

MINUTES OF THE NEENAH WATER WORKS COMMISSION

Regular Meeting – November 18, 2019

The Hauser Room – City Hall

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

Excused: Commissioner Boyette

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

Approve Regular Meeting Minutes for October 21, 2019 – Following discussion, **M.S.C.**

Lang/Schmeichel to approve the October 21, 2019 Regular Meeting Minutes. All voting aye.

Approve the Invoices for October 2019 –The Commission questioned charges from Affinity Health, The Home Depot Pro, Ferguson Waterworks, and an invoice from Garage Door Specialists. Director Mach explained that the charges from Affinity Health are for employee respirator fit testing. Charges from The Home Depot Pro are proper charges from the previous credit card fraud charge reversals. Commissioner Schmeichel asked if staff could look into the pricing received from Ferguson Waterworks for nuts and bolts. Director Mach appreciated the suggestion from Commissioner Schmeichel. Director Mach indicated staff do obtain competitive quotes for many of the materials that we purchase, but we are always looking for more suppliers. The invoice from Garage Door Specialists is a partial payment for the replacement of the garage doors in the equipment garage per the 2019 CIP.

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

Appearances – None

Old Business/New Business

Award Chemical Bids for 2020-2021 – Director Mach presented the bid results for chemical purchases in calendar years 2020-2021. The Utility participated in the Chemical Bidding Consortium with the cities of Appleton and Menasha. The suppliers which have provided the low bids have been approved by staff. The following low bids for supplied water treatment chemicals have been received:

1. Powdered Activated Carbon, Jacobi Carbons, Inc., for \$0.590 / lb.
2. Ferric Sulfate 60%, Kemira Water Solutions, Inc., for \$0.126 / lb.
3. Sodium Hypochlorite 12.5%: Milport Enterprises, Inc., for \$0.0853 / lb.
4. Hydrated Lime: Graymont Western US Inc., for \$0.080 / lb.
5. Hydrofluorosilicic Acid 23%, Hawkins, Inc., for \$0.280 / lb.
6. Liquid Carbon Dioxide, Airgas, Inc., for \$0.049 / lb.

Following discussion, **M.S.C. Schmeichel/Lang to award the 2020-2021 Chemical Bids to Jacobi Carbons, Inc. for Powdered Activated Carbon, Kemira Water Solutions, Inc. for Ferric Sulfate 60%, Milport Enterprises, Inc. for Sodium Hypochlorite 12.5%, Graymont Western US, Inc. for Hydrated Lime, Hawkins, Inc. for Hydrofluorosilicic Acid 23%, and Airgas, Inc. for Liquid Carbon Dioxide.** All voting aye.

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Approve Final Payment for Chemical Feed and Delivery Upgrade Contract 3512-18-01 – Director Mach indicated that the final payment of \$9,987.65 for this project was recommended by the Board of Public Works at the October 30, 2019 meeting. The system is complete and staff would like to close out the contract.

Following discussion, **M.S.C. Lang/Schmeichel to approve the final Payment of \$9,987.65 for Chemical Feed and Delivery Upgrade Contract 3512-18-01 to August Winter & Sons, Appleton, WI.** All voting aye.

Director's Report –

1. Non-Billable Water Report 8.38% (July, August, September) down from 10.03% (June, July, August). Staff are actively looking for leaks in the system as winter approaches.
2. Change Order No. 4, for Contract Chemical Feed and Delivery Upgrade to August Winter & Sons, Appleton, WI, in the amount of -\$4,000.00. This change order was approved by the Board of Public Works at the October 30, 2019 meeting. This change order is for sundries and testing that were not performed due to the removal of the driveway turnaround portion of the contract.
3. Pay Request No. 2 for Contract N0003-9-18-00888 Courtney Court Sanitary Sewer, Water Main, Storm Sewer and Street reconstruction payable to the Town of Neenah in the amount of \$492.19. This pay request was approved by the Town of Neenah Town Board at the October 28, 2019 meeting. Note: The Town of Neenah will invoice the City of Neenah for this pay request.
4. The Intergovernmental Cooperation Agreement between Neenah, Appleton, and Menasha has been signed and copies distributed to all members. This agreement allows us to bid competitively for chemicals as a group.
5. The next Water Commission Meeting is scheduled for December 16, 2019. This meeting may be cancelled if there are no pressing items for the agenda.

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

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

Adjournment – **M.S.C. Schmeichel/Lang to adjourn at 4:53 p.m.** All voting aye.

Respectfully submitted,



Anthony L. Mach
Director, Neenah Water Utility