUN TDS PHONE	45.58
	251	07/31/2019	07-12-19	AP	400-0401-770-9030	TDS METROCCM JUN TDS PHONE	5.38
	251	07/31/2019	07-12-19	AP	400-0401-770-9210	TDS METROCCM JUN TDS PHONE	8.06
						CHECK TOTAL -	157.08
U S BANK	252	07/31/2019	07-12-19	AP	400-0401-770-6410	HAWKINS INC LPC-4	3,312.00
	252	07/31/2019	07-12-19	AP	400-0401-770-6410	HAWKINS INC ENVIRONMENTAL FEE	20.00
	252	07/31/2019	07-12-19	AP	400-0402-770-6520	THE HOME DEPOT PRO MAINTENANCE SUPPLIES	461.46
	252	07/31/2019	07-12-19	AP	400-0401-770-6430	EMS INC HOLST INSPECTIONS	283.50
	252	07/31/2019	07-12-19	AP	400-0401-770-6430	CINTAS 60A SAP MATS AND MOPS	44.46
	252	07/31/2019	07-12-19	AP	400-0401-770-6650	CINTAS 60A SAP MATS AND MOPS	44.46
	252	07/31/2019	07-12-19	AP	400-0402-770-6510	SHERWIN WILLIAMS 703216 EPOXY PAINT	729.32
	252	07/31/2019	07-12-19	AP	400-0401-770-6420	THE UPS STORE #2376 SHIPPING LAB TESTS	10.12
	252	07/31/2019	07-12-19	AP	400-0401-770-6420	WI STATE HYGIENE LAB FLUORIDE SAMPLE TESTING	26.00
	252	07/31/2019	07-12-19	AP	400-0401-770-6420	NORTHERN LAKE SERVICE- IN LEAD/COPPER TESTING	600.00
	252	07/31/2019	07-12-19	AP	400-0401-770-6420	CULLIGAN WATER CONDITIONI LAB WATER	50.00
	252	07/31/2019	07-12-19	AP	400-0402-770-6730	FERGUSON WTRWRKS #1476 REPAIR CLAMES	965.00
	252	07/31/2019	07-12-19	AP	400-0401-770-6650	LINCOLN CONTRACTORS SUPPL SUCTION HOSE	115.99
	252	07/31/2019	07-12-19	AP	400-0402-770-6760	BADGER METER INC 2 INCH METERS	5,125.42
	252	07/31/2019	07-12-19	AP	400-0402-770-6770	POLLARDWATER.COM #3325 HYDRANT ID TAGS	467.40
	252	07/31/2019	07-12-19	AP	400-0401-770-6650	FERGUSON WTRWRKS #1476 271006/HYDRANT RPZ REPAIR	502.30
	252	07/31/2019	07-12-19	AP	400-0401-770-6650	FERGUSON WTRWRKS #1476 2710061/HYDRANT METER STR	103.90
	252	07/31/2019	07-12-19	AP	400-0401-770-6410	AMZN MKTP US*MH8536331 OFFICE SUPPLIES	92.95
	252	07/31/2019	07-12-19	AP	400-0402-770-6520	EASTENAL COMPANY 01WIAPP NUTS/BOLTS	45.65

VENDOR NAME	CHECK #	CHECK DATE	TRANS INV#	CODE	ACCOUNT NUMBER	DESCRIPTION	TRANSACTION AMOUNT
	252	07/31/2019	07-12-19	AP	400-0402-770-6760	AMZN MKTP US*MH9KB4XJ1 METER SEALS	10.99
	252	07/31/2019	07-12-19	AP	400-0401-770-6650	AMZN MKTP US*MH00Z9NK0 WORK LIGHT	39.95
	252	07/31/2019	07-12-19	AP	400-0402-770-6520	AMZN MKTP US*MH9KK7ENO BOLTS	8.04
	252	07/31/2019	07-12-19	AP	400-0402-770-6520	INSTRUMART AMMONIA SENSOR	447.00
	252	07/31/2019	07-12-19	AP	400-0402-770-6510	PAYPAL *STAINLESSME STAINLESS STEEL SCREEN	260.00
	252	07/31/2019	07-12-19	AP	400-0401-770-6430	AMZN MKTP US*MH2SW61Q0 LABEL TAPE	40.18
	252	07/31/2019	07-12-19	AP	400-0401-770-6430	AMZN MKTP US*MH9H456M1 OFFICE SUPPLY/WEEDSPRAYER	92.03
						CHECK TOTAL -	13,898.12
U S BANK	253	07/31/2019	07-25-19	AP	400-0401-770-6260	USCC CALL CENTER AIRTIME 05/22-06/21	1.22
	253	07/31/2019	07-25-19	AP	400-0401-770-6430	USCC CALL CENTER AIRTIME 05/22-06/21	1.19
	253	07/31/2019	07-25-19	AP	400-0401-770-6620	USCC CALL CENTER AIRTIME 05/22-06/21	38.36
	253	07/31/2019	07-25-19	AP	400-0401-770-6630	USCC CALL CENTER AIRTIME 05/22-06/21	1.38
	253	07/31/2019	07-25-19	AP	400-0401-770-6650	USCC CALL CENTER AIRTIME 05/22-06/21	38.34
	253	07/31/2019	07-25-19	AP	400-0401-770-9020	USCC CALL CENTER AIRTIME 05/22-06/21	1.38
	253	07/31/2019	07-25-19	AP	400-0401-770-6630	USCC CALL CENTER AIRTIME 05/22-06/21	2.56
	253	07/31/2019	07-25-19	AP	400-0401-770-6650	USCC CALL CENTER AIRTIME 05/22-06/21	2.56
	253	07/31/2019	07-25-19	AP	400-0000-207-0413	ENGINEERING CONSULTING S DENSITY TESTING-STANLEY S	600.00
	253	07/31/2019	07-25-19	AP	400-0401-770-9260	AFFINITYHLTH EMP SOL 379685/DRUG & ALCOHOL TES	61.00
	253	07/31/2019	07-25-19	AP	400-0401-770-9270	GAN*WI NEWSPAPERS-CCC 2018 WQR AD	130.97
						CHECK TOTAL -	878.96
U S BANK	254	07/31/2019	07-25-19	AP	400-0401-770-6410	AIRGASS NORTH CARBON DIOXIDE	2,034.45
	254	07/31/2019	07-25-19	AP	400-0401-770-6430	WM SUPERCENTER #2986 LAB SUPPLIES	23.73
	254	07/31/2019	07-25-19	AP	400-0401-770-6410	HAWKINS INC AQUA AMMONIA	717.34
	254	07/31/2019	07-25-19	AP	400-0401-770-6410	HAWKINS INC SODIUM PERMANGANATE	3,478.30
	254	07/31/2019	07-25-19	AP	400-0401-770-9270	OEC*WISCONSIN RURAL WTR KLASKE TRAINING	100.00

VENDOR NAME	CHECK #	CHECK DATE	TRANS		ACCOUNT NUMBER	DESCRIPTION	TRANSACTION AMOUNT
			INV#	CODE			
	254	07/31/2019	07-25-19	AP	400-0401-770-9270	OPC MSC*SERVICE FEE 024 PROCESS FEE KLASKE TRAINI	4.95
	254	07/31/2019	07-25-19	AP	400-0401-770-6650	KUNDINGER FLUID POWER N HOSE CLAMP FOR BACKHOE	8.40
	254	07/31/2019	07-25-19	AP	400-0401-770-6650	MORTON SAFETY FACE SHIELD	26.13
	254	07/31/2019	07-25-19	AP	400-0401-770-6650	AMZN MKTP US*MH2CV58H2 WORK LIGHT	34.58
	254	07/31/2019	07-25-19	AP	400-0401-770-6650	AMZN MKTP US*MH4WF1892 WORK LIGHTS	68.30
	254	07/31/2019	07-25-19	AP	400-0401-770-9270	AWWA.ORG AWWA STANDARD	122.00
	254	07/31/2019	07-25-19	AP	400-0401-770-6430	CBI*EASEUS SOFTWARE BACKUP SOFTWARE	98.69
	254	07/31/2019	07-25-19	AP	400-0401-770-6430	CBI*EASEUS SOFTWARE TAX REIMB BACKUP SOFTWARE	4.70-
						CHECK TOTAL -	6,712.17
						GRAND TOTAL -	21,646.33

*** END OF REPORT ***

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

PROJECT DESCRIPTION AND PROGRAM COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	MAYOR'S COMMENTS
<u>2020 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. Abby Avenue (Clybourn - River) 1,200' of 8" at \$130/ft., 10 lead services, 4 main leaks, 4 service leaks.	\$164,000		
2. Center Street (W. Forest - W. North Water) 400' of 8" at \$130/ft., 6 lead services, 3 service leaks.	55,000		
3. Clybourn Street (Edna - Abby) 320' of 8" at \$130/ft., 3 lead services, 1 main leak, 3 service leaks.	44,000		
4. 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		
5. Van Street (Monroe - Harrison) 1,950' of 8" at \$130/ft., 15 main leaks, 17 service leaks.	267,000		
6. Green Bay Road (Cecil - Fox Point) 1,600' of 16" at \$140/ft., 3 main leaks.	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		
8. Kimberly Point Park 450' of 8" at \$100/ft. Possible pipe burst.	45,000		
9. Wheeler Street (Lakeshore - N. Park) 430' of 8" at \$130/ft., 2 lead services. Possible pipe burst.	59,000		
<u>Subtotal 2020 Distribution System-Replacement</u>	<u>\$1,253,000</u>		

DRAFT

**CITY OF NEENAH
2020 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>Distribution System-New Service Expansion</u>	<u>\$0</u>		
Total <u>2020 Distribution Systems</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.	\$100,000		
2. Repave driveway on north and east side of building. Estimated at \$2.50 per sq. ft.	30,000		
3. Upgrade 2012 pick-up truck to a 1-ton work truck with lift gate.	50,000		
4. John Deere snow-blower and mower.	26,000		
5. Miscellaneous tools and equipment. Includes a tapping machine for mains.	25,000		
6. Technology upgrade. Instrumentation upgrade.	15,000		
7. Miscellaneous consulting fees.	20,000		
8. Miscellaneous Plant contingency.	30,000		
9. Replace CO2 30 Ton Tank. Existing tank is at end of life.	250,000		
10. Granulated activated carbon filter media replacement (2 of 4 filters).	230,000		
11. Rip-rap shoreline at Plant.	60,000		
12. Replace fence and gate east side of filtration Plant. Project to coincide with rip-rap installation.	14,000		
Total 2020 Plant, Metering and Equipment	<u>\$850,000</u>		
TOTAL <u>2020 WATER UTILITY</u>	<u>\$2,103,000</u>		

DRAFT



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: August 1, 2019

TO: Waterworks Commission

FROM: Anthony L. Mach

RE: Request to Oversize the Water Main Extension of Lone Oak Drive (Attachment)

Cardinal-Neenah (Developer) is proposing to install public utilities north of the Lone Oak Drive terminus and west of the Paintbrush Road terminus to serve a new development (Cardinal Plat).

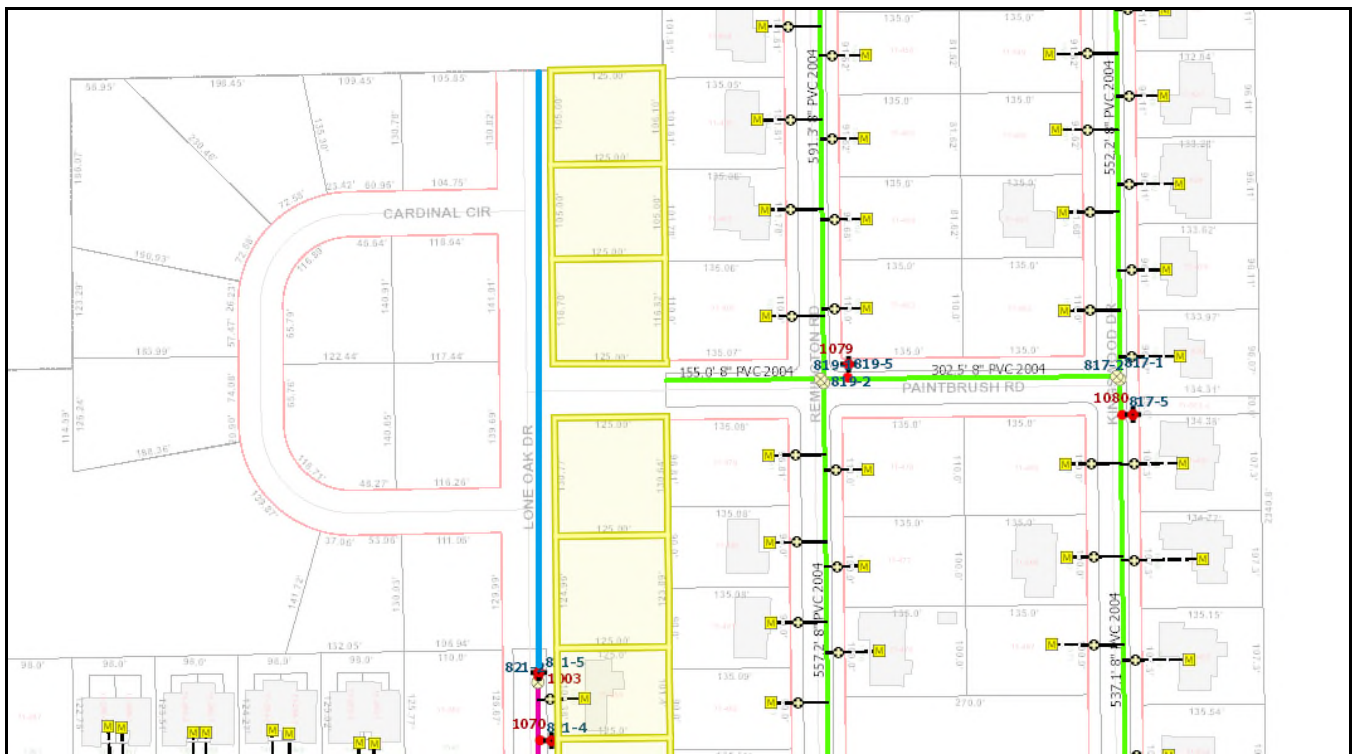
The Developer will be responsible for all costs associated with the installation of the water main, related appurtenances, and inspection fees associated with the project.

The Utility has requested the water main extending from the existing Lone Oak Drive stub and commencing north 676 ± feet be oversized to 16" in order to provide adequate service to any future City expansion to the north and west of the development. The estimated oversizing cost is \$42,025.50.

Water Main Oversizing from 10" to 16"	Quantity	Unit	Cost	Total
16" Water Main Oversizing	676	LF	\$40.20	\$27,175.20
16" Valve Oversizing	3	EA	\$4,950.00	\$14,850.00
Total Oversizing Cost Estimate				\$42,025.20

The development agreement was approved by the Common Council on August 7, 2019.

The location of the proposed 16" water main extension is indicated below (in blue):



Staff recommends reimbursing the developer for the cost to oversize the proposed water main extending from the Lone Oak Drive terminus and commencing north 676 ± feet.



Neenah Water Utility

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

Email: amach@ci.neenah.wi.us

Anthony L. Mach

Director of Neenah Water Utility

MEMORANDUM

DATE: August 8, 2019
TO: Waterworks Commission
FROM: Anthony L. Mach
RE: Reallocation of Replacement Reserves Funding

In 2011, the Public Service Commission of Wisconsin (PSCW) authorized the Utility to set aside funds on a monthly basis to pay for large operations and maintenance projects. Those totals are designated on the Utility Balance Sheet under Temporary Investments in the "Replacement Reserves" line. These totals are reported monthly on the Water Utility Cash Activity report.

Each month, \$30,250 is added to the accounts as follows:

1. Sludge Lagoon: \$25,000
2. Vehicles: \$2,500
3. Painting Towers: \$2,750
4. Painting Hydrants: \$0

In preparation for the painting of the Cecil Street water tower in 2023 or 2024 and the continuation of the hydrant painting program, the following monthly funding allocation is proposed:

1. Sludge Lagoon: \$15,000
2. Vehicles: \$2,500
3. Painting Towers: \$12,250
4. Painting Hydrants: \$500

Staff recommends allocating the monthly \$30,250 Replacement Reserve funding as follows, beginning on September 1, 2019:

1. **Sludge Lagoon: \$15,000**
2. **Vehicles: \$2,500**
3. **Painting Towers: \$12,250**
4. **Painting Hydrants: \$500**

Director's Report
August 19, 2019

1. Non-Billable Water Report 13.36% (April, May, June) up from 10.11% (March, April, May).
2. Pay Request No.1 for Contract 5-19 HMA Pavement Repair for \$20,000.00 to MCC, Inc. This pay request was approved by the Board of Public Works at the July 30, 2019 meeting.
3. Change Order No. 1 for Contract 2-18 Miscellaneous Sewer and Water Main Construction and Street Construction on Cecil Street and Adams Street to David Tenor Corporation, Green Bay, WI, in the amount of (\$16,136.66). This change order was approved by the Board of Public Works at the August 13, 2019 meeting.
4. Construction update.
5. GIS / Asset Management System update.
6. DNR Sanitary Survey update. (Attachment)
7. Lagoon road damage. (Attachment)
8. Memo regarding SBA lease buyout proposal. (Attachment)
9. The next Water Commission Meeting is scheduled for September 16, 2019.

**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 (April, May, June)	272,105	263,670	216,441	12,004	13.36%
MOST RECENT THREE MONTHS (March, April, May)	266,205	257,620	220,349	11,235	10.11%
1 YEAR AGO (April, May, June)	290,961	282,020	221,249	35,556	8.94%

**DAILY AVERAGE
(MGD)**

USAGE PERIOD	RAW WATER	FINISHED WATER
June-19	3.08	3.00
May-19	2.97	2.87
June-18	3.39	3.39

Pay To: MCC, Inc.
PO Box 1137
Appleton, WI 54912-1137

Contract No. Contract 5-19 HMA Pavement Repair

Date: July 26, 2019

Estimate No. 1

Account Description	Account #	Payment	Contract Breakdown	Budget	Pd to Date
Street Repair Undesignated	012-5199-743-0236	\$8,251.54	\$3,000.00	\$180,000	\$0.00
Sanitary Pavement Repair	046-5049-743-0236	\$5,000.00	\$6,000.00	\$20,000	\$0.00
Storm Pavement Repair	049-5249-743-0236	\$3,000.00	\$12,985.80	\$60,000	\$0.00
Water Maintenance Mains	400-0402-770-6730	\$20,000.00	\$42,000.00	\$250,000	\$0.00
Water Maintenance Services	400-0402-770-6750	\$0.00	\$21,000.00	\$100,000	\$0.00
TOTAL		\$36,251.54	\$84,985.80	\$610,000	\$0.00

Prepared by Public Works Department July 26, 2019 *js*

Approved by Public Works Department July 26, 2019 *SK*

Approved by Board of Public Works July 30, 2019

Approved by Common Council
(final payments only) N/A

Approved by Water Commission
(final payments only) N/A

Sent to Finance July 30, 2019

Number of Attachments 1

City of Neenah
Public Works Department
Contract Payment Form

COPY

July 26, 2018

Honorable Mayor Kaufert & Common Council, Neenah, WI

The following is Estimate #1 for Contract 5-19, HMA Pavement Repair to MCC, Inc., PO Box 1137, Appleton, WI 54912-1137

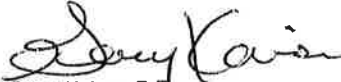
DESCRIPTION	Unit Price	Original Bid		Estimate #1	
		QUANTITY	Total	QUANTITY	Total
Part 1- Miscellaneous Repairs					
1. Unclassified excav. (var. loc.)	\$290.51	25 Cu. Yd.	\$7,262.75	0.00 Cu. Yd.	\$0.00
2. Crushed aggregate base course	\$70.14	50 Ton	\$3,507.00	23.90 Ton	\$1,676.35
3. HMA Pavement Repair	\$155.70	350 Ton	\$54,495.00	199.20 Ton	\$31,015.44
4. Street repair preparation	\$9.52	1,300 Sq. Yd.	\$12,376.00	500.00 Sq. Yd.	\$4,760.00
5. Adjust Manhole (w/ Slurry backfill)	\$741.20	8 Each	\$5,929.60	0.00 Each	\$0.00
6. Traffic control	\$1,415.45	1 L.S.	\$1,415.45	0.50 L.S.	\$707.73
TOTAL PART 1			\$84,985.80		\$38,159.51

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.

Work to date	\$38,159.51
Retainage ¹	\$1,907.98
Due Contractor	\$36,251.54
Previously paid	\$0.00
Due this estimate	\$36,251.54

Respectfully submitted,

Budgeted Amount: \$610,000


 Gerry Kaiser, P.E.
 Director of Public Works

Change Order No: 1
 Contract: 2-18
 Project: Contract 2-18 Miscellaneous Sewer and Water Main Construction
 and Street Construction on Cecil Street and Adams Street
 Contractor: David Tenor Corporation
2759 Dewey Decker Drive
Green Bay, WI 54313
 Original Contract: \$1,791,848.10

Change Ordered Herewith:

1. See attached contract item comparison	\$17,422.68
2. Liquidated Damages	(\$30,000.00)
3. _____	_____
4. _____	_____
5. _____	_____
TOTAL	(\$12,577.32)

Reason for Change:

1. Contract closeout - as built quantity totals
2. Work completed 30 days after contract completion date.
3. _____
4. _____
5. _____


Contract Amount

Original: \$1,791,848.10
 Previous C.O.'s (+/-): _____
 This C.O. (+/-): (\$12,577.32)
 Revised: \$1,779,270.78

Contract Time (Calendar Days)

Original: _____
 Previous C.O.'s (+/-): _____
 This C.O. (+/-): _____
 Revised: _____

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

Contractor:  Date: 8/9/19
 Department: Henry Faus Date: 8-9-2019
 Board of PW: _____ Date: _____
 Water Commission _____ Date: _____
 (If applicable)

COPY

DESCRIPTION	Unit Price	Final Quantity Difference	% Difference	Final Cost Difference
Part 1 - Cecil Street & Adams Street				
A. Sanitary Sewer				
1. Furnish and relay 12-inch PVC sanitary sewer	\$65.00	5	7%	\$ 325.00
2. Furnish and relay 10-inch PVC sanitary sewer	\$60.00	9	2%	\$ 540.00
3. Furnish and relay 8-inch PVC sanitary sewer	\$60.00	(2)	0%	\$ (120.00)
4. Furnish and relay 6 inch sanitary lateral in ROW (59)	\$45.00	(164)	-9%	\$ (7,380.00)
5. Furnish and relay 6 inch sanitary lateral ROW to house	\$38.00	(100)	-100%	\$ (3,800.00)
6. Furnish and pipeburst sanitary lateral	\$15.38	200	50%	\$ 3,076.00
7. Reconnect sanitary lateral at foundation - pipeburst	\$1,538.00	(2)	-100%	\$ (3,076.00)
8. Reconnect under basement floor - pipeburst	\$1,795.00	1	7%	\$ 1,795.00
9. Reconnect lateral to wye at main	\$250.00	(3)	-100%	\$ (750.00)
10. Furnish and Install Standard manhole (9)	\$320.00	(1)	-1%	\$ (320.00)
11. Remove sanitary manhole	\$300.00	0	0%	\$ -
12. Clean and Televiser Sewer (Sanitary only)	\$2,580.00	0	0%	\$ -
13. Adjust sanitary manhole (slurry backfill)	\$400.00	0	0%	\$ -
Part 1.A. Sanitary Sewer Total		0		\$ (9,710.00)
B. Water Main				
1. Rock Removal	\$32.50	(127)	-8%	\$ (4,127.50)
2. Furnish & install 16-inch PVC C-900 main	\$91.00	(9)	0%	\$ (819.00)
3. Furnish & install 12-inch PVC C-900 main	\$200.00	(28)	-50%	\$ (5,500.00)
4. Furnish & install 10-inch PVC C-900 main	\$160.00	86	246%	\$ 13,760.00
5. Furnish & install 8-inch PVC C-900 main	\$64.00	(213)	-15%	\$ (13,632.00)
6. Furnish & install 6-inch PVC C-900 main	\$78.00	6	5%	\$ 468.00
7. Furnish & install 16-inch valve w/ box	\$7,650.00	0	0%	\$ -
8. Furnish & install 12-inch valve w/ box	\$2,385.00	0	0%	\$ -
9. Furnish & install 8-inch valve w/ box	\$1,375.00	0	0%	\$ -
10. Furnish & install 2-inch short side service	\$1,750.00	0	0%	\$ -
11. Furnish & install 1.25-inch long side service	\$1,500.00	0	0%	\$ -
12. Furnish & install 1.25-inch short side service	\$1,200.00	0	0%	\$ -
13. Furnish & install 1.25-inch service from ROW to house by excavation	\$36.00	(50)	-100%	\$ (1,800.00)
14. Furnish & install 1.25 inch service from ROW to house by excavation in same trench as san. lateral	\$12.00	(100)	-100%	\$ (1,200.00)
15. Furnish & install 1.25 inch service from ROW to house by pulling w/ sanitary sewer pipeburst	\$5.12	107	27%	\$ 547.84
16. Furnish & install 1.25 inch service from ROW to house by pulling	\$40.00	71	284%	\$ 2,840.00
17. Water service connection to building	\$358.00	(3)	-19%	\$ (1,074.00)
18. Furnish & install electrical grounding	\$200.00	(5)	-100%	\$ (1,000.00)
19. Furnish & install hydrant, lead and valve	\$4,600.00	(1)	-14%	\$ (4,600.00)
20. Abandon hydrant	\$250.00	0	0%	\$ -
21. Abandon Valve manhole	\$300.00	0	0%	\$ -
22. Abandon Valve Box	\$150.00	0	0%	\$ -

<i>DESCRIPTION</i>	<i>Unit Price</i>	<i>Final Quantity Difference</i>	<i>% Difference</i>	<i>Final Cost Difference</i>
Part 1.B. Water Main Total				\$ (16,136.66)
C. Storm Sewer				
1. Furnish and relay 30-inch storm sewer	\$65.00	12	3%	\$ 780.00
2. Furnish and relay 24-inch storm sewer	\$58.00	30	4%	\$ 1,740.00
3. Furnish and relay 15-inch storm sewer	\$48.00	(3)	-3%	\$ (144.00)
4. Furnish and relay 12-inch storm sewer	\$48.00	(43)	-6%	\$ (2,064.00)
5. Furnish and relay 10-inch storm sewer	\$41.00	359	71%	\$ 14,719.00
6. Furnish and relay 4-inch storm sewer lateral	\$35.00	(100)	-100%	\$ (3,500.00)
7. Furnish and install storm manhole (14)	\$300.00	(2)	-3%	\$ (630.00)
8. Furnish and install catch basin	\$1,250.00	0	0%	\$ -
9. Remove Storm Manhole	\$300.00	(3)	-16%	\$ (900.00)
10. Remove Storm catch basin	\$175.00	10	63%	\$ 1,750.00
11. Adjust storm catch basin	\$300.00	(31)	-100%	\$ (9,300.00)
12. Install and Maintain Type "D" Inlet Protection	\$95.00	(24)	-48%	\$ (2,280.00)
13. Clean and Televiser Sewer (Storm only)	\$3,230.00	(1)	-50%	\$ (1,615.00)
Part 1.C. Storm Sewer Total				\$ (1,444.00)
F. Street (Concrete Pavement Alternate)				
1. Remove existing pavement and maintain utility trench	\$0.75	(2,690)	-24%	\$ (2,017.50)
2. Furnish and install temporary 3" HMA pavement (Oak Street)	\$31.78	(100)	-100%	\$ (3,178.00)
3. Sawcut existing bituminous pavement	\$2.05	(170)	-28%	\$ (348.50)
4. Full depth sawcut existing concrete pavement	\$3.06	(168)	-84%	\$ (514.08)
5. Remove existing bituminous pavement	\$1.22	(700)	-6%	\$ (854.00)
6. Remove existing concrete pavement	\$14.28	(88)	-88%	\$ (1,253.78)
7. Remove concrete curb and gutter	\$1.88	0	0%	\$ -
8. Remove concrete sidewalk/driveway apron	\$0.66	2,483	20%	\$ 1,638.80
9. Unclassified Excavation	\$9.74	850	11%	\$ 8,279.00
10. Furnish and install crushed aggregate base	\$9.79	2,428	27%	\$ 23,770.90
11. Furnish and install concrete pavement 7-inch (undowelled)	\$30.50	56	0%	\$ 1,706.47
12. Furnish and install concrete curb and gutter	\$24.83	(35)	-6%	\$ (856.63)
13. Furnish and install 4-inch concrete sidewalk	\$4.18	445	6%	\$ 1,859.85
14. Furnish and install 6-inch concrete sidewalk/driveway apron	\$4.59	2,038	41%	\$ 9,354.83
15. Furnish and install drill tie bars #4	\$8.16	(28)	-56%	\$ (228.48)
16. Furnish and install HMA pavement (4-inch)	\$78.95	63	21%	\$ 4,973.06
17. Install detectable warning fields (supplied by City)	\$35.70	(5)	-13%	\$ (178.50)
18. Terracing, fertilize, seed & hydromulch	\$6.90	371	12%	\$ 2,559.90
19. Install and Maintain Traffic Control	\$7,000.00	0	0%	\$ -
Part 1.F. Alternate Concrete Pavement Street Total				\$ 44,713.34
TOTAL Parts 1A through 1D				\$ 17,422.68



Neenah Water Utility

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

Phone: 920-886-6180 Fax: 920-886-6250

E-mail: water@ci.neenah.wi.us

August 7, 2019

Mr. Chris Linskens
Wisconsin Department of Natural Resources
2984 Shawano Ave.
Green Bay, WI 54313

Dear Mr. Linskens:

Following is the follow-up response to the Sanitary Survey Report for the Neenah Waterworks (PWS ID# 47103485) dated July 10, 2019.

Deficiencies

1. *Not all air relief valves terminate at least 24-inches from the floor and are provided with 24-mesh corrosion resistant screening.*

Utility staff have cut all relief drains to a minimum of 24-inches from the floor and covered with sturdy 30-mesh corrosion resistant screening. This was completed on all air relief valves.

2. *Not all overflows at the treatment plant are provided with 24-mesh corrosion resistant screening.*

Utility staff have removed the flanges containing the flapper, installed sturdy 30-mesh corrosion resistant screening, and reinstalled the flanges. This was completed on all overflows.

3. *The Industrial Drive Tower sample tap is a threaded tap.*

Utility staff have removed the threads on the threaded tap. At the next tower draining, an unthreaded spout for this sample tap will be installed.

Thank you again for the very thorough Sanitary Survey. We all appreciate your commitment to protecting public health.

Best regards,

Anthony L. Mach
Director, Neenah Water Utility



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: August 5, 2019
TO: Waterworks Commission
FROM: Anthony L. Mach
RE: Lagoon Road Damage

Staff have recently discovered after mowing operations that the road between the west and middle lagoon cells has partially collapsed into the west cell. Staff are exploring options for repair and are in contact with contractors in order to obtain quotes.

For the time being, this section has been marked with cones and appropriate staff have been notified.





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: August 12, 2019
TO: Neenah Common Council and Waterworks Commission
FROM: Utility Director Mach and City Attorney Godlewski
RE: SBA Communications Lease Buyout Proposals / 5G Expansion Working Group

SBA Communications, Inc. has recently presented a ground lease buyout proposal (perpetual communications easement) to the Water Utility for consideration. SBA may be offering the City a buyout proposal in the near future for towers on City-owned property. Staff believe this proposal may be driven by future cell site expansion, including a rollout of 5G cell service within the city.

In the interest of exploring these proposals, Mayor Kaufert convened a working group consisting of the Mayor, City Attorney Godlewski, Assistant City Attorney VandenHeuvel, IS Director Wenninger, Finance Director Easker, Assistant Comptroller Kahl, and Utility Director Mach.

The working group examined the future rollout potential within the City including existing assets which may be affected. The League of Wisconsin Municipalities as well as a subset of Wisconsin cities were contacted for more information.

Conclusions of the 5G Working Group were as follows:

1. Research indicates that buyout offers seem to be a relative rarity in Wisconsin. A few offers were received either directly from the cell service provider (e.g. Verizon), or the tower owner (e.g. SBA Communications). Buyout offers have nearly always been rejected.
2. The League of Wisconsin Municipalities offered no specific information or guidance, likely due to the rarity of offers.
3. Existing tower assets will continue to be required for existing cell service as well as a backend for 5G service in the foreseeable future.
4. Accepting a buyout will eliminate all future lease revenue, including any annual increases and potential increases due to carrier expansion on towers.
5. The lease buyout proposals discussed appear to be increasing over time and are equal to approximately 14-16 times the current yearly rent. This figure does not take into account potential lease revenue from carrier expansion which will be lost if a buyout is accepted.

NEENAH WATER UTILITY

Office of the Director

Cell Tower Lease Buyout Proposals

August 13, 2019 – Page 2

Since both the Waterworks Commission and the Finance & Personnel Committee have reviewed similar proposals recently in the past, this most recent request will be filed consistent with the prior review, unless there is a request by either the Commission or Committee to place this on the agenda for a future meeting.

Please contact us with questions.

Storm Water Citizen's Advisory Board
Monthly Report
August 2019

1. Harrison Street Pond –

- The City is developing concept plans for the pond site. Given its location adjacent to Arrowhead Park, there is a desire to have this pond be more aesthetically pleasing than some of our more rudimentary ponds, so we have been looking at options for design and amenities.
- Our environmental consultant has submitted a request to WDNR to allow the placement of low hazard soils from the pond excavation on the Arrowhead Park site. A clay cap will need to be placed over any material that is deposited here.
- Staff is evaluating the potential retention of the warehouse building on the property for city use and how the building could be screened.
- The test results for the sand fill under the warehouse's concrete deck have come back clean.
- The house at 502 Monroe Street is being razed.